

UPAC Meeting Notes  
March 11, 2009

**Announcements about program/degree changes**

Steve Michel, advisor for the Eller College of Management, announced a new Eller minor : Sports Management. The Sports Management minor is an option within the Management minor. It requires 18 units and 9 units must be sports courses. Courses will be available primarily during summer sessions. Eller majors are not eligible for the Sports Management minor.

**ARC updates – Roxie Catts**

Please scroll down to see attached handout.

**MOSAIC updates – Sarah Wieland**

In our last UPAC meeting, we talked about photos as one way to remember students' names. PeopleSoft can store student photos. The photos can also populate into class rosters.

The MOSAIC group is in the process of building degree audits. They are starting with Social and Behavioral Sciences and will then move to the new college, CLAS. They will need to meet with some advisors as part of the process and, unfortunately, some of these meetings will need to take place during priority registration.

**Alumni Association – Jill Hall and Kelley Prust**

The Alumni Association offers services that may be especially useful for graduating seniors. Jill and Kelley would like for us to let our seniors know about these services. The Alumni Association is looking into possibilities to embed their information in the degree check process so that graduating seniors will be made aware of the Alumni Association's services.

Students and alumni can access the services on the Alumni Association web site: <http://www.arizonaalumni.com/>. An alum is anyone who has completed over 32 units at the UA.

Services on Alumni Association website include:

“Countdown to Commencement website” - link contains everything a student needs to know about commencement and other information helpful to students as they near graduation. [www.arizonaalumni.com/commencement](http://www.arizonaalumni.com/commencement)

“Career Services” – takes students to Career Services website. There are important resources for graduating seniors and alumni on the Career Services web site, including Wildcat JobLink, Resume Builder, and the Vault Online Career Library.

“Career Contact” – will launch in May or June 2009. It will create a network of UA Alumni. Students and alumni can use their UA Net ID to log onto the contact network.

“Alumni Chapters” – There are UA alumni chapters all over the United States. These alumni are happy to help UA graduates. Students can email the Chapter Presidents about potential jobs or internships in their areas. Log on to [www.arizonaalumni.com/Clubs](http://www.arizonaalumni.com/Clubs) to access the list of chapters and contact information.

“Membership” - services include good discount on Kaplan test preparation courses, UA alumni communications, and more. Benefits are listed at: [www.arizonaalumni.com/membership](http://www.arizonaalumni.com/membership)

“Online Community” provides a place where alumni can update their information and search for other grads.

“Alumni Communications” – update your email online to receive the Alumni Association online monthly newsletter and regional newsletters.

The Association also provides up to twenty percent discount on auto, health, and home insurance. [www.uaaaalumniservices.com](http://www.uaaaalumniservices.com)

Questions: Can someone who is not a UA alum sign up pretending to be an alum?  
Answer: No, because as part of signing-up process, member’s information loads from SIS. System will not recognize the imposter.

ALEKS, the online math placement test – Tina Schuster

*Math 109, 113, 160, and 263:*

Math 113 and 115A will be large lecture classes starting in Fall 2009. There will be only one section of each class offered in the fall. Math 115A may have 2 or 3 sections in the spring.

Math 160 will be offered this summer. Math 160 and 263 will not be offered in Fall 2009. They will be offered by correspondence. Students will be advised to take the statistics classes offered through other departments, or at home in the summer.

Math 109, 3 units, will return for Fall 2009, though it will probably be called something other than 109. The class may also no longer count as a pre-requisite to Math 113.

*ALEKS*

ALEKS is the name of the online math placement test that will replace the old math readiness test starting this spring. Information on ALEKS is on the Mathematics department placement web page: go to the UA math home page at <http://math.arizona.edu/placement> .

From the placement page, there is a link to the ALEKS Practice Test. All students should start with the practice test. There is no limit to the number of times that a student can

take the practice test. The practice test is a little different from the custom test created of UA math placement

Students have to choose which of the two tests they will take. One is for placement into calculus and the other is for placement into college algebra. If students complete the Freshman or Transfer Online Academic Tour, they should know which math classes they will need for their major.

