The Office of Undergraduate Studies collaborates with the schools, academic departments, faculty, and other administrative offices to develop and sustain academic programs and policies that inspire and challenge undergraduates at Case Western Reserve University.

In pursuit of this goal,

• We participate in curricular discussions and reviews within and among the units offering undergraduate courses and academic programs, and coordinate the presentation of undergraduate curricular offerings and policies to students, other members of the CWRU community, and external constituencies.

• We support faculty in their teaching and in their academic advising in the undergraduate majors and minors, administer the academic policies of the faculty, and monitor the progress of undergraduates in completing degree requirements, working closely with the Student Success Initiative.

• We work with the Office of Institutional Research to analyze data to inform the successful progress of undergraduates through the curriculum.
Undergraduate Studies Support Staff

**Paula Sumner**  
Graduation Coordinator and Student Records Specialist

**Holly McGrath**  
Degree Audit and Information Services Specialist

**Camila Estrada**  
Assistant to the Dean/Office Manager

**Ashley Zacharias**  
Department Assistant
Director of Student Advancement
    Michael Mason

Associate Directors of Student Advancement
    Aaron Baker
    Greg Harris

Assistant Directors of Student Advancement
    Sara Gaines    Gina Marie Maldonado-Powers
    Carmen Guess  Ricky Marcus
    Jordan Harkless  Sylvia Marrero
    Aaron Jackson  Latasha Timmons
    Kayla Jerome  Rebecca Weihrouch
    Dorien Langezaal  Amy Wilkens

https://case.edu/studentsuccess/navigators
Reorganization of Services Provided by ESS

SI, Tutoring and Individual student consultations: Student Advancement
Disability Resources: UH&CS
Accommodated Testing: Student Affairs
Graduate TA Training: UCITE (with Graduate Studies)
Undergraduate TA training: UCITE (with Undergrad Studies)
Office of Student Advancement (Navigators)

- Connection to campus resources and co/extra-curricular opportunities
- Connection to faculty/advisors and academic opportunities
- Support and advocacy for student concerns (non-emergent) related to academic performance/experience, campus engagement, and personal matters
- Receipt of major declaration forms
- Routine credit-hour overloads
- General academic support (e.g., study skills, time management, etc.)
- Summer course registration support
- General career development
- Guidance related to university policies and requirements
- Processing of drop/add forms
- Reporting of absences to faculty
- Required meetings with students on Academic Probation
- Completion of Financial Aid SAP forms
Office of Undergraduate Studies (Deans)

- Degree Certification
- Academic Requirements substitutions
- Commencement
- Special Request Petitions
- Fellowships and Scholarships Advising
- Academic Standing
- Undergraduate curriculum and academic policies
- Academic Integrity
- Processing of complete withdrawals and Leave of absence requests
- Integrated undergraduate/graduate/professional programs
- Transfer and off-campus study credit
- Course pre-requisite auditing
- Dean’s Verification forms/requests
Undergraduate Studies

Nancy Dilulio
Senior Associate Dean

Denise Butler
Associate Dean

Claudia Anderson
Assistant Dean

Amanda McCarthy
Assistant Dean
How to find the Navigator for your advisee?

1. From your Faculty Homepage, click on the “Advising” Tile.
2. Click on a student name to see their detailed record.
3. Advisors and Navigators are shown in the Advisor box.
How to find the Navigator for a student in your course?

1. From your Faculty Homepage, click on the “My Schedule and Rosters” Tile.
Nancy Ditulio
My Schedule

Fall 2018 | Case Western Reserve Univ
Select display option:
- Show All Classes
- Show Enrolled Classes Only

My Teaching Schedule > Fall 2018 > Case Western Reserve Univ

<table>
<thead>
<tr>
<th>Class Roster</th>
<th>Class</th>
<th>Class Title</th>
<th>Enrolled</th>
<th>Days &amp; Times</th>
<th>Room/Capacity</th>
<th>Class Dates</th>
<th>Class Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 214-100 (221B)</td>
<td>Genes, Evolution and Ecology (Lecture)</td>
<td>359</td>
<td>MoWe 3:30PM - 4:35PM</td>
<td>Stroacker Auditorium (198)</td>
<td>Aug 27, 2018 - Dec 7, 2018</td>
<td>Active</td>
<td></td>
</tr>
</tbody>
</table>

