

## Council of Undergraduate Academic Advisors Wednesday, October 30, 2019 Minutes

- I. Meeting called to order at 3:08 p.m.
- II. Brief introductions from those in attendance.
- III. Orientation – Korrin introduced new Associate Director: Carol D.
- IV. One Stop – Luis highlighted the period for Drop Cancellation for Non-payment for Fall.
  - (a) Soft cancellation effective November 1 at 5 p.m. for Fall B. Hard cancellation: November 8 at 5 p.m., Reinstatements will be processed when students pay balance in full. Brief discussion on whether FTICs who need to graduate are included in this group of students-*April to research*. No student access to MYFIU during the cancellation period.
  - (b) Fall D classes are now available (instructions were sent by Drew to advising leads). Fall D Financial aid budget increase adjustments will take place during Spring 2020 if applicable. No drop cancellation for Fall D but late fee assessment applies. Elizabeth inquired about a seamless way to get students enrolled for this term instead of a manual process. Luis explained that Fall D is tied to Fall A & C, and there is no current fix; registration will still require manual intervention, e.g. add, drop, payments etc.
  - (c) November 5 Priority registration date for Spring 2020; veterans can enroll, no date was assigned for them. Email reminders instead of robo calls will sent to students with this assigned date. Brief discussion on the reduction in outreach calls to students; for students that owe a separate communication TBD. Angela suggested aligning the enrollment dates for seniors and special populations with the goal to get Freshmen enrolled before the holidays and, especially due to assigned Orientation dates. Luis agreed it was a good idea however; in order to implement the change the dates must properly align with all units/colleges.
  - (d) 2020-2021 FAFSA now open. Email reminders sent to students.
  - (e) View access to PSN now granted to One Stop admins.
  - (f) Spring 2020 Shopping Cart not yet available.
- V. Angela inquired about an estimate of admission numbers for future semesters.
  - (a) Vanessa noted that projections are not generally done; Mark Kelly sends a communication link to leads with the information. It was also noted that the scholarship deadline is November 1.
  - (b) Discussion followed on admission pathways being more simplified in the future. E.g. no Exploratory Step, or Change Maker or Engineering Step population. Long-term goal is to taper Freshman population with Admissions moving away from determining the academic pathway students should take.
  - (c) Approximately 300 holds were placed on Summer and Fall 2019 Freshman and Transfer records with missing admissions documents

including transcripts. Angela mentioned that in some cases these students have a prior outstanding balance at the prior school. Vanessa noted that we should contact Ismariana in these cases. Holds may be temporarily released upon providing proper documentation.

- (d) Readmission protocol has modified Academic Amnesty and Salvage categories. Application will be integrated with current application and approvers will be able to admit under the "Recommendations" page for either category. Training workshops planned, once this is finalized.
- (e) Discussion on the suggestion to have holds placed on Readmitted students to ensure they are better informed of University processes, especially those that need to graduate and need to be re-activated. Vanessa is open to an alternative process in the future.

- VI. Graduation. Discussion on graduation process. In the future, denied applicants will not need to re-apply; the application will rollover. YEAH! Clarification on denied vs. cancelled applications.
- VII. Inactive Students. Discussion on possible campaigns for students that were becoming inactive. April mentioned that this was discussed at recent success meeting with more to come.
- VIII. Student Success, Broward College partnership. Valerie encouraged us to complete these surveys; student survey was launched on October 1 and the Faculty/Staff surveys will be launched soon. Taskforce has reviewed 10 years of data, with the goal to improve advising. New Cohort at Broward College in partnership with Gardner Institute and NACADA.
- IX. NACADA Region IV will be in Tampa. April mentioned that some funding would likely be available for advisors to attend. Valerie suggested that past award recipients and nominees should attend.
- X. Honors College. They are offering to hold workshops during unit/department meetings if needed.
- XI. Faculty-Led Study Abroad. Angela mentioned that in COB they have an issue with who should approve this; should it be advisors?
- XII. International Education Abroad Showcase scheduled for November 14 in GC.
- XIII. National Student Exchange Workshop scheduled for December 4.
- XIV. CUAA Spring Conference scheduled for February 27 2020 and it is an all-day event. Theme: I LOVE ADVISING.
- XV. One Stop Open House reminder for week of 11/1/19. Advising units will have the opportunity to meet with leadership. Open house is held each semester.
- XVI. CUAA Secretary is Sheryl-Ann Mullings-Black.
- XVII. Meeting adjourned 4:14 p.m.