University Advisors' Network
Wednesday, September 14th
9:30-11:00am

Attendees: Marcus Bell, Jane Bouknight, Rebecca Boyd, Sam Beals, Jillian Bigony, Rachel Bradley, Cailtyn Brockington, Bill Brown, Avette Brown, Della Bryant, Nora Dragovic, Lauren Eleazer, Pinkney Epps, Amber Falluca, Amanda Finnen, Teresa Florentin, Dawn Hiller, Sarah Jusiewicz, Deanie Kane, Lane Kennedy, Mackenzie King, Lauren Kozlik, Alison Leach-Hughes, Laken Long, Melissa Lowe, John Mansager, Aaron Marterer, Keith Martin, Kaitlyn McCanna-Doty, Jessica McCartha, Alexis McGill, Sabrina McClure, Caleb Morris, Alexis Mynio, Connie Outen, Jay Pou, Claire Robinson, Kaylie Scanlon, Sam Schmoker, Amanda Shores, Catherine Studemeyer, Anna Thompkins, Heidi Waltz, Josh Weakland, Vivianna Williams

Welcome and [approval of May minutes](#)   **Claire Robinson**
                                                                                                                Heidi Waltz

- Reminder of goals of UAN on the website
- Went over the Charge of the UAN
- There is a member roster – Sarah McConville keeps the roster up to date.
- The dates for the meetings are on this site
- Offering both in person and virtual this fall
- Send out the agenda via the listserve
- Want feedback and suggestions. It is an anonymous form.
- There are meeting minutes on the website along with handouts from the meeting
- We have two subcommittees – Technology and DEIA
- Reminder of the Training and Events Calendar
- New advisor series for new folks to help you get the information you need

Orientation 2022 debrief, new student summer advising
                                                                                                                Alison Leach-Hughes
                                                                                                                Mike Dial

- Huge thank you for all you did this summer
- Feels we had a successful year
- 23 sessions total
    - 2 summer sessions
    - 14 freshman session
    - 5 transfer session
    - 2 August session
- 14168 total attendances
    - Students 6751 freshman; 1246 transfer
    - Families 0 5470 freshmen guests; 701 transfer guests
- Only had 2 full time orientation folks
- Successes

- Return to fully in person sessions
- Excitement and confidence in attending
- Connections with OL
- Knowledge of requirements
- Academic advising and course registration
  - 90% said they felt this went great
- Feeling a connection to campus
- Opportunities for growth
  - Food offerings
  - Evening activities (location, length of time, variety)
  - Enhanced social media engagement
  - More customized experiences
  - Increased onboarding prior to orientation
  - Academic processes (RAC, major change, no shows)
  - Greater opportunities for student perspective
    - Have student ambassadors in the advising sessions to talk about the classes that they took and how it was
- Looking ahead
  - January 5th and 6th ; similar schedule as August
  - Registration launch will be Nov. 14
  - College capacities – starting max and your true max
    - Alison will be looking at data on the capacities
    - If we continue this enrollment track, we will be adding dates to the calendar because we went up to 450. Sweet spot 350 but could do 400
  - Schedule overview will be released in mid- October
- Summer Orientation
  - Schedule will be similar
  - Dates announced in November
  - Final schedule will be in February
  - Will likely offer more sessions due to increased class size.
- ONSO updates
  - Added Kayley Safley for training OLs started in August
  - Two positions within ONSO openings– Office Manager, Assistant Director for Logistics
  - OL applications open October 3rd – please nominate students and encourage them to apply
- Mike Dial commented that he works with Orientation – many ways it could have gone wrong – new staff, MAP, etc.
- Kudos to Allison for doing a great job
- Kudos to College of Arts and Sciences had courses to fit the needs the best we have ever had and only had a few hiccups in August for course availability
- Kudos for the Advisors that did a wonderful job
- Pre – Orientation worksheet

- 6764 forms submitted pre orientation
- 44% students interested in graduation early
- 2500 first year students are interested in graduation early – across 80 majors
- Course capacities
  - Majority of our students are in 12- 18 hours
  - Transfer students have a few more below full time
- Orientation advisor survey
  - One on one time meeting – most said it was valuable
  - How were students advised – 57% did hybrid advising with the students
  - What changes would you recommend for preorientation advising worksheet – make it a requirement which was thought already
  - Looking at a Transfer specific pre-orientation
  - Banner feed for MAP and FPLT scores
  - Banner feed for Honors identifier
  - If a student says less than 5 on committed to your major, what are you interested in
  - QR code in Day 1 presentation for those that have not filled out the pre-orientation sheet

Education Abroad advising processes   **Kelly Anastes**
                                                                            Kaci Barfield

