

Advisors' Council
March 18, 2015, 8:45 a.m.
UC Chickamauga

Members attending: April Anderson, Laura Bass, Debbie Bell, Nicole Brown, Amanda Chambers, Angelique Cook, Sue Culpepper, Donna Cooper, Jessica Darsey, Amy Davis, Linda Gehron, Avalon Gourlay, Stacie Grisham, Squoia Holmes, Elizabeth Johnson, Nicole Jones, Kristin Labs, Laura Lee, Rebecca Littleton, Emily Martin, Kayla McAuliffe, Joseph McCauley, Gary McDonald, Deardra McGee, Amber Noblit, Linda Orth, Nikki Ownby, Blake Pierce, Carl Raus, Rhonda Reynolds, Mary Roland, Carrie Sherbesman, Lindsey Wendorf, Marjorie Whiteside.

Others in attendance: Yancy Freeman, Bradley Bell, Lee Pierce and Florence Bromfield

Call to order: Elizabeth Johnson at 8:50 a.m.

Welcome

Approval of Minutes:

A motion was made by Laura Bass. The motion was seconded by Jessica Darsey.

Voting:

The council voted on the rotating leadership positions. Avalon Gourlay became the Assessment Coordinator with 32 votes. Nikki Ownby became the Training Coordinator with 31 votes. They will assume their roles on May 1st.

Updates:

The May Advisors' Council meeting will take place on May 8th. A recognition breakfast will be provided. Please let Elizabeth know if you will not be in attendance.

Those members without BDMS access, and that emailed Elizabeth Johnson, should now have access. If a member still does not have access, he or she needs to email Elizabeth Johnson. Elizabeth can also send out instructions for BDMS use.

The override processes are listed on the Advisors' Council website. We ask that each department takes the time to review their processes and see if there are any changes that need to be made.

Currently, students that have been suspended/ dismissed have the same alternate pin once they are readmitted. It has been asked that they receive a new alternate pin once they are readmitted. Elizabeth asked the council to think about this and decide if this is something that we would like to bring up as a council.

Professional Development:

Carrie Sherbesman spoke to the group and reminded them about Adult & Transfer Orientation scheduled for April 30th. Any transfer student who does online orientation will be able to register the Monday after priority registration begins. There is an online orientation available with every transfer orientation.

Linda Orth was at the meeting with Lee Pierce to discuss the transfer process with admissions and records offices. UTC needs all transcripts, including high school transcripts. First, the admissions enters the course work from the transcripts. Records then runs quality control checking and comparing to make sure all of the accurate credits are on the UTC transcript and that they are adding up correctly. The admission process begins once the student's file is complete. When all coursework is entered,

then a decision is made. If a school is not in the banner catalog, someone in the records office must build it. We would like to contact TBR schools and have them send their entire catalogs, but we would have to have them send the updated catalog yearly.

UTC will begin accepting more Prior Learning Assessments (AP, IB, CLEP, etc.).

If no Associates Degree has been earned, there is a cap on PLA. There is a total of 60 hours combined that will be accepted.

Nikki Ownby asked if UTC accepts AP & PLA credit from Chattanooga State, even if they do not require the same score as UTC. The answer was yes.

Angelique Cook asked if there was any way to do the 60 hour requirement check on MyMocsDegree. It is currently not clear if the student has received an AA. Linda replied that records office does this check at graduation. Institutional GPA will indicate how many earned hours.

UTC will not satisfy general education requirements for students with Reverse Transfer and an AA.

Jessica Darsey stated that she has had students in the TTP that have been emailing her to schedule classes for the summer and fall, but they are not in the system. These students are not automatically admitted. They must apply to UTC. Once admitted, UTC will look to see if they were awarded a TTP degree and then change it in MyMocsDegree.

Gary McDonald asked where the time ticket comes in. This is tied in with orientation. Transient students receive their time ticket automatically for the Monday after priority registration. Students not graduating in applied semester must be given a time ticket manually.

Grades are due after graduation this semester and upcoming semesters.

Questions/Concerns:

There were no questions or concerns.

Adjournment: Meeting was adjourned at 9:51 a.m.