UPAC Agenda & Notes
August 9th, 2017
Marley 230
9:00-10:15

Welcome: Danielle Embry, UPAC Co-Chair

9:00 am to 9:15 am: Vision for Advising and Student Services: Dr. Gail Burd, Senior Vice Provost, Academic Affairs
- UA learning initiative - http://academicaffairs.arizona.edu/uali
- The focus of the initiative is on student learning, and how we (faculty and advisors) can help students be better learners
- Gail talked about fixed vs. growth mindset, it's important that we help students think from a growth mindset
  - Fixed mindset (thinking we can't make a change).
  - Growth mindset (committed to change, hard work, dedication, and practice).
- Instructor toolkits - advisors can use these toolkits http://academicaffairs.arizona.edu/learning2learn
- Gail shared growth mindset video: http://academicaffairs.arizona.edu/growth-mindset
- We can help students understand that:
  - Difficulties happen, and they are opportunities to learn
  - Intelligence isn't just something about you, it grows as you have new opportunities & work through challenges
  - There is a difference between being smart vs. being a hard worker
- The UA learning initiative's goal is to make small changes in faculty/advisor mindset when it comes to the way we think about teaching
- Collaborative learning spaces are part of learning initiative, and encourage active learning and student engagement

9:15 am to 9:30 am: Launch Pad: Christine Salvesen, Senior Director, Academic Success and Achievement, and Jenny Nirh, Assistant Director, Academic Success and Achievement
- SOS initiatives recap:
  - 2016-2017 first full year of SOS initiative on campus
  - 2015-2016: there was an email address that students could email with questions
  - 2016-2017: expanded that to include text messaging, phone calls, chat function (most popular function)
  - Went from 300 student contacts in 2015-2016 to 3,000 in 2016-2017 (numbers aren't clear on how many are repeat customers because some students remain anonymous when asking questions)
  - SOS chat function is on a number of UA websites, not just SOS website
- New Student Experience Taskforce: Transitions Committee looked at how new students could more successfully transition to UA
  - Needs assessment
  - Found that these things affected student transition:

- ■ People/connections with departments, advisors, peers
- ■ Success courses
- ■ Clear and consistent messages about policies and where they can find resources
- From this assessment, transitions committee identified 44 learning outcomes that they thought students needed to transition well to UA. Learning outcomes broken down into 6 categories;
  - ○ Inclusion & Community
  - ○ Class structure, D2L & UAccess
  - ○ Advising
  - ○ Campus Resources
  - ○ Health, Wellness, & Safety
  - ○ Finances & Financial Aid
- An all-encompassing D2L portal was created to house a lot of this information for new students - called Launchpad
- Link to Launchpad video: https://adobe.ly/2updv0b
- All new students (freshmen) who went through orientation were loaded, new transfer students were also loaded. They all received an email saying they were enrolled in this
- Students can complete modules on their own, prizes for completion are available
- Launchpad includes the major resources that students need to know first week
- Students can practice submitting assignments and discussions on D2L
- Module about how students can be better learners
- Can add anyone at UA to Launchpad in order to view modules
- To be added email french@email.arizona.edu
- There is a mirror version for families and guardians to opt into - supporting first generation students, supporting student in transition, etc.
- ASA is tracking completion, quizzes and completed modules are tracked to give prizes

9:30 am to 9:40 am: Degree Map Update: Meredith Aronson, Manager, Integrated Advising Analytics
- New user interface released in July (release number 2 of 4).
- February 19th, 2018 is when we hope to launch
- Validation work has started, validating that advip matches degree map.
  - ○ Every department should have someone who has access to log in to degree map and will be validating degrees.
  - ○ If you do not have a login and are curious, partner with others in your department who have access at this point, or contact Meredith Aronson for access
  - ○ This work will go into triage work with Civitas to fix a lot of the issues that need addressed
- Meredith showed demo of new interface and new features. New drag and drop feature for planning courses
- Work is being done regarding how degree map will work with pre-majors

