Orientation. . . continued from page 1
What Students Say. . . continued from page 1
I’m like Multicultural Academic and Support Services because it’s very busy. Ms. Ford always knows who I am, and says, ‘hi’ to me wherever she sees me. She’s helped me a lot.”
–Robert Hernandez, junior
“Living in the campus housing was one of my best college experiences. I got along with everyone on my floor as well as other people in the building and we soon became very close friends.”
–Makua Gammon, junior
“International Student and Scholars Services’ office and current international orientation means a lot to international students. It is nice to have an office dedicated just for international students which serves them from entry to UCF in their departure and even during their post-graduation practical training.”
–Enilda Vigil
“The topics are very helpful. I would be very lost without Student Academic Resource Center’s tutoring.”
–Claudia Melissa More
“I am a new transfer student this year. After having all sorts of great things about Housing and Orientation, I decided to go involved in its production. This year I am the Homecoming Festival Director.”
–Thaddeus Lyles
“An ice breaker activity which enabled folks to get to know other ADR staff members was led by Melanie Parker, director, the Career Resource Center.
Next, an ADR version of the TV game show, Jeopardy, was played and prizes were awarded to participants. The game was hosted by Jennifer Wright, assistant director, Student Academic Resource Center (SARC), and Edwanna Andrews, SARC academic advisor. Then it was down to business. Each staff member was assigned to one of six ADR Vision Teams: Charting the Journey, Collaboration, Data and Assessment, Marketing and Outreach, Staff Development and Morale, and Technology. The first order of business was to critique the draft of the new ADR Mission statement. The groups then moved on to discuss their Vision Team and brainstormed potential activities, programs or ideas. As the program wrapped up, staff members were encouraged to sign up to serve on a Vision Team and were given a “Team Building Kit” created by Kathleen Connolly, Retention Data coordinator.
Student Development and Enrollment Services (SDES) staff from the following offices: First Year Advising and Exploration (FYAE), Multicultural Academic and Support Services (MASS), Student Academic Resource Center (SARC), and Academic Services for Student Athletes (ASSA) join together in training programs to provide group academic advising. Through the Academic Exploration Program, a special interactive session begins the process of evaluating skills, interests, and goals for those who are undecided about their major.
Meetings are available for students to learn about the LEAP Scholar Programs, opportunities available in MASS for multicultural students that will enhance their academic and personal growth. Attendees receive Supplemental Instruction assistance provided by SARC.
The culmination event for all students is registration, and, without the help of the Registrar’s office, students would be unable to schedule classes. While at the computer labs, the Registrar’s office released their Lab, Group 6, over 6,500 parent and family members. During the registration period, there are over 20 FTIC sessions and 16 one-day transfer sessions introducing approximately 12,000 new students and over 6,300 parent and family members. During a typical two-day session, there are over 20 SDES presentations that provide information to students and family members about support services and programs. The bulk of these sessions occurs during the summer within an eight week period; SDES will have given over 130 presentations. Many of the offices present to both students and parents but in different formats so that each group will walk away with information that is useful to them.
One of the most important pieces of information is passed on to students and parents at orientation through the use of informational tables during lunch, check-in and at poster sessions. These tables provide information about support programs and services that will help students get started on their college careers and prepare for leadership skills. A few of the SDES areas that are involved are: counseling, health services, recreational and wellness, disability services, campus ministries, student government, Greek life, student activities, affiliated housing, Student Academic Resource Center (SARC) and career services. Another method to give information is group presentations.
The Office of Student Rights and Responsibilities (OSR&R) provides an overview presentation of the legal and mediation services offered to students, rules of conduct and policies including alcohol and drugs, computer use and cheating. Students are made aware of the new e-mail policy as official communication and details of the confidentiality of student records.
“Can I Get Some Money,” a new PowerPoint show, is presented by the Office of Transfer Services. The show introduces students to UCF’s proactive approach to alcohol and other drug programs, is presented by the Office of Alcohol and Other Drug Programming. The REACH Peer Education Program encourages students to engage in low-risk, healthy behaviors. The “Letting Go” session for parents focuses on the transition that both parents and their students are experiencing. Counseling Center representatives offer suggestions on how to be supportive and how to recognize danger signals of depression and stress in students.
The one day orientation for transfer students continued on page back
People in the News...

Welcome Aboard New SDES Employees

Nadine Honzi, coordinator, Student Affairs, Student Conduct
Dana Juntunen, coordinator, Student Affairs, Student Rights and Responsibilities
Amy Kleeman, associate director, Career Resource Center
Yarieta Noda, custodial worker, Student Union
Michelle Torres, Admissions/Registrar office, Undergraduate Admissions
Frederic Usher, maintenance mechanic, Student Union

Ann Schuster, administrative assistant, Off-Campus Student Resource Center, retired on May 30 after 18.5 years of service.

