

Minutes

March 7th, 2014 CUA A Meeting

Introduction of all present: Jeremy Rowan – CAS; Valerie Morgan -- UE/BBC; Craig McGill – NACADA State Representative; Shimon Cohen – Social Work; Brandi Haddock – Dietetics & Nutrition; Jacky Diaz – CAS Advising Center; Stephen Anderson – UE/Professional Development for Advising; Charlie Andrews – UE Academic Advising Center; Gabriella Gillespie – Hospitality; Angela Bullard – Business; Marta Vazquez-Syms—Education; Korrin Anderson – Orientation & Parent Programs; Jeannette Cruz & Moira T. – Student Support Services (MPASS).

Korrrin: Met with UE about Freshman Orientation, details to follow in email. Transfer Orientation will not be mandatory. She will send out information to update about specifics about transfer orientation via email. Will need the area's preferred version of addressing transfer orientation (outside of virtual orientation). Orientation will start earlier in the day, closer to 10:30am.

Charlie added re Orientation: Week of commencement (April 28th/29th) they will have a meeting/training for Freshman Orientation, one on MMC campus and another on BBC campus. Three hour training -- first 2 hours for continuing (veteran) advisors, last hour only for new advisors.

Charlie: GSI Graduation Grant. Grant for students that are otherwise eligible to graduate in Summer but cannot afford to go to school in Summer. The grant would allow them to take the courses they need to finish in Summer. There must be a PDA and form from advisor certifying that these courses will complete the requirements for graduation. In the future, this may be a loan that needs to be repaid if the student does not graduate. Up to 1,200 dollar grant. Currently no limit on the # of students who can be awarded this grant if approved. The process will be filtered through the OneStop Enrollment Services office; forms would go there. Specific process and procedures will be sent via email.

Jeremy Rowan, Forum – Keynote Speaker, Kathleen Shea Smith, Director of Advising First. Forum will start at 8:30am and end at 4:30. There will be 9 concurrent sessions available for attendees. Schedule will be sent once finalized.

Valerie Morgan – CUA A Bylaws first draft has been drawn up. Draft was disseminated at the meeting. CUA A members were asked to look it over and provide feedback to Valerie and Charlie. Changes/modifications will be discussed at the April meeting and then will be submitted to Dean Robertson.

Announcements:

Gaby – Hospitality Day on March 27th. Open to all majors. Event Management minor may be in effect in Fall 2014.

Question about when registration window will open and when students will know their enrollment appt. It appears that students will be issued appts March 24th and enrollment appts will start the following week on March 31st.

Jeremy will reach out to Registrar's office to encourage them to have a representative attend CUAAs meetings. In addition, he will reach out to new Registrar to attend and present to CUAAs. And he will try to get a final answer on enrollment appointments.

Stephen shared that UE is funding 37 advisors to NACADA Regional. An additional 10 or 12 FIU staff attending. UE will try to cover additional expenses past the initially allotted 1000. Receipts for additional expenses should be kept by advisors for reimbursement. These should be given to the person responsible for travel in each unit/department. Email with details will follow. Advisors should input their PDU information immediately upon return from NACADA. Mid-April an email will be sent offering advisors the ability to attend NACADA annual conference. Decisions will be made dependent on progress with professional development as evidenced through ePortfolio. Advisors will be able to pre-register, renew memberships, and make travel arrangements (flights) by end of fiscal year. About 6 weeks to accomplish everything.

UE would like advisors to have conversations with their students about academic integrity, and scholarship and fellowship opportunities. Steve asked for input from CUAAs on developing professional development opportunities to train advisors on how to advise students on these matters.

Next meeting: April 11th

Meeting adjourned, 2:18pm