Every new freshman student gets one free math placement test. If the student chooses to retake the test, a \$20 fee will be sent to the student's bursar's account. Once a student has completed three placement tests, he or she will not be able to take another until cleared to do so by Tina Schuster. Tina will counsel the student to make good use of the ALEKS Learning Mode and other review tools before taking the test again and spending another \$20.

*ALEKS testing will be available these dates:*

Incoming Freshmen: May 1 through July 31 (even if you attend orientation in August).

Incoming Transfer Students: May 1 through July 31 (even if you register in August).

Incoming International Students: July 1 through August 15

Current Students: Contact Math Placement

The ALEKS test is not proctored. Students admitted for Fall 2009 are being told to establish their UA Net ID now, before Orientations. To get into ALEKS, students are required to login using their UA Net ID. Before students start the test, they will be asked to check a box stating that they understand and will comply with the UA Code of Conduct and testifying that the person taking the test is the person whose login was used.

*ALEKS Learning Mode:*

Students with scores in particular ranges on tests may be directed to ALEKS Learning Mode.

Learning Mode will cost \$30 for six-week access.

Learning Mode is available through [www.aleks.com](http://www.aleks.com). Starting in April, students will access Learning Mode through the UA web auth pages.

Learning Mode is review. It will not teach students concepts they have not already learned. Students who make good use of Learning Mode can achieve higher math placement test scores

*New FR Orientations*

This summer, all new freshmen are required to take the ALEKS test to determine eligibility for a UA math course, even if the student will bring transfer or AP math credits

Freshmen will be able to take the test up through July 31.

Pre-scheduling during Orientations will be similar to last year. Students with only one math requirement will not be pre-scheduled into a math class.

Freshmen must complete their ALEKS placement at least one week prior to their orientation session. (Since the scores will upload into SIS every evening, a student may really need to complete the test only a few days before Orientation.) Students who come to Orientation and do not have a math placement will not get the opportunity to take the any math placement test during Orientation. Students would be better served to go home after orientation, take ALEKS practice test and do some review before taking their one free attempt at a placement test. Advisors, probably in the College Meetings, will want to convey to students what classes they should take depending on their math placement. This should enable students to change their class schedules using WebReg when they do finally take the ALEKS placement test.

Day 1 brown bag will be just for students with college math credit to talk with math placement advisors. During brown bags on day one of Orientation, math placement advisors will talk with students about their transfer credit. Since transfer credit does not always give students the most accurate placement for their skills, advisors want a chance to talk directly with these students. The math department will conduct a study on dual enrollment math credits and may not use dual enrollment credit for math placement at all next year.

Math placement advisor will talk with parents before afternoon student rotations.

During rotations in the afternoon of Day 1, students will be divided up into groups according to their placement. Each group will receive a different message from math advisors. Students will be told what to expect in their fall math class. A math advisor will also talk with students who did not place.

The Pima math test will not be administered on the UA campus. Pima has not yet agreed to honor placements made through ALEKS, but stay tuned. Pima MAT 122 will continue to transfer to the UA as elective credit during the 2009-2010 academic year.

### *New Transfer students*

For new transfer students who will register in April, advise the student to take the ALEKS practice test and then talk with Tina to possibly arrange a real test.

Arrangements have already been made to accommodate the Pima STU 210 students.

New transfer students should complete their ALEKS placement test at least one week before their registration date.

### *Current students*

If a current student's priority registration falls on a date prior to ALEKS going live, advise the student to take the ALEKS practice test and then contact Tina.

### Outreach College – Diana Rix

There are some cases when financial aid can cover correspondence courses. Evening and weekend classes are like any other classes. It might say there are zero seats available, but students should contact Diana because she holds some seat back for students who cannot take classes during regular hours.

