

**From:** BCOE Advising <bcoeadvising@engr.ucr.edu>  
**Sent:** Friday, April 29, 2022 1:29 PM  
**To:** BCOE Advising <bcoeadvising@engr.ucr.edu>  
**Subject:** ELEN - Weekly Email (Week #6, 2022 Spring Quarter)

Did you notice, we started the descent to the end of the year! Is this quarter going by slow or fast?

I hope you are well. Take care, keep cool on the hot days. Keep up with your studies, attending classes, studying and your overall health!

Just a head's up – I am out of the office on Monday and Friday in Week #6.

### **DROP-INS & APPOINTMENTS**

**Drop-ins** are only on Zoom.

Mondays	I AM OUT OF THE OFFICE
Tuesdays	130-330pm ( <a href="https://ucr.zoom.us/j/95205046033">https://ucr.zoom.us/j/95205046033</a> )
Wednesdays	130-330pm ( <a href="https://ucr.zoom.us/j/95205046033">https://ucr.zoom.us/j/95205046033</a> )
Thursdays	9-11am ( <a href="https://ucr.zoom.us/j/91221179173">https://ucr.zoom.us/j/91221179173</a> )
Fridays	I AM OUT OF THE OFFICE

I host **Appointments** a couple days a week, here is the link to find an open appointment time:  
<https://calendar.google.com/calendar/u/0/selfsched?sstoken=UUVRQUJSX1dEQ0ZFfGRIZmF1bHR8M2MwZTM4NzliYjRjYjczZjk1NWE1YmZmOGJjYTIkNWU>.

**Please note that Appointments are now open for in-person meetings.**

You will need to state if you will need a Zoom link, or will show up in-person. A Zoom link will be sent if that is your selection.

My Appointment time slots are for 20 minutes.

When scheduling an appointment, be sure you are logged in and using your UCR Student Account.

<https://student.engr.ucr.edu/academic-advisor-availability>

### **HOW TO SEND AN EMAIL**

<http://student.engr.ucr.edu/emailadvisor.html>

All BCOE students are asked to follow this requested protocol when sending an email:

Be sure to send an email from your UCR Student Email account to: [BCOEAdvising@engr.ucr.edu](mailto:BCOEAdvising@engr.ucr.edu)

List in the subject line: **ELEN and your Full Name**.

Please be sure to include your Student ID# (86\*\*\*\*\*) in the body of your email.

This process allows our office to monitor, help and respond as quickly as possible to your requests and needs; by following the protocol we are able to filter your email correctly. Please be mindful of how you communicate. This is a simple task, but one that is important.

### **QUARTERLY DEADLINES & FEES**

You can view quarterly deadlines at this link:

<https://registrar.ucr.edu/calendar>

*The last day to Withdraw (DROP) from a course (\$4 Fee): Friday, May 20 @ NOON (Week #8)*

*The last day to Change the Grading Basis to a course (\$4 Fee): Friday, May 20 @ NOON (Week #8)*

Please use the online forms website: [myforms.ucr.edu](https://myforms.ucr.edu), to complete the required online form(s) within the listed deadline(s).

**Always make sure you list all parts of a course when submitting a form.**

### **ADVISING NOTES**

When using the suggested Course Plan, always use the one you are assigned to (you can see this listed as your 'Catalog' in the Degree Audit) and the most up to date version (2021).

The most up to date version will show two things; new courses required in the major, and new terms for when courses may be offered.

<https://student.engr.ucr.edu/majors>

-MATH 046 is now EE 020A/MATH 045

-EE 020 is now EE 020B

-EE 001A & 01LA is now EE 030A & 030LA

-EE 001B is now EE 030B

-CS 013 is no longer a course offered at UCR. You will need to plan for CS 010B. You need to let me know when you take this course (or CS 012) so I can manually update your degree audit.

~If you have something in your degree audit that should be cleared, make sure you let me know if it is not.

#### **Seniors (Year #4):**

-When will you graduate, is it listed correctly in R'Web? Did you plan for Senior Design?

-Are you taking a Technical Elective course, but don't see it counting in your degree audit?

-ENGR 181W is designed and planned to be taken after you complete Senior Design (EE 175A/B).

-Academic Advising Milestones happens in the Fall Quarter. Do you know how to apply for graduation?

#### **Juniors (Year #3):**

-Are you on track to graduate when you think you should be? Do you need to plan for a course in summer? Have you gotten the chance to do an Internship or Research yet?

-Are you taking a Technical Elective course, but don't see it counting in your degree audit? Please check in with me.

-Academic Advising Milestones happens in the Winter Quarter, did you watch the video and complete the survey?

### Sophomores (Year #2):

-Academic Advising Milestones happens in the Winter Quarter, did you watch the video and complete the survey?

