<div align="center">**University Advisors Network**
**May 26, 2021**
**9:30-11:00am**
**Join via TEAMS:** Join Microsoft Teams Meeting</div>

**Welcome and approval of April UAN minutes**                              **Kathy Smiling**
                                                                            **Claire Robinson**

**Attendees:** Patricia Armstrong, Kelsey Ashford, Valeria Bates, Marcus Bell, Jillian Bigony, Jane Bouknight. Pam Bowers, Rachel Bradley, Lakesha Campbell, Claudia Carriere, Katelyn Christensen, Floyd Coffey, Morgan Collins, Francoise Crowell, Alexa Dean, Mike Dial, Nora Dragovic, Brian Dusel, Amber Falluca, Amanda Finnen, Teresa Florentin, Anthony Fucci, Lori Giordano, Chaz Glenn, Kelsey Grant, Christina Halliwell, Dawn Hiller, Alexis Hinson, Ruhsondra James, Jeff Wilson, Shamauri Jenkins, Sarah Jusiewicz, Katherine Kane, Kaylee Rogers, Rebecca Keilty, Allison Kretschmar, Lauren Smith, Helen Le, Jenny Leist, Timothy Lewis, Matt Lindenberg, Laken Long, Amanda Lucas, Ali Mathwig, Jessica McCartha, Sabrina McClure, Paige McKeown, Tyler McNamara, Meredith McNeice, Alexis Mynio, Bethany Naser, Skylar Pritchard, Claire Robinson, Kaylie Scanlon, Sam Schmoker, Kathy Smiling, Jan Smoak, Catherine Studemeyer, Amanda Therrell, Jen Tilford, Nancy Tolson, Jeff Turner, Heidi Waltz, Donna Watson, Alexandra Weaver

**Summer Orientation updates**                                             **Bethany Naser**
                                                                            **Timothy Lewis**

- May 27th is our last summer session orientation.
- New way of doing orientation for this summer
- Orientation leaders are now on campus for training this week
- May 27th schedule
    o 10 am college visits
    o 11- 5 academic advising
    o Virtual info desk for general questions, holds, change of major
    o all advising appointments will be in EAB by 2 pm today
- No Show – email – Orientation@sc.edu – they will reach out to find the student
- Walk ins will be communicated to the college
- All sessions have their modality set.
- 24 in person sessions and 3 virtual sessions (June 21, 23, and July 28)
- Transfer sessions
    o June 18, July 23 (in person)
    o June 25, July 16, and July 30 (virtual)
- In person – day 1 - 1pm family college visit; day 2 - student only college visit 9-10
- Virtual – 1pm family college visit; day 2 student only college visit 9-10
- If they change majors, they will be informed what to do on day 2
- Transfer – college visit will be at 10-1045
- Day 1 reminders
    o confirm advising time and how to access Teams
    o having an advising plan

- o   remind them of the Day 2 activities
- Day 2 – RHUU is home base of operations
- College visits will be in BB Collaborate Session
  - o   "Enter room" through BB Collaborate "Courses" as a moderator
  - o   access issues email Timothy
- Advising appointments are via Teams; no shows email [Orientation@sc.edu](mailto:Orientation@sc.edu)
- ONSO will assign appointments
  - o   2 business days before fall freshman sessions
  - o   2 business day before Transfer sessions
  - o   VZ always available to pull reports
- Please build service type as "Orientation Advising"
  - o   all availability for summer in EAB by June 1
- Opportunity scholars program
  - o   day 2 9-10 OSP information session
  - o   advising appt with OSP
  - o   **NEW** 4pm group appt with degree granting college
- SCHC
  - o   before orientation meet with SCHSC advisor
  - o   11-12 honors college info session
  - o   day 2 advising appointment with degree granting college
- Capstone – 11-12 Capstone scholars information session
- All of this will be hybrid
- Virtual info desk
  - o   via zoom same link for all June/July sessions will be sent out next week
- OL "check Out"
  - o   Ols will help with course registration process
  - o   after every advising appointment "send" your student to the information desk
  - o   if student is virtual – share link to information desk
  - o   if student is in person – connect them to an OL in RHUU
- Holds
  - o   send to information desk
  - o   we will coordinate with the "RAC"
  - o   please send after advising appt and after advising hold is removed
- Change of Major
  - o   students will be able to change their major at orientation
  - o   encouraged to do so before orientation
  - o   final process will be sent out next week; no significant changed expected for that process
- In person day 2 activities overview
  - o   COVID 19 vaccination
  - o   Carolina card
  - o   student life: fun on every floor
  - o   experience Columbia and campus scavenger hunts
  - o   UofSC postal services
  - o   supporting parents and families
  - o   Strom Wellness tours

- Foms
  - students will receive emails 2 business days before sessoion
  - "walk-in" email will be shared at 11am of each session
  - *LIV*E spreadsheet to be able to see changes at anytime
  - advising recap email by the end of next week
  - info desk link, program schedules
- Masks – we are abiding by the policies on campus

## Reminders of advising special student populations.
- Orientation advising OSP memo            **Floyd Coffey**
  - 150 incoming OSP scholars range over 36 majors
  - Will be reaching out to the 36 majors to correlate with the advisors
  - Tuition reduced classes need to stay with any OSP course section (T sections)
  - Putting notes in DegreeWorks and EAB

- Orientation advising Honors memo.

