

Wednesday, December 14, 2011 UPAC Meeting Notes
Career Services Workshop Room, SUMC 411

Check-In:

- **SAVE THE DATE:**
- **The next UPAC meeting will be Wednesday, January 18th, 2012 (8:15AM – 9:45AM)**
- (NOTE: While UPAC meetings are typically held on the second Wednesday of each month, the January meeting is being pushed forward one week due to the start of classes)
- Renee Schafer Horton informed us that Journalism has decided to change the math grade requirement from a B to a C. They will still require a 2.5 GPA this will not be changing.

- **Rachel Beech: One-day Orientation Updates**
 - Provided a draft of the one-day orientation schedule. *Appendix A*
 - Next Steps Center: Key portion of orientation
 - They do not currently have an option for advisors to view what students view in their Next Steps Center. There will be a video discussing the next step center that is geared toward high school counselors but may prove useful to advisors.
 - Students can change their major via next steps center up to 7 days prior to Orientation. Students will not be able to change their major during the one day orientation session as they will be pre-scheduled the morning of orientation. Any major changes after orientation will have to be done at the college/major level.
 - PLACEMENT: Placement exams for Spanish, French, German, Russian, and Latin are now available online via Next Steps. Information is provided for other language options.
 - A "Parent Tour" was mentioned, possible name change, as a "homework" assignment for parents that will be attending orientation sessions with their children.
 - Advisors suggested that the parent tour and other parent session be translated into Spanish or have the option for an interpreter to answer questions after the sessions.
 - **Feedback about Next Steps Center:** Rachel Beech said that she will be happy to forward along any advisor feedback that she receives. rabeech@email.arizona.edu
 - Wildcat Welcome: Friday before classes start
 - The event was moved to the McKale Center with a great turn out.
 - The University will begin using one type of clicker and they will be distributed to students. The plan is to bring students in to explain what the clicker is and what it means to be a college student. This will be held in Centennial Hall.
 - Honors students will have a 2 day orientation. The first day is being worked out with the Honors College and the second day will be "1 day orientation schedule" minus the "Welcome"

- **Shelley McGrath, Kathy Godwin, Heather Jepsen: Degree Tracker Demonstration**
 - Rachel Beech has joined the Degree Tracker team as Co-Director of Implementation in addition to working as Director of New Student Services.
 - We saw a demonstration of the user interface that the Pilot group of advisors from CALS and Pre-Business will see.
 - Exceptions made in the advisement report will be read by the Degree Tracker program and update the information. This is a one way street; there are no changes that can be made in Degree Tracker that will adjust an advisement report.
 - My Progress: The first screen includes Student Info: Major and Minor, currently the program is working with single majors and minors. This screen is a quick snapshot of the student record

including courses taken, marked by green checkmarks, and courses needed to be taken marked by red and blue icons.

- Advisors suggested that grades appearing in Degree Tracker would be useful, especially for majors requiring certain GPA.
 - Degree Tracker can predict courses out until graduation requirements are reached. In the short term the prediction tool will take into account the Schedule of Classes for the upcoming semester and show no SOC (not on Schedule of Classes) and will take into account max units that can be taken in a semester.
 - Another tab of Degree Tracker shows the student behavior in a semester breakdown with term unit totals. On the bottom of the page it shows the number of semesters remaining to complete requirements. Number of units to be taken next semester can be adjusted; summer and winter sessions can be added. The predictability of this program shows students the consequences of “waiting” to take a course and can show as changing an 8 semester plan to a 9 semester one. Giving students a visual of how their choices change their plan.
 - Advisors suggested that the program calculate the students units and they are discussing this.
 - If there is an AGECE in the advisement report Degree Tracker will not tell students to take general education requirements.
 - Notes about courses can pop up, if they are provided in the plans, and can list course options for “electives” in majors that have options and also for the general education requirements explaining what is required. Advisors suggested that the description be changed from INDV 2 of 3 needed to 2 of 3 required to limit student confusion.
 - Degree Tracker is working with Financial Aid to account for the unit total requirements.
 - They are planning on adding an option for advisors to move courses around. A “drag and drop” feature. They are also considering options for adding notes in the system.
 - Program plans for each major are required for predicting total units in a major and all the courses required. If you have not already met with the Degree Tracker team they will be contacting you and look forward to meeting with you about your degree requirements.
 - Program plans for the 2012-2013 year will need to be submitted before February 10, 2012 when all curriculum changes are due. In the plans we need to be sure the courses add up to 120 and 42 UD units, the system can only predict based on the information provided in the plans.
-
- **Roxie Catts: Advising Resource Center & UAAC**
 - Roxie thanked everyone who attended the symposium and was pleased that the event of without a hitch, except for missing forks.
 - The original survey email had a link issue and a new one was sent out requesting feedback from Symposium guests.
 - Request: Roxie is putting together a list of Spring seminars and asked for feedback on sessions from the symposium.
 - A couple she already received feedback for were Getting Wildcat Ready 1 and 2 and Knowing when to press the off switch.
 - It was asked who would be interested in a Q and A about FERPA. At this time there was not much interest.
 - ARC Update: Really involved in the Symposium, rolling out the newsletter, and editing the Spring schedule.
 - Roxie discussed a Professional Learning Community that is a sort of “book club” about the profession. Asked if anyone was interested. A possible format could be groups of learning communities that read and discuss different topics and then come together to share information.
 - It was recommended that advisors look at the Chronicle of Higher Education.

