

**UPAC Meeting Notes
September 12, 2007**

General Announcements

- Mike Alcorn – DARS: He will do a mailing to the listserv regarding the thematic minors. Most minors require nine upper division units. Now DARS will capture that. A step-by-step procedure is now available. Call or e-mail Mike with questions.
- Mike Meade – Assistant Director, CATS Academics: They are hosting an open house on Tuesday, September 18 at the Hall of Champions from 3 to 5 pm.
- The nominations for the new UPAC co-chair will start at the October UPAC meeting.

Debbie Marlow – NACADA Summer Institute

The Institute was held from July 29 to August 3, 2007. The Institute was taught by some very experienced advisors, including Charlie Nutt. It was a very intense, informative program that lasted from Sunday all the way through Friday, 8 a.m. to 7 p.m. daily. Some of the various topics that were discussed included retention strategies and implementing change on one's campus. There were workshops that covered topics like legal issues and one-to-one advising skills. Some of the main themes were advising as teaching, advisors as "connectors" for students, and helping students become life-long learners. There were lots of choices for every session.

Debbie would like to see the UA send a group of advisors to the Institute next summer so they could talk about and get advice on UA advising issues.

Update on Correspondence, AZUN & Evening/Weekend Programs

AZUN was developed by the Arizona Board of Regents. There is one coordinator at each state university. Any UA student in good standing and enrolled at the UA can take these courses. The website is www.azun.net. The coordinator admits and enrolls students. They pay tuition at their home university. It usually takes about 48 hours for turnaround time, so students need to be cautioned that submitting a request is not the same as getting registered.

The correspondence program has been part of the UA since 1915. There are over 140 courses at all college levels. They also offer high school, middle school, and elementary school classes. The courses are reviewed and approved by the various department heads. UA students must have approval from their advisors to take the courses. The eligibility requirements for correspondence math courses are the same as for in-person math courses, with the exception of CALC 125. They use the 124 eligibility for 125.

The evening/weekend campus was originally set up as a 2+2 program with Pima Community College. They offer 65 classes. They are primarily set up for non-traditional, working adults.

Question: Are the evening and weekend courses listed in the course schedule?

Answer: Yes. They are listed as section 791 courses.

Question: For distance learning, if a student is taking nine hours at UA and three hours at NAU or ASU, would the student be considered enrolled full time for financial aid purposes?

Answer: Yes

Question: If a student asks what correspondence courses are like, what can an advisor tell them?

Answer: The student can view the syllabi of the courses in the office. They can register at any time and have nine months to complete the course.

Threatening Student Behavior

Anthony Skevakis, Program Coordinator for Judicial Affairs & Educational Outreach, spoke to the group and showed a Power Point presentation.

The threatening and disruptive behavior policy can be found on the Dean of Student's website (<http://web.arizona.edu/~policy/threatening.pdf>), or just type in "threatening disruptive student" on the UA website and do a search.

Some facts:

- Alcohol, drugs and theft are the top three referrals
- Advisors and faculty should be able to observe behavior and report it, and also be educated about the resources that are available on campus
- There is no profile
- If alcohol is involved there tends to be more violent behavior
- A student who has been recently discharged from psychiatric treatment is not more likely to commit violent crimes
- Based on statistics, college and university personnel are the least likely to be victimized of all the professions
- Disruptive behavior is characterized by behavior that substantially interferes with the teaching of a class

Question: Does Dean of Students Office have access to Advisor Notes?

Answer: No but it is worth looking into.

Question: If an advisor calls DOS and is having problems with a student, can DOS share the student's history with the advisor?

Answer: Not right away, but possibly if things progress far enough and there is a significant problem.

Question: Statistics show more code of conduct violations. Are there more occurring or more being reported?

Answer: Both

Question: If a student is told not to attend a class, does someone enforce that?

Answer: Check with departmental policies. If a student comes to class when they are not allowed to, the police can be called, but it is good to have written documentation on hand.

Question: What can be done after hours?

Answer: CAPS has an emergency beeper or phone line, or all UAPD. If the student lives off campus, UAPD will call TPD or have the caller do it. TPD will do a welfare check and call South Arizona Mental Health Association (SAMHA) if necessary.

Question: The first visit to CAPS costs money. Is there any way to make the first visit free?

Answer: DOS is talking to CAPS about this. DOS or the President's Office can help with a petty cash loan if needed.

Question: If there is a disruptive student in class, is it all right to speak to them about it in front of the group?

Answer: It is better to do it one-on-one.

Question: If an advisor (or anyone) reports threatening student behavior or their suspicion that a student may plan to hurt him or herself, will the student find out who made the report?

Answer: They will know which department the report came from. The student may be told the name of the person who made the report, but they will also be told it is mandatory for advisors/professors/staff to report threatening behavior. It will be done in a careful way.

Question: What is the role of parents? Will they be notified?

Answer: Yes if it involves alcohol or is drug-related, or a threat of harm is made to self or others (except in the case of a parental abuse situation). If the student is 21 or over, however, a parent will not be notified if the incident is alcohol- or drug-related.

- There will be an ARC Seminar on September 18th, with representatives from the Dean of Students, UAPD, Office of General Counsel, and CAPS. It will be a panel discussion to continue this subject.

Update on University College – Sylvia Mioduski

At the last UPAC meeting Sylvia attended, she shared that University College would be reorganized into four distinct departments. There continues to be reorganization, but University College continues to exist in the form it took as of January 1, 2007. University College will now have a dean. As of October 1, 2007, they will be reporting to

Interim Vice President and Dean of University College, Jerry Hogle. University Learning Center and CATS Academics will report to Melissa Vito. They have filled empty advisor positions. The new advisors are Christy Bear, Thomas Opio, and Debbie Marlow. As part of the reorganization, two positions were eliminated but are now being brought back. Sylvia publicly thanked the staff of University College for the stressful transition they have gone through this year.

A task force has been called together by Jerry Hogle for this fall, on student success courses. There are 40+ courses out there.

Please send Sylvia an e-mail with questions.

Other

- Celeste Pardee introduced a new staff member from Graduation Services, Aubrey Burklund.
- Judy Seeger from Weekend and Evening College: She will be retiring on September 14, 2007, after 17 years of service.
- Gabrielle Sykes-Casavant: There is a new collaboration between the UA Library and the Pima County Public Library (PCPL). PCPL has a lot of good resources for students and staff, including free GRE test prep and books and movies to download. A PCPL library card is needed to access these resources. They applications for library cards are now available at the UA Library Information Commons.
- New Advisor in Communication: Ben Zamzow
- New Advisors in Psychology: Stephanie Levitt and Celia O'Brien