

# First-Year Exploratory Syllabus

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**Office of Academic Advising:** [advising.uni.edu](http://advising.uni.edu)

**Materials:** [University Catalog](#)  
[Plan of Study Website](#)  
[Majors at UNI](#)

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## **How to Make an Appointment with Your Advisor:**

Our goal is to provide you with multiple options to work with an academic advisor. To protect the health and safety of both students and staff members, and to minimize the potential spread of COVID19 throughout campus, we encourage you to utilize virtual options throughout the semester. Check with your academic advisor for specific details on scheduling an appointment.

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## **The Purpose of Academic Advising**

The Office of Academic Advising engages students through transitions, connections, and resources.

By working with your academic advisor during your first year at UNI, you will:

- Learn the Liberal Arts Core, academic introductory courses and requirements.
- Discover your strengths, skills, values, and abilities.
- Understand your academic success, connect with campus resources, and support systems.
- Engage with faculty, staff, and students. Participate in organizations, clubs, and activities in our inclusive community.
- Explore career and professional resources to develop a personalized plan for your academic, career, and life goals.

## **Advisee and Advisor Responsibilities**

### *Students will:*

- Engage in the exploratory process by meeting regularly with your advisor and completing relevant activities
- Complete assignments in the Exploration Zone Bb Learn (eLearning) site
- Come prepared to each meeting with questions or materials for discussion
- Be an active learner and participant in the advising experience...ask questions and see me if you have difficulties or something you do not understand.
- Discuss any problems affecting your academic performance
- Make use of referrals to campus resources
- Be open and willing to consider advice from faculty, advisors, and other mentors
- Make decisions based on personal interests and ideas and take ownership for decisions

### *Advisors will...*

- Empower and guide you in defining your academic, career, and personal goals and assist you in creating an educational plan that is consistent with those goals
- Teach Liberal Arts Core, degree requirements, and university policy and procedures
- Listen to your concerns and respect your individual values and choices
- Maintain confidentiality – adhere to the guidelines set by the Family Educational Rights and Privacy Act
- Assist you in assessing your academic performance to determine if it is consistent with your plans
- Match your needs with resources; make appropriate referrals when necessary
- Be accessible for advising meetings face-to-face, virtually, via telephone, or e-mail and provide follow up as necessary

## Exploratory Major Requirements

Exploratory students are expected to engage in the following activities during the fall semester:

- Exploratory Advising Hub on Blackboard eLearning
  - Complete six journal assignments, which are designed to be conversations between you and your advisor.
  - Review available resources.
- Advising Appointments:
  - Appointment #1: Schedule a meeting with your academic advisor in September.
  - Appointment #2: Complete Career Cruising and meet with academic advisor to review results in September / October.
  - Appointment #3: Meet with your academic advisor for spring semester registration in October / November.
- Required Workshops: Attend [First-Year Panther Plan workshops](#) (Weeks 2, 4, 6)
  - An advising hold will appear in your MyUNiverse at the beginning of the fall semester. To ensure that this hold is removed, you are required to attend each week of the *First-Year Panther Plan* course. This three-part series is offered via Zoom.
- Exploratory Event: Attend Majors in Minutes on October 20<sup>th</sup>

## FALL 2020 – IMPORTANT DATES

### AUGUST

- |  |                |                       |
|--|----------------|-----------------------|
| • Journal #1: Introduction                   | August 14      | Blackboard eLearning  |
| • Drop-In Advising (8:30 -4:00)              | August 17 – 21 | Zoom or Gilchrist 102 |
| • Last Day to Add a Class Without Permission | August 21      |                       |
| • The Balancing Act Workshop                 | August 24 – 27 | Zoom                  |
| • Journal #2: Transition                     | August 28      | Blackboard eLearning  |
| • Last Day to Drop without a W               | August 28      |                       |

### SEPTEMBER

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|--|--------------------|-----------------------|
| • First Individual Appointment           | Month of September | Zoom or 102 Gilchrist |
| • Complete Career Cruising               | Month of September | Online                |
| • Expect the Best Workshop               | September 7 – 10   | Zoom                  |
| • Prepare for Spring Workshop            | September 21 – 24  | Zoom                  |
| • Journal #3: Career Cruising Reflection | September 25       | Blackboard eLearning  |

### OCTOBER

- |   |                  |                       |
|---|------------------|-----------------------|
| • Career Cruising Appointments              | Month of October | Zoom or 102 Gilchrist |
| • 2 <sup>ND</sup> Half Semester Begins      | October 7        |                       |
| • Journal #4: Majors in Minutes Preparation | October 16       | Blackboard eLearning  |
| • Majors in Minutes                         | October 20       | Zoom, between 7-9 pm  |
| • Last Day to Drop Full-Semester            | October 22       |                       |
| • Journal #5: Majors in Minutes Reflection  | October 28       | Blackboard eLearning  |
| • Journal #6: Preparing for Registration    | October 30       | Blackboard eLearning  |

### NOVEMBER

- |                             |                   |                       |
|-----------------------------|-------------------|-----------------------|
| • Pre-Registration Meetings | Month of November | Zoom or 102 Gilchrist |
| • Drop-In Advising          | Nov 2 - 11        | 102 Gilchrist         |
| • Finals Week               | Nov 21 – 25       | Check Finals Schedule |

## Office Safety

Protecting our campus from COVID-19 depends on all of us acting with care and responsibility. To protect each other and our campus community, we are required to wear masks or face shields that cover our mouths and noses inside all campus buildings. We are asked to self-screen for COVID-19 symptoms, stay away from others and seek medical attention if we're not feeling well and/or experience any symptoms such as a fever over 100.4. We will maintain physical distancing by sitting in designated areas. Failure to follow these requirements can result in students being referred to the student conduct. We take these steps together recognizing that my mask protects you, your mask protects me, and together wearing masks protects the entire UNI community. Our collective actions will determine our ability to remain together in an in-person learning environment.