Joyce Crowell is the Registrar’s Office’s new administrative assistant. Previously, Crowell worked in the First Year Transitions Office.

Jessica Kippes has joined the Daytona Beach Campus Life staff as the new secretary, following the retirement of Lynn Voiret. Kippes is a graduate of UCF and previously worked OPS in the Daytona Beach Enrollment Services Office.

3,000 Peoplesoft Trainee Receives Award

Florida Student Health Center, Darden Employee Health Services, Florida Hospital, Cognoscenti Health Institute, the UCF College of Engineering and Computer Science and the College of Health and Public Affairs, the UCF Athletic Department, and Student Government, gathered at the session to discuss how to accomplish this goal. The group developed ideas and concepts around the future of health care as it concerns people, technology and services.

Health Center Hosts Forecasting Session

Student Health Services (SHS) staff hosted a forecasting session June 1, in preparation for the design and construction of a new Student Health Center facility. The purpose of this session was to...Do everything possible to construct a building that will serve our needs not just in 2005, but also in 2010 and beyond,” says Bob Finfrock, director of SHS. “What we want to avoid is the prospect of second-guessing ourselves four or five years from now...Making ourselves vulnerable to a better job of forecasting the future of health care when we designed the building back in 2003.”

A diverse group of 24 people, including representatives from the University of South Florida, the University of Central Florida, and the University of Florida, convened to discuss the future needs of the health care system.

The UCF Creed

Incompleteness, scholarship, community, creativity, and excellence are the core values that guide our conduct, performance and decisions.

INTEGRITY
I will practice and defend academic and professional standards.

SCHOLARSHIP
I will cherish and honor learning as a fundamental purpose of my membership in the UCF community.

COMMUNITY
I will promote an open and supportive campus environment by respecting the rights and contributions of every individual.

CREATIVITY
I will use my talents to enrich the human experience.

EXCELLENCE
I will strive toward the highest standards of performance in any endeavor I undertake.

The Office of Undergraduate Admissions is beginning to gear up for the 2003-2004 recruiting season, says Melissa Haas, assistant director. The Undergraduate Admissions staff will meet with various campus departments to gather information on new programs offered. The office is redesigning their publications to reflect the university’s growth and development. “The Undergraduate Admissions staff also plans to attend a retreat in early August to help prepare the UCF message in an effort to recruit the best and the brightest," says Haas. The Undergraduate Admissions staff thanks the entire campus community for their continued support.

July 26 is Open House for prospective students and their families.

Points of Pride...

Student Activities Expands Service to Students

The Office of Student Activities (OSA) has expanded its services and programs for this academic year. OSA is now fully staffed and growing in the student leadership areas.

OSA is about planning committees for Campus Activities Board, EKCEL (Every Knight Can Excel in Leadership), Volunteer UCF, Homecoming and Legacy UCF. The expansion of these boards will allow for better cross-promotion and co-programming efforts. There are 300 active student organizations and multiple coordinating councils to help them work together effectively. OSA will also form a council, Knights of the Roundtable, representing all clubs and organizations on campus.

This will also be the first year of the Sports Club Council, which is a collaboration between the OSA, Recreation and Wellness Center and SGA. The Recreation and Wellness team will provide assistance to OSA with facilities, competitions and recruitment.

“We are continuously improving our campus partnerships to assist with development of students and staff,” says Joshua Katz, assistant director. OSA is assisting with Orientation, the LINK Program (Learning and Interacting with New Knights), Athletic Marketing and Spirit Patrol, Student Government, Campus Life Facilities Advisory Board, Leadership Week, Intramural Sports and Housing and Residence Life.

OSA student programs, such as movies and concerts, for the Works of Welcome (WOWW) and Homecoming. The OSA staff has asked offices to assist in the promotion of these two programs to students.

“One goal this year is to be the place for students to begin their involvement in the UCF community. Whether it’s community service, leadership or socialization or just plain fun, OSA is where it’s at,” says Laura Waltrip, assistant director.

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Undergraduate Admissions Gets Ready for Fall 2003

Three Generations Witnessed at UCF

Staff at Creative School for Children (CSC) have witnessed three generations at UCF. In 1979, Alicia Calzada enrolled her two children in the CSC while she attended classes. At UCF she was seeking a degree in Elementary Education. Her son, Ricardo attended Pre-K and Kindergarten while her daughter, Alexandra, attended preschool.

