**PeopleSoft Training**

More PS 1000 Introduction to PeopleSoft classes have been scheduled for December. As an overview of what PeopleSoft (PS) entails, this class teaches the basics on how to navigate through the PS system. Taking this class now is important because it is a prerequisite for all other PeopleSoft classes. You cannot take any module-specific class unless you take PS 1000. You can sign up for classes through our Web site at: http://www.ucf.edu/training/. To enroll, you need your employee identification number, your CICS account number, department, phone number, and e-mail address. Enrollment in these classes is subject to availability, security level and departmental approval.

Available dates and times for PeopleSoft training classes are on the Web site for:

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<tr>
<th>Class Name</th>
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<td>Pre-requisite: PS 1000</td>
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<td>SR 2100 Student Records Inquiry I</td>
<td>Pre-requisite: SR 2010</td>
<td>December 2001</td>
</tr>
<tr>
<td>SR 2010 Registration Update</td>
<td>Pre-requisite: SR 2100</td>
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**PeopleSoft - Opportunities for Involvement**

You too can be a part of the PeopleSoft facilitation team by becoming involved as a proctor, navigator, or trainer. Join the LEAP Training Team in conjunction with the Registrar’s Office and other SDES departments as we take the PeopleSoft project to another level. If you have completed all PeopleSoft training classes, you have an opportunity to become part of the LEAP Training Team and assist in upcoming training sessions. Your involvement is needed to expand our training team as we approach the PeopleSoft “go live” date in March. Here is how you can help:

- **Proctor:** As a proctor, you will gain hands-on experience in PeopleSoft while helping others do the activities and exercises in each class.

- **Navigator:** Practice your navigational skills in PeopleSoft while helping the instructor in navigation.

- **Instructor:** You can even teach as well. As an instructor, you will have the opportunity to share your understanding with others and learn more.

**Creative School News**

On October 29, the children presented a special diversity program at the Diversity Breakfast. They also have exhibited their art in Millican Hall during November. The event was sponsored by partnering members of the United Campus Ministries.

**Ask UCF**

“Ask UCF” is up and running, ready to tackle your questions related to the Registrar’s Office and other SDES departments. This on-line FAQ program allows users to browse through FAQs or use the search engine to find answers. If there is no answer, the user can submit a question and receive a response within two business days.

**Student Development and Enrollment Services**

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</tr>
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<td></td>
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**Student Development and Retention**

Some topics of discussion were:
- UCF Creed
- Residence life involvement
- Plagiarism software
- IERP, faculty recruitment role, career development
- Bright Futures Program and student involvement.

**Partnership to Build Community**

Partnerships and collaboration improve students’ opportunities.

Tom Huddleston, vice president for Student Development and Enrollment Services (SDES), was invited by John Schell, assistant vice president of Academic Affairs, to present a workshop to faculty chairs. The workshop, Partnership to Build Community, provided an opportunity for faculty chairs to meet members of the SDES team and engage in a discussion about ways they can partner to create a UCF community that is “purposeful, open, just, disciplined, caring and celebrative” (Beyer, 1990).

On November 16, the Partnering to Build Community workshop took place in SDES Academic Village I classroom. Provost Gary Whitehouse spoke of the union of Student Affairs and Academic Services to form Student Development and Enrollment Services. Whitehouse referred to the “whole student” to include all the social and academic aspects.

Following, Huddleston began an informative slide presentation of the SDES organization and its primary functions that provide transition activities, support services, and personal growth opportunities for 36,000 students. A video was played that had four UCF students talking about the quality of life on campus. One student said, “I learn just as much outside the classroom as in.” The students spoke of the opportunities to grow not only academically in the classroom but emotionally, physically and spiritually outside the classroom. LEAD Scholars Program, Student Success Center, Recreation and Wellness Center, Student Health Center, Career Resource Center and Campus Ministries were among the many SDES support services mentioned. Leadership qualities and working or studying together in groups or as a team helped them develop, the students said. Another student said, “UCF is a place to grow.”

