INFO

- **IAP Process Review**
  The IAP process in each of the colleges has been reviewed with Lynne Mazadoorian, John Smithgall, Elizabeth Hane, Tina Sturgis and Chan. McKenzie. This team has been meeting with the College Leads for Advising and many Academic Advisors to go over the IAP progress, review their templates and get a sense of how things are progressing. This provided the colleges with an opportunity to discuss any issues they’ve encountered and allowed for sharing of information and best practices.

- **Advising**
  Advisors are working with transitioning students to develop their Individual Advising Plans (IAP). The IAP is an outline of program-specific degree requirements that is the direct product of one or more Individual Advisement Sessions between a student and his/her program academic advisor, and will be delivered to all transition students for the purpose of calendar conversion.

  Six new semester conversion advisors were hired over the summer, one each for COS, CIAS and GCCIS; three have been placed in KGCOE. An Advisors Toolkit has been posted to the Institute Advising Office website. http://www.rit.edu/academicaffairs/advising/advisors-council/advisors-tool-kit.

- **Semester Scheduling**
  With guidance from the Semester Scheduling Committee, a detailed schedule for fall 2013 has been developed by each of the colleges. Scheduling officers are currently entering this data into the new SIS. In support of the IAP process, a full listing of courses to be offered is available on the semester conversion website at http://www.rit.edu/conversion/facstaff_scc.php.

- **Impact Claims Process**
  An information session to share and discuss the Impact Claims Process was held at Advisors Council on 7/24/12, repeated for Advisors, Chairs and interested others on 8/23/12 and once again for Department Chairs on 10/12/12.

- **Intersession and Summer Terms**
  The Intersession and Summer Term Committee has been discussing opportunities and ideas for the university's first Intersession and Summer Term starting with the intersession of 2013-2104. Implementation details will be the next major focus. A contest was opened up to RIT students, faculty, staff and alumni to come up with a name for the intersession and summer terms of the semester calendar. Over 1,700 submissions were received and after careful consideration, Tiger Terms was selected as the name for new winter and summer terms.

- **New Student Orientation Resource Fair**
  The Office of Calendar Conversion and The Institute Advising Office teamed up at the New Student Orientation Resource Fair on August 29 to familiarize students and parents with the conversion from quarters to semesters.
• **Brick City**  
The Office of Calendar Conversion will hold two sessions during this year’s Brick City Festival. The conversation will be centered around the process of converting the university to semesters, the impact on programs of study and student advisement, as well as anticipated opportunities for alignment. Participants can have their calendar conversion related questions answered; there will be two sessions:

  o **Friday, October 19 at 3pm, Eastman Room 2000**  
  o **Saturday, October 20 at 9am, Eastman Room 2000**

• **IAP Promotion**  
Through the use of social media, the Semester Conversion Blog, and posters placed throughout campus, students are being introduced to the concept of IAPs and how the transition to semester will affect them. We will be giving away a $25 gift card to either Barnes & Noble or Wegmans every month leading up to August 26th, 2013, the day we officially begin semesters. The September and October winners have been announced. The drawing is open to current RIT students; those who “like” the Semester Conversion on Facebook are automatically enrolled in the drawing. A Twitter Feed has been added to the Student Guide which is located on the Semester Conversion webpage, http://www.rit.edu/conversion/. The sections of the Student Guide regarding Academic Advisement and Registration have been recently updated. Semester Conversion information is also available on the Semester Conversion Blog, Twitter or Facebook.

  **Tweet:** [https://twitter.com/RITConversion](https://twitter.com/RITConversion)  
  **Facebook:** [https://www.facebook.com/RITSemesterConversion](https://www.facebook.com/RITSemesterConversion)  
  **Blog:** [http://ritsemesterconversion.blogspot.com/](http://ritsemesterconversion.blogspot.com/)

• **Visitors to the Office of Calendar Conversion**  
Visitors from California Polytechnic University, San Luis Obispo recently met with the Office of Calendar Conversion and several individuals closely connected to RIT’s conversion process. The Cal Poly team commented on how impressed they were by the organization, energy, teamwork, camaraderie, commitment and professionalism with which RIT has tackled and is tackling the multitude of issues related to the conversion of our academic calendar.

• **Program Conversion**  
Of the 209 converted programs that have been sent to NYSED, 170 have been approved thus far (81%). Six of those placeholders represent three sets of programs that are being merged. The list of converted programs approved by NYSED is posted on the Calendar Conversion website: https://www.rit.edu/conversion/facstaff_redesign.php,

  Academic Senate has approved 189 academic programs. The list of converted programs approved by Academic Senate is posted on the Calendar Conversion website: https://www.rit.edu/conversion/media/documents/ApprovedProgramsbySenate.pdf.

**RECENT UPDATES TO THE SEMESTER CONVERSION WEBSITE**

• General Education Approved Course List and Perspectives Mapping:  
  Gen Ed Approved Course List - update 9-25-12, and  
RIT Course List – first year of semesters

Additional Guidance for IAP Preparation:

Individual Advisement Plan (IAP):
Overview of Graduate Advising for Semester Conversion - July 18, 2012.

Semester Equivalents for the Liberal Arts Core:
Semester-Equivalents-for-Liberal-Arts-Core.xls, and

Program Conversion Packet:
RIT Undergraduate and Graduate Degree Program Framework.

CONVERSION RELATED MEETINGS

The Curriculum Conversion Process Committee (CCPC) which is made up of Associate Deans, the Registrar and Chairs from the Governance Committees, met on 10/8/12 and will continue meeting to discuss a method for introducing the first fall semester course enrollment process. Future meetings are scheduled for 10/29/12 and 11/12/12.

The Calendar Conversion Council (CCC) last met on 9/11/12. The next CCC meeting will be held on 11/13/12.

Dean’s Delegates for Advising continues to meet biweekly with the Institute Advising Office. IAP issues and process updates within each college are shared at each meeting.

J. F. Naveda, Chan. McKenzie and Lynne Mazadoorian met with Student Government President, Taylor Deer on 10/4/12 to share IAP related information and discuss best methods for disseminating information out to the student body.

J. F. Naveda and J. Loffredo met with RIT’s Student Government on 10/5/12 to discuss first semester scheduling of courses.

Comments or questions can be directed to the Academic Calendar Conversion Office Q2S2013@rit.edu.

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