View Weekly Teaching Schedule

My Exam Schedule > Fall 2018 | Case Western Reserve Univ

<table>
<thead>
<tr>
<th>Class</th>
<th>Class Title</th>
<th>Exam Date</th>
<th>Exam Time</th>
<th>Exam Room</th>
<th>Enrolled</th>
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</thead>
<tbody>
<tr>
<td>BIOL 214-100 (221B)</td>
<td>Genes, Evolution and Ecology (Lecture)</td>
<td>12/13/2018, Thursday</td>
<td>12:00PM - 3:00PM</td>
<td>359</td>
<td></td>
</tr>
</tbody>
</table>

View Weekly Exam Schedule
On this page, note the 4- or 5-digit number in parentheses for the particular course.

<table>
<thead>
<tr>
<th>Class Roster</th>
<th>Class</th>
<th>Class Title</th>
<th>Enrolled</th>
<th>Days &amp; Times</th>
<th>Room (Capacity)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>BIOL 214-</td>
<td>Genes, Evolution and Ecology (Lecture)</td>
<td>359</td>
<td>MoWe 3:20PM - 4:35PM</td>
<td>Strosacker Auditorium (589)</td>
</tr>
<tr>
<td></td>
<td>100</td>
<td>(2218)</td>
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<td></td>
<td></td>
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</table>
2. Click on “Instructor Reports” in the left margin.
3. Click on “Reports” in the left margin.
4. Click on “View Report and enter the code for the current term and the 4- or 5- digit number for this course.
4. Click on “View Report” and enter the code for the current term and the 4- or 5- digit number for this course.
Your Class roster will show here with Navigator names and emails.
What else is new for Fall 2018

Curriculum and Policy Updates
New Majors and Minors for Fall 2018

- New minor in African and African American Studies
- New concentration in Healthcare Management in the Business Management major
- New concentration in Materials Data Science in the Materials Science and Engineering major
- Engineering (Undesignated) is now General Engineering
- Eliminated the Classical Tradition concentration from the Classics major
New for Fall 2018

Case School of Engineering General Education Requirements:
At least 12 credit-hours comprised of three- or four-credit hour courses outside of the areas of engineering, natural sciences, and mathematics.

Weatherhead School of Management Math 126 requirement:
MATH 126 or alternative chosen from DESN 210 (Python), ENGR 131 (Matlab), and EECS 132 (Java)
New for Fall 2017
College of Arts and Sciences
General Education Requirements

- Breadth Requirements: One half or more of the breadth requirements courses must be taken at CWRU
- Global And Cultural Diversity
  - Course Credit through AP, IB A-levels or similar work in high schools may not meet this requirement
  - Transfer credit for college-level course work may be applied if approved by the appropriate department
Academic Policy Changes for Fall 2018

- WSOM students are now permitted to use Pass/No Pass for WSOM courses.
- Academic probation will no longer be an automatic action. Students will be able to appeal being placed on probation.
- Academic Integrity Policy Refresh
Academic Standing Changes from Fall 2017

• Students who withdraw after the 11 Friday of a semester may not enroll for the next two academic sessions

• Students placed on probation or continued on probation are required to review their course schedules with their navigator in Student Advancement before the end of the drop/add period

• Academic probation will be recorded on the unofficial/advising transcript but not on the official transcript
# Six Year Graduation Rate History

