

UPAC Meeting Notes

February 14, 2018

Marley 230

9:00-10:15 AM

I. Welcome: Liz Collins

- In an effort to save paper, we will no longer print agendas for the UPAC meetings.

II: Financial Aid Q & A - Meghan McKenney and Ryan Taylor, Office of Scholarships and Financial Aid

- Q: How do advisors know if students need to submit a SAP appeal? Look on student's "to do" list in UAccess and it will say if they need to submit an appeal.
- Q: Where do advisors find SAP information? Information is found in "My Financial Aid Status" under finances on student home page in UAccess Student Center. Click on "Satisfactory Academic Progress" to view pace, timeframe, and gpa info.
- Q: What is Pace? Students must complete 66.67% of units they attempt (completed units / attempted units = pace). Attempted units include courses with a grade of W. If a course is dropped prior to the withdrawal deadline, it is not counted toward attempted units.
- Completing the SAP form: It is important for advisors to indicate minimum semester gpa. The gpa should be higher than minimum SAP standard if they are not meeting 2.0. Course plans can be general, it's ok to list category rather than specific classes. It's helpful if advisors ask what term the student needs FA for, especially toward the end of the term where it could be either. FA is moving toward an online form. Latest SAP appeal form is on FA website: <http://financialaid.arizona.edu/policies/sap>
- Scholarships: if students are graduating with less than full time course load in their final semester, they can notify FA office to have merit based scholarship disbursed. They must have applied for graduation so that expected grad date is reflected in UAccess.
- Pell Recalculation Dates: refer to attached handout for spring PRD dates. See information on right side of handout for communicating with students. If Pell Grant is pulled back, it becomes a balance due on their Bursar's account for that term. The PRD dates are set, no special recalculation can be done to disburse additional Pell money if a student enrolls between dates and incurs extra tuition charges. Please send students to FA if they are dropping classes for information about how Pell will be impacted.
- Summer Financial Aid: Summer Federal Work Study is the only summer application for aid. Available March 26th. New this year is the year-round Pell at 150%. Students can get 50% pell in summer as long as they are enrolled in summer (600% Pell is still the max any student can get). No Pell recalc in summer. It is recommended that students enroll in all summer classes as soon as possible since they won't receive additional Pell if they add classes later. Will update summer webpage soon: <http://financialaid.arizona.edu/types-of-aid/summer>

III: Bursar's Office Q & A - Iris Budinoff, Senior Manager, Bursar's Office

- New website! Easier to navigate, Financial Timeline available here: <https://bursar.arizona.edu/new>
- Q: What fees are refundable? Fee descriptions on this website: <https://bursar.arizona.edu/tuition/fees/descriptions> can provide more information. Look at each fee to see if it's refundable, must contact individual departments for refund requirements.
- Q: What should advisors communicate to students when dropping and adding classes? Refer students to Bursar's website for refund deadlines: <https://bursar.arizona.edu/dates/refund>.

Sometimes refunds can be awarded after deadline due to extenuating circumstances, such as medical withdrawal, but there is no guarantee.

- Tuition payment plan: Students should enroll in payment plan before \$50 late fee applies.
- Bursar's Holds: If student has past due balance, Bursar's will likely lift hold if they can verify student has enough aid to cover tuition for both past and current semester. Refer students to Bursar's for assistance. Due to federal regulations, hold cannot be lifted when crossing academic years – ex. they cannot lift hold in fall when student has past due balance from spring in prior academic year.
- If a student has an extenuating circumstance, the Accounts Receivable department will review on a case by case basis. Helpful if student is able to provide documentation.
- Advisors can help by reminding students to check their balance in UAccess and read emails from Bursar's office. Have students call Bursar's office if they have problems paying.

IV: Math Placement Updates - Tina Schuster Moore, Math Placement and MRT Coordinator

- If your department is developing a new major, please let Tina know now so they can update preschedules for Orientation and ensure new students are enrolled in appropriate math course. Additionally, if you are making changes to math requirements, let Tina know so that she can update pre-schedules as well.
- Tina will be meeting with all colleges in March/April, details about math updates specific to your students will be discussed there.
- New course! MATH 106 – specific to college of Ed, prereq for upper level math for education majors. New G-Strand course, same placement as 105 and 107
- Eliminating MATH 100AX - MATH 100 still exists. ARC will be offering a Lunch & Learn with more details about MATH 100, ex. the course will be repeatable for credit in future. MATH 109C is also being phased out – course will be available on a limited basis for GRO.
- Placement Updates (see attached handout): now one test instead of two options. The old test scores will still apply and expire after 15 months, students are told 1 year. Placement test score is evaluated at time of course registration. For science courses, math test scores are effective for 2 years. While in transition, placement test is not being offered right now - will be ready to begin testing again in a month or less.
- New placement test: proctored ALEKS PPL (time limit of appx 3 hours). Students may not need to take placement exam if they place with SAT and ACT scores. Proctoring will occur through Examity (UA wide proctoring service, requires webcam with microphone, high speed internet, video record test taking session and reviewed). Testing will be available all year for all students. During orientation, math will be available to help students take the test if they have trouble accessing it in Next Steps.
- Math messaging will be specific to students by plan to help avoid confusion.
- Still working to update math website with these changes

V: Transfer Curriculum & Transfer Student Center Updates - Nicole Kotak, Senior Director, Transfer Curriculum - Transfer Student Center

- Website: <http://transfer.arizona.edu/home>
- New, permanent location for Transfer Center in ground floor of Beal – walk-in hours available – encourage students to visit, they can work with staff to build GE equivalencies in the Transfer Credit Guide. Prefer students to contact via email or walk-in.
- Continuing to update the Transfer Credit Guide
- The Center engages with transfer students, create events and programming, free printing

available, 5 faculty fellows are part of the Center

VI: UPAC Co-Chair Election Announcement

- Nominations for two new co-chairs will begin next month. You can nominate yourself or another advisor.
- Danielle Embry and Marisa Lester will conclude their two year commitment this year
- Voting happens in April and new co-chairs will be announced in May

VII: Advising Updates - Roxie Catts, Director, Advising Resource Center

- ARC has new location in Beal – second floor