

UPAC Meeting 10/1/2014, Agave Room, SUMC

Nicole Gonzalez: welcomed the group at 8:30am. Motivational mini-pumpkins were available for advisors to welcome fall. Advisors were invited to have their cares rubbed away with StressBusters every Wednesday during Priority Registration over the lunch hour.

Lisa Carotenuto & Ken Mwangi, Instructional Specialists at ThinkTank

- **The ThinkTank offers prep courses for LSAT, GMAT, GRE, and prep for high school students:**
 - The GMAT and GRE courses are 4 week courses and meet 2 times per week. Services available for UA South students, as well, via distance. The classes are held on campus and last 3 ½ hours, 6-9:30pm. Two weeks of instruction for both verbal and quantitative.
 - Office hours are available before class.
 - **Price:** \$550 (All supplementary tools and the textbook are included). Payment plans and discounts are available.
 - Anyone in the community can take the courses, not just UA students.
 - LSAT course is 8 weeks long due to content.
 - For all prep courses, a test is given to students at the beginning of the course and then again at the end of the course to check for improvement.
 - Prep Courses for high school students: 2 in the fall, 2 in the spring, and multiple over summer.

Paul Miller, Associate Director, Transfer Enrollment Services

- **STU 210:**
 - Transition and orientation course to help students transfer from PCC to UA; 2 credit course
 - STU 210 courses are on UA campus in different buildings to create familiarity with campus.
 - STU 210 students receive Priority Registration at UA; apply earlier and meet with advisors earlier than other transfer students (October 7 and 10). (Info on website)
 - Students must be coded as being enrolled in 210 in order to receive priority registration; students fill out an application on the STU 210 website.
 - Students can apply online or with a paper application.
 - UA Transfer Enrollment team works with PCC Advisors to promote STU 210.
 - STU 210 Website Link: <http://admissions.arizona.edu/transfer/STU210>

Dolores Machado, Office of Admissions, Next Steps Center

- **Next Steps Center**
 - Checklist of items for students to complete before they meet with their advisor
 - Available for all students (transfer, international, readmits, etc.) and via MOBILE
 - UA South and STU 210 students have their own unique checklist
 - All Advisors have proxy access; if you do not have it, contact Dolores.
 - TSAP gives information about Math, English, and Language placement.
 - Students cannot change their major through TSAP AFTER the TSAP is completed.
 - If a student chooses not to attend the UA, have them cancel their acceptance of admission through TSAP.
- **Matriculation**
 - Freshmen Matriculate the day before Orientation.
 - Transfer students matriculate within 24 hours of completing TSAP. Students must move through the TSAP step-by-step in order to complete it and matriculate.
 - Re-admits matriculate 24 hours after admitted.

- Non-degree seeking students matriculate 3-5 days before priority registration (December for Spring students).

Ariel Fisher, Office of Admissions, Program Coordinator

- **Transfer Student Welcome**

- Transfer students do not have an orientation, so the Transfer Student Welcome allows them to meet people, gain resources, and get connected to campus
- 46% of Fall 2014 transfer students attended the program.
- Spring Transfer Student Welcome: January 10th
- Program fee is included in their enrollment fee
- Not mandatory for students to attend; students can sign up through TSAP.

Noelle Carampatan, Program Developer, International Student Development

- **International Student UAccess Updates**

- We have requested a modification to the system that does not allow undergraduate international students to drop below 12 units.
- If they try to drop below 12 units, a link to their website will appear where it explains that they must stay in 12 units in order to maintain their immigration status.
- Faculty or staff cannot administratively drop an international student if it will cause them to drop below 12 units. If an instructor needs to drop an international student from their course, they must contact our office to do so.
- A student may obtain an exception from our office to drop below 12 units (must come meet with them first).
- If a student would like to withdraw from UA completely, refer to ISD.
- Immigration regulations are very complex to understand, so please refer them to ISD for clarification
- If an International Student is struggling academically, send them to International Student Development immediately.
- International Student Development office is located near the Marriott.

Deborah Kuiken, Assistant Director, International Student Programs

- **Operational Practical Training Updates**

- Operational Practical Training (OPT): After a student completes their degree, they have an opportunity to do a 12 month internship in the US in their field of study.
- Students in fields of math, science, engineering, and technology can have a 17 month internship.
- Once the student gets accepted into the OPT program, they will receive an OPT card and pay \$75 for the 12 month program and \$150 for the 17 month program.
- Students have a 60 day grace period after they graduate to apply for the program as long as they did not leave the US.

Dr. Shannon Snapp, Postdoctoral Research Associate, Frances McClelland Institute

- **Bringing Mindfulness to Your Workday**

- Shannon led a guided meditation/relaxation exercise, Deep Relaxation, to help us reduce stress in our workday.
 - 1) Get comfortable in your chair. Avoid slouching; upright, but not rigid spine. Feet on floor. Choose a position to allow circulation to move freely.
 - 2) Tune into our breath. When thoughts enter your mind, label it "Thinking." Then return focus to your breath.
 - 3) Notice what it's like to breathe in and out; naturally.

- 4) Imagine releasing & relaxing all the muscles at the top of your head,
 Eyebrows,
 Eyes,
 Ears,
 Mouth.
- 5) Breathe in peace and breathe out worry.
- 6) Focus on shoulders and neck. Relax shoulders; release from neck. Breathe in peace and breathe out worry.
- 7) Allow your arms and hands to feel heavy. Let stress move from our shoulder, down your arm, to your hands.
 Breathe in peace and breathe out worry.
- 8) Bring attention to chest. Let go of tension in your spine, abdominals. Breathe in and expand your chest.
 Breathe in peace and breathe out worry. All is well, in this moment.
- 9) Move to hip and thigh; these areas prepare our body for fight or flight. Allow your hips and thighs to open more softly. Breathe in peace and breathe out worry.
- 10) Move to your knees and calves. Notice any tension or pain in these areas. Breathe in peace and breathe out tension.
- 11) Move down to your feet and toes. Release any tension you are holding in these areas. Breathe in peace and breathe out tension.
- 12) Move back to your head; wipe down any remaining in your tension in your body.
- 13) Take a moment to offer gratitude to your body for getting you through this day.
- 14) Continue to focus on your in-breath and out-breath.
- 15) When you're ready, open your eyes.

Roxie Catts, Director, Advising Resource Center

- **Second 7-week course options:**
 - Surveyed audience for course needs:
 - Tier 1 Gen Eds
 - Tier 2 Gen Eds
 - Math
 - Foreign Language
 - Online
 - Diversity of times and days; many conflict with labs
 - Encountered enrollment issues with a 160A course
- **Advisor Academy**
 - Day 3: October 3rd, 8:00-12:00
 - Day 4: November 14th, 8:00-12:00
- **Minor Directory**
 - Continue sending your minor templates so that they can be updated on the ARC website
- **Dr. Jennifer Bloom Presentation on Appreciative Advising**
 - December 12th, 8:00-1:00 (lunch included); RSVP to ARC
 - Advisors from Pima and Maricopa CC invited