### Freshmen (Year #1):

-Academic Advising Milestones is planned for the Spring Quarter. Details in the email sent Friday, April 15.

-Did you visit the BCOE Clubs & Org's Showcase? Have you joined any?

### Transfer Students:

Make sure you have all your transfer coursework counting correctly.

Do you have any courses listed in the Degree Audit with a code: 'UCRV RVW'?

Did you earn IGETC, do you see it posted in your Degree Audit?

Future course offerings from:

Computer Science - <https://www1.cs.ucr.edu/undergraduate/course-listings> (2022-2023)

Electrical Engineering - <https://www.ece.ucr.edu/courses> (2021-2022)

**Undergraduate Faculty Advisor:** Dr. Roman Chomko

UCR profile for some details on his work and his contact details: <https://profiles.ucr.edu/roman.chomko>

## **2022 SUMMER SESSION REGISTRATION**

The Schedule of Classes is available here: [www.classes.ucr.edu](http://www.classes.ucr.edu).

If you have any questions about Summer Session, you can contact their office via this link:

<https://summer.ucr.edu/resources>.

If you are thinking of taking courses outside UCR, please check in with me; and be sure to use this webpage: [www.assist.org](http://www.assist.org) to find Community College equivalent courses.

## **2022 SUMMER SESSION GRADUATION**

If you will be graduating in the 2022 Summer Session (taking your last classes), you can apply for graduation.

The 2022 Summer Session graduation application is open.

You will apply for graduation in R'Web, it is found under the 'Graduation, Grades & Test Scores' tab.

Be sure to enroll into your last classes before you apply for graduation.

Deadline to apply for Graduation in the 2022 Summer Session is: July 1, by 4pm.

To be eligible for the June 2022 Commencement all Summer 2022 grads must now petition to participate, here is the link: <https://student.engr.ucr.edu/online-petition>, the form is on the right side and you will select 'Participate in Commencement' in the drop down.

## **2022 COMMENCEMENT CEREMONY**

Check for details here: <https://commencement.ucr.edu/>

BCOE is planned for Monday, June 13 – two sessions, 9am & 2pm. See the schedule for your major.

All **2022 Fall Grad candidates** who want to participate in the 2022 Commencement Ceremony need to petition, here is the link: <https://student.engr.ucr.edu/online-petition>, the form is on the right side and you will select 'Participate in Commencement' in the drop down.

## **BE IN THE KNOW!**

### **BCOE Clubs & Org's**

Looking for Connection, get involved with a club or student organization.

You can learn more about each student organization here: <https://www.engr.ucr.edu/student-organizations>

### **Tutoring at the ARC**

Tutoring through the ARC's Tutorial Assistance and Writing/Reading Support Programs is now open for student appointments. Currently, all ARC services are remote & in-person.

Students can log in to make an appointment by going to the Accudemia Appointment System (<https://ucr.accudemia.net>) with their Student ID number as the User ID and password.

There, you can see real-time appointment availability for classes. A complete list of the courses available for tutoring is available at their program website: <https://arc.ucr.edu/tag>.

### **Microtutorials in Mathematics**

The Microtutorials in Mathematics project team at UCR has conceived a new approach to producing supplementary instructional materials. It produces a collection of microtutorials as supplementary instructional and learning materials.

<https://mathtutorials.ucr.edu/>

### **Advisor & Student Partnership**

This partnership is a collaboration between a BCOE academic advisor and a BCOE student to achieve the universal educational and professional goals of the student, BCOE, and UCR.

Read more here: [http://studentbcoe.ucr.acsitefactory.com/sites/g/files/rcwecm1536/files/2020-10/Advisor%20Advisee%20Partnership%20Agreement\\_final.pdf](http://studentbcoe.ucr.acsitefactory.com/sites/g/files/rcwecm1536/files/2020-10/Advisor%20Advisee%20Partnership%20Agreement_final.pdf)

### **Video Advising Resources**

Please check out this webpage to learn more about course planning, breadth courses, registration, and navigating our webpage to get answers to common questions:

<https://student.engr.ucr.edu/video-advising-resources>

Be well. Do well. Live Well.

This may seem cheesy or corny, but it is simple and good natured.

I want you all to care for yourselves, and please contact me if you need help with anything.

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Thomas McGraw

*Academic Advisor for students in:*

*Computer Engineering (CEN)*

*Electrical Engineering (ELEN)*

*Bourns College of Engineering*

*Student Academic Affairs*

*Skye Hall, Suite 310*

[BCOEAdvising@engr.ucr.edu](mailto:BCOEAdvising@engr.ucr.edu)

<http://student.engr.ucr.edu/>