## Advisor Awards            Skylar Pritchard
##         Lexi Hinson
- These awards will provide the foundation for additional external award nominations to further enchance the recognition of the UofSC advising community on a national level, including the National Academic Advising Association
- Award categories – commitment to advising excellence; first year advisor/undergraduate (UAC) advisor; unsung hero; outstanding advising initiative; commitment to diversity and inclusion; most appreciated academic advisor
- Temitope calendar
  - August 2021 committee to send out call for nominations
  - Nov 1 deadline to submit; notify advisor of their nomination.
  - December 21 individual outside the award committee blindly review
  - January 2022 recipients are selected and approved
  - Feb 2022 recipients are announced
  - March 22 NACADA to be notified
- Email hinsonan@email.sc.edu to volunteer to be on the award committee

## Advising technology updates            Brian Dusel

- Reminder – transitions over the summer; access process; training only the Advising Foundations needed
- EAB/Navigate introduced the dashboard; taken the critical things you need
- Key information in the dashboard – quick look at your assigned students no longer risks but support level; each box has a filter; then you have activity feed; appointment summaries pending; appointment campaigns
- Mike dial – new resource on the UAC website – Intervention Repository – showing the different interventions describes the interventions and templates of emails to send to the students

- New effort this after noon partnership with Financial Aid – scholarship risk intervention for those that are at risk of loosing their LIGE, Palmetto and College; new feature in EAB – CASES launching alerts; email if a case is assigned to you to send emails and messages eliminate secondary forms
- Website –
  - [Scholarship Risk Intervention - Academic Advising | University of South Carolina](#)

**International Student Enrollment Requirements**                    **Lauren Smith**
                                                    **Director of International Student Services**

- Enrollment requirements can be found [here](#).
- 6 things
  - Federal regulations; international student categories
  - Enrollment requirement
  - Exceptions to enrollment requirement
  - "covid related issues"
  - more about ISS can be of service
- Federal Regulation
  - Code of Federal Regulations
  - Student and Exchange Visitor program – mange schools, nonimmigrant students in the F and M visa;
  - Department of State – manages the visa interview and acquisition process
  - Customs and Border Protection (CBP) determines if a student is eligible for entry
- Follow policies from all agencies
- Because of COVID – worked with federal regulations and now with agency communications that have changed the laws; we are planning to return to normal for fall 2021
- International student categories –
  - degree seeking (bachelor, master, doctoral)
  - IAP – pathway program English language training
  - EPI – English programs for internationals – non degree seeking primarily here to learn English
  - Exchange
  - Important to note other visa types our office works with all of these students – includes green card and dreamers – they are in the weird in-between categories
- International student enrollment requirements
  - Must enroll in 12 credit hours
  - Only one online course counts toward full time
  - If student wish to remain abroad and complete their degree program online it is up to their academic department and/or academic advisor to determine if this ai an option
  - F-1 and J-1 nonimmigrant students will not be eligible for Carolina Online
  - Note – students can take more than one online course semester, but only 3 credit hours count towards the 12 credit hour minimum
- Exception to full time enrollment
  - In final semester and doesn't need to enroll full time n order to complete courses work – 1 semester maximum in person course required.

- o Student has a documented medical issue (12 month maximum)
- o Initial difficulty with the English language (first semester only; 1 semester maximum)
- o Initial difficulty with reading requirements or teaching methods (first semester only; 1 semester maximum);
- o Unfamiliarity with American teaching method (1 semester and first semester only)
- o Improper course level (1 semester maximum) – rarely used – if student was improperly advised or placed in a courses
- o Who decides this – depend on our partners – professor or advisor- to have conversations who know about the academics the last 4-5 has to have signed paperwork from advisor and student
- We are expecting some delays and restrictions due to COVID
  - o Exception F-1 visa student to enter the country on July 18$^{th}$
- Required to have a negative covid test before entering whether vaccinated; test within 3 days after arrival.
- ISS can do for you – try to empower our students to succeed at the university

**Final announcements**
- Academic Advising System Manager – now you can click on the Pre-Orientation Form Search where you can search for a student by name and id.
- Posting on the UAC website the 2021-2022 meeting dates

**Adjourn**
- Brian Dusel will remain after the meeting for individual technology support.


For more information, please visit the UAN website:
https://sc.edu/about/offices_and_divisions/advising/advisor_toolbox/university_advisors_network/index.php