

From: BCOE Advising — ELEN <saelen@engr.ucr.edu>
Sent: Friday, March 10, 2023 10:04 AM
To: BCOE Advising — ELEN <saelen@engr.ucr.edu>
Subject: ELEN - Weekly Email (Week #10 - 2023 Winter Quarter)

I am shocked that Week #10 is upon us.

I really hope that you have a grasp of things in your world.

Please look ahead at your Final Exam schedule, attend classes this last week of instruction; and check-in with someone if you have a need or issue.

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.
Appointments are open for in-person meetings, or via Zoom (you can pick).
Appointment time slots are for 15 minutes.

Drop-ins are now called 'Quick Check-ins', and you can connect with me (via Zoom) using this link (these are for up to 10 minutes): <https://calendly.com/bcoe-advising-cen>.

Here is my schedule for the week:

Mondays	830-11am
Tuesdays	130-330pm
Wednesdays	130-330pm
Thursdays	830-11am
Fridays	830-11am

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.

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. Did you clear your hold.

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. Did you clear your hold.

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.
- 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?

Academic Probation:

- Make sure you are focused on the courses you are enrolled in, do your best and keep your focus.
- There are workshops that the Academic Resource Center (ARC) offers that may help:
<https://arc.ucr.edu/rsuccess>.

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): 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>. See the attached flyer for additional details.

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>.

2023 SPRING QUARTER GRADUATION

If you will be graduating in the 2023 Spring Quarter (taking your last classes), you need to apply for graduation.

If you missed the deadline (March 6), you will need to petition to apply for graduation late. Please go to this link: <https://student.engr.ucr.edu/online-petition>, the form is on the right side of the page.

Be in the know, check the website for more information on graduation:
<http://registrar.ucr.edu/registrar/guide-to-graduation/index.html>

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!

Stay focused.
Do your best.
Take care of yourself.

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*Thomas McGraw*

*Academic Advisor for students in:*

*Computer Engineering (CEN)*

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*Electrical Engineering (ELEN)*

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

*Materials Science & Engineering (MSE)*

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

*BCOE Advising*

*Skye Hall, Suite 310*

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