Ricardo Calzada went on to Florida State University where he earned degrees in marketing and multidisciplinary business operations, and MBA, JD. After graduation, he worked with the Florida Department of Revenue, the Florida Senate, Florida Attorney General and Law and Government Affairs for AT&T.

Ricardo Calzada is presently an attorney at the Law Offices of Ricardo Calzada II, PA. He is the father of Maya and Quinn. Maya is presently enrolled at the CSC.

“We are proud to have three generations representing at the school,” says Dolores Bughard, retired director CSC.

Two SDES Offices Host FACRAO Meeting in Orlando

In June, the Florida Association of Collegiate Registrars and Admissions Officers (FACRAO) held its 48th Annual Meeting in Orlando. Each year, registration and admissions professionals from SUS schools, community colleges and private institutions statewide gather at this three-day professional development event both to share strategies and business procedures and to review developing legislation and technologies that affect student admission, course enrollment and records management.

This year UCF hosted the event, with support from Manatee Community College.

Registrar’s Office Keeps Shredders Busy

From July 2002 to May 2003, the UCF Registrar’s Office (RO) scanning area sold 5,630 pounds of paper. That’s equivalent to nearly one million sheets of paper.

The process of bulk shredding is a recent addition to the RO. Prior to early 2001, documents requiring destruction were taken to the Physical Plant, then released to an outside firm for incineration. Now a trash from Mobile Document Shredding bulk-shreds the documents in the parking lot. While it might seem simple, the RO follows a tight business process before releasing the documents. First, every scanned image is transferred and archived on an optical disk by Computer Services. As a final safeguard, a duplicate back-up copy of the original disk is made. Only then are the original papers actually destroyed.

None of this would be possible without optical scanning of the original documents. Attempting to archive these documents physically would require far more warehousing space than UCF has available. So electronic scanning is more than just high-tech; it is cost effective and indispensable.

The RO paved the way with document scanning With twin Fujitsu 3090EX high-speed scanners purchased in 1997, the RO can scan fifty documents per minute, up to 3,000 per month. They are operated and maintained by Wynn Borden, program assistant. Borden and his staff graduation check grades, change colleges, transcript imports, international student documents and subfolios, as well as many other unit documents. Between request, the RO processes 2,200 scans per month. Borden describes these machines as “50 percent electronic and 70 percent mechanical.”

The scanners’ consumable parts must be replaced every two to three months. The RO also maintains documents for Academic Services and International Students and Scholarships.
People in the News...

Welcome Aboard New SDES Employees

- Nadine Horni, coordinator, Student Affairs, Student Conduct
- Dana Juntunen, assistant coordinator, Student Affairs, Student Rights and Responsibilities
- Amy Kleinman, associate director, Career Resource Center
- Yarieta Nota, custodial worker, Student Union
- Michelle Torres, Admissions/Registrar office, Undergraduate Admissions
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A diverse group of 24 people including representatives from the University of Florida Student Health Care Center, Darden Employee Health Services, Florida Hospital, Cognoscenti Health Institute, the UF College of Engineering and Computer Science and the College of Health and Public Affairs, the UF Athletic Department, and Student Government gathered together to discuss how to accomplish this goal. The group developed ideas and concepts around the future of health care as it concerns people, technology and services.

The information from the forecasting session will be compiled and shared with the design team for the building, which is scheduled to be completed in late 2004.

Points of Pride...

The University of Central Florida (UCF) offers a wide range of educational programs, resources, and services to support its students and the surrounding community. In this section, we will highlight some of the key achievements and initiatives that demonstrate the university's commitment to excellence and innovation.

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Orientation. continued from page 1

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“When I Get Some Money,” a new PowerPoint and video presentation on financial aid, is based on a game show theme where students have a chance to win and win prizes. The presentation features a professional actor, UCF alumni and OPS employee, John Gracey. Campus Life presents a PowerPoint and video presentation that focuses on enhancing student life by getting involved in extra curricular activities, such as clubs and organizations. Student Government, intramural sports and fraternities and sororities, Student testimonials describe on-campus programs and events that have been a value to their student experiences. In addition, students are informed they can receive academic and health education from Student Health Services as part of their fees. They are also introduced to the variety of programs offered at the Campus Wellness Center. A tour of on-campus housing facilities, including five different types of floor plans, is shown. Then it was down to business. Each staff member was assigned to one of six ADR Vision Teams: Charting the Journey, Collaboration, Data and Assessment, Responsibility (OSSR) provides an overview presentation of the legal and mediation services offered to students, rules of conduct and policies including alcohol and drug, computer use and cheating. Students are made aware of the new e-mail policy as official communication and details of the confidentiality of student records.

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