



Date: April 21, 2021
Time: 3 pm – 4:30 pm



Location: Zoom



Council for
Undergraduate
Academic Advising

CUAA Monthly Meeting Minutes

Called to Order: 3:03 pm

OneStop

- Student support will be transitioning back to regular operating hours during Summer for OneStop with some adjustments. David will be out most of the Summer on paternity leave. CONGRATS! Contact Andrea, Kwesi, or Drew for assistance.

Registrar's Office

- **Late Add Process** transitioned to an electronic DocuSign form. Henry shared preliminary examples. Three separate forms needed. Students need to know the names ahead of time to input professor, advisor/advisor manager, & dean designee data prior to upload. OneStop can follow up with student in case they omit a class in error. The roll out will go out after hard cancellation/re-instatement due to non-payment (wording to be updated). Other iterations of the form coming soon for other processes. This is Phase 1.
- Suggestions: Maria suggested that form could be updated to reflect 1 of 3 courses (when the student has 3 courses) instead of stating how many courses were being submitted (3 courses). Cynthia suggested that there be a section to redirect the specific class to the applicable department/college for the appropriate dean/designee signature. Mario suggested having the designated area for the **assigned** advisor be pre-populated or have wording directing them to fill in assigned advisor's name. Per Henry certificate removals to be directed to dean/designee for that College without RDX indicator.

CUAA

- PSN Referrals. Reminder for advisors to use PSN referrals for Coaching, CSE, CTD, CfAS, Testing.
- [UCC](#) Update – new Humanities 2/GL course: WST 3120.
- [Global Advising Week](#) – check out FREE professional development events offered by NACADA. Share kudos and other ways to encourage self-care for our advising community.
- NACADA Free Event “Exploring Student Veterans' Perceptions of their Strengths and How to Harness Them in Higher Education”, May 12.
- CUAA 2021-2022 Co-Chair needed. Email cuaa@fiu.edu if interested.



Open Floor

→ SIPA

Carmen Lomando is retiring as Director of Advising! We will MISS you! Manuel and Jennifer will assist with her duties.

→ CNHS

Pre-health Sciences Tameka's last day is May 14. We wish her WELL!

RN-BSN Excelsior exam requirement removed. Students with AS in Nursing degree will now get prior learning credit from this.

→ KUDOS

Angela expressed thanks to advising community for all our hard work.

Meeting Adjourned at 3:53 pm.