- Overview of process
  - EA 101 Blackboard course – gives general information
  - Program research
  - Meet with EA advisor
  - Start the application
- 2 part process – students' s data from Banner is transferred, application essays, transcript upload, student agreement, pay application fee of 150
- Part 2 – EAAF is then download; financial aid prescreen; passport upload, acceptance letter, medical form, upload EAF; upload screen shot of pre-departure course
- Then they are enrolling in the INTEL course
- Screenshot of the EAAF and explanation of the parts.
  - Course transfer equivalence chart – to fill out the course equivalencies: Kaci Barfield explained the chart – If it is not in the table, then this form is available used to send in the courses not in the table – regeval@mailbox.sc.edu
  - Emphasize that the chart needs to be used
  - Also need to look at the International Credit Conversion guide to know how many hours the student will return with.
- Evaluation workflow

- Transfer team gets the courses; then ethe evaluation is in TES; assign it to an evaluation; they review the course in TES; Registrar then build the course in the table and update the student record.
- Transcripts
  - Make sure the transcript is sent to the EAO office not Registrar
  - Cannot accept transcripts from students
  - EAO office uploads the transcript to the registrar
  - If courses have not been evaluation, then the evaluation process must be completed
  - Transcripts can take up to 8 weeks or longer to arrive from host institution
- All international schools come back Pass/Fail
- Is there a way to share a list of who has completed Part One? They do have their names, ids, and Mike Dial said he would help with the advisor names for the students

DEIA in Advising, Diversity Statement   **Caleb Morris**
                                                                           Kay Thomas

- 3 different groups in the committee – one group is working on the diversity statement; it is representing all of advising
  - Highlighted the 4 bullets
    - Inclusive growth mindset
    - Inclusive practices
    - Inclusive culture of belonging
    - Inclusive leaders
- The diversity statement will be sent over the listserv for comments and then at the next meeting the UAN members will vote to adopt this
- Implications of this statement – implement trainings around this, incorporate in Advisor Foundation Trainings

General Advising Updates
- **U101 presentation on advising tools (New!)**   **Jane Bouknight**
  - 97 classes schedule (1800 FYS)
  - Presenters = UAAs & UAC Admin
  - Worshop style presentations
    - Review Degreeworks
    - Review My UofSC Experience Records
    - Review Advisement Prep resources
      - Show student profile
      - Show time tickets
      - Giving them questions to ask their advisor

- **Fort Jackson changes in process**   **Amanda Shores**

- - Ft Jackson courses should be for extreme purposes
    - Working with CAS for the second eight weeks to find or open more classes
    - This policy is effective Fall 2022
- This is the policy - Fort Jackson (Z) Section Request Form

  This form is intended for UofSC Columbia Academic Advisors requesting an override into a Fort Jackson course. Columbia students can enroll in Z sections if and only if the following criteria are met: 1) there are no Columbia equivalent sections available, 2) the course is time-sensitive and must be taken in the current or subsequent semester 3) the course is required for graduation and/or retention of a scholarship, 4) the Dean or his/her designee of the student's major has approved enrollment in Z sections. Please note that student interest alone in taking an online course not a satisfactory reason for an override.

- Reporting to CHE about Transfer mobility – Please fill out this survey - Click this link to access the consent form and to begin the survey that Amanda just mentioned: https://survey.jngi.org/s12d9c-265

- **Donna Watson (College of Ed)**
    - 2 information session –
        - Master of Teaching Secondary Programs – Sept 28 at 430 – Zoom session English, Social Studies (primarily history), Math or Science (primarily biology, physics, chemistry) - https://us02web.zoom.us/meeting/register/tZcrc-yqpzgiHNbf2_JTiC8HOYrT-5ex98zw

        - Master of Arts in Elementary Teach Sept 15 6-7 virtual meeting – Doann can send the information link - https://docs.google.com/forms/d/e/1FAIpQLSdyxDnYyAIs4bANnDWxGrOXIQ5Xe6HEtt0mqaKNxemW3Ik2BQ/viewform

- Mike Dial shared Communities of Practice under the Advisor Viewpoints

Adjourn

Admissions update   **Teresa Florentin**

- 42,080 applications, admitted 26,989, project 6500-6550 to enroll
- Deposit deadline was May 1
- Test optional for 2023 and will be reviewed each year
- Resident application 11,650; Non-resident 30,430
- Top 3 colleges with highest deposits – College of Arts & Sciences 14,551; Moore School of Business 10,874; College of Engineering 4,608
- Deposits for SCHC - 585; Deposits for Capstone – 1,424
- Gamecock Gateway 233 (93% full); students live on Columbia campus with all the privileges but take classes at Midlands Tech
- Palmetto Pathway 97 (97% full); students take class through USC Lancaster but are on the Columbia campus
- Transfers application 1,198; system transfer applications 237; readmits 156; non degree 482
- Fall transfer applications stay open until July 1
- If you have a readmit for summer email Teresa if student is not able to access application
- 2023 Application go live dates - Freshmen August 1.
  Spring '23 non-freshmen - September 1; Non-Freshmen (summer and fall) February 1
- Registration holds reasons are missing official transcripts or freshman did not submit their official scores. They have been notified several times

