

From: BCOE Advising — ELEN <saelen@engr.ucr.edu>
Sent: Friday, February 3, 2023 11:27 AM
To: BCOE Advising — ELEN <saelen@engr.ucr.edu>
Subject: ELEN - Week #5, 2023 Winter Quarter

Can you believe that it is the middle of the quarter?!?! Wow!!

I really hope you are doing well. If you are not, reach out. If I am not the best resource to help, I may be able to refer you to the right resource. Don't ignore how you feel, or how you are doing.

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	No Drop-ins
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. Don't miss the last scheduled session to 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. Look for an email next week.
- 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?

Academic Probation:

- If you are on Academic Probation, be sure to meet with me. I have appointments schedule into March, but I will help you with enrollment if your time ticket is before we get to meet.
- Make sure you are focused on the courses you are enrolled in, do you 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>.

Dinner with Alumni: Engineering

What: Join us at the Alumni & Visitors Center to network and engage with UCR Alumni and Professionals who pursued careers in various engineering fields. The program will include a networking mixer, panel Q&A, and a sit-down dinner where you can find out more about life after UCR and get your career questions answered. Light appetizers, dinner, dessert, and refreshments will be provided.

When: Wednesday, February 8th 5:30-8pm

Where: UCR Alumni & Visitors Center

Cost: \$10

Link to register: https://myadv.ucr.edu/forms/dwa_engineering23

QUARTERLY DEADLINES & FEES

You can view quarterly deadlines at this link:

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

The last day to Withdraw from a course using the Enrollment Adjustment Form (\$4 Fee): February 17 @ NOON

The last day to Change the Grading Basis using the Enrollment Adjustment Form (\$4 Fee): March 3 @ 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.

2023 SPRING QUARTER REGISTRATION

The Schedule of Classes for the 2023 Spring Quarter is open at www.classes.ucr.edu.

View your registration time ticket as of February 7 in R'Web – Student Profile, by clicking Registration Notices (top right corner).

The time ticket is NOT a meeting with me, your assigned Academic Advisor. It is the earliest time you can register for classes through R'Web - Registration.

2023 Spring Quarter registration begins February 13.

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

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REGISTRATION TIPS:

1. Enroll in courses using R'Web during your assigned Ticket Time.
2. Use the online Schedule of Classes (www.classes.ucr.edu) to find open courses and the course record number(s) (CRN).
3. Check your degree audit in R'Web, the suggested course plan (<https://student.engr.ucr.edu/majors>), and the approved Breadth worksheet (<http://student.engr.ucr.edu/policies/requirements/breadth.html>) to determine what courses to enroll in next quarter. You can also go to this link for visual guidance for more in-depth course planning guidance (<https://student.engr.ucr.edu/student-success-programs>).
4. Confirm that you have satisfied all prerequisites for the courses in which you plan to enroll. Prerequisites are listed in the UCR General Catalog (<http://catalog.ucr.edu/>).
5. After you have enrolled, check your schedule in R'Web and your UCR Student email regularly for any changes to the courses you have enrolled in.
6. If you need assistance enrolling in a course use the appropriate resources:
CNAS courses (i.e., Math, Physics, Chemistry, Biology, Statistics) please use the online form here: <https://ucrbgsac.wufoo.com/forms/enrollment-request/>.
BCOE courses (i.e., Computer Science, Mechanical Engineering) please use the online form here: <http://student.engr.ucr.edu/enrollmentassistance.html>.
CHASS courses (i.e., History, Political Science) please use the online form here: <https://chassems.wufoo.com/forms/chass-enrollment-request-form/>
7. ENGL 001C alternatives offered in the 2023 Spring Quarter will be listed online at this link: <http://uwp.ucr.edu/wac.html>.
8. To Waitlist a course, you will only be allowed to waitlist for the discussion/lab section (the secondary part of the course). A seat in the lecture is assumed if there is a seat in the discussion/lab. If a seat becomes available, you will be sent an email to add both sections. You will only have 24 hours to add the available seat, so keep watching your email. If you miss the 24 hour window to add the course, that seat is offered to the next student in line and you will be dropped from the waitlist. If you drop yourself from the waitlist, either accidentally or on purpose, you will lose your place on the waitlist. For more details, you can click this link: <https://registrar.ucr.edu/registering/waitlist>.

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!

I hope you are focused, caring for yourself and are going to class.

Thomas McGraw

*Academic Advisor for students in:
Computer Engineering (CEN)
Electrical Engineering (ELEN)
Materials Science & Engineering (MSE)*

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