- 3 Task Forces: Roxie is on the task force for 7.5 week courses there may be a pilot in the Fall. There are also the Transfer Task Force and a Retention Task Force (looking at Probation and Disqualification). Roxie requested that advisors send their feedback to her catts@email.arizona.edu .

- **Policy and Practice Items**
 - **Did you Know?** Winter graduation now an option! UAccess can pull Winter Session 2011 information.
 - **Tools of the Trade:** DRC forms are now available online

Question: What name shows up on the Diploma?

In Student Center: Biographical information, Primary name shows their name history. "Name" shows up on diploma. May provide a handout or a screenshot.

Appendix A: 2012 New Student Orientation, DRAFT of One-Day Orientation

STUDENT Schedule

2012 New Student Orientation, DRAFT



TIME	EVENT
7:15a–8:50a	Check-In
7:30a–8:50a	CatCard Photos
9:00a–9:30a	University Welcome
9:45a–11:00a	College Meetings (Orientation and Welcome Leaders will guide you to the meeting):
Agriculture & Life Sciences	Letters, Arts & Science
Architecture	Pre-Nursing
Education	Pre-Pharmacy
Eller College of Management	Pre-Physiology
Engineering	Public Health
Fine Arts	Science
Honors Undecided	Social & Behavioral Sciences
Humanities	
11:15a–12:30p	University Business Services Fair
	Connect with UA services and take care of important university business before the semester starts. See the enclosed list for departments and services represented at the fair.
11:30-12:30	Conference Sessions (Arizona Assurance, Financial Aid, Residence Life, FSP)
11:30a–1:00p	Lunch
	Math, Writing, Second Language Advising
1:15p–2:15p	College Life Sessions Meet the Orientation Staff on the Mall
	Academic Expectations, UAccess/Course Registration, & UAPD
2:30p-4:00p	Class Schedule Review with your advisor (Students Only)
Agriculture & Life Sciences	Letters, Arts & Science
Architecture	Pre-Nursing
Education	Pre-Pharmacy
Engineering	Pre-Physiology
Eller College of Management	Public Health
Fine Arts	Science
Honors Undecided	Social & Behavioral Sciences
Humanities	
3:00p–5:00p	Change of Schedule
4:00p–5:00p	Pick-up CatCard

DRAFT
UPDATED 9/13/11 SB

PARENT Schedule

2012 New Student Orientation



TIME	EVENT
7:15a-8:50a	Check-in
7:30a-8:50a	CatCard Photos
9:00a-9:30a	University Welcome
9:45a-11:00a	College Meetings (Orientation and Welcome Leaders will guide you to the meeting):
Agriculture & Life Sciences	Letters, Arts & Science
Architecture	Pre-Nursing
Education	Pre-Pharmacy
Eller College of Management	Pre-Physiology
Engineering	Public Health
Fine Arts	Science
Honors Undecided	Social & Behavioral Sciences
Humanities	
11:15a-12:30p	University Business Services Fair Connect with UA services and take care of important university business before the semester starts. See the enclosed list for departments and services represented at the fair.
11:30-12:30	Conference Sessions (Arizona Assurance, Financial Aid, Residence Life, FSP)
11:30a-1:00p	Lunch
	Math, Writing, Second Language Advising
1:15p-2:15p	The Basics for Parents Presentation with the Parents & Family Association, Dean of Students, UAPD, Campus Health and Meal Plans
2:30p-3:00p	Parent Mix and Mingle
3:00p-4:30	Beyond Orientation Family Weekend, Career Services and Advising Resource Center they will also be given an overview on how to set up a Guest Access Account.

DRAFT
 UPDATED 9/13/11 SB