University Advisors’ Network
Wednesday, September 19th 2018
9:30-11:00am, Capstone Campus Room (1st floor)


Welcome & Introduction of UAN Members Loren Knapp & Claire Robinson

Summer 2018 advising recap Paige McKeown
• 7514 total number of students handled during orientation
• 5489 pre-orientation worksheets uploaded by 48 individuals
• 3060 students watched the pre-orientation videos (the videos explain the advisement process during orientation and in the fall semester, introduces the bulletin, Carolina Core, and other essential advising tools)
• Major changes
  ▪ 496 major changes before 11am of the second day of orientation with 479 unique students
  ▪ 215 major changed majors after orientation with 207 unique students
  ▪ 614 students changed their major once
  ▪ 89 changed major twice
  ▪ 4 changed major three times
• Fall enrollment
  ▪ 5866 freshmen
  ▪ 7550 freshmen and transfer students as of Sept. 4th enrolled for fall semester
  ▪ 1% are enrolled in less than 12 hours
  ▪ 12% are enrolled in 12-14 hours
  ▪ 87% are enrolled in 15 hours or more

DegreeWorks Planner, UAN Subcommittee Update Donna Watson & Valeria Bates
• Thanked the Subcommittee members
• HRSM planning to use for 3 semesters at advisement
  ▪ This will help in planning course
  ▪ Utilize the Term Notes feature which can be printed out
  ▪ Has the student view the Audit view where the student can see the audit along with the plan side by side and can see where the planned courses will fall
• Education
  ▪ 1st year advisor is planning for the 2018-19 semesters
  ▪ College has gone completely electronic
  ▪ Save the note view to pdf and save in the student’s electronic file
  ▪ The student’s curriculum advisor is going to build out the 2019-20, 2020-21 plans
- Placeholder notes do no show if you use Term Notes.
- **Honors**
  - Are putting the SCHC courses into the planner not putting non-Honors in planner
  - Building 2 semesters out in the SCHC courses only
  - No advisement forms will be uploaded into pathfinder
- **Ongoing work on Bulletin**
  - Currently Jen Tilford and the registrar’s office are working on building the bulletin entries for each major to match the Program Study guidelines
  - This may cause some problems to arise in DegreeWorks until it is finished
  - DegreeWorks will be programmed to match the Bulletin when finished

### On Your Time, Summer stats, Winter session  
**Shelley Dempsey & Amanda Therrell**

- **Summer session**
  - Students completing 12 or more credits during the summer: Increased 15% in 2018
  - Students completing 12 or more credits during the summer: Increased 11% in 2017
    - Statistics based on summer enrollment between 2016-2018
  - Total enrolled for Summer 2016 – 1197 and in 2018 – 2096
  - At the end of the summer session, their office sends out an extensive survey asking about such things as services utilized, type of courses offered, online, in person, etc.
  - This past summer on the survey students said if there were more courses offered they would take them.
  - Summer 2019 schedule will not be different from the summer 2018 dates.
  - Use of Financial Aid for the summer has exploded. Pell Grant usage has increased 700%. Use of Life Scholarship has not increased as much.
  - College of Arts and Sciences has been to strategically offer classes.
  - If your college needs specific courses, contact Loren Knapp or Ginger Nickles-Osborne about those needs

- **Winter session**
  - Dates were Jan. 2- 20; online; 8 classes
  - 2018 Winter session filled quickly capped at 35 seats
  - Majority seniors taking the classes – 146 seniors, 60 juniors, 21 sophomores, and 8 freshmen
  - Winter 2019 dates will be Jan 2 – 20
  - Part of Spring semester
  - Currently plans are for the same classes unless others are suggested that have been approved for Online delivery and can be taught in 3 weeks time
  - The classes are ECON 224, SPTE 110, RETL 242, MGSC 290, WGST 112
  - Students are strongly encouraged to view syllabus before classes start and to watch the video of the professor discussing the class

### Undergrad Research Registry  
**Julie Morris**

- This is the capture who is doing research, with which faculty, and what is being researched
- This will reach out to all campuses of the university
- It is a student initiated system
• There is a rubric on the site for the evaluation of the research that the faculty can use as a guide.
• When the student goes into the system and puts in their research project and who the mentoring professor will be
• An email is sent to that professor to confirm that the student is working with him/her
• Another email is sent out at the end to find out if the work was completed
• Everyone should sign up that is doing any type of research whether it be voluntary, independent study, or grant recipients
• CAS is currently using an online independent study contract to track theirs
• Faculty Senate will hopefully approve for Fall 2019 to make ELO a requirement for all students

Changing Majors LEAN Recommendations

Rachel Bradley & Sandra Varney

• Exploratory Advisors (EA) will be listed as secondary advisors and be able to clear advisement holds starting Oct. 1 for those students that do not meet requirements to change into their proposed major or that have missed their intended major new major information session
• Students will only be advised by EA for 2 semesters if cannot change into the desired major by the 3rd semester then another major will be chosen
• Supplemental advising forms will not be used anymore
• EA will document everything in Pathfinder and DegreeWorks
• In Spring 2018, EA filled out approximately 600-700 supplemental advisement forms

EAB Pathfinder

Brian Dusel

• Student Success Center are now using Pathfinder
• Language changed for the colleges to “Care unit”
• It has been discussed with the College Dean’s Offices about how often students can schedule appointments, no shows, etc.
• Time constraints setting moved to the location and you can no longer do it yourself.
• Email migration will last until the end of October and the sync of calendars will be broken
• Advisor assignments will now go through Brian with Drew’s departure.
• Don’t forget any new faculty or staff need to do the training video and submit the access request form.
• If you need to decommission someone that has left your area, there is a form for doing this.
• If you are doing campaigns and you have restricted the number of no shows that you allow for appointments the campaign number of no shows will overrule the other number
• What the campaign has for the “No Shows” supersedes the other number.

UAN member updates

• Jan Smoak – students that have high gpas that might be good for National Fellowships email their name and major to ofsp@sc.edu and we will contact the student about applying for some opportunities
• There is a UK Fulbright that is open to first year students with high gpas and this is usually for the student that has not been abroad before
• Donna Watson – new GSS course EDEX 205 – Foundation of Disability
• Don’t forget the social on the 20th in the School of Journalism at 3 pm with remarks at 3:30.
• Don’t forget the drop in for Drew on the 21st.

Adjourn

2018-2019 UAN dates:
Oct. 17 – Campus Room, Capstone
Nov. 7 – Campus Room, Capstone
Dec. 12 - Capstone 17th Floor
Jan. 16 – Campus Room, Capstone
Feb. 20 – Capstone 17th Floor
March 20 – Campus Room, Capstone
April 10 – Campus Room, Capstone
May 15 -- Capstone 17th Floor