Kathleen Connolly, Academic Development and Retention (ADR) data coordinator, reviewed the results of a survey given to freshmen students and faculty regarding their comparison of expectations of questions. Some freshmen expectation questions included: use of e-mail to communicate with instructor or classmates, revisions of written papers two or more times, frequency of conversations on current events and hours students study. Current issues and opportunities for SDES and faculty collaboration was presented by Maribeth Ehasz, associate vice president of Academic Development and Retention.
Welcome Aboard New SDES Employees

- Gary Cohen, interim coordinator, Intramural Sports
- Latsaha Ebb, program assistant, Undergraduate Admissions
- Celeste Ferguson, coordinator, Multicultural Academic and Support Services
- Daniel Harpin, senior computer programmer analyst, Student Finance
- Ann Maloney, senior university program specialist, Student Union
- Anthony Matthews, senior clerk, Student Health Services
- Donald McElvain, maintenance supervisor, Campus Life Facilities
- Susanna Miller, registered nurse specialist, Student Health Services
- Kimberly Moss, fiscal assistant, Student Health Services
- Jennifer Palmer, coordinator, High School and/or Community College Relations, Undergraduate Admissions

SDES Participates in Guest Reader Week

Guest Reader Week is held at all Orange County Head Start Programs. Head Start is a federally and state-supported enrichment program for low-income families. SDES adopted the East Orange Center and sent SDES volunteer readers to read a book or two or three to the 3-5 year old children. The following SDES staff participated:

- Karly Moorey, director of Academic Services for Student-Athletes
- Ian Lloyd, LEAD Scholars Program
- Dennis Dullnauk, University Registrar
- Chelsee Sinnard, assistant director, Transfer Services
- A.J. Range, assistant vice president, Special Programs
- Matthew Elahz, associate vice president, Academic Development and Retention
- Jennifer Boyce, assistant director, Orientation
- Craig Ullson, associate vice president, Campus Life
- Kathleen Connolly, Retention Data coordinator, Academic Development and Retention

Conferences and Presentations

- Dennis Conginos, Supplemental Instruction coordinator, Student Academic Resource Center/Supplemental Instruction (SI) at the Third National Conference on Research in Developmental Education titled Alliments, Illnesses, and Afflictions of SI Programs and What To Do About Them.

The participants listed common problems that they have experienced in their SI programs. In small groups, ideas were generated and combined to propose seven alternative remedies for each problem. These problems and solutions have been compiled in a handbook and submitted for publication to the international journal. Their Update.

- DeLaine Priest, and Christy Sidda, Student Academic Resource Center, presented at the 25th National Academic Advising Association (NACADA) conference in Ottawa, Canada, in October. They presented on the Pegasus Success Program: A Collaborative Early Entry Advising Program.

- Counseling and Testing Center director Dr. Robert Harman recently attended the conference of the Southeastern College Counseling Center Personnel held in Lafayette, Louisiana. While there, he presented a program, The Cutting Edge: Self-Mutilation among Female College Students.

- Dr. Michael Deichin, medical director of UCF Student Health Services, has been on the “speakers circuit” at UCF in recent weeks, having armed himself with information about all forms of bio-terrorism, including anthrax and smallpox. The board certified family physician addressed various SDES staff, faculty and departmental meetings informing, answering common questions and explaining the role of the Student Health Center, local health departments and the Centers for Disease Control.

Best Wishes...“

- Lori Kornform (formerly in Student Government) has recently joined the Student Union/Recreation and Wellness staff as interim associate director of Event Services.
- The staff of First Year Advising and Information Services bids farewell to Cathy Spence. Cathy has been an academic advisor with FY since January of 1996. Her colleagues said she has been a great asset to FY and the UCF community and wish her the best in all her future endeavors.

