



UF Online Advising Group Meeting
Thursday 2/14/19, 2:00 PM
Presentation Room, Farrior Hall

- 1) Approval of 1/17/19 minutes
 - a) Minutes for both November 2018 and January 2019 meetings are approved.
 - b) Attendees: Glenn Kepic (CLAS), Leland Henry (CJC), Alejandra Delgado (CJC), Nicole Raymond (CLAS), Dom DeFeo (WCBA), Mike Sisk (CALs), Dana Myers (COTA), Chris Kozak (COTA), Ryan Perez (OneStop), Anne Donnelly (Research), Al Wysocki (CALs), Sarah Eberhart (HHP), Erica Alexander (HHP), Brittany Schambow (HHP), Paul Higgerson (HHP), Jerry Ross (UFO), Mark Masson (UFO), Damarys Hernandez (UFO), Brittany Grubbs (CLAS), Kari Shattuck (WCBA), Kevin Bird (EG), Laura Beth Lancaster (CLAS), Dylan King (CLAS)
- 2) Guest Speaker: Anne Donnelly - Director, Undergraduate Research; Opportunities for UF Online Students
 - a) Most of the colleges already have a research course number to allow students to get credit for research.
 - i) These course numbers have a zero credit option, and students can take this as a zero credit option as long as they are taking at least one other course that term.
 - ii) Zero credit research won't cost the student any tuition.
 - iii) The zero credit courses will, however, still show specifically as Research on their transcript.
 - b) How can UFO students find a mentor?
 - i) Can contact the CUR peer mentors: <https://www.cur.aa.ufl.edu/faculty/peer-advising/>
 - ii) The peer mentors are undergraduate students who have already done research, and their research doesn't have to match up with the student's research interest.
 - iii) Most students find their faculty advisors through email, so that shouldn't present an issue for UFO students.
 - iv) Many research projects can be done at home and wouldn't need to be in Gainesville to participate.
 - v) CUR is planning to roll out an online platform for UFO students to contact/schedule an appointment with a peer mentor, and the plan would be to roll out that this Summer.
 - c) Make sure to let students know that there will be different expectations based on how many credits their research course is.
 - i) Usually, the expectation is to work 8-10 credits a week on a research project.

- d) Question: Could CUR peer mentors reach out to UF Online students to let them know about research?
 - i) CUR wants the students to reach out to peer mentors instead, so students can take the initiative (and to make sure that research is a good fit based on the time commitments, interests).
 - e) CUR will let the UFO advising group know when the peer mentor online appointment scheduling is available.
 - f) Department should also make sure to create UFO sections of their research courses.
 - g) Emerging Scholars Program for freshman and first semester sophomores who haven't done research.
 - i) Apps due before Thanksgiving.
 - (1) As part of the application, students are required to find a faculty mentor and a research project.
 - ii) Students would start in Spring semester
 - iii) Students get a \$500 stipend in their first term and an additional \$500 in their second semester.
 - iv) This program is open to UFO students, although the program is competitive (around 30 students per year).
 - v) Encourage students to follow the CUR Facebook page for more info, announcements.
 - vi) More info on Emerging Scholars:
 - <https://www.cur.aa.ufl.edu/scholarships/emerging-scholars/>
 - h) University Scholars Program
 - i) Application due in January/February
 - ii) Each college gets a certain amount of slots based on their size.
 - (1) Only 220-230 students for all of UF.
 - iii) The departments get to nominate students for this opportunity.
 - iv) Any student can apply, and students need to find research projects/mentors.
 - v) In the future, there may be designated spots in the University Scholars program just for UFO students- stay tuned!
 - (1) This could potentially happen for Spring 2020.
 - vi) More info on University Scholars:
 - <https://www.cur.aa.ufl.edu/scholarships/university-scholars-/>
 - i) Students in both the Emerging Scholars and University Scholars programs are required to do a poster presentation and submit for a publication.
 - i) University Scholars have additional requirements as well.
 - j) If students are getting paid for research, they can still do the course for zero credits.
- 3) UFO Announcements (Jerry)
- a) New UFO team members: Mark Masson (Data Management Analyst), Damarys Hernandez (Marketing and Communications assistant) - welcome!
 - i) Damarys is in Grinter with the rest of the Marketing team, and Mark is in Tigert.
 - b) Searches
 - i) Associate Director for Advising and Student Affairs position closed, receiving over 100 applications.

