

INNOVATION ACADEMY

ACADEMIC ADVISING SYLLABUS

MISSION STATEMENTS

INNOVATION ACADEMY ADVISING MISSION

The mission of Innovation Academy Academic Advising is to further advance the teaching mission of the university by providing easily accessible, knowledgeable and honest advising to all IA students. IA Academic Advisors help students successfully transition to the university and make progress toward meeting their educational and career goals. Your IA advisors are here for you to discuss the IA program: the IA minor and related majors, career and personal goals, in addition to sharing information about campus resources.

WHICH ADVISOR TO VISIT:

IA ADVISOR

Innovation Minor
IA Program
General Education Questions
Career/Personal Goals
Help with Major Selection

MAJOR ADVISOR

Critical-Tracking Requirements
Degree-Specific Requirements
Flexibility with Program Plans
Changing Majors/Adding a Minor
Graduation

STUDENT LEARNING OBJECTIVES

BY MEETING WITH AN ACADEMIC ADVISOR, YOU WILL LEARN TO:

Know your advisors
Utilize advisors' office hours for concerns
Register for classes on time
Demonstrate knowledge of university policies
Understand Drop/Add
Be proactive with your education
Make progress in your IA minor classes
Complete tracking courses
Make progress toward graduation and career goals

WHEN TO SEE YOUR IA ADVISOR:

Your first semester!
When you have questions or concerns
To discuss your Academic Plan
Discuss IA Holds
Learn about study abroad/internship options
Discuss Innovation Minor
Discuss Submitting a University Petition

STUDENT RESPONSIBILITIES

- Check your UF GatorLink e-mail daily
- Schedule appointments with your major and IA advisors when needed
- Recognize when you need help
- Come ready to listen and be open to alternate routes to your goals
- Follow the advisors comments and advice
- Ask for an explanation when you don't understand
- Make an effort to gain knowledge about your major, campus resources and future decisions
- Be independent and fully responsible for your actions

ADVISOR RESPONSIBILITIES

- Provide proactive, holistic advising to ensure students' progression toward graduation
- Maintain FERPA/ privacy standards at all times
- Act as a source of knowledge to all IA students
- Be knowledgeable of UF policies, procedures and resources
- Utilize all necessary means to make students aware of the importance of higher education

WALK-IN OFFICE HOURS & SCHEDULING APPOINTMENTS

IA Advising walk-in office hours can be found on our website, innovationacademy.ufl.edu. Students will be seen on a first-come, first-served basis during these office hours. Office hours have been scheduled for student convenience, and no appointment is required. We will do our best to see you in a timely manner. However, if you need more than 20 minutes, or cannot make it during the scheduled office hours, a meeting can be arranged to take place outside the office hours at a time that is mutually agreed upon between you and your advisors.* Please be aware that office hours are subject to change as needed, but students will be notified via email when possible if hours change for the upcoming week.

If you need to cancel, please call (352) 294-1785 or email bhoover@aa.ufl.edu to reschedule or cancel, at least two hours in advance. The same courtesy will be extended to you if we must cancel your appointment.

* Appointments can be made by contacting us directly at 352-294-1785

| Monday | Tuesday | Wednesday | Thursday* | Friday |
|-----------------|----------------|-----------------|----------------|-----------------|
| 9 AM - 11:45 AM | 1:30 PM - 4 PM | 9 AM - 11:45 AM | 1:30 PM - 4 PM | 9 AM - 11:45 AM |

*every third Thursday they will end at 3:00 pm due to a UAC mtg

MINOR IN INNOVATION

COURSE (CREDITS)

IDS 1353 (2) - *Creativity-in-Context*
IDS 1359 (2) - *Creativity-in-Action*
ENT 3003 (flex) (4) / EGN 4641 (3) - *Entrepreneurship I / Engineering Entrepreneurship*
AEC 3410 (3) / EGS 4038 (3) - *Fostering Innovation Through Leadership / Engineering Leadership*
PHI 3641 (3) - *Conduct, Change, & Consequences*
IDS 4950 (2) OR ENT 4015 (2) - *Senior Project or The Venture Accelerator*

SEMESTER(S)

Spring
Summer
Spring
Summer
Spring
Summer

Total Credits: 15-16

RESOURCES ON CAMPUS

| | | |
|------------------------------------------|----------------------------------------|----------------|
| BROWARD TEACHING CENTER | teachingcenter.ufl.edu | (352) 392-2010 |
| CAREER RESOURCE CENTER | crc.ufl.edu | (352) 392-1601 |
| COUNSELING & WELLNESS CENTER | counseling.ufl.edu/cwc | (352) 392-1575 |
| DISABILITY RESOURCE CENTER | dsp.ufl.edu/drc | (352) 352-8565 |
| HOUSING & RESIDENCE EDUCATION | housing.ufl.edu | (352) 392-2171 |
| IA ADVISING DIRECTORY | innovationacademy.ufl.edu/advising | (352) 294-1785 |
| RECREATIONAL SPORTS | recsports.ufl.edu | (352) 846-1081 |
| STUDENT FINANCIAL AFFAIRS | sfa.ufl.edu | (352) 392-1275 |
| STUDENT HEALTH CARE CENTER | shcc.ufl.edu | (352) 392-1161 |
| U MATTER, WE CARE | umatter.ufl.edu | (352) 392-2273 |
| UNIVERSITY REGISTRAR | registrar.ufl.edu | (352) 392-1374 |
| UNIVERSITY OF FLORIDA OPERATOR | telecom.cns.ufl.edu/UniversityOperator | (352) 392-3261 |

