

A decorative border with intricate floral and vine patterns surrounds the text. The design features various flowers, leaves, and scrolling vines, creating a classic, ornate frame for the page's content.

ASSOCIATION OF PROFESSIONAL ADVISERS AND COUNSELORS
ARTS AND SCIENCES CENTRAL ADVISING OFFICE

APAC NEWSLETTER

JANET KIME, EDITOR

NOVEMBER, 1984

NOVEMBER GENERAL MEETING: NACADA REPORT

The next APAC general meeting will be at noon on Wednesday, November 28, in 1B Gowen. Gail Wilkie from Political Science, and Jessica Schubach and Debbie Prince-Fenner from Arts and Sciences Central Advising will discuss the recent conference in Philadelphia of the National Association of Academic Advisers. They will be presenting some new ideas and perspectives they picked up from conferences and workshops on topics such as adviser burnout, student orientations, working with students who are changing direction, and adviser evaluations. We will also have a short business meeting, in which we will vote on the proposed revised constitution, and hear reports from the current APAC committees. Please bring your lunch and join us.

APAC SURVEY RESULTS

Responses to the APAC questionnaire mailed out in September were discussed at the October general meeting. Advisers were most interested in meetings about returning (older) students, disabled students, foreign students, the Office of Minority Affairs, and career options for advisers. Many advisers also suggested other meeting topics, such as the Ombudsman's Office, adviser evaluations, ASUW, and job market predictions. Wednesday was the day preferred for APAC general meetings. Many of the advisers who responded would like to see APAC become more involved in issues of concern to campus advisers and counselors, such as exempt staff issues and adviser evaluations; advisers also thought that APAC should find out what other similar groups at other colleges in the state are doing.

NEW NAME FOR CONTINUING EDUCATION

The name of Continuing Education has been changed to University of Washington Extension. It was felt that the name continuing education should be reserved for the continuing professional education required in certain fields, such as medicine, and generally provided for a limited audience. The classes described in Spectrum each quarter, on the other hand, are a wide range of courses of general interest to adults.

WINTER QUARTER ADMISSIONS

Because the University is fully enrolled a restrictive admission policy will be in effect for Winter quarter, and the admission closing date of November 1 will be observed for new applicants and returning former students not on-leave.

1. No new nonresidents will be admitted.
2. No freshmen directly from high school will be admitted.
3. Transfer students (residents only):
 - a. Students with less than 45 credits and an AI of 75 or higher will be admitted; students with a lower AI but strong grades will be considered individually.
 - b. Students who meet the requirements of the community college transfer agreement will be admitted.
 - c. Other resident transfers with an AI of 75 or above will be admitted.
4. No fifth-year students will be considered except those applying to the College of Education for certification.
5. Faculty and staff attending on employee tuition exemptions may be considered, regardless of category.
6. EOP will close admissions on November 1, and will admit only resident students.
7. Returning former students will be accepted after November 1 only on a day-to-day basis, as space allows.

UNIVERSITY EXTENSION OPEN TO ALL STUDENTS

University Extension has been offering an increasing number of credit courses which exactly parallel their daytime equivalents. In some cases, in fact, University Extension does not offer the class itself but is, rather, allotted spaces in a regular class. For example, in Winter quarter several spaces of CHEM 150U, the night section, will be reserved for extension students. Night classes in several foreign languages are also offered. Extension courses that carry college credit are listed in the back of Spectrum. The main disadvantage to extension courses for students is, of course that an extra fee must be paid: \$43 per credit. But for students who are closed out of classes they really need, extension courses may be a good option. Students can register by mail, using the form on the last page of Spectrum, or they can stop by Lewis Hall.

COURSE WITHDRAWAL POLICY

The course withdrawal policy described in the 1984-86 General Catalog and on page 6 of the Winter quarter Time Schedule is incorrect. The policy that appears was considered by the faculty last Spring quarter but was postponed for further consideration at the last minute. For the present the old undergraduate withdrawal policy is still in effect:

weeks 1 and 2	all course drops allowed and not recorded on transcript
weeks 3 and 4	all course drops allowed, but recorded on transcript
weeks 5 - 10	a course can be dropped only if the student has a preemptory drop available

For fees, signatures required, and more information, refer to The Adviser's Guide.

NEW COMMUNICATIONS REQUIREMENTS

New admission requirements for the School of Communications will go into effect for students entering the program Autumn 1985 or later. To be eligible to apply for admission, the student must meet the following requirements:

1. Present at least 65 (but not more than 120) graded college credits, including:
 - a. No more than 20 credits of UW CMU courses.
 - b. At least 15 graded UW credits.
 - c. CMU 201, 202, 203.
 - d. An additional course from the Arts and Sciences English composition proficiency list beyond the college proficiency requirement.
 - e. At least 20 credits of courses listed on the Arts and Sciences distribution lists, with at least one course selected from each of the the three lists: humanities, social sciences, and natural sciences.
2. GPA for the last three quarters (at least 45 credits) of at least 0.20 above the all-University GPA for the Spring quarter preceding the quarter in which admission is sought.
3. Present a letter of intent outlining reasons for pursuing a communications program.
4. Present a transcript of past work.

Satisfaction of these minimum requirements assures consideration. It does not guarantee acceptance.

SIGI

SIGI is a career decision-making tool available for student use at the Counseling Center. It is an interactive computer program, in which the computer asks questions about values and interests and the students supplies answers. Students first register for an orientation in which they are shown how to operate SIGI, then each student signs up for a two-hour block to work alone with the program, investigating their own values and interests and the careers which they suggest. It's fun and informative, and a good first step for students who don't even know the right questions to ask, much less the answers. Refer students to the Counseling Center, 401 Schmitz.