<table>
<thead>
<tr>
<th>Entering Class</th>
<th>6 Year Graduation %</th>
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<tbody>
<tr>
<td>2002-2003</td>
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</tr>
<tr>
<td>2003-2004</td>
<td>79.9</td>
</tr>
<tr>
<td>2004-2005</td>
<td>81.8</td>
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<td>2005-2006</td>
<td>78.3</td>
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<tr>
<td>2006-2007</td>
<td>78.1</td>
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<tr>
<td>2007-2008</td>
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<tr>
<td>2008-2009</td>
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<td>2009-2010</td>
<td>80.6</td>
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<td>2010-2011</td>
<td>82.1</td>
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<tr>
<td>2011-2012</td>
<td>82.6</td>
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<tr>
<td>2012-2013</td>
<td></td>
</tr>
<tr>
<td>Entering Class</td>
<td>6 Year Graduation %</td>
</tr>
<tr>
<td>---------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>2002-2003</td>
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<td>82.1</td>
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<td>2011-2012</td>
<td>82.6</td>
</tr>
<tr>
<td>2012-2013</td>
<td>84.9%</td>
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</table>
New in SIS, Everything! (almost)
Students can enter personal pronouns and prefix!

<table>
<thead>
<tr>
<th>Notify</th>
<th>Photo</th>
<th>ID</th>
<th>Name</th>
<th>Send E-mail</th>
<th>Network ID</th>
<th>Personal Pronouns</th>
<th>Prefix</th>
<th>Units</th>
<th>Program and Plan</th>
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<tbody>
<tr>
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<td>32</td>
<td></td>
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<td>They, them, theirs</td>
<td>Mx</td>
<td>3.00</td>
<td>Undeclared - Biology (Int)</td>
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<tr>
<td>Network ID</td>
<td>Personal Pronouns</td>
<td>Prefix</td>
<td>Units</td>
<td>Program and Plan</td>
<td>Level</td>
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<tr>
<td></td>
<td>They, them, theirs</td>
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<td>Biology (Int)</td>
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</tbody>
</table>
What’s Next?

• Convocation: Aug. 29, 4:45 p.m. at Severance Hall
• Mid-semester grades due: Oct. 22
• Fall Break: Oct. 22-23
Important dates for students:

- Drop/Add deadline: Sept. 7
- Fall 2018 graduation application deadline: Oct. 1

<table>
<thead>
<tr>
<th>Upperclass students</th>
<th>First-Year students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class withdrawal deadline: Nov. 9</td>
<td>Class withdrawal deadline: Dec. 7</td>
</tr>
<tr>
<td>Pass/No Pass deadline: Nov. 9</td>
<td>Pass/No Pass deadline: Dec. 7</td>
</tr>
</tbody>
</table>
Prerequisite Checking: We will be contacting students that do not meet the prerequisites for Fall courses and will ask them to either drop the course or get instructor permission.

Degree Requirements: UGS will contact January degree candidates with a “not sat” status during the drop/add period.

UGS follows up with these students many times over the course of the semester.
Advising this fall semester:

Reach out to students this week:
   How was your summer?
   Are you happy with your fall schedule?

Please review the AR report with your students.
   Portfolio?
   Course substitutions?
   Minor Declared? or Dropped?
CWRU Prestigious Award Winners ‘17-’18

Fulbright Student Program
Emily Leung (‘18) Psychology and Business Management
   English Teaching Assistant (ETA) Grant: Malaysia
Rita Maricocchi (‘18) French, German, and Political Science
   English Teaching Assistant (ETA) Grant: Germany

Barry Goldwater Scholarship
Two of four CWRU nominees were awarded the following honors:
   Scholarship Recipient:
      Matthew Thompson, rising senior, Biochemistry and Theater Arts
   Honorable Mention:
      Megan Masterson, rising senior, Astronomy and Mathematics and Physics

Projects for Peace
Students participating on the winning project through the Kathryn W. Davis Foundation were:
   Akinola Akinbote, rising senior, Polymer Science & Engineering
   Hannah Clarke, rising sophomore, French
   Geneva Magsino, rising senior, International Studies
   Ivy Petsinger, (‘18), Chemical Engineering
Fellowship and Scholarship Information Session for CWRU Faculty and Staff
Tuesday, September 18 at 11:30am in Sears 333
Thanks for all you do for CWRU students!