



The University of Texas at Austin Academic Counselors Association

January 6, 2021

- 8:00am** Zoom Room Opens – breakout rooms available for chatting/catching up/community building before meeting starts (if you are interested in participating)
- 8:25am** Start bringing everyone into the main room
- 8:30am** Welcome and overview of the schedule!
- Mckinlaye Harkavy & Sawyer Tedder – ACA Co-VPs
- 8:35am** **Registrar Office Updates – COVID-19 P/F Exception** – update of where we’re at, answer questions, system demo
- Undergraduates can request up to 3 p/f exceptions for Fall 2020 and Spring 2021
 - Will count toward degree requirements
 - Starting today students have access (exception: fall graduating students already made requests prior to graduation)
 - For COVID-19 P/F – modifications to: Student Academic Records, Grading, Registration, Degree Audit, VO – Degree Conferral
 - Routing of eDocs System (same system as minor/certificate process) – Three implementations:
 - Student requests and immediately updates to student record: Architecture, Communication, Engineering, Fine Arts, Liberal Arts, Natural Sciences, Social Work
 - Student requests, routes to advisor, then to registrar: Business, Geosciences, Nursing
 - Process begins with an advisor (submits on behalf of student): Education, Pharmacy, Undergraduate Studies
 - If a student is in two colleges with different routes → goes through more restrictive process
 - Have to be enrolled (registered and paid for classes) to make changes for that semester
 - If a student graduated in 20209 – will see an error message on the website
 - If a 20209 graduated student continues on as undergraduate – can use any remaining COVID-19 P/F exception for spring courses
 - Routing requests to advisors: system access to advisors on list of EIDs submitted by each college
 - Sara – AIS – demo of COVID P/F request system in eDocs
 - If student goes through advisor to initiate process: no link on website to apply for COVID-19, will just see certificate request form
 - If a student does everything themselves (no advisor):
 - Request page: “COVID-19 Pass/Fail Exception Request” link → statement on used and remaining COVID P/F, disclaimer with link to



Student FAQ, note that clicking “Continue” acknowledges that they read disclaimer

- Will see remaining classes for the selected semester
- Request will be automatically applied (counter will be immediately updated)
- If a student can initiate the request, but an advisor has to approve it:
 - Advisor has an inbox with requests
 - Track by tracking number
 - Search by student
 - Click approve as many as want on list
 - Select a specific request to reject – must give reason (open response)
 - See above for description of COVID P/F request page
- Students who already used 3 COVID P/F will receive an error message when they go to the system
- Students can see how many they’ve used on the COVID P/F system, their class list from registration, and grade report
- COVID-10 P/F Exception noted with * on toolkit, nothing indicated on transcript
- Graduated seniors – for an exception/appeal past the deadline, first talk within college and then reach out to Bethany/Brenda
- UEX – classes load to system once completed
 - If the grade completed, they can use eDocs to process
 - For asynchronous courses – student works with advisor and UEX
- Advisor FAQ & Screenshots on UT Box
- Student FAQ on Texas OneStop
- Report problems to: cpe-help@utlists.utexas.edu
- Timelines:
 - eDocs open Jan 6
 - Communication to students about requesting COVID P/F Jan 6 at 10:30am
 - Reg updates all manual COVID P/F for graduating seniors Jan 7 at 11:59pm
 - Certified lists distributed Jan 11
 - Registration re-opens Jan 11
 - Degrees conger for 20209 Jan 12
 - Tuition due for 2012 Jan 15

9:00am ACA Update

Stephanie Cantu (ACA President) – update on the meetings

- Goal: making sure that advisors get a seat at the table
- Want to change that script and be involved from the beginning
- ACA Exec has a standing monthly meeting with Michael Nava and Rachelle Hernandez
- Steph met with Educational Policy Committee – ACA President has a non-voting consultant role



- advocating for voting role – Steph will give a presentation on why ACA should have a vote (in Jan)
 - currently 10 faculty votes, 4 students votes
 - Registrar’s office, ACA, campus partners – non-voting consultants
- Faculty Council – will present at a meeting – what advisors do and how we can all work together
- Invited interim provost Jaffe and President Hartzell to an ACA meeting this spring
 - Want them to be aware of advisor concerns, answer questions
- Inviting Rainbow Di Benedetto (Staff Council President) – staff member serving on provost search committee – discuss how opinions and concerns can be included
- Met with Senate of College Councils – ready to stand by advisors
 - Working with them to make sure that policies they push forward has input on greater effects
- Assistant Deans Council is another avenue
- Think about if you have any avenues that you are connected to or would like to work with