- (1) First round of interviews will be in February, with in person interviews in March.
- ii) Assistant Director for Communications position closed on Sunday, with around 60 applicants.
 - (1) First round of interviews in February, with in person interviews in March.
- c) Most of UFO's time has been dedicated to PaCE, and the team has been staying active on social media.
- d) UFO is potentially anticipating a larger UFO group in the Summer, as Summer 2019 applications are up about 50% over Summer 2018.
- e) UFO Birthday/Rankings celebration in March, with more details TBD.
- f) UFO Graduation Event on Friday, May 3rd from 5-7PM in the F Club.
 - i) UFO will send out invitations to graduating students, UFO staff/faculty as well.
 - ii) More details to come!
- 4) Deadlines, Events, Reminders (Glenn)
 - a) The PaCE Surprise of 2019
 - i) New Target of 750
 - (1) Enrollment Management modified the target without notice, and it wasn't widely known until the day decisions were released.
 - (a) Time to go to your deans to let them know this will need to be managed.
 - (b) The PaCE target increase was a surprise to the UF Online office as well.
 - (2) PaCE Preview
 - (a) Typically, only 3 sessions were needed with a backup session for overflow, but now, with this target, 4 sessions may not be enough to accommodate all students.
 - (3) All PaCE students were changed to LS-USB upon admission
 - (a) We need clarification on why this was done.
 - (b) Most students did not apply as LS-USB, but were changed upon admission.
 - (c) Around 150 students have already confirmed acceptance of their offer.
 - (d) Around 1250 students did apply as USB out of the 3100 who received a PaCE offer.
 - (4) Colleges should be receiving lists of their admitted PaCE students including "applied to" major soon
 - (a) If you haven't received the list of students with their applied majors yet, contact Morgan Vollrath in Admissions.
 - (5) Students confirm their PaCE major/acceptance electronically now, and they should only be able to accept a PaCE major when they submit their application.
 - (a) There are a few students who were accepted to PaCE but selected a non-PaCE major on their application.
 - (6) We need to figure out how to handle increased:
 - (a) advising needs of prospective students
 - (b) physical capacity during live Preview sessions
 - (c) advising needs during live Preview sessions
 - (d) advising needs beyond Preview
 - (e) seats needed for Fall

- (i) Please encourage your deans/departments to see where they can add additional capacity for UFO sections.
 - (ii) If there's anything the UFO office can do to help with these conversations, please let them know.
 - (f) number of students beyond Fall (future UF Online planning and residential planning for post transition)
 - (7) Good reminder that we should not be in recruiting mode to try and encourage students to select PaCE, especially for students that want a non-PaCE major.
 - (a) Please be realistic with students about this program.
 - (b) Remind students that there are no guarantees for non-PaCE majors, and students who are happiest are interested in pursuing PaCE majors.
 - (8) CLAS received feedback from a parent of an admitted PaCE student that, for some colleges, it is difficult to determine on the college's website what the transition requirements for that major.
 - (a) If you can review your pages to make sure the transition requirements are clear, that will hopefully reduce some more basic questions from students.
 - (9) For College of the Arts majors, students are required to move to the Gainesville area in order to take their studio courses in person.
 - (a) Art History students are the exception for COTA, and they do not have to move to the area to take studio classes.
 - (10) We will have to be creative in how we advise students based on more limited course offerings.
- 5) Enrollment Management: ROC & OneStop (Ryan)
- a) ROC
 - i) Interviews for the Assistant Director position for ROC have concluded, no hire announced yet.
 - ii) Melissa is currently interviewing recruiters for ROC.
 - b) Spring fees due tomorrow.
 - i) Students who don't pay won't be dropped immediately, as OneStop will call those students to ask them to make some kind of payment.
 - ii) Late payment fees won't be assessed this semester due to CS conversion issues.
 - c) 1027 applications for Summer (950 new apps), compared to 626 from last year.
 - d) 352 Fall applications compared to 264 last year.
 - e) PACES transition screen in CS was demoed and will be rolled out this semester, so OneStop will no longer be doing those transitions manually.
- 6) PaCE (Nicole)
- a) Will be sending out the PaCE Preview training materials soon, so please review, update, and return them to Nicole.
 - b) PACES transition screen should be updated on February 19th for Summer eligible students.
 - c) If you transition a student after advance registration for the next term, make sure they drop their UFO courses since they can't stay in the UFO courses after they transition.
 - d) PaCE Chats, Monday February 18th and Wednesday February 27th from 5-6PM.

- i) There will be rooms for academics, financial aid, student reps, housing/off-campus life.
 - ii) UFO is organizing those chats since NSFP no longer has the chat software.
 - iii) WCBA will be offering their own info session as well, using Zoom.
- 7) Colleges/Departments (all)

Next meeting: March 14, 2:00 PM

1. UF Online Advising dashboard: <https://www.advising.ufl.edu/UFO-Dashboard/>
2. UF Online Handbook: <http://handbook.ufonline.ufl.edu/>