University Advisors’ Network  
Wednesday, April 18  
9:30-11:00am  
Campus Carolina Room (17th floor)


Absent: Kathy Anastes, Joseph Askins, Claudia Benitez-Nelson, , Pickney Epps, Chrissie Faupel, Andre Grant, Sara Jusiewicz, Janis Leaphart, Stephen Lowe, Aaron Marterer, Meredith McNeice, Connie Outen, Ruth Patterson, Edith Pietrykowski, Gina Polizzi, Kathy Smiling, and Heidi Waltz,

Guests: Tasha Martin, Cliff Scott

Handouts – On Your Time Initiatives- Accelerated Study Plans

Approval of March minutes. Approved with two corrections -- Under Admissions on the 5th bullet has two applications; do not have the Common Application. College of Education Palmetto College courses cannot have overrides.

9:30 am Welcome & approval of March minutes  
Loren Knapp  
Claire Robinson

9:35 Advising Technology  
Brian Dusel

- EAB Pathfinder updates (virtual presentation from Ben Galina, EAB Consultant)
  - We are now 1 of 400 institutions utilizing EAB
  - Discussion of 2017 data
    - Stakeholder data – 7,500 – 120,000 profiles and access created and granted
    - Workflow – 62,298 total advising appointments  
      - 23,729 total students seen  
      - 53,000 total online schedule appoints  
      - 9,298 total walk-in appointments
    - Knowledge Share – 48,100 reports shared  
      - 8,997 supplemental notes  
      - 1,507 referrals
    - Top 3 referrals – UAC major change, Career Center, Office of Preprofessional Advising
      - Population Notes – 3,869 No Show student
      - 5th of 202 rank order of USC in relation to other institutions for number of appointments
  - If you have staff leaving or moving there is a page on the UAC website under the Technology tab to inform them. They have no way of knowing when this happens.
10:00  Summer Orientation 2018

- May 10th is Summer School Orientation but now we have to add another day
- May 31st will be added as a new Summer School Orientation date. It will not be in VZ. Bethany will be contacting the colleges with the names and ids of those attending.
- There will be 30-40 freshmen and transfer students.
- August orientation dates – August 20th will be moving day
  - August 17th Transfer Orientation (all colleges)
  - August 21st Freshman (probably some transfers)
  - IAP students will have their own orientation this date
- VZ is open for May 10th so far 38 students have signed up
- June 20 and 21 sessions will be slightly smaller because of locations
- Will have 53 Orientation Leaders and will be contacting colleges to find out how many OLs each will want

10:30  Withdrawal policy updates

- Started to rephrase what a hardship withdrawal means. This is including medical, mental, and extenuating circumstance
- Revamp the website - [http://sc.edu/about/offices_and_divisions/advising/withdrawal/index.php](http://sc.edu/about/offices_and_divisions/advising/withdrawal/index.php)
- 76 petitions during semester with a 73% approval rate
- Each student must have a consultation with Tasha Martin before receiving the petition to do the hardship withdrawal.
- 6% leave during the semester
- 91% reporting personal reasons, 55% reported mental reasons, 41% were freshmen, and 29% were sophomores
- If student is on scholarship, student will need to do a leave of absence with financial aid
- If dropping during the W period, students could owe money to the University
- Needing to re-apply if a major semester is missed. It is on the withdrawal checklist and discussed at the consultation.
- Students that have to reapply cannot register at the same time as other students because the student is classified as a readmit.
- ACM and medical leave must be documented. This is outlined on the ACM website - [http://www.sc.edu/about/offices_and_divisions/provost/planning/academicprograms/acm/](http://www.sc.edu/about/offices_and_divisions/provost/planning/academicprograms/acm/)
- Other offices that withdrawals effect – Financial Aid, SCHC, Housing
- If you have questions – phone number – 777-5061
  Email --- withdrawal@sc.edu

10:40  UAN member updates

- Accelerated Study Plans
  - Were not able to discuss
- DegreeWorks SEP committee update
  - Were not able to discuss
- **Think About It** online module deadline Oct 23rd
  - 2010 DOJ was on campus and said racial climate not good; 2016 DOJ returned said not right yet; 2017 require all incoming students to receive online training
  - Had to create a program
  - In late March UTS said 3900 students had not completed the course.
  - Went back to DOJ for an extension, given until October 2018.
  - If not completed by October 25th a hold will be placed. Students will be emailed on April 30, June 15, July 15, August 23, September 24, and October 3 to take care of it.
  - Some students have holds on their records and those students have to take the module.
  - UTS will be running a report at 8am, Noon, and 6pm. So, if the student completes it before noon the hold will disappear and can register after noon.
  - 90 minute online module
  - For this coming Fall, it is going to be married into the 2 parts of Haven which all incoming students must complete.

- **IAP advisement**
  - There are 39 students progressing to degree programs
  - Advisement will be next Monday with the FYAs and once the grades are in then the FYAs will notify the students about registering for the fall semester.

- **Honors advisement notes**
  - SCHC will begin advisement of incoming students on May 14th
  - This year they will put all notes in degreeworks and course schedule
  - Not uploading the SCHC advising sheet into Pathfinder
  - Will be hiring 3 new advisors

- Any new business for (tentative) May 16th UAN meeting?

**Paper Agenda**
- **Advisor survey**
  - A survey will be sent today to all academic advisors assessing technology usage, information dissemination and perception of advising practice, Please complete prior to May 11th.

- **LEAN project for Major Change process**
  - Eight colleges, registrar’s office, orientation, career center, and the advising center are participating in a three-day LEAN blitz project hosted through HR and sponsored by the Office of the Provost. The LEAN committee will 1) map out current major change procedures and requirements, 2) look for opportunities to improve efficiency, and 3) make recommendations.
o A presentation will be held **Friday, May 11th from 3-5, location TBA.**
Open to all.

o **Degreeworks SEP committee update (Donna Watson/Valeria Bates)**
  - The DW SEP subgroup continues to meet every two weeks. Minutes are available on the UAN website via [sc.edu/advising](http://sc.edu/advising). SEP Templates will be created for each academic program. Students will have 3 plans - one locked plan built from the template, one that the student can build, and one that the advisor can use in working with the student. Starting on or around July 1st, SEP will be implemented for the 2018-19 catalog year with each college having a general template they could use to build a SEP for any student.

o **Accelerated Study Plans (Amanda Therrell/Shelley Dempsey)**
  - Students interested in graduating in three years may submit an interest form on sc.edu/advising. First Year Advisors and department contacts will be notified. ASP will be available on the Major Map repository. A meeting is schedule May 9th with FYAs and relevant departments.

o **Advising Training Opportunities** – several are on the website.

11:00 am Adjourn

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**UAN Meetings**

May 16