Orientation updates, overview of Veterans' Orientation   Alison Leach-Hughes

- Orientation office staff - Jennifer Asouzu; Jenn Pizzolongo, Jonathan Moss, interns Charlie and Bailey
- So far registered in VZ - 574 transfer; 5811 freshmen
- Closing VZ sessions for registration a few days in advance
- Transfer student group divided into garnet and cocky group
- Two rotations and will get advisement appointments the day before
- Freshmen schedule – college visit on day 1 and on Day 2 advising from1-5
- Veterans program – follow the Cocky rotation 11-1 split off and follow their own specialized program and then join the rest of the students
- Jennifer Asouzu contact number 777-0063
- Registration assistance center (RAC) email saonsorac@mailbox.sc.edu need id, name and the issue
- Students can change their major until 2 pm on day 1
- Help desk will be on 2nd floor of Russell house
- Cannot change into music, business, nursing
- Business still allowing SCHC to change into the college

- OLs will be assigned to colleges to assist with registration
- Will be sending out emails to the colleges about OLs; may not have the same number all summer long
- They have 9 lead orientation leaders and 38 orientation leaders
- June 3 college ambassador visits at 2pm
- June 9-10 will be in the Colonial Life Arena

Course Program of Study (CPoS) DegreeWorks technology update

Joey Derrick
Aaron Marterer

- This a banner process that enforces a long-standing aid project but rarely enforced to pay for courses that are needed
- It is complicated
- Lot of functional pieces that need to happen
- Launch in Fall 2023
- Effects grad and undergrad students
- Administrative capability – administer all the things required to administer to program; if you don't do it right you return 300 million dollars to the government
- Full adoption of degreeworks
- Make sure all courses are counting in the program – no fall through courses will count
- Optional/Non-required Degree Components
    - Wants to be pre-med and history major if the courses fo not fit into the program of study how do we create a component to make those courses be eligible
    - Additional major and additional degree are they eligible for financial aid on how this ic counted
    - Title 4 eligibility
    - Exploratory and undeclared how can we develop those to create a curriculum to apply to that program set up in a meaningful way.
- Student in 12-15 hours and if they have 3 hours that do not count is okay but if it goes below 12 hours then financial aid
- Very interested in the last day of attendance almost to attendance tracking
- Repeating courses – want to know the process is in place
- Registration and course completion per semester and SAP is in phase 2
- Double major - okay with-it Minors are the challenge
- Courses where substitutions or independent study – if exception made in DW no question
- Ap credit is being looked at also
- If a student only needs 3 credit, they may need to pay for the course instead of taking 9 hours to be eligible for financial aid
- Looking at the final number of hours for a degree

Course needs request process

Nora Dragovic
Dawn Hiller

- This is now going to be a reactive approach to make everything work better.
- Fields in the new form: student name; student ID; student email; student major; freshman or transfer; advisor name; advisor email; specific course need: example: BIOL 101 CRN XXXXX (only one that will fit in this student's schedule); general course need: non-US History (has all other Carolina Core complete) notes
- It will be interactive so you can tell when action is being taken.
- This way we can see if overrides in a course is needed, or a new section needs to be added.
- Please do not have the students fill this out.
- MAP Update –
- Set to go live to student on June 2: https://sc.edu/study/colleges_schools/artsandsciences/mathematics/study/math_placement/index.php
- One test only. Current MPTs will be gone on June 2. Students will have to take the new one.
- One retake is allowed per semester and students can request a retake through a form on the Math Placement website (not live yet). The retake must be at least 7 days after the initial test.
- Test is administered through Blackboard and all incoming students will be automatically added to the Blackboard site.
- Test is open-ended, not multiple choice.
- See attached pdf.
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Announcements
- Advising Educational Conference Planning Committee   Sara McConville
  - If anyone wants to join the planning committee for the conference
- Reminder to provide feedback on DEI statement   Caleb Morris
  - Link to the statement and give feed back want to present this to the UAN in September
- Alcohol Edu and SAPU Modules   Mike Dial
  - Alcohol Edu and SAPU module open July 18 part 2 opens 30 days after part 1; part 1 due August 18; part 2 due October 18
  - 2 new modules in the system mental wellbeing and diversity inclusion and belonging module
  - Only alcohol and sap will have registration holds
  - If we can get a lot of folks completing the others we might can avoid holds being used because Upper Administration is monitoring
- T sections are for OSP students
  - Coded as 3OSP must be advised by OSP, must be in their courses due to first gen and financial aid

Advising Award winners   **Jane Bouknight**
- First year in institutional advisor awards
- Awards off NACADA global awards and other institutional advising awards

- Award nominations reviewed by a committee
- 6 awards –
  - Outstanding advising initiative - Integrated Electronic Processes in Advising (CEC)
  - Unsung hero - Sara Jusiewicz
  - Most appreciated academic advisor award – Kaylee Rogers
  - Commitment to diversity and inclusion – Caleb Morris
  - Commitment to advising excellence (less than 3 years) – Dora Stryffeler
  - Commitment to advising excellence (3+ years) - Lisa Pierce
- Award nominations will be open from July 1 to November 1
- February 2023 – award presentation at the UofSC system advisor conference

Adjourn