LECTURE SERIES: SE ASIANS IN THE U.S.

Asian American Studies is sponsoring a series of lectures on Southeast Asians in the U.S. The lectures constitute the course AAS 490B, but are open to any who wish to attend.

- November 6: Elizabeth Dunbar, Office of Refugee Resettlement
- November 8: Nancy Chin, Seattle Public Schools Bilingual Education Program
- November 13: "Becoming an American," a film
- November 15: David Okimoto, Director of Asian Counseling and Referral Service
- November 20: Bob Johnson, Director, International Rescue Committee
- November 27: Van Sar and Vu Duc Vinh, Refugee Development Office.

The lectures will be held from 9:30 to 10:45 a.m. in 209 Savery Hall, except the film on November 13 which will be shown in the basement of Kane Hall.

STUDENT EMPLOYMENT OFFICE MOVES

-- Linda Minato

The Student Employment Office and the Workstudy Office have both moved from 180 Schmitz into a much larger area next door, 184 Schmitz. The phone numbers have remained the same. The office is still open for students from 10 a.m. to 5 p.m. weekdays, and has available pamphlets and information sheets such as "How to Find a Job," "Where to Look for On-Campus Work," and "Summer Jobs." A student card and one other piece of ID are required to use the services of the Student Employment Office.

APAC CONSTITUTION REVISION

Over the summer, several APAC members revised the APAC constitution. The new constitution will be voted on by the membership at the November general meeting. In addition to clarifying some of the language, four major changes are proposed:

1. Executive Board members will serve two years rather than one, and the terms will be staggered so that only part of the board positions are up for election each year.
2. Membership rules and dues requirements will be clarified.
3. The section establishing the procedure for the recall of executive board members will be deleted.
4. An article will be added concerning the property of the organization.

Members who would like copies of the old and new versions of the constitution to review before the meeting should contact Roxanne Baker at 543-8924.

STUDENT NUMBER CODES

Most advisers are aware that the first two digits of the student number are the year that the student entered UW. The third digit indicates the quarter of entry: 1 for summer, 2 or 3 for autumn, 4 for winter, and 5 for spring. Thus, for example, a student with the number 8335642 entered UW in Autumn of 1983. This coding system provides an easy way for advisers to determine which distribution list a student falls under, since that is determined by the quarter of entry. Admissions files student records by quarter, and when an adviser calls admissions with a question the office will need the first three digits of the student number to find the student's record.

In the past, student numbers were assigned in the order that applications were received, so that students who applied earlier had lower student numbers than students who applied later. Although it is not widely known, when registration forms are processed by the computer, students in each class (senior, junior, etc.) are scheduled in the order of their student number, lowest number first. Admissions was only recently made aware of this registration priority system, and because the office doesn't feel that people who apply earlier should always have a higher registration priority, admissions is now going to assign student numbers randomly. The first three digits of the student number will still refer to year and quarter of entry, but the rest of the number will be random.

BUSINESS ADMINISTRATION INFORMATION MEETINGS

The School of Business Administration will be offering information meetings twice a month for students interested in the Business Administration undergraduate degree program. The next meetings will be held November 13 at 10:30 a.m. in 142 Savery, and November 27 at 2:30 p.m. in 309 Balmer. Subsequent meetings will be held on the second and fourth Tuesday of each month, October through May, except during quarter breaks. Students should check with the receptionist in 137 Mackenzie for room numbers.

CURRENT APAC MEMBERS

John Armstrong	Social Work	Keiko Ii	OMA
Mary Ellen Asmundson	Placement Center	Judith Kalitzki	Business
Roxanne Baker	Disabled Student Services	Janet Kime	Arts and Sciences
Elisabet Ballin	Placement Center	Marian Michener	Electrical Engineering
Holly Bauman	Business	Sandra Murray	Mathematics
Marge Baylor	Education Certification	Charlotte Nelson	Education Certification
Kim Van Becker	OMA	Dick Newcomb	Arts and Sciences
Elizabeth Boba	Classics	Debra Ryan	Political Science
Martha Brasfield	Business	Pam Salvator	OMA
Sarah Butler	Psychology	Mark Scholz	History
Nancy Clark	OMA	Jessica Schubach	Arts and Sciences
Judith Cox	Economics	Mae Scott	OMA
Megan Davis	Financial Aid	Francine Shafer	Business
Letoy Eike	OMA	Jeurel Singleton	OMA
Amanda Franklin	Disabled Student Services	Larry Smith	Military Science
Linda Garner	Society and Justice	Kathleen Waldron	Arts and Sciences
Carolyn Hartness	Oceanography	Lynda West	Physics
Joy Hirschstein	Electrical Engineering		

To join this exclusive list, please send in your \$5 annual dues with the form at the end of the newsletter.

1984-85 EXECUTIVE BOARD

Roxanne Baker	Disabled Student Services, PB-07	543-8924 or -8925
Elisabet Ballin	Placement Center, FH-30	543-0535
Letoy Eike	Office on Minority Affairs, PC-45	543-9696 or -9697
Linda Garner	Society and Justice, DP-35	543-6523
Larry Smith	Military Science, DU-20	442-7574

The APAC Newsletter is published monthly and is funded by the Association of Professional Advisers and Counselors and the Arts and Sciences Central Advising Office. Articles and notices of interest to campus advisers and counselors are always welcome; submit copy to Janet Kime, GN-10, 543-2607. Copy deadline for the December newsletter is November 28.

I wish to join the UW Association of Professional Advisers and Counselors. Enclosed is \$5.00, 1984-85 annual dues.

name _____

department _____ mailstop _____

telephone _____

Mail to: Linda Garner, Society and Justice, DP-35.