

From: BCOE Advising — ELEN <saelen@engr.ucr.edu>
Sent: Friday, January 20, 2023 2:06 PM
To: BCOE Advising — ELEN <saelen@engr.ucr.edu>
Subject: ELEN - Week #3, 2023 Winter Quarter

I feel like this winter quarter is sneakily going by a little quick. I really hope you are taking care of yourself, have a good routine in place, and attending classes!

HOW TO SEND AN EMAIL

<https://student.engr.ucr.edu/contact-my-advisor>

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: saelen@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.

ADVISOR AVAILABILITY

<https://student.engr.ucr.edu/contact-my-advisor>

Here is the link to find an open **Appointment** time: https://calendly.com/bcoe_advising-elen.
Please note that Appointments are open for in-person meetings, or via Zoom.
Appointment time slots are for 15 minutes.

Drop-ins this week (via Zoom):

Mondays	830-11am (https://ucr.zoom.us/j/94811421267)
Tuesdays	130-330pm (https://ucr.zoom.us/j/99262529929)
Wednesdays	130-330pm (https://ucr.zoom.us/j/99262529929)
Thursdays	830-11am (https://ucr.zoom.us/j/94811421267)
Fridays	830-11am (https://ucr.zoom.us/j/94811421267)

ADVISING NOTES FOR YOUR MAJOR (ELEN)

~When using the suggested Course Plan, always use the one you are assigned to (you can see this listed as your 'Catalog Year' in the Degree Audit) and the most up to date version (2022).
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>.

~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), in the spring quarter.
- Academic Advising Milestones (Year #4) happened in the Fall Quarter. Did you attend a session, and clear the hold?

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?
- Academic Advising Milestones (Year #3) happens in the Winter Quarter. Email coming soon.

Sophomores (Year #2):

- Have you joined any BCOE Clubs & Org's?
- What would you share with a new student, that allowed you to be successful in your first year?
- Academic Advising Milestones (Year #2) happens in the Winter Quarter. Look for an email soon.
- Have you signed up for the **BCOE Road 2 Success** program (Mentor Collective)?

Freshmen (Year #1):

- Are you using a Calendar System yet?
- Are you keeping your living space clean & organized?
- Academic Advising Milestones (Year #1) happens in the Spring Quarter.

Transfer Students:

- Make sure you have all your transfer coursework counting correctly.
- Did you have anything that helped you succeed (time management trick, calendar system, ironing your jeans, exercise, studying at a certain time of day, eating spicy food for breakfast) at your previous school?
- Have you joined the Transfer Transition Program (TTP): <https://student.engr.ucr.edu/transfer-transition>?
- 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?
- Have you met with me yet to review your degree audit and build a course plan unique for you?

Future course offerings from:

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

Electrical Engineering - <https://www.ece.ucr.edu/courses> (2022-2023)

Undergraduate Faculty Advisor: Dr. Roman Chomko

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

THINGS TO KNOW! THINGS TO DO!

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>

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/>

BCOE 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: https://student.engr.ucr.edu/sites/default/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>

Academic Resource Center (ARC), we are continuing to provide programming and services

Drop-In Tutoring is back! –No appointment necessary! The complete tutoring schedule can be found on Tutorial Assistance Program (TAP) page: <https://arc.ucr.edu/tap>.

Reading & Writing Workshops – The ARC provides a number of workshops on reading and writing topics including “Writing Conclusions”, “The Writing Process”, and “Reading Writing Prompts”. For additional information and the workshop schedule, go to: <https://arc.ucr.edu/writing>.

ARC Job Fair – The ARC is hosting a job fair on Wednesday, February 1st (12pm – 2pm). During the job fair students will learn about the ARC's programs and various student employment opportunities. Students will be able to apply for jobs on the spot! Light refreshments will be served. Please see the attached flyer for additional information.

QUARTERLY DEADLINES & FEES

You can view quarterly deadlines at this link:

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

The last day to Add a course using the Enrollment Adjustment Form (NO Fee): January 27 @ NOON

The last day to Withdraw from a course using the Enrollment Adjustment Form (NO Fee): January 27 @ NOON

The last day to Change the Grading Basis using the Enrollment Adjustment Form (NO Fee): January 27 @ NOON

Please use the online forms website: 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.

COMMENCEMENT 2023

UCR has announced details for the 2023 Commencement Ceremonies: <https://commencement.ucr.edu/>

Tuesday, June 20 @ 6pm – BCOE Ceremony located at Toyota Arena in Ontario.

Plan ahead, invite your family and friends and don't miss this great experience to highlight graduation!

What are you putting your focus towards?

Can you define what you at your best is?

Do you allow yourself time and effort to care for your needs?

~~~~~  
*Thomas McGraw*

*Academic Advisor for students in:*

*Computer Engineering (CEN)*

*Electrical Engineering (ELEN)*

*Materials Science & Engineering (MSE)*

*Bourns College of Engineering*

*Student Academic Affairs*

*BCOE Advising*

*Skye Hall, Suite 310*

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

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