



UF Online Advising Group Meeting
Thursday 11/16/2017, 2:00 PM
Presentation Room, Farrior Hall

- 1) Approval of 11/2 minutes
 - a) Minutes are approved.
- 2) UFO Updates and News – (TJ)
 - a) No updates
- 3) UFO Deadlines, Events, Reminders, and Announcements – (Glenn)
 - a) Hurricane Displaced Students
 - i) 258 applicants, 195 of which have been verified and cleared to register
 - ii) These students will not be advised until after Thanksgiving.
 - iii) Dr. John Jordi will reach out to the applicants who have been verified to ask for their major and year, and he will use that to assign students to a college.
 - iv) The advisor will talk to the student and determine appropriate courses, based on pre-requisites and what the student has taken previously, and the advisor will register students for classes.
 - v) For Math classes, students will need to take ALEKS.
 - vi) These students will not be required to complete Links before speaking with an advisor, but it will be available to them and they will be encouraged to complete it.
 - b) Spring 2018 registration
 - i) About 40% of continuing students have registered.
 - ii) We have a few seats saved in IUF1000 for graduating seniors.
 - (1) If you have students in this situation, let Glenn or Nicole know.
 - (2) If the seats go unused, they will be released closer to the start of Spring.
 - iii) If a required course for your major is full, let Glenn know.
- 4) Student Success and Engagement (Jeannie and Meredith)
 - a) Commencement
 - i) December 16th is the Fall 2017 Commencement reception.
 - ii) The reception will be held from 11:30AM-2:30PM, tentatively in the University Women's Club, although potentially in the F Club.
 - (1) The location will be updated in the Event Brite invitation.
 - iii) 164 UF Online students have applied for Fall 2017 graduation.
 - iv) The plan is to have a Spring and Fall commencement reception, and a Summer commencement may potentially be added later.
 - v) Postcards are being sent to graduating students.

- (1) If you would like to handwrite a message on your students' postcards, let Meredith know ASAP. She will need them back by the Tuesday after Thanksgiving, to hopefully have the postcards sent to students by Friday after Thanksgiving.
- b) Communications
 - i) Starting in the Spring, there will be specific emails sent to students based on certain benchmarks.
 - ii) They will be sending academic reminders along with some more motivational messaging as well.
 - iii) Please reply to Jeannie's email about communications and let her know if there's any specific communication information you'd like sent.
 - iv) There will be an email sent out on December 15th to non-registered, returning students as a reminder to register for Spring classes.
 - (1) There will be another reminder email to this population on the morning of January 5th to remind them about the 5PM regular registration deadline.
 - (2) Business expressed a concern about students on probation receiving a reminder email about registration since they cannot register until Fall 2017 grades post.
 - (a) If your college has concerns about that email being sent on December 15th, please let Meredith know.
 - (b) This email includes a blurb saying that advance registration opened on October 31st and many classes have already filled, and that students do not have to pay for classes when they register.
- 5) Enrollment Management: ROC & OneStop (Melissa, Daniel, Tori)
 - a) ROC
 - i) The Gainesville Art Festival tabling last weekend was a huge success!
 - (1) The UF Online Frisbees were a big hit!
 - ii) Melissa is attending the largest job fair in Florida tomorrow, November 17th, in Orlando.
 - iii) Billy and Summer started recently as recruiters, and Drew is starting tomorrow to complete the recruiter team.
 - iv) If advisors would like to attend any UF Online Information Sessions and provide feedback to the ROC, please feel free to do so!
 - b) OneStop
 - i) All colleges who make their own decisions have had their applications referred to the college decision makers.
 - ii) The OneStop is working on decisions for the other colleges, prioritizing upper division applicants.
 - (1) The goal is to have the majority of the decisions made before Thanksgiving.
- 6) Marketing/Communication (Alejandra on behalf of Kathy)
 - a) The UF Online video series has been wrapped up, and they will be finished by December 22nd and ready for a January launch.
 - b) Marketing is working on a video with Recruitment.
 - c) Kathy will bring a Spring marketing update to the next UFO Advising Group meeting.
- 7) Career Resource Center (Kelly)

- a) Kelly Barton's last day at UF is tomorrow.
 - b) Julia Fleming will be attending these meetings on behalf of the CRC in the future, and she will be taking over as the CRC liaison for UF Online.
 - i) Julia will be taking over the Ready, Set, Work holds as well.
- 8) Links Orientation (Kris, Kayleigh)
- a) Kayleigh sent out an email about the Links completion reports in the NSFP Business Services portal.
 - i) If you need access to a report that you do not have, email Kayleigh.
 - b) Update on transitioning 2015 PaCE students
 - i) There are about 20 PaCE 2015 cohort students who need to transition to campus.
 - (1) This is scattered over the next few semesters.
 - ii) Since most of these students live in Gainesville, the remaining 2015 students will be exempt from Transfer Preview, unless you have a case that you feel strongly about these students attending preview.
 - iii) If you approve the student's transition, the student will still have a Preview hold, which the advisor can lift after speaking with the student.
 - iv) These students should have a pre-assigned registration appointment.
 - v) They should be able to register for on campus classes immediately as soon as their transition has approved and their Preview hold has been lifted.
 - (1) It is up to each college on when to meet with the student and lift the hold.
 - c) Dean of Students search
 - i) The first candidate is interviewing today and tomorrow.
 - ii) There is an open forum presentation by each candidate that faculty and staff can attend.
 - (1) The presentations are being filmed and will be posted online.
 - iii) Itineraries and information for each candidate can be found on ufsa.ufl.edu.
- 9) Toby Shorey
- a) Training for Compass programs will start in January, with major changes first.
 - b) Degree audits launch on March 5th.
 - i) Students will first start to see the new audits in May.
 - c) Training for degree audits will start in February.
 - i) The training will be required, and Toby will do 2 trainings at HR (that will be recorded) in addition to a training session for each college.
 - ii) Between March and May, Toby will be sending out lists of exceptions for each student that will need to be manually inputted into the new audits.
 - iii) All of these exceptions will be transferred to the new system as advisor notes.
 - d) Toby will also be reaching out to advisors to help test the new system, starting in December.
 - e) Feel free to review the Compass website at compass.ufl.edu and review the calendars of releases.
 - i) The website allows you to submit feedback/questions, and if you include your contact information a member of the Compass team will follow up with you.
 - f) Students will be registering in Summer and Fall in two different systems.

- i) The systems will look slightly different but the team is working to make the systems look as similar as possible.
- g) In May, the student self-service degree audit will go away.
 - i) The Student Admin degree audit, and other features, will still be available as long as the data is still relevant, at least until August, since Summer graduation certification will still be done in student admin.
 - ii) Degree certification for Fall 2018 will be done in the new system.
 - iii) Fall 2018 data will not be in the old system.
- h) Let Toby or Compass know if you have any questions, or if you'd like him to come to your office to show you what has been created so far.

UF Online Advising dashboard: <https://www.advising.ufl.edu/UFO-Dashboard/>

UF Online Handbook: <http://handbook.ufonline.ufl.edu/>