

University Advisors Network
May 27, 2020
9:30-11:00am

Join via TEAMS: [Join Microsoft Teams Meeting](#)

Welcome

Loren Knapp
Claire Robinson

- Please refer to the UAC – for UAN minutes and other help resources

Orientation updates

Bethany Naser

- Few reminders and updates
- Opened registration for orientation last Monday, May 18 which was the biggest day of registration
- 4388 freshmen registered and just shy of 500 transfer students on that day
- 60% ahead of last year on day 9
- Yesterday (May 26) started assigning advising appointments everybody is put into appointments
- Look at your appointment to see if there is anything that needs to change
- Please look at the Advising Guide that was sent out
- Shut the sessions off 5 days before the day of orientation to check for any major changes

- **Transfer days** – Jackie Bonilla– VZ request – please go in and pull reports and there were changes to the way you are seeing data so there are no surprises and it is giving the information that you need

- If questions about **session advisor assignments**, email Timothy Lewis or Bethany

- **College visits in BB Collaborate** – Timothy Lewis
- See your meeting times are being set up and all should be loaded by the end of this week. Do not do anything with that link
- Registering for their courses will not be able to do this during the advising appointment
- There will be a registration center
- Utilizing ambassadors in BB Collaborate – for registration assistance and deal with holds

- **Cocky's Coop**- Timothy Lewis – training will be May 28 at 2 pm
- Overview of the site and role of community leader and how to set up our community
- Launch it June 5th

- **College Ambassadors** – Timothy Lewis – Meet them on June 2nd
- Here are the times that they will be meeting with each college:
 - 10:30-11:30: BUS, CAS-ASL, CAS-ASN, PUB, CEC
 - 1:30-2:30: CIC, HOS, PHA, EDU, NUR, OSP, SOC, MUS

- Goal is to help the college with our students

- Primary and Secondary OLs as we had last summer
- Discuss how the college advisors are meeting with the students
- How to utilize the leaders this summer – available during the college visits to assist students with tech issues or if you want them to answer questions
- Discuss how to use them on Cocky’s Coop will be community leaders
- How they can help us to make it more engaging
- Work with the actual registration process – mechanics
- BB Collaborate will work as an information desk during the day
- After the advising, you can direct the student to the BB Collaborate room to obtain help
- If they have questions that the OL cannot answer we need to figure out who should be able to answer the questions
- Advisors can join the BB Collaborate help room
- It will be the same link all summer
- Yes, they can log back in the next day if they cannot register the next day
- **Change of major** – meeting right now with EA
- If they change their major, if it impacts their advisement appointment, we will be checking to make sure they are still matched with the correct college
- If an appointment is not available, reach out to the college to see how to handle that student
- Will be taking attendance in the small groups
- Day of their orientation if a major change occurs, refer students to EA chat on the site on the UAC website
- https://www.sc.edu/about/offices_and_divisions/advising/changing_majors/index.php - EA chat found here, if anyone wants to bookmark for the summer.
- EA will meet with that student and they will advise for fall classes as necessary
- Open chat room, all colleges can get into the BB Collaborate help room
- **Important dates** –
 - Cocky Coop training May 28th
 - OL training June 2nd
- Sending extensive communication to the students so they can easily find you.

Special considerations for new Transfer students

Amanda Lucas

- Transfer orientation access to transcripts
- Delay of Spring 2020 transcripts
 - Many schools are having problems getting transcripts out due to the remote work
- Covid 19 Pass/Fail grade options this is until July 1st
 - We expect other colleges will have this same delay
- Acceptance of unofficial transcripts for admissions decisions
 - Some holds will be placed for not having submitted official transcripts
- Pre-Orientation advising worksheet that is online