Josh Barham and Sarah Singer (ACA Presidents-Elect) – Petition

- Sent out last two days before break
- Compiled advisor concerns into one document to share with leadership
 - Committee seats to be involved in decision making
 - Communication
 - Compensation – workload – things that aren’t in job description, increasing workloads, pay
- Petition will go to UT President (may not want or be able to do something) and can be shared with others
- Planning on adding more research and data to petition
- Once petition is finalized – want to get signatures from membership and allies (Senate of College Councils, etc.)
- One of the concerns around pay – disparate pay across campus
 - Compensation report from last year
 - Mike Rainey – past work with HR
 - If you have other things that would make your jobs easier pay wasn’t a policy?
 - Moving job duties to another role
 - A month off in summer?
 - (feedback mentioned below)
- ACA Exec, Advisory Council, Past Presidents have provided feedback on petition
- Want to make sure that we’re serving the best interests of entire committee



9:30am

ACA Committee Updates and Announcements

- Dr. McClain – TEXANN Conference – Feb 24-26 – virtual
 - <https://texaan.org/Annual-Conference>
 - Keynote – Angela Davis – issues of diversity in higher education (1st time addressed as an organization)

- Commission of Higher Education
- Camp Gladiator – working out
- Sessions – academic coaching, financial education, financial aid, counseling
- TSI Updates
- Trivia + a big surprise
- \$50 (until Feb 12), \$75 after
- 500 spots available
- Awards & Recognition Committee
 - Staff Scholarships – continuing education (grad school – books or other costs), staff development – \$500
 - Student Scholarships – students who work in academic advising, student support roles - \$300
- PDD – registration open until Feb 3 – \$15
 - Taking proposals – creative is welcome: prerecorded presentation and live Q&A, discussion group, etc.
 - Keynote: Dr Gage Paine
- Holiday Party Recap
 - Thank you for participating! Hope that you enjoyed it!
 - Gave out gift cards (should have received by now).
- ROAD Committee
 - Spring semester list of events will be distributed by the end of the month
- FUNdraising Committee
 - Raised \$180 for scholarship fund (staff and student mentioned by awards and recognition)
 - Working on more things for spring – keep an eye out
 - If you have any ideas of what you'd like to see – events or fundraising – send Rebecca Marcus an email
- POD Program
 - Continue after 12th class day (Feb)
 - All-POD event at end of the spring semester
- ACA Meetings for the rest of the semester
 - Feb 10
 - March 10
 - April 28
 - May 19 *NEW*
 - Meeting invites sent out (May invite coming soon)
- 360 Conference Living and Surviving in the – Friday, Jan 8
- Internal Transfer document to be sent out this week
- Meeting with Susie Smith in Texas Parents later today – conversation points for parents to talk with their students about P/F
- Jen Sims (previously staff ombuds) – now a peace corps recruiter
 - Things are currently on hold, but accepting applications
- Education Abroad – Update event on Friday 9-10am



9:40am

Community Forum

Sawyer and Mckinlaye will host an ACA community forum. This will be a space for ACA members to ask questions of ACA leadership, give feedback, share ideas regarding the advocacy directions we plan to go this semester; you can also just stay and listen joining in community or leave if you want.

- How can we continue the conversation/what else can we focus on to better advocate for the advising community?
- ACA Exec and EMS monthly meeting – why Exec instead of advisory council?
 - Meeting request came from Michael Nava
 - Considering having Advisory Council meet with campus partners (2 year appointment and representation from across campus)
- Making exec more representative of colleges
 - New advisors – it's a great way to get involved
 - Showcasing advisor roles before elections
- If petition comes to nothing, what are we going to do?
 - Flexible work schedules, work remote days
 - When we go back – issue of not having a computer/sufficient work resources at home, etc.
 - Don't want to start that conversation – don't want a consolation prize
 - Keep getting pushed further out of the city and a longer commute
 - Getting a month off doesn't compensate that time
- University leadership counts on the turnover in ACA, particularly ACA leadership
- During pandemic advisors have done herculean efforts – doing the work and solving the problems without being paid more
- Demand transparency – where did advising fee go when fees were rolled into tuition?
 - Advising fee was created to ensure that advisors had a dedicated funding
 - Moody previous conversation related to pay – advisor fee has been flat
 - Now that it's coming in as tuition, is it being used for other things?
- Is ACA connected with Graduate Coordinators? Are many of them in ACA?
- Petition – adding stats, cost of living data, how many advisors make lower than proposed minimum wage?

Want to recognize a colleague? Submit KUDOS:

https://mcombs.qualtrics.com/jfe/form/SV_2tosTXrhmqz9Jz

We will see you at our next meeting on February 10!