*UPAC March 11, 2009 Meeting  
Advising Resource Center Updates  
(handout distributed at meeting w/updates)*

*Save the Date!*

Monday, May 4, 2009 for a Celebration of Excellence, 3:00 – 4:30 at the Marriott Hotel. If you are interested in serving on the planning committee, please send an email to [catts@u.arizona.edu](mailto:catts@u.arizona.edu). R. Scott Johnson, Assistant Dean of Social and Behavioral Sciences and Chair of the Recognition Committee will be calling a meeting prior to priority registration (in other words, soon). **Editor's Note: The planning committee met, and plans are underway.** Stay tuned and save the date!

*ASUA Town Hall*

March 26, 2009 5:00 – 6:00 in Kieva Auditorium, SUMC Dr. Gail Burd, Vice Provost of Academic Affairs has been invited to discuss program and organizational changes. I've been invited to talk about changes in academic advising. There may be additional speakers to address issues on course availability, teaching in Centennial, etc.

*Class Standing*

Draft of correspondence sent to students who experienced a change in their class standing (~1300 students). Students impacted should have received an individual message from the Office of the Registrar alerting them to a change in their class standing.

It is up to the individual colleges to determine how, if at all, to enforce declaration of a major by junior standing (60 units) with respect to pre-majors.

*16 Unit Cap During Priority Registration*

Enrollment cap automatically returns to 19 units after priority registration.

At this time (3/11) unsure of implementation date; either spring 2009 or fall 2009.

**Editor's Note:** See March 17, 2009 memorandum under Policy & Procedure Updates on the ARC Website: [http://advising.arizona.edu/ad\\_policy\\_policy.php](http://advising.arizona.edu/ad_policy_policy.php)

*Intermediate Algebra*

Stay tuned for an official announcement regarding the extension of the pilot. **Editor's Note:** See April 1, 2009 memorandum under Policy & Procedure Updates on the ARC Website: [http://advising.arizona.edu/ad\\_policy\\_policy.php](http://advising.arizona.edu/ad_policy_policy.php)

## UAAC

Recently presented a proposal to the Office of Vice President of Instruction that would create a bank, or cache, or Tier I courses for each college and to be used by each UAAC representative. The idea behind the proposal is that advisors would contact their UAAC representative in cases where a student's problem could be solved relatively quickly if they were able to either add or change their registration in a Tier I course. Advisors would contact their UAAC representative directly as opposed to placing the burden on one individual to help students with Tier I registration matters.

## ARC Website

*Quickest way to find something is to use the internal search engine...*

Information for Advisors > Advising Policies and Procedures > Forms & Processes

### Select 'U' for Units in Residence

This worksheet was developed to help advisors and students develop a plan for graduation in a manner that does not violate the Units in Residence rule as listed in the UA Academic Catalog.

- [Planning Sheet](#) [PDF]
- [Planning Sheet - Example](#) [PDF]
- [Classification of Outreach College Courses](#) [PDF]

### Information for Advisors > Advising Policies and Procedures > Policy and Procedures Updates

Official memoranda addressing policy implementations and updates. Items not in the catalog. An example: Intermediate Algebra and Acceptance of Transfer Credit (i.e. Pima MATH 122).

### Regarding the revised Advisor Contact Page

- If there is no information to include in a category, the title will not appear. In other words, if the advisor wants to include only the information that currently appears on the ARC website (name, address, telephone and email) then none of the titles will appear and the current look remains.
- The ARC will be moving the text currently under Declaring a Major and Declaring a Minor to the new advisor contact page. Those sections will eventually be removed from the current location.
- Priority Registration Information can include the messages currently being sent to the UPAC listserv.
- Additional Information section might include club information, scholarship announcements, short messages/updates for students.
- Go here to look at an example of a blog Alan Beaudrie has created:  
<http://blog.ltc.arizona.edu/uaacademicadvisors/>