INNOVATION ACADEMY TEAM

| | | |
|---------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| <p>Jeff City, Ed.D. Director jcity@aa.ufl.edu</p> | <p>Ayesha Mian, M.Ed. Associate Director ayesharmian@aa.ufl.edu</p> | <p>Amy Bucciarelli, M.S., ATR-BC Academic Coordinator abucciarelli@ufl.edu</p> |
| <p>Lucy Andolina, M.A. Academic Advisor lucyandolina@aa.ufl.edu</p> | <p>Allicia Bolen Academic Advisor alliciabo@aa.ufl.edu</p> | <p>Jacolyn Mitchelson Senior Secretary jchamberlain@ufl.edu</p> |

COLLEGE & MAJOR ACADEMIC ADVISORS

| DEPARTMENT | ADVISOR | LOCATION | TELEPHONE |
|--------------------------------------------------------------------|-------------------------------|---------------------|-----------------------|
| Accounting | Larah Clark | 210 GER | (352) 273-0200 |
| Agricultural Ed. & Communication | Dr. Nicole Stedman | 113B BRY | (352) 273-2585 |
| Animal Science | Dr. Chris Mortensen | 100 ANS | (352) 392-0133 |
| Animal Science | Amie Imlar | 100 ANS | (352) 392-9739 |
| Biology - AG | Britta Osborne | 2055 McCarty Hall D | (352) 272-3590 |
| | Brandi Phillips | 2049 McCarty Hall D | (352) 273-3572 |
| Business Majors | Melissa Forgione | 333 HVNR | (352) 273-0165 |
| Computer Science Engineering & Digital Arts & Sciences Engineering | Todd Best | 405 CSE | (352) 392-1090 |
| Design, Construction & Planning | Patric DeJong | 331 ARCH | (352) 392-4836 x 301 |
| Engineering (1 st Year Students) | 1st Year Engineering Advisors | 204 WEIL | (352) 392-8049 x 1036 |
| Entomology & Nematology | Dr. Rebecca Baldwin | 2208 EYN | (352) 273-3974 |
| Fine Arts | Dana Myers | 108 FAC | (352) 273-3056 |
| Industrial & Systems Engineering | Heather Nemeth | 371 WEIL | (352) 392-1464 x 2026 |
| Journalism & Communications | Meisha Wade | 1000 WEIM | (352) 392-1124 |
| Journalism & Communications | Judy Hunter | 1000 WEIM | (352) 392-1124 |
| Liberal Arts & Sciences | Richard Blake | 100 AAF | (352) 392-1521 |
| Plant Science | Amy Alexander | 1545 FIF | (352) 273-4573 |
| Pre-Health | Christine Richmond | AAC | (352) 273-4083 |
| | Bobbi Knickerbocker | AAC | (352) 273-4083 |
| Pre-Law | Sara Mock | Farrior Hall | (352) 392-1521 |
| | Lou Powers | Farrior Hall | (352) 392-1521 |

SPRING SEMESTER

January - Transition to UF

- Attend Launch Into IA Convocation
- Move-in
- Classes begin
- Learn about Drop/Add dates
- Pay tuition and fees online to avoid fines
- Get involved on campus
- Attend an IA program and/or workshop

February - Settle in

- See your IA or major advisor for Summer plans
- Schedule of Courses is released for Summer/Fall
- Resolve holds (Check ISIS)
- Join a club or organization!

March - Get ready!

- Receive email from advisor to prep for Advance Registration
- Advance Registration available to IA students for Summer and Fall / Priority registration for IA
- Spring Break
- Look into Internship/Study Abroad opportunities for Fall
- Update resume at CRC
- Attend an IA program or Speaker Series

April - Almost done!

- Withdrawal deadline
- Reading/ Study days for finals
- Don't stress! Attend an IA program for fun!
- Finals
- Classes end Intersession break
- Summer rent due to Housing Department

SUMMER A/C SEMESTER

May - Gear up!

- Classes begin
- Apply to be an IA Ambassador
- 2 Days for Summer A/C Drop/Add
- Tuition and fees due Summer A/C
- Receive email from advisor about Spring grades
- Receive email from advisor if you are off track for minor or major
- Stay involved / Attend an IA program

SUMMER A/C (CONT'D)

June - Study hard, end strong!

- Withdrawal deadline for Summer A
- Ambassador applications due
- Summer A Classes end
- Final exams (Summer A) in class
- Attend an IA program or campus event

SUMMER B BEGINS (END OF JUNE)

July - Round 2!

- 2 Days for Summer B Drop/Add
- Tuition and fees Due Summer B
- Study / Stay involved - Attend an IA Program
- Finalize plans to Study Abroad

August - Bye, bye summer!

- Withdrawal deadline Summer B/C
- Finals in class for Summer B/ C
- Commencement
- Fall online courses/Internships begin
- Drop/Add for Fall online connection courses
- Tuition and fees due
- Fall rent due to Housing Department

FALL BEGINS (END OF AUGUST)

September - Enjoy your Fall semester!

- Online classes through UF or take classes at local state University/college
- Workshops for incoming IA students
- Volunteer
- Study Abroad
- Intern
- Work
- Enjoy some R&R

October - Make the most of your opportunities!

- Schedule of courses released for Spring
- Meet with an advisor to check in

November - Go Gators!

- W/D deadline
- Advanced Registration for Spring
- Gator Homecoming game - No Classes

December - Happy Holidays!

- Final exams / Classes end
- Winter Break
- Prepare for Spring semester
- Spring rent due to Housing

