University Academic Advising Council  
April 11, 2011  
Meeting Notes

**Attendees**

Marty Baker, Scott Johnson, Norma Ayon, Leticia Soto-Delgadillo, Lyn Duran, Joe Lindley, Nancy Rodriguez Lorta, Kerith Lisa, Jo Silva, Alan Beaudrie, Anne Pagel, Robin Rarick, Ben Packer, Kerith Lisa, Julie Reed, Roxie Catts

**Guests:**  Sarah Wieland, UITS; Monica Vega, Writing Program; Christine Salvesen and Mary Frances Kuper, Student Transitions

**UAccess Updates**

Sarah Wieland presented a video and distributed a handout on some of the new features in UAccess for advisors. Students’ views will not be affected by these changes which are scheduled to begin on July 15. Sarah described the changes as a “new skin.” Functionality will not dramatically change.

Sarah provided some follow-up clarification to the change of major training. She reminded advisors that students can now graduate under multiple catalogs so when changing a student’s program plan advisors need to pay attention to the four requirement terms: Career, Program, Plan, Sub-Plan. One benefit of the changes is that students declaring a program that came into existence after their catalog year will not need to change catalogs. The video and handout will be sent to the UPAC listserv and presented at the April 13 UPAC meeting.

**Writing Program**

Monica Vega presented the background and method of English placement. She distributed a handout which has been sent electronically to UAAC reps to distribute to advisors and is included at the end of these minutes. For fall 2011, the placement score and the course into which the student places are the same, i.e., ENGL 101. If a student does not have an SAT or ACT score, they need to take the “English Diagnostic.” It’s important to note that when a student is placed, the Writing Program does not know whether or not the student has transfer units.

Monica sent the follow-up communication after the meeting:

Please let the advisors know that I’ve already spoken to Room and Course regarding the course notes for the 101 sections and they are willing to add the notations to every section. However, advisors should note that most students will not read the course note and will still receive the requisites error message when trying to register.

The reason most students will receive the requisites error message is because students do NOT have to drill down for more information when trying to add a course. When registering, most students simply click on the SELECT button and do not click on the course details (drill down) for more information. When clicking on course details, the course requirements are clearly
indicated. For example, when clicking on any section, the **Enrollment Requirement** (English Placement 100. Must be taken concurrently with ENGL197B) actually appears before any course notes.

*See additional message with table on page 4 of the meeting notes. Monica’s slides, AP_IB_109 handout, and placement scores were sent as pdf files to the UAAC listserv on 4/12/2011.*

**New Start Updates and Summer Course Offerings**

The Student Transitions Office administers: AZ Assurance, TRIO, Commencement, New Start and the MERITS Program which is now called PRODIGY. Christine Salvesen and Mary Frances Kuper explained that the New Start program is being expanded. They said that any incoming student is welcome to participate in the program, but that it is geared to first generation students. They also discussed the New Start Program. New Start has a significant impact on retention especially from the first to second year. One change in the program is that Tucson residents will be allowed to live in the residence halls during the program. New Start students will enroll in 6-7 units (3-4 unit academic course - ENGL, MATH, or INDV; and H ED 197 a 2 unit success course and AED 195 a 1 unit “Heritage and Traditions at the UA” course). It was the groups’ understanding at the time of the meeting that all 3 units of the non-academic course work are considered success courses and the 3 unit cap would be used during New Start. There was discussion about the difficulty some colleges will face in explaining to entering freshmen that they are required to take a success course in their major for fall registration which technically will not apply towards their degree requirements. Christine and Mary encouraged colleges to explore partnerships with New Start and consider some type of programming for New Start students in July after NSO has finished.

**Note:** It was learned after the meeting that AED 195 is not considered a success course. The 2 unit H ED 197 has not been reviewed by UWGEC and is not considered a success course in UAccess for students completing the course summer 2011.

Most of the 230 New Start Students (47 additional pending) will participate in the June 10/11 Orientation. Summer 2011 students who have Pell Grants will be able to use them for the summer 2011. The units these students take in the summer do not count toward the “30 units per academic year eligibility requirement” for financial aid.

**Announcement/Updates**

**Open**

ACCT 250 Survey Course has been approved. It can fulfill the accounting requirement for the Business Administration Minor and can be used in the IDS when business is one of the subject areas. Starting this past fall, the name of the General Business minor was changed to Business Administration Minor.

**Celebration of Excellence in Academic Advising**, April 25th, 3:00, Marriott Hotel. Please remind advisors to attend (food, fun, door prizes) and **RSVP to advising@email.arizona.edu**
OAC Policy Committee

Nancy Rodriguez-Lorta reported on the most recent meeting. UAAC members are encouraged to discuss proposed changes to New Student Orientation with their Associate Deans.

Academic Contracts

A draft academic contract was distributed and will be discussed at the next UAAC meeting. One template used by all colleges could be developed as a work flow document in UAccess which could potentially resolve the Financial Aid Office’s need to know whether students requesting a Satisfactory Progress Appeal (SAP) are on a contract.

Editor’s note: The draft academic contract was derived from many of the contracts currently used by colleges. It is understood that not all colleges use academic contracts. The requirements for students on financial aid are becoming more defined and advisors will be required to be more involved in the Satisfactory Appeal Progress (SAP) appeal process which coincides with New Student Orientation. The goal is to determine if a standard academic contract which is flexible enough to meet the individual needs of colleges who use them, will also satisfy the requirements for the SAP. The ultimate goal is to reduce the number of contacts that cover essentially the same information for probationary students, advisors who work with them, and the office that deals with their financial aid eligibility. This is about reducing quantity, not quality, of working with probationary students (who also receive financial aid). The thinking is that advisors’ time is better spent meeting with probationary students on topics other than their financial aid issues and appeal paperwork.

With this goal in mind, please look at the draft academic contract and indicate what you would add or delete from the document. This will be an agenda topic at the April 25th meeting.

Campus Life Survey

Roxie was asked by the Dean of Students Office to provide feedback on the academic advising questions on their Campus Life Survey which is conducted every five years. The timeframe for feedback was too short to get feedback from the community. Copies of the draft questions and her feedback were provided in a handout to UAAC members.

Next UAAC Meeting: Monday, April 21
More on Writing Placement

The chart that lists the placements and the courses/sections available by placement, will be printed in the Quick Guides to Placement (the guide that students will receive on Day 1). Below is the chart that will appear in the guides.

<table>
<thead>
<tr>
<th>Score Type</th>
<th>Score/Placement</th>
<th>Course Eligibility</th>
<th>Section Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>UAWP or UACH</td>
<td>100.0-100.9 / English 100</td>
<td>ENGL 101 &amp; ENGL 197B</td>
<td>Sections 001-034. 101 (3 units) &amp; 197B (1 unit) are required to fulfill the requirement.</td>
</tr>
<tr>
<td>UAWP or UACH</td>
<td>101.0-101.9 / English 101</td>
<td>ENGL 101</td>
<td>Sections 037-177 (NOT 001-034).</td>
</tr>
<tr>
<td>UACH</td>
<td>102.0-102.9 / English 102</td>
<td>ENGL 102</td>
<td>Spring semester only.</td>
</tr>
<tr>
<td>UAWP or UACH</td>
<td>109.0-109.9 / English 109H</td>
<td>ENGL 109H</td>
<td>Sections 001-028. This one-semester course fulfills the writing requirement (grade of C or higher). Offerings divided between fall &amp; spring semesters. Students not registered for fall, take 109H in spring and must register for another fall course (ex: an additional TRAD or INDV).</td>
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