

# UTSA Academic Advising

## All Advising Meeting Updates

We did not get to have the Updates section at our meeting on Wednesday, November 14, 2018. The updates from the following areas are listed below: Advising Administration, Advising Research Commission (ARC), Advising Technology, and Training & Professional Development

### I. **Advising Administration**

- ▶ Updates provided by Angelica Barrera, Interim Vice President for Student Advising & Support and Barbara Smith, Executive Director
- ▶ Updates
  - Thank you for all your hard work and patience with all that transpired with Spring Registration. The good news is the bug has been identified and Ellucian is working on a solution.
  - We also wanted to provide you with an update of where academic advising is collectively is with the Initiatives:
    - AW/AP-39%
    - FR 18 Cohort-66% have been seen in appointment
    - Caseload review-58% as of Oct. 26<sup>th</sup>
  - As of November 5<sup>th</sup> Academic Advising was at 60.1% participation rate in SECC. They are still processing the paper forms. Once they have completed everything we will share final numbers.
  - Academic Advising participated in the following events:
    - October 15<sup>th</sup>-Transfer Fest
    - November 12<sup>th</sup>-FR Registration Fair
    - November 14<sup>th</sup>-Fall Into Your Major event

Thank you to all who volunteered and assisted at these events.
- ▶ Questions
  - For questions or more information about the Advising Administration updates, send e-mail to [advising.administration@utsa.edu](mailto:advising.administration@utsa.edu)

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### II. Advising Research Commission (ARC)

- ▶ Updates provided by Daniella Dendy, ARC President
- ▶ Updates
  - Newsletter
    - ARC would like to send out a friendly and final reminder regarding the feedback survey that was sent out through list serve due by tomorrow November 16 end of business day. The ARC team appreciates feedback and guidance from our advising community.
    - For questions or more information about the newsletter, contact the Co-Chairs of the Communication Committee: Tamala Boyd at [tamala.boyd@utsa.edu](mailto:tamala.boyd@utsa.edu) and Cherie Frost at [cherie.frost@utsa.edu](mailto:cherie.frost@utsa.edu)
  - All Advising Thanksgiving Potluck
    - The ARC Programs Committee is excited to see everyone next Wednesday, November 21 from 11:30am-1:30pm in the BSE Multipurpose Room 2.102 for our Thanksgiving potluck. You should have already received the email, so make sure to mark your calendars!
    - Deadline to sign-up is November 20. Use the following link: <https://perfectpotluck.com/meals.php?t=WZKQ3560&welcome=1>
    - For questions or more information about the potluck, contact the Co-Chairs of the Programs Committee: Sarah Sanchez at [Sarah.Sanchez@utsa.edu](mailto:Sarah.Sanchez@utsa.edu) and Ellie McPherson at [eleanor.mcpherson@utsa.edu](mailto:eleanor.mcpherson@utsa.edu)
  - All Advising Appreciation
    - Mark your calendar for the All Advising Appreciation on Tuesday, December 11, 2018 at 8:30am in the Business Building 2.06.04 (University Room). More information coming soon.
    - For questions or more information about the appreciation, contact the Co-Chairs of the Programs Committee: Sarah Sanchez at [Sarah.Sanchez@utsa.edu](mailto:Sarah.Sanchez@utsa.edu) and Ellie McPherson at [eleanor.mcpherson@utsa.edu](mailto:eleanor.mcpherson@utsa.edu)

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### III. Advising Technology

- ▶ Updates provided by Amanda Garcia, Program Coordinator
- ▶ Updates
  - P1's
    - Don't forget to change your P1's to Q1's so your students don't get dropped. There are still a lot of students on the P1 list.
    - Do not add any P1's until after the drop script has been run (use Q1's instead and make note of them.)
    - We will send an email out once students have been dropped and then you have until the end of the semester to change them back to P1's.
    - We are taking care of Susan Sandoval's P1's.
  - Pre-Req Lists
    - Review your students on the pre-req lists.
    - If they meet all pre-reqs and are on the list, please send us the info. We will check the pre-req and revise if needed.
    - If the student meets the pre-req due to a petition approval, we don't need that student info.
  - Freezing Audits
    - Freeze a student's audit when you meet with them and when you do grad audits.
    - Having an old audit to refer to when troubleshooting is very helpful.
- ▶ Questions
  - For questions or more information about the Advising Technology updates, send e-mails to [amanda.garcia@utsa.edu](mailto:amanda.garcia@utsa.edu)

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### IV. **Training & Professional Development**

- ▶ Provided by Temple Carter, Instructional Manager
- ▶ Updates
  - Onboarding
    - The survey to get your feedback has been postponed until Tuesday, November 20, 2018.
    - We will conduct focus groups and interviews in early Spring 2019 to get more information/feedback about onboarding from current employees.
  - Continuing Professional Development
    - Currently working on a schedule for some professional development sessions during Spring 2019. We will only start with a couple of sessions as we build our Continuing Professional Development program for UTSA Academic Advising.
    - The survey to get your feedback has been postponed until Tuesday, December 4, 2018.
- ▶ For questions or more information about the Training & Professional Development, send e-mails to [temple.carter@utsa.edu](mailto:temple.carter@utsa.edu).