- New update to those majors with pre-majors: Those pre-majors built at plan level will be built at career level moving forward. This means that exceptions made in pre-major will not need to be re-entered in major as well
- Work is being done regarding course selections for students at different campuses, so students are not looking at all courses on all campuses as they are planning in degree map
- Explore degrees - early stages of this feature
- Please share your opinions and concerns with Meredith. Help make this a tool you feel good about using

9:40 am to 10:00 am: Curricular Practical Training (CPT): Imani Johnson, International Student Advisor, and Stacey Buchman, Coordinator for SEVIS Compliance, International Student Services
- International Student Services Overview:
  - International Student Services is within Office of Global Initiatives
  - Works with F1 visa students (traditional international students) and J1 visas (visiting scholars or visiting students)
  - Also works on programming for international students
  - Does not issue visas
  - Does issue I-20 that helps students get their visa
  - Works with students on work authorization (CPT is part of work authorization)
  - Stacey Buchman is SEVIS coordinator. SEVIS is the homeland security database with international student information
  - This office works with 4,000+ students
  - New programming - teaming with other departments to work with students on academic probation
- What is curricular practical training? = CPT
  - Work authorization for off-campus opportunity that is *integral* to students program of study
  - Paid or unpaid
  - CPT cannot be used to facilitate employment or solely for career development.
  - CPT is something that will supplement student's curriculum
- How is integral determined?
  - The internship/employment must be clearly related to the student's program of study and fulfill an academic objective.
  - It should provide an opportunity for students to apply the theoretical knowledge gained in classroom to a practical experience, and complement what they have learned in classroom.
  - They must be able to earn academic credit – internship unit(s) – for the CPT experience.
- Who is eligible?
  - International student is in F-1 status.
  - Continuously enrolled for at least 1 academic year.
  - GPA is at least 3.0 (for graduates) and 2.5 (for undergraduates).

- - Already have an internship/employment offer.
    - The CPT experience will not delay the student's degree completion.
  - CPT hours are limited
    - 20 hours or less fall/spring.
    - More than 20 hours ok summer/winter
  - Application procedures
    - Must have internship/employment offer before they can apply for CPT
    - Can review CPT information on ISS's website
    - Student completes CPT e-form which will include uploading a copy of their employer letter, and they will list their academic advisor's contact information
    - Academic advisor recommendation - email sent to advisor to complete CPT recommendation. Advisor needs to include expected graduation term. Advisors also need to explain how CPT is integral to degree program, desired learning outcomes, and evaluation. List internship units the student needs to be enrolled in and for which semester. Student needs to be enrolled in at least 1 unit of internship
  - Students can do CPT multiple times, but are only authorized to do CPT each semester. So they need to keep reapplying if they will start a new internship or continue internship
  - Advisors will explain what new learning objectives will be met for the second CPT opportunity when student is continuing at same internship. New learning objectives are required every semester
  - Point of contact can be internship coordinator or advisor, whoever knows the full information about the student's experience
  - CPT is employer specific, student can work for that employer only for the dates listed on CPT
  - Unsure if student needs CPT? Just direct them to ISS office. Better to check and be safe. Volunteering in field of study can lead to issues for student in future if they do not have CPT.

10:00 am to 10:05 am: Critical Languages Program Opportunities: Jieun Ryu, Interim Director, Critical Languages Program
  - Critical Languages Program (CLP): Mission is to teach less commonly taught languages
  - Languages: Cantonese, Greek, Hindi, Korean, Kurdish, Norwegian, Polish, Scots-Gaelic, Swahili, Tagalog, Vietnamese, Thai, Swedish, Urdu, Armenian
  - Self-paced classes. Meet once per week for 2 hours with native speaker.
  - Registration information video on PowerPoint slide - how to find CRL classes on UAccess
  - Students can request a language not offered. When there are 4 or more student requests for a language class, they will start a class. Email critlang@email.arizona.edu to request a course. Include student name, language, credit or noncredit?, what semester?
  - 4-10 students in a class
  - Critical Languages Program does not do placement exams, refer students to Linguistics department

