

SPRING 2019 ADVISING TIP SERIES

3-19-19



Advising Tip of the Week - #1 Gearing Up for Graduation

It's that time again! Fall registration for degree students begins on April 8th (some students with disabilities and veterans will be able to register on the 3rd, while student-athletes are able to register on the 4th).

As you know, students should apply to graduate a year before their expected graduation date. To do that, they must submit an online application through MyRIC. HOWEVER, to save some hassle down the road, *before* they apply to graduate, encourage them to make sure they have verified their academic plan. In other words, they need to make sure they are listed with the correct program, major(s) and minor(s). Perhaps your advisee never dropped their original major, or added a minor, but chose not to complete it. They must submit a Change of Curriculum form to Records to remove that major or minor; the sooner they do this, the better. Once they check their Academic Advisement Report and see that Records has made the necessary **changes, it's time to apply for graduation.**

Other things to think about:

- students with nine or fewer credits to complete after the spring can take them in the summer and participate in the commencement ceremony in May. They will be August graduates.
- students receiving more than one degree (e.g. BS, BA, BSW) must apply for each degree separately.

For more information about graduation, please go to this Records page:
<http://www.ric.edu/recordsoffice/Pages/Graduation.aspx>.

Questions? Want screenshots? Please contact Michelle Brophy-Baermann at facadvisingdirector@ric.edu.

Don't forget: Faculty Advising Guide, past semesters' Advising Tips and more are available at: <https://www.ric.edu/advising/faculty.aspx>. Just click on Faculty. You can find Advising FAQs at: <http://www.ric.edu/advising/Pages/Frequently-Asked-Questions.aspx>.

3-22-19



Advising Tip of the Week - #2

Check your Advisees' Midterm Grades

Midterm grades are due today, and that means you will be able to see how your advisees are doing, perhaps even before advising them! Due to a policy change that took effect in the fall, faculty must post midterm grades for ALL students, not just first-year students, students on academic probation, or students with a C- or less.

To check midterm grades, once you're on your "My Advisees" page in MyRIC, select your student as you would when you want to look at his or her Academic Advisement Report or Unofficial Transcript ("View Student Details"). From the drop-down menu, select "Grades."

My Advisees

https://my.ric.edu/psp/portal/EMPLOYEE/CS/c/SSR_ADVISEE_OVRD.SSS_ADVISEE_LIST.

RHODE ISLAND COLLEGE
MyRIC | Online

Advisor Center > My Advisees > Advisee Student Center

Faculty | Staff/Admin | Fac/Staff FAQs

Michelle Brophy-Baermann

Faculty Center | Advisor Center | Search | Learning Management

my advisees | student center | general info | transfer credit | academics

Advisee Student Center

*Change Advisee [dropdown] change

Academics

My Class Schedule | Shopping Cart | My Planner

Grades [dropdown]

Deadlines | URL

This Week's Schedule

Class	Schedule
INGO 303-01 INT (22508)	To be announced
INGO 304-01 INT (22509)	Room: TBA
MUS 223-01 LEC (21468)	Th 4:00PM - 7:50PM NC Room 188
POL 350-01 LEC (22461)	TuTh 10:00AM - 11:50AM Gaije 302

weekly schedule ▶

Personal Information

Demographic Data | Emergency Contact

Contact Information

Holds

No Holds.

To Do List

No To Do's.

Enrollment Dates

Enrollment Appointment
You may begin enrolling for the Summer 2019 Six Week - First session on February 25, 2019.

details ▶

Advisor

Program Advisor
Robyn Linde
Michelle Brophy-Baermann

details ▶

Return To Search | Notify

Faculty Center | Advisor Center | Search | Learning Management

My Advisees | Student Center | General Info | Transfer Credit | Academics

You will then be able to see if any instructors have submitted midterm grades for this advisee. If you don't see a "Midterm Grades" tab, that means the student hasn't received any. If the tab is there, click on it to see the student's posted midterm grades.

The screenshot shows the MyRIC Online interface for Michelle Brophy-Baermann. The 'Advisee Grades' section is active, displaying 'Spring 2019 | Rhode Island College' with a 'change term' button. Under 'Class Grades - Spring 2019', there are two tabs: 'Official Grades' and 'Mid-term Grades'. A red arrow points to the 'Mid-term Grades' tab. Below the tabs is a table of classes:

Class	Description	Units	Grading	Grade	Grade Points
INGO_303	Pre-Internship Seminar	1.00	Graded		
INGO_304	Internship in INGOS	3.00	Graded		
MUS_223	American Popular Music	4.00	Graded		
POL_350	Topics:	4.00	Graded		

Below the class list is the 'Term Statistics - Spring 2019' section, which includes a table for enrollment and GPA calculation:

	From Enrollment	Cumulative Total
Units Toward GPA:		
Taken		115.000
Passed		115.000
In Progress	12.000	12.000
Units Not for GPA:		
Taken		8.000
Passed		
GPA Calculation		
Total Grade Points		453.000
/ Units Taken Toward GPA		115.000
= GPA		3.939

At the bottom of the page, there is a 'Printer Friendly Page' link and a 'Cancel' button.

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3-29-19



Advising Tip of the Week - #3

Telling an Advisee, “You’re all Set.” What You May Mean vs. What They May Hear

As you review an advisee’s transcript, you may tell him/her, “You’re all set.” You may mean a number of things: the student is doing fine academically, or has chosen the right courses for the upcoming semester, or has finished his/her major requirements.

The student may hear “all set” as “You’re ready to graduate in May,” and then may be surprised to find out he/she is not graduating (due to outstanding Gen Eds or major requirements, or not having met the minimum 120 credits needed, etc.).

All undergraduate degree students who have reached 90 earned credits are sent an email by Records telling them to apply online for graduation. This triggers an official degree audit which is the official document that confirms degree completion and eligibility for graduation.

So, you might consider replacing “You’re all set” with “Looks like you’re all set – have you applied online for graduation yet? Your degree audit will confirm your eligibility for graduation.”

You might also encourage students to check their own Academic Advisement Reports (AAR) so that they can see their progress for themselves (Please see attachment that you can print and provide to your advisees). In fact, this is something to consider doing **the very first time you meet with an advisee; unfortunately, many students don’t realize they have access to the AAR (or don’t understand how to read it). Doing this will also encourage students to take responsibility for their academic progress. Too many times students blame advisors when they don’t graduate on time... students should be reminded that, ultimately, while we are here to help guide them, they are responsible for the choices they make.**

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4-30-19



Advising Tip of the Week - #4

Saying Goodbye to the Core 3. Do You Have an Advisee Who Needs It?

The very last Core 3 course is being offered this summer, in Session I. Although it is unlikely you will have an advisee who is still on the Old Gen Ed and who needs it, it's not impossible. If you do come across such a student, you or the student should contact Dr. Joan Dagle, Associate Dean, Faculty of Arts and Sciences, who will offer choices for a substitute.

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