



UNIVERSITY of NORTH TEXAS
UCAN
UNIVERSITY COUNSELORS ADVISORS NETWORK
CAS • COBA • SCS • COE • CENG • SLIS • SMHM • COM • SOVA

Approved
6/17/05

UCAN
University Counselors/Advisors Network

MINUTES
May 20, 2005
BUSI 354

- I. Call to Order
 - a. The meeting was called to Order by Ernestine Denmon at 12:10 p.m.
 - b. In attendance: 22 Members and 4 new members
- II. Approval of Minutes
 - a. Approved moved by Nancy Kelly,
 - b. Seconded by Desiree Robison.
 - c. Call for discussion – no discussion
 - d. Approved by a voice vote
- III. Special Recognition
 - a. Recognized for their contribution to UCAN – Ernestine Denmon
 - i. Lynne Williams-Bell
 - ii. Pam Milner
 - iii. Julie Kirkland
 - b. Welcome new members – Larissa Searle
 - i. Lindsey Moore – College of Arts and Sciences
 - ii. Lisa Whitby – College of Arts and Sciences
 - iii. Erin Day – College of Arts and Sciences
 - iv. Curtis Bickham – College of Business Administration
- IV. Committee Reports
 - a. Executive Committee – Budget Report – Billi Gravely
 - i. Associate Dean Council (ADC) gave UCAN a budget of \$6000 for the 04-05 year
 - ii. Break down of expense thus far this year
 - iii. Retreat - \$4854
 - iv. Miscellaneous – \$19
 - v. Currently in our account - \$1127
 - b. Elections Committee – Jennifer McDonald
 - i. Distribution of Ballots
 - ii. Call for write-in nominations
 - 1. President – Ernestine Denmon
 - 2. Historian – Jason Mieritz and John Thompson
 - iii. Each candidate stood and introduced themselves
 - iv. Voting

- c. Program Committee – Richard Mabry
 - i. Power Point presentation of the results of the retreat evaluations
 - ii. The presentation will be forwarded to the UCAN Listserv
 - iii. Information will be given to the ADC
- V. Program – Discussion of upcoming summer orientations
 - a. Kay Selby said she will get the catalogs to us by at least June 21st
 - b. Question posed
 - i. Does your college require transient student to attend orientation?
 - ii. General consensus was no but the Office on New Students and Mentoring will say yes transient students must attend orientation
 - c. International Students
 - i. Attend and register during the last summer orientation
 - ii. Do not go through the Office on New Students and Mentoring
 - iii. Do not get student information early so that an evaluation can be prepared in advance
 - iv. Advisors usually do a quick evaluation of transcripts at orientation
 - v. Need better communications between advisors and International Admissions
 - vi. Contact person in International Student Office
 - 1. Ann Rahmat
 - 2. Peggy Bell – works with their database, perhaps she could send list of admitted students to advisors
 - vii. Possible program topic for next year – International Admissions
 - d. Individual Review students and their choices of classes
 - i. Lynne noticed that some students who are required to take PSYC 1000 are also taking really difficult courses their first semester
 - ii. Lindsey Moore
 - 1. Worked with the Office on New Students and Mentoring last year
 - 2. Said during academic advising sessions students need to be given a longer list of possible courses to register for rather than just 12 hours
 - 3. Because many courses are full by the time they get to register
 - 4. Options, Options, Options!!!
 - iii. Some students do not want to start their major courses their first year but for some majors if students do this they will be behind and delay their graduation
 - iv. If a advisor suggests a student take a course at a community college, additional information needs to be given to the student by the advisor or the orientation leader
- VI. Door Prizes winners
 - a. Lindsey Moore
 - b. Jennifer McDonald
 - c. Sarah Kim
 - d. Erin Day
 - e. Tonia Bowers
 - f. Suzanne Coffey
 - g. Nancy Kelly
 - h. Larissa Searle
 - i. Amy Johns
 - j. Denise Galubenski
- VII. UCAN Officers for the 05-06 year
 - a. President – Carol Pollard - COM
 - b. Vice-President – Nola Moudry – COE
 - c. Secretary – Jennifer McDonald – COBA

- d. Treasurer – Billi Gravely – COBA
- e. Historian – John Thompson – COBA
- f. Parliamentarian – Pam Milner - COBA

VIII. Adjournment at 1:05.