

University Undergraduate Advisory Council

April 21

Attendees: Susan Villaume, Nick Backscheider, Constance Relihan, Lori M, Cathie Helmbold, Jonathan Hallford, Beth Ann Mabrey, Beth Yarbrough, Kathryn Flynn, Bob Karcher, Lindsey W, Jenny Schuessler

The council agreed for the subcommittee chairs to present a report to Academic Affairs which will include accomplishments and recommendations. There will not be a meeting in May. The council will meet following the fourth session of CWE to discuss how orientation is progressing.

Degree Works—Nick Backscheider

- Regarding the Degree Works implementation, it is expected that the first three colleges, FWS, NRS, ENG, will be using Degree Works by spring. Dixie Mitchell currently has a team in place responsible for scribing.
- A consultant will be hired to complete the first draft of the core curriculum. SLO requirements are fairly straightforward; however, the newer core requirements carry various possibilities.
- The current core is scribed and working. Following the College of Engineering, the College of Liberal Arts will be entered, followed by the College of Business.
- A recommendation is to provide regular reports on to the Office of Undergraduate Studies, Academic Affairs Committee, Student Government Association, and the Office of Communications and Marketing to get information out about Degree Works.
- Evaluation holds in SHATATR will come through in Degree Works, the program will pick up the hold and notify a student if a course is either not used in satisfying requirements, or if a student fails a course. This would call the advisor's attention if a possible exception is needed.
- According to Beth Yarbrough, in COSAM, some labs/lectures are taught both separately and together. Banner will not handle two courses that are intended to be one. Every time these courses transfer in, they become an evaluation hold. COSAM or Engineering will likely have the most issues with course evaluation holds. A possible suggestion may be to scribe in pseudo courses, however, this will require clean-up later.
- Nick Backscheider requested a list and specific examples of student records where that happens.

Mid-Term Grades—Nick Backscheider

- Nick Backscheider is looking at mid-term grades, it is hard to complete an evaluation of mid-term grades because either a student sees the grade and drops or the course, or sees the grade or the grade improves.
- A recommendation was made that process be reviewed by someone with a background in Education and statistics.
- Sheri Downer in the department of Education Foundations, Technology and Leadership in the College of Education has doctoral program in Program Evaluation. There could be possible projects involving systematic study of these initiatives. Nick Backscheider will make contact with Sherri on this issue.
- How much data is needed for change in policy on reporting mid-term grades? Do we need stats or could we go with literature review of studies done elsewhere.
- An additional question involves how OIRA can and should be included.
- The next steps are to take this to the Senate and change the program's name to "grade program report." In order to do so, a request needs to be made to meet with the Senate Steering Committee, or the item could come from the Senate Retention Committee.
- Constance Relihan indicated she would take the item to the Steering Committee.
- Following a meeting with Sherri Downer, Constance and Nick can then decide on how to best proceed with OIT.
- It was suggested that next year a possible subcommittee to look at retention and undergraduate research should be established.

SARS Update—Constance Relihan

- SARS is in the process of transferring from CLA to OIT.
- Once this process is completed, representatives from those colleges that want use it and the individuals who will be responsible for it will be converted.
- Next year, the UUAC may want to consider a possible sub-committee for SARS implementation.

Revised Core Curriculum—Constance Relihan

- The advisor workshops were useful; however, they indicated that a considerable amount of exceptions and questions/issues will have to be handled at the college level.
- An important issue raised is that of communication, perhaps an official advisor listserv needs to be established (that allows for attachments); communication to advisors should not depend upon multiple individuals to disseminate.
- The caucus listserv is not exclusive to advisors.
- In fall, Constance will begin have monthly official meeting with advisors.

Transient Forms—Susan Villaume

- Members discussed the many transient forms that are coming to the Registrar's Office.
- Academic Affairs suggested the Registrar's Office demonstrate the process used by the University of Alabama for student registering for transient status.
- If approved, this policy would raise issues regarding concurrent enrollment.
- UUAC recommends streamlining this process, but several academic policies will be impacted that are being addressed by Academic Affairs now.
- Additional issues include possible workflow problems that run against Banner.

Advisor Career Ladder—Lori McLean

- The Career Ladder needs to be reevaluated, particularly with regard to changes involving years of service—this is contradictory and should be simplified.
- After the Caucus subcommittee reviews the policy, where does it go?
- Next steps include a discussion among Gail Holmes, Lori McLean, and Constance Relihan over issues and how concerns should be routed.

Alternative PINS

- At June meeting, will revisit CWE and alternate PINS.

Subcommittee Updates

- Sub-committee chairs were asked to provide summaries by May 11.
- Recommendations should include issues for further discussion next year.

New Issues

- Transfer Students Issues - Lori McLean and Gail Holmes will create a list of issues (e.g., admission of students below 2.5 GPA and/or less than required hours, college specific information being shared with prospective students). We will discuss routing of these issues at the next meeting.
- The council's final meeting for this year will be Wednesday, June 22, 9-10:30. The following items will be included on the agenda: (1) CWE, (2) Change of Major Form, (3) Transfer Student Issues, (4) Review of UUAC Mission and Guidelines.
- Constance has asked Academic Affairs on Chair of Committee.