



# UAAC Training & Professional Development Summer 2017 Workshop Series

**Register via UC Learning Center by clicking on the workshop title.**

*Space is limited in some sessions.*

## Academic Advising Competencies

**Date:** Wednesday, July 12, 2017 | 11:00am – 12:00pm

**Location:** Career Center – Horizon Room

**Presenter:** Doug Easterly (Dean of Academic Advising, Muir College)

**Description:** Learn the basics of the National Academic Advising Association (NACADA) model of Academic Advising competencies. Using this model, we will discuss the competencies that make the foundation for understanding your role with students, how to assess the effectiveness of advising in your program, and your own opportunities to develop your skills.



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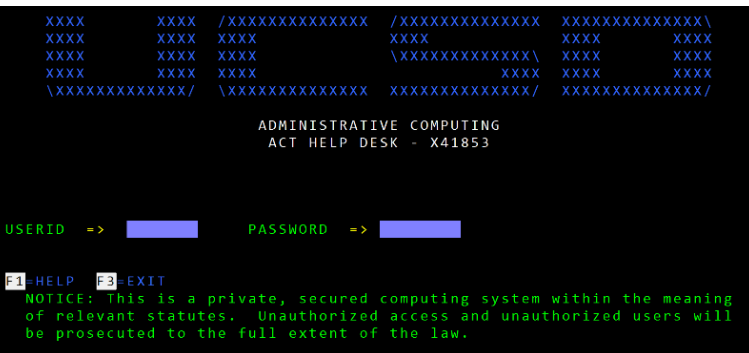
## Integrated Student Information Systems (ISIS) Training: The Basics

**Date:** Thursday, July 13, 2017 | 1:30pm – 3:00pm

**Location:** Torrey Pines Center South - Suite 400

**Presenter:** Scott Rollans (Student Affairs Manager, Mathematics Department)

**Description:** A practical, participatory, function-based tour of the various modules and screens in the Integrated Student Information System (ISIS) of use



to departmental advisors. Topics include scheduling, academic history, enrollment management, and class information.

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## Student Data Reporting in Cognos

**Date:** Wednesday, July 26, 2017 | 10:00am – 11:30am

**Location:** Geisel Library – Classroom 2

**Presenters:** Ryan Rose (Applications Developer, Administrative Technology Services) & Jonathan Whitman (Director of Technology, Administrative Technology Services)

**Description:** This training is designed for staff who would like to create reports on student data by providing a chance to practice writing reports in a lab setting in Cognos. Topics covered include gaining access, filtering data, selecting report data, formatting output, saving reports, and scheduling report delivery. Good data security practices and governance will also briefly be covered, including the Information Governance Catalog and Glossary Anywhere tools used to understand the business meaning of and policies related to the data.





### [Working with International Students](#)

**Date:** Thursday, July 27, 2017 | 10:00am – 11:30am

**Location:** Career Center – Horizon Room

**Presenters:** Tricia Chan Schueler (Assistant Director, International Student Services) & Jeung-Ho (Jo) Peters (International Student Advisor, International Student Services)

**Description:** International Student Advisors from the International Students & Programs Office will discuss trends and processes that impact international student in F-1 and J-1 status. Topics to be covered include: reduced course load, employment, taking a leave of absence, concurrent enrollment, change of level, dismissals). Time will be allotted for questions and answers.

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### [Campus Security Authority Training: Understanding Reporting Responsibilities under the Clery Act](#)

**Date:** Tuesday, August 1, 2017 | 1:00pm – 2:00pm

**Location:** Career Center – Horizon Room

**Presenters:** Erika Saracino (Clery Compliance Officer, Office of Ethics & Compliance)

**Description:** The Clery Act is a federal law, which requires institutions of higher education participating in the federal student aid programs to publish an Annual Security and Fire Safety Report containing crime and fire statistics and statements of policy/procedures. Pursuant to the Clery Act, individuals known as “Campus Security Authorities” are required by law to report certain crimes occurring at certain geographic areas to the UC San Diego Police Department. The UC Office of the President is finalizing a system wide policy on Clery Act compliance, which will require each campus to notify and train Campus Security Authorities. This session is to inform Campus Security Authorities of their reporting obligations.



### [Frameworks for Understanding Differences](#)

**Date:** Thursday, August 3, 2017 | 10:00am – 11:00am

**Location:** Career Center – Horizon Room

**Presenter:** Kathleen D. Johnson (Assistant Dean, Undergraduate Education)

**Description:** Learn two frameworks, Brinkman and Kirschner framework for identifying “difficult people” and Hofstede’s work in understanding national and organizational culture, to better understand yourself and your co-workers. Participants will be encouraged to reflect on these frameworks to deepen self-awareness, identify triggers, and develop productive strategies for conflict resolution.