

Connected:

An Academic Advising Communiqué



Volume 3, Number 6

July 2011

In this issue:

| | |
|---|---|
| Save the Dates! | 1 |
| Special Election | 1 |
| From New Student Orientation | 1 |
| ARC Seminar Schedule | 2 |
| UPAC Co-Chair Nominee Statements | 3 |
| New Advisor Training Checklist | 4 |

Save the Dates!

We are pleased to present the fall calendar of advising activities including ARC seminars, UPAC meetings, U-PAC-IT Brown Bag meetings and more. The semester **Kick-Off Event** traditionally held in early August is scheduled this year for Thursday, September 8th (8:30 – 12:00). In addition to our regularly scheduled programs we are excited to be co-planning with our Pima Community College colleagues an advising symposium that will be held on our campus on Tuesday, December 13th. More information about the Kick-Off Event and the symposium will be forthcoming. For now, please save the dates as listed on page 2.

Special Election for UPAC Co-Chair July 18 – July 29

The bad news is we lost Rebecca Safford from the UA advising community and as one of our esteemed UPAC Co-Chairs. The good news is we have an amazing slate of candidates ready to step up and serve! Our trusted BFF, Brett Bendickson, is once again preparing a secure, electronic ballot which will be available for you to **cast your vote anytime during the two week period between Monday, July 18th and Friday, July 29th**. The ballot link will be sent soon to the UPAC listserv.

Please refer to page 3 of this newsletter for the statements (campaign promises?) submitted by each of the UPAC Co-Chair candidates.



To the Academic Advising Community ... From New Student Orientation ...

I wanted to send out a quick note of thanks for all of your hard work on orientation over the last few weeks. So far this summer, we've seen 6499 students and 4740 parents and guests attend the programs. Despite the many changes implemented this year, like our new schedule and new programs, all I've heard from students and parents is how wonderful their experience has been. There have been lots of remarks about how welcoming people feel and how excited they are to be a part of the Wildcat family. A good orientation season is comprised of the actions of many people in many different roles across the campus and I extend a most heartfelt thank you for what you've done to make this season a success.

The August orientation programs are just around the corner, but at least, for a few weeks, take your mind off orientation and enjoy your July break!

Thank you again,

Rachel A. Beech, Ed.D.
Director, New Student Services
Student Transitions



| MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY |
|--|--|--|--|------------------------------------|
| 22 AUGUST Classes Begin | 23 | 24 | 25 | 26 |
| 29 | \$25.00 Drop Fee | 31 | SEPTEMBER | |
| Labor Day | 6 | 7 | 8 Start of Year Gathering 8:30 – 12:00 pm SUMC South Ballroom | 9 |
| 12 | \$250 Late Registration Fee | 14 UPAC Meeting 8:15 am – 9:30 am SUMC Ventana Room | 15 | 16 |
| 19 YESTERDAY (Sept 18) was Last Day to Drop without "W" | 20 U-PAC-IT Lunchtime 11:30 am – 1:00 pm SUMC 411 | 21 | 22 | 23 |
| 26 | 27 ARC Seminar 9:00 am – 10:00 am SUMC 411 | 28 | 29 | 30 |
| OCTOBER | | | | |
| 10 | 11 ARC Seminar 9:00 am – 10:00 am SUMC 411 | 12 UPAC Meeting 8:15 am – 9:30 am SUMC 411 | 13 | 14 Last Day to Drop with "W" |
| 17 | 18 | 19 | 20 U-PAC-IT Lunchtime 11:30 am – 1:00 pm SUMC 411 | 21 |
| 24 | 25 | 26 | 27 | 28 |
| 31 | NOVEMBER | | 3 | 4 |
| 7 | 8 | 9 UPAC Meeting 8:15 am – 9:30 am SUMC 411 | 10 | 11 Veteran's Day |
| 14 | 15 | 16 U-PAC-IT Lunchtime 11:30 am – 1:00 pm SUMC 411 | 17 | 18 |
| 21 Tea Time 3:30 pm – 5:00 pm SUMC 411 | 22 | 23 | 24 Thanksgiving | 25 Thanksgiving |
| 28 | 29 | 30 | DECEMBER | |
| 5 | 6 | 7 | 8 "Reading" Day | 9 Final Exams Begin |
| 12 | 13 UA/Pima Symposium SUMC South Ballroom Day-Long Event | 14 UPAC Meeting 8:15 am – 9:30 am SUMC 411 | 15 Final Exams End | 16 |

UPAC Co-Chair Nominee Statements

Carmin Chan, Eller College of Management

As a relatively new academic advisor I believe I bring objective insights about the accessibility of advising services and the hurdles facing many newer advisors. The introduction of UAccess has had profound impacts on the advising community – new and seasoned advisors, alike. There is much we can learn from each other to ease this transition and find best practices. I also bring expertise regarding some of our specialized student populations, including: transfer students, student veterans, and students with disability accommodations. I look forward to working with the other UPAC Co-Chairs to create an increased sense of community amongst academic advisors at UA.

Mika Galilee-Belfer, Center for Exploratory Students

My name is Mika Galilee-Belfer and I have been an academic advisor at the UA for six years. I am thankful to UPAC for being a steady and affirming presence amidst all the transformation the UA has undergone in that time. As a co-chair, I would aim to contribute to the UPAC tradition of advisor support in three particular areas:

Advocacy: As advisors, we are privy to some of the most pressing and important undergraduate student concerns, feedback, and triumphs. I would like to explore ways for UPAC to become more involved in advocacy, particularly given our collective knowledge and expertise.