- Provides students a way to put in AP/IB scores and for them to enter courses or upload an unofficial transcript from their previous institution
- This is to help out if transcript is not in my.sc.edu and Degreeworks
- If you have not looked at unofficial transcript and looked at the transfer table, Amanda is happy to assist you in reading this and how an advisor actually uses the two items.
- If posted in Self Service – needs overnight for DW to refresh – if you do not have the opportunity to wait – email Amanda Lucas with name and id – she will work with Registrar and Admissions office to get it posted
- If not posted in Self Service – check to see if submitted prior work in Pre-orientation check sheet then you will use that for registration
- If the student did not put the work in Pre-orientation – reach out to Amanda Lucas she will work to get an unofficial transcript to you
- This is to help manage the work flow of the Registrar office to have one source asking for things to be handled
- Recap for Transcript Process:
 - First – Advisor reviews SSC and DW to determine credits posted
 - Second – Advisor reviews pre-orientation advising worksheet for unofficial work
 - Finally – advisor contacts Amanda Lucas to inform of missing credentials. Amanda will provide information for advisement planning
- If a student is bringing in work from multiple institutions, how do we know it is complete depends on what the student provides on the pre-orientation check sheet.
- Amanda can set up a protocol and let you know how many institutions you should be seeing.
- Reach out to Amanda instead of reaching out to the Registrar ourselves to have it more targeted with them
- BDMS is not a long-term solution at this time.
- Working on a Transfer Student Resource on sc.edu/advising/transfer
 - To help students understand transfer equivalency tables and understand degreeworks
 - Will send out link to the list serve when it is live

UAN Announcements

Changing major webinars

Catherine Studemeyer

- New student major change interest appointment type – has been available for 4 weeks
- 154 appointments scheduled in the 4 weeks
- Since orientation registration went live 58% and 21 % appointment scheduled on 5/18
- EA team averaging 15 appointment per day since 5/18
- Quick turn around time of making the appointment and being seen within 24-48 hours of the appointment
- More incoming students are getting into the correct major before orientation

Accelerated Study Plans

Shelley Dempsey

- Ask that as you are working with the students please add if a student is coming with a large amount of credit that might be interested in finishing earlier that they may want to graduate earlier
- They are working with the advisors to follow the plan
- Please reach out if there are questions
- Average gpa is close to 4.0
- Not for every student just an option
- On the pre-orientation worksheet 702 have update the sheet 282 have indicated would like to graduate early

Results of absent student referral initiative

Mike Dial

- Number of students had to make a transition to online learning some found themselves lost in the shuffle
- Set up an alert for faculty to let the UAC advisor
- Received 676 referral
- 272 faculty participated
- Faculty was receiving follow-up from advisors
- CAS had the largest number of alerts sent in followed by ENGR and HRSM
- 68 student cases processed by Ombudsman office
- 391 from CAS and 258 were students in college of CAS
- 95+ advisors reached out to students to get them reengaged
- 559 did reach out the students
- 381 followed up with the faculty member
- 179 said the student re-engaged
- Plan to continue the initiative for coming semesters
- History – faculty in CAS were concerned about students to find a way to reach out to the students. Advisors and faculty were talking to each other.
- Report shared with Emergency Management Team

Advising technology updates

Brian Dusel

- Brian could not be here
- Wanted to remind all to post availability for re-advising in EAB

- What is the expectation of advisement – best support your students; if you find that the capacity is overwhelming speak up; where we can support different areas; don't want to turn students away that we need to work to meet the demand
- This is to start on June 15th
- Use the normal appointment time for scheduling the readvisement

Instructional methods/course designators

Jane Bouknight, for the Registrar's office

- Fall 2020 Instructional Methods –
 - TRAD – face to face ex: meets in person
 - B3web – 49% online course meetings in person on Monday and Wednesday and on Friday with synchronous
 - BWEB -- 50% online – taught face to face and online
 - DWEB – 100 % online more traditional
 - DWEBS – 100% online but have a required online meeting/lecture on specific dates
 - DWEBM – 100% web mix asynchronous and synchronous
- Course with more than 100 students cannot be allowed to meet Face to Face
- Course meeting times must stay the same as when students originally enrolled courses moving to an online format will either be scheduled at the same time for the asynchronous instruction

Concluding remarks

Loren Knapp

- The success of this endeavor did more to bring us together. We are all deserving of all accolades. We are as prepared to jump into the unknown as we will ever be. How we are dealing with this will be long remembered by the administration. This group has shown professionalism, engagement, and is mind boggling.

Adjourn

Reconvene in September