Homecoming Wrap-Up

Members of the Campus Activities Board and Office of Student Activities want to thank everyone for helping to make this year’s Homecoming activities better than ever. There was a record attendance at almost every event:

- Monday’s outdoor movie at the Reflecting Pond was “The Mummy Returns,” with an audience of over 1,500.
- Tuesday’s carnival in the UCF Arena parking lot was attended by almost 5,000 people, including students, faculty, staff and their children. This is a record attendance for the carnival when it is not held in conjunction with a concert.
- Wednesday’s Sky Knight had a record attendance of almost 3,800 students.
- Thursday’s concert with the band “311” drew a crowd of approximately 4,200.
- Spirit Splash was bigger than ever on Friday with an estimated attendance of 3,000.
- The Haunted Arborium was held on Friday of Homecoming Week, as well as the previous Thursday and Friday, and had approximately 1,000 students in attendance over the three evenings.
- The Alternative Spring Break Parade was another success, drawing thousands of folks downtown. There were over 60 units (floats, spirit cars and marching groups) who participated in the parade.
- UCF students Sandra Schaal and Nathan Holic were recognized as the UCF students of the week during the week for low-income individuals who could not otherwise afford them. Staff and students performed short-term projects for community service and experiential learning during their spring break.
- Alternative Break programs involve college students in community-based service projects, which give students opportunities to learn about the problems faced by members of communities with whom they otherwise might have had little or no direct contact.

Many colleges and universities around the nation have implemented an Alternative Break program. Over 20,000 students at hundreds of college campuses across the country participate in volunteer break programs each year. ASB encourages students to become more aware of the world around them and motivated to engage in service projects. ASB encourages students to learn about the problems faced by members of communities with whom they otherwise might have had little or no direct contact.

Intramural Flag Football Officials Represent UCF at Regional and National Championships

UCF Intramural Sports was well represented at November 9-12 at the National Intramural Recreational Sports Association Regional Flag Football Championships in Pensacola, as three UCF Flag Football officials participated in the annual event. Steve Anderson (Senior Monitor) and Gary Cahen each participated in their first regional event and joined student officials from UWF, USF, FSU, North Texas, Southern Mississippi, Western Kentucky, Georgia Tech, Georgia Southern and Louisiana-Monroe. Of the 38 officials who were selected to attend, Steve Anderson, Jaime Morales and Gary Cahen were chosen as three of the twelve top officials, who worked a regional championship game. Steve Anderson was selected as the Field Judge for the Women’s Collegiate Challenge, Jaime Morales was the Back Judge for the Co-Rec Final; and Jaime Morales was given the top honor as the Head Referee for both the Men’s semi-finals and the championship game. Gary Cahen was selected as one of four officials to represent the region at the National Championships in New Orleans.

Sun, smiles, laughter, new faces, and interesting sights

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Thank you.

Many colleges and universities around the nation have implemented an Alternative Spring Break program. Over 20,000 students at SDES have participated.

Several SDES students participated in Alternative Spring Break, including:

- Kayla Cohen, coordinator, High School and/or Community College Relations, Undergraduate Admissions
- Anthony Matthews, senior, Student Health Services
- Donald McIvor, maintenance specialist, Campus Life Facilities
- Jennifer Palmer, coordinator, High School and/or Community College Relations, Undergraduate Admissions

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Huddleston said, “Our division continues to do positive work for students and the academic community. However, our progress becomes greater when we work with faculty to strengthen student learning. Partnerships and collaboration improve students’ opportunities. We look forward to hosting more academic department events.”

When the workshop ended, everyone was invited to tour Academic Village I and view a double occupancy suite and an apartment-style single. Also, Polly Tonsetic, director of operations, Campus Life Facilities, led the group through the Recreation and Wellness Center.

**Student Development and Enrollment Services**

More UCF students packed the Pegasus Ballroom for “After Dark” to hear musician Phil Joel (left) and speaker Joe White (bottom). The event was sponsored by partnering members of the United Campus Ministries.

**Partnering to Build Community**

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