- CRL classes don't have prerequisites or placement test
- They will do unofficial placement test if a student wants to come into the office and meet with a native speaker in order to decide what level will be best for them. Levels range from 101 all the way up to 497, more advanced language workshops
- There is not a Critical Languages Minor, but student can do a thematic minor and include CRL courses by requesting major advisor approval
- CLP is working on revising website and creating FAQ page
- CLP also evaluates transfer courses in less commonly taught languages from other institutions
- CLP also offers the following (fee required):
  - Foreign language tutoring program. This is a non-credit tutoring program that happens on a 1:1 basis
  - Tutoring in foreign language certificate. This is the minimum requirement needed in order to teach a foreign language
  - Pricing info can be found on CLP website
  - http://clp.arizona.edu/
- Korean is still under CRL, should be moving to East Asian Studies Department in the future

10:05 am to 10:15 am: Advising Updates: Roxie Catts, Director, Advising Resource Center
- Still revising active UPAC membership ideas for professional development program. We hope to have presentation at next UPAC meeting September 13th. We'd like to make this a robust program that will support advisor professional development and recognize the work that advisors are doing
- UPAC Social gathering next Wednesday August 16th, 4PM at No Anchovies
- Annual Speed Dating Event: Thursday Sept.14th from 10-12
- Second Start Policy (see handout below)
  - Fall admits who are eligible was just put into analytics
  - 221 students who are admitted this fall and eligible for 2nd start
  - Students who are on lower end of GPA scale, and students who are not close to graduating should consider 2nd start and should talk with advisors
  - Remember that second start students will need to complete 30 UA units after readmission, so this program is not for every readmit student
  - Registration form on ARC website, Policy information is in catalog
- ARC website updates (see handout below)
  - Please update your major and minor information for ARC website

Second Start

- Fall 2017 Admits and Second Start eligible students is now on the Advisors Dashboard in Analytics. Students last enrolled fall 2014.
- 221 students with GPAs ranging from 0 – 3.9
- 80.3% returning to a new, or different, program
- Registration form on ARC Website: Quick Links: Forms & Processes
- Review policy in Catalog; 12 units within 12 months with at least a 2.5, 30-university credits
- Contact Roxie Catts with general questions/suggestions 626-7988; Form lists other contacts

ARC Website Re-Design

We eagerly anticipate the launch of the re-designed ARC website in September. This update, in conjunction with the start of a new academic year, makes it a perfect time for you to review and update the major and minor directory pages.

Major Directory
Please take a moment to review the information on your major directory page(s) for each program in your area and send updates to advising@email.arizona.edu. Please include 'website update' in the subject line.

The advisor directory information at the top of the page that includes brick and mortar address, telephone, link to schedule appointment, etc. is the same data pulled into UAccess Student Center and presented to all of the students declared in your programs. If it appears incorrectly in the ARC directory then it is also presenting incorrectly to your students in their UAccess Student Center. Edits to this section should be directed to your college advising director (or tell us and we'll pass along the update as appropriate).

While not required, it is helpful if you provide Additional Information such as walk-in hours, information session dates/times, etc. for the area after the advisor contact information. The Journalism program is a good example of this section. If you provide no additional information, the heading will not appear.

Minor Directory
We know from our analysis of website usage the Minor Directory is in the *top ten* for visits. It is the only space where all things minors appears in one location. Attached is the minor directory template. Please send updates and/or new minor programs to advising@email.arizona.edu. Do not be left out of this popular directory.

Call: 626-8667 or 626-7988. Thank you for your help in getting the ARC advisor directory updated! (Similar message sent to UAAC group in late July)

Course Announcement Section removed from the ARC website.

Target GPA Calculator prominently located on the front-landing page.

Creating new, short vimeos promoting academic advising.

Save the date!

Speed Dating Event
Thursday, September 14 from 10 – 12
Details coming soon to the UPAC listserv!
Bring your business cards.