Communication: The more we learn more about each other's programs and the wealth of resources available at the UA, the more we can thrive in our jobs.

Training: Whether you're brand-new to advising or a seasoned pro, there is always more we can learn. I would like to explore trainings from (and to) advising and non-advising departments such as Veteran's Services, Disability Resources, and other colleagues in both academic and student affairs. I believe bringing new voices and perspectives to UPAC helps us all successfully navigate UA's (sometimes-complicated!) systems.

I'm excited by the prospect of contributing to advising through a UPAC co-chair position. Thank you for considering my nomination.

Melissa Sarmiento Ayala, College of Engineering

My name is Melissa Sarmiento Ayala and I am currently an Academic Advisor for the Systems & Industrial Engineering Department. I was recently informed that I had been nominated for the UPAC Co-Chair position and I am thrilled to have been nominated. I would like to express my interest in this position. I believe being a UPAC Co-Chair would be a wonderful opportunity in many ways. I am thirsty for knowledge and growth in the advising area and this position would introduce me to new colleagues, practices and policies here at the University of Arizona. I am eager to contribute to the advising community, to assist new advisors on campus and to share important and relevant information amongst all advisors. Thank you for your time.

Rachael Ronald, Honors College

In my experience, UPAC has served the role of not only offering a supportive environment for Academic Advisors across campus, but has also aided in the discussion and dissemination of critical information that greatly impacts the manner by which we are best able to assist our students. Throughout each semester, Advisors are confronted with the task of guiding our students towards their academic goals. More often than not, that task is further complicated by a myriad of other issues. Whether it's the freshman struggling with roommate problems in their first semester, a sophomore worrying about maintaining a scholarship, or a junior trying to squeeze in a study abroad program; Advisors across campus must be prepared with an arsenal of skills and references in order to address the academic side of each of these issues. As an Academic Advisor for undecided and exploratory students at the Honors College, I have found UPAC to not only be a font of pertinent and useful information, but also a place where my relationship with other advisors/departments has flourished. As UPAC co-chair I would like to build upon and continue to foster a strong relationship amongst advisors/departments. As a fairly recent graduate from the University of Arizona (and the Honors College), I feel that I can understand today's college experience from multiple angles. While students are here for the quality education that the UA provides, the increased pressures and issues facing our undergrads often land in the Advisor's office. I feel that as a result of strong collaborative relationships across campus, UPAC can continue to be a resource so that we are equipped to best serve our students. The UPAC forum in which representatives from the Dean of Students Office discussed how we, as academic professionals, should handle aggressive or confrontational student behavior was reflective of a new climate within the University. In my experience, particularly with freshman and sophomores, I have found that many students view their Academic Advisors as counselors. As non-academic issues continue to permeate Academic Advising, I think it is necessary that UPAC continues to address these type of issues so that together we can accomplish our goal of helping our students reach theirs.

Amanda Selby, College of Nursing

Serving as a UPAC Co-Chair is a way to give back to the advising community at the University of Arizona. As a Co-Chair, I would be able to provide professional resources and information for advisors across disciplines at UA. I believe it is important to share best practices, new information and learn together just as we expect our students to learn from each other. In the role of Co-Chair, I also hope to continually promote a supportive community among advisors. I would also like to serve as the UPAC Co-Chair to create additional networks for all advisors across campus, and to bring new ideas to the community.

New Advisor Training Checklist

Whether you are a new advisor ... or just want to brush up on your knowledge and skills, here's a resource that might be helpful. For more information, see this ARC website link: http://advising.arizona.edu/advisors_new_info

Gaining Access to Advising Systems – Complete the Following Procedures

Complete FERPA training <http://www.registrar.arizona.edu/ferpacourse/default.htm>

Request access to *UAccess Student* http://mosaic.arizona.edu/sa_access_request

Complete *UAccess* training http://uits.arizona.edu/workshops/current_workshops -- starting with “Fundamentals: The Prerequisite (on-line)” and then “Academic Advising Basics”

Talk with supervisor about requesting access to: *the enrollment feature in UAccess, UAccess Analytic, Program/Plan Changes, and Service Indicators*

Getting Virtually Connected to Campus – Complete the Following Procedures

Establish UA email account <http://uits.arizona.edu/services/email?id=816>

Request addition to UPAC listserv - contact UPAC co-chair or ARC staff to be added

Request addition to 3D memos http://pacs.arizona.edu/3d_memos

Request addition to any relevant departmental and/or college Listservs

Basic Advising Policies & Procedures – Review Information on the Following Topics

Understanding Program Guides and Advisement Reports for your and other majors

General Education policy

GPA Calculations

Class Standing (freshmen 30 units, sophomore 31-60, etc.)

Good Standing (probation, disqualification)

Evaluation of transfer credit (in-state and out-of-state)

Applying AP, CLEP, and IB exam credit

Orientation for freshmen and transfer students

University Dates and Deadlines; Registration Dates and Deadlines

Changing/Adding majors and minors

Double dipping policies

University and College Petitions

Incompletes, Withdrawal and Leave of Absence

Degree Check Procedures

Resources for the Advisor – Review Information on the Following Resources

UPAC (University Professional Advising Council)

UAAC (University Academic Advising Council) and your UAAC representative

ARC (Advising Resource Center)

UA Ombuds

Mosaic/UAccess Communities