

All About Advising

October Advising Updates

Dear Colleagues,

As you begin advising this month, there are some things that I want to review with you. The first item is regarding the AEP program. Each of you should have been copied the email that was sent to the AEP students regarding the requirement to contact Dr. Kelly. Please remember to not remove their advising hold until Dr. Kelly has contacted you to release it. This is our only method to require the “at risk” student to see him. Thank you for partnering with us on this initiative.

Also, an advisor shared with me that we have failed to place the Communication Intensive Course list on the web page. Therefore, we have included it in this newsletter. We will get it added to the web page in the near future.

In addition, if a student is enrolled in an internship, study abroad or other special enrollment, they will have a code added to their schedule similar to the statement below:

Fa2007	11184	FTEE	300V	760	Add
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This FTEE code stands for Full Time Enrollment Equivalent. It was created to prevent students from losing their financial aid, scholarships, etc. during a semester that they are taking an internship and/or study abroad. It is a nightly process that is ran in ISIS and added to the students schedule administratively. As a result, students will get an email that this change has happened to their schedule. Please explain to students who register in these special classes, to anticipate the code being added to their schedule automatically and they will receive an email from the Registrar’s Office regarding the change. No additional fees or tuition are added to the student’s account. Nor do they receive any credit hours or grades.

I always appreciate the feedback on how the Dean’s Office can better serve your advising needs. Please continue to send me suggestions!

Alice



Bumpers College

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Variable credit hours change in ISIS

There is now a function on ISIS that students can use to correct the number of hours they are enrolled in regarding a variable credit hour class, i.e., 400V, etc.

Students are no longer required to drop the class and re-add it with the correct number of hours. If they go to "add a class" in ISIS, when the class schedule comes up, the student clicks on the class -- at the bottom there will be an "edit" option. That's where hours can be added or subtracted. If they have difficulty, please don't hesitate to have them call the Dean's office.

Career Development Center Events

The Career Development Center is hosting several events in October.

Thursday, October 4th— "Transitioning from College to Work"

Monday, October 8th— "I'm Hired...Now What?"

Monday, October 29th— Women Empowering Women: This is how we do it."

For more information on these and other events, visit the Career Development's website at <http://career.uark.edu/events.asp>.

Incomplete Grades

Incomplete grades will be changed to an 'F' twelve weeks into the next semester for which a student is enrolled. Notification is being sent to the student and the instructor of record for the "incomplete" class. Grades not changed by November 9, 2007 will be changed to an 'F'.

October Academic Enhancement Program Workshops

The Bumpers College Academic Enhancement Program has the following workshops lined up for fall:

- **October 9**— *I've got my early progress grades: now what?*
- **October 23**— *Test taking 101*

All workshops are held from 12:30-1:20 in the HOEC 206 classroom. For more information, please contact Dr. John Kelly at 575-5716 or by e-mail at jkelly@uark.edu. Please encourage your students to participate.

October National Awareness events

October is National Awareness month for several great causes. Following are some of those and where to find more information:

National Disability Employment Month

<http://www.dol.gov/odep/faqs/ndeam.htm>

Domestic Violence Awareness Month

<http://www.ncadv.org/takeaction>

DomesticViolenceAwarenessMonth_134.html

National Breast Cancer Awareness Month

www.nbcam.org

Dogs with the Dean

Our annual Dogs with the Dean lunch will be Friday, October 5th from 11:30am - 1:00pm between the Agriculture Building and the Library. Please announce this event in your classes.



Dates to Remember



- October 1— Early progress grade rosters due to Registrar
- October 5— Dogs with the Dean
- October 9— AEP Workshop— "**I got my early progress grades, now what?**"
- October 23— AEP Workshop— "**Test Taking 101**"
- October 10— Second eight week classes begin
- October 26— Last day to drop a full semester course or courses with a mark of "W"
- October 29-November 6— Priority registration

Did you know...

that transfer students may only petition "D" grades for courses that meet state minimum core or general elective credit? Check out the policy on page 44 of the catalog of studies.

Communication Intensive Courses

- 1. AGED 3142 Agri Communications (Sp, Fa)** An overview of communications in the agricultural, food and life sciences, including newsletter design, slide presentations, news writing, electronic communications and web publishing. Corequisite: AGED 3141L.
- 2. COMM 2303 Public Speaking (Sp, Su, Fa)** Continuing study of the invention and adaptation of oral discourse to the needs of listeners. Consideration of the problems of communication in platform presentation. Prerequisite: COMM 1313
- 3. COMM 2323 Interpersonal Communication (Sp, Su, Fa)** Personal and interpersonal factors affecting communication in everyday life. Emphasis upon ways in which interpersonal perception, physical environment, semantic choices, and nonverbal cues affect communication primarily in the context of work, family, and other personal experiences.
- 4. COMM 3303 Small-Group Communication (Sp, Su, Fa)** Procedures used in exchanging information, solving problems, determining policies, and resolving differences in committees and other small groups. Prerequisite: COMM 1313 and junior standing.
- 5. CSES Crop, Soil, and Environmental Sciences Colloquium (FA)** A communication-intensive course covering topics in agronomy and environmental, soil, and water science with particular emphasis on spoken communication but also including written communication, group activities, professionalism, ethics, problem solving, and information retrieval. A student-oriented class with collaborative participation. Colloquium workshop: 3 hours per week. Prerequisite: Junior or Senior standing only.
- 6. ENGL 3053 Technical and Report Writing (Sp, Fa)** Intensive practice in such types of writing as processes, descriptions of mechanism, abstracts, and laboratory and research reports. The criteria for effective written exposition in the scientific areas, including agriculture and engineering.
- 7. JOUR 1033 Fundamentals of Journalism (Sp, Su, Fa)** Introduces students to the skills of observation, critical thinking and concise writing required in all aspects of journalism, as well as to the technology needed in upper- upper-level courses. Practice using references for grammar and journalistic style. A prerequisite to JOUR 2013, 2033, 2063 and 4143. Corequisite: Lab component. (Same as JOUR 1033H, JOUR 1033I)
- 8. COMM 2373 Introduction to Debate (Sp, Fa)** An introduction to the basic principles and procedures of debate as an instrument of critical choice and decision.
- 9. COMM 3383 Persuasion (Fa)** Introduction to theories of persuasion with emphasis on application and effect.
- 10. ENGL 2013 Essay Writing (Sp, Su)** Prerequisite: ENGL 1013 and ENGL 1023.