

## Advisors' Council

June 20, 2018

8:45am

Signal Mountain Room – University Center

**Attendees:** Sarah Alsobrooks, April Anderson, Meagon Bean, Debbie Bell, Vikki Bernotski, Theresa Blackman, Angelique Cook, Donna Cooper, Sue Culpepper, Julie David, Eunice Davis, Jena Doolittle, Diana Fryar, Stacie Grisham, Jennifer Guess, Elizabeth Johnson, Sherrell Jordan, Rebecca Littleton, Kayla McAuliffe, Deardra McGee, Amber Noblit, Sevan Paris, Sumer Patterson, Jessica Pierce, Daeja Robinson, Robin Sturnes, Brian Tucker, Marjorie Whiteside, Sherese Williams

Vikki Bernotski called the meeting to order.

Elizabeth Johnson motioned to approve the minutes from the March 21, 2018 meeting. Lindsey Felix seconded the motion. The minutes were approved.

Sevan Paris motioned to approve the minutes from the April 25, 2018 meeting. Jessica Pierce seconded the motion. The minutes were approved.

### Announcements

Thanks to Records for all their work in making the catalog for 2018-2019 live on May 1 appreciation was shown via applause and a card of thanks

**Military Science** – Lee Dalton – ROTC coordinator at UTK and UTC spends most of his time at UTK. UTC contact for ROTC is Capitan Beavers

- 1) How ROTC can make it easier to work with cadets – scheduling/ how to join
  - a) Preference to join freshman year and move through ROTC and the chosen major with ease
  - b) Can join as a SPHMR (can come in as a JR if they go to a 4-week camp at Ft Knox or come in with military service credit
    - I. It's easier for the student for them to join earlier rather than later
- 2) The Form
  - a) They should not show up to meet with their academic advisor with the form blank; they should have all their ROTC courses listed on the form when they email or bring it to their advisor
  - b) The expectation is not to have all the courses picked out down to specific electives for 4 years, but to have a general idea of the progression
    - I. Important note: adding extra terms onto the initial form will allow the student to extend their scholarships if needed.

Consider this when meeting with your students for the first time.

- II. Form needed for scholarships and contracts
- III. Students do not get paid if this form is not filled out
- c) When filling out the top section of the form
  - I. Do not worry about CIP code – Host school will be UTK
  - II. Leave the GPA block blank (3<sup>rd</sup> box at the top)
- d) Every student has to have a ROTC course every term
  - I. PT course can be taken 8 times (MILS 1080r)
  - II. The labs for ROTC courses are combined and shared so if they are taking 1080r and 1060 1 lab will suffice for both
- e) The army designed the form with the expectation that it would only need to be filled out once; but that is not the case as we know – they will need to fill it out each time there is a change to their academic plan
  - I. This includes changing majors, adding or subtracting a minor, change in graduation date or failing a course
- f) If the students will need more time to finish their degree, they are able to request an extension for their scholarship, however, extra semesters need to be added at the first form for ROTC for the extension to be possible
  - I. This is why it's vital to have that conversation with your students as early as possible to determine if they think they will need extra time
- g) If a student makes a D or F in a course or a C- in a major course they cannot request an extension of benefits through the ROTC scholarship if it extends their graduation timeline
  - I. A W may not allow extensions either that is determined on a case by case basis
- h) ROTC Forms and Orientation
  - I. Clearpaths and the initial form are sent to Knoxville during Orientation before the student is advised
  - II. when students meet with their advisors for the first time in the fall the form can be updated and resubmitted as the army will accept updates
- 3) Summer after Jr Year – Adv Camp is required
  - a) It is staggered start so it can be flexible with the student's schedule if they know ahead of time – start is every 6 days or so
  - b) It's also possible to delay this until after their senior year depending on the circumstances
- 4) The minor
  - a) Still waiting to see how the minor and the ROTC form works together; in the past students were prevented from joining ROTC too late in their career but the minor would not prevent SR from taking ROTC
- 5) Scholarships
  - a) Out of High School - Room and board flat \$5000 for students, tuition is and fees are covered regardless of the institution
    - a) There is not a flat rate for tuition whatever the tuition is for that institution is what they pay

- b) Book voucher and stipend are also offered
  - b) Campus based
    - a) Begins Sophomore year – \$420 a month for stipend and 600 book allowances
    - b) Tuition is also covered and there is a housing allowance
  - c) TN Strong Act – students can use this in conjunction with ROTC scholarships
    - a) Students are able to make money going to school if they are serving in the guard allowing them to graduate debt free
    - b) May see an increase in guard
- 6) UTC is larger than other host programs and the hope is that we will grow to the point where we can have our own representative
- 7) ROTC – the commitment and service agreements
  - a) Anyone can take the ROTC course for 4 semesters with no commitments to the army; once they hit sophomore year they must sign a contract which is their agreement to serve as a commissioned officer in the military (Army) once they graduate
  - b) Students have a few options on how they wish to carry out their service
    - a) 4 yrs. active duty (nursing is the only required to serve active) or 8 years guard
      - I. 70% of ROTC students nationwide who select active duty go on active duty
    - b) If they do not take scholarships from the ROTC they can opt for 3 years active duty or 6 years in the reserve
      - I. this is more for students that are already in the guard or have had prior military service in another branch
  - c) Regardless of amount of scholarship used by the student be it 2 or 4 years the service obligations are the same
  - d) Every Jr. must go to camp after Jr. year – they are able to defer until after their SR year for academic reasons

### **Academic Advising & Career Development Partnerships – Irene Hillman**

- 1) Merging career and academic advising whenever possible – an idea based on Dr. Darling former NACADA president and at currently serving at UTK
- 2) Facts as to why this is important
  - a) All students are exploratory to some degree
  - b) Students do not have to see career advisors and it does not affect their graduation – but they do have to see academic advisors
    - a) The partnership is vital so that students can be exposed to professional development even if they do not meet with a career advisor
- 3) Be aware of students who need or would benefit from career advising and refer, refer, refer
- 8) The most important question- why should we care? (about career advising)

- a) Helping students develop a career plan helps them develop an academic plan – and this is why we should care – students who engage in these conversations become more thoughtful and engaged professionals
  - 9) Talking about major
    - a) Talking at students versus being action oriented
    - b) We have to enable students with the tools to think about who they are and what they want to do as they begin to form the answer to the question “what I want to do with my life”
    - c) See hand out for more tips and topics on helping students select a major
    - d) Easing the pressure
      - a) Students feel pressure from all over and helping them understand as they grow and become confident in who they are and what they want the pressure will ease
    - e) At the end of their academic career and they have it all together – students want to be given the green light – but they are not ready yet
      - a) Research/shadowing/internships are vital – experiential learning will make or break a student in the job market
      - b) How have you applied your learning? If they are not able to answer it becomes a real problem for graduate schools and employers when considering a student
    - f) Money
      - a) Students are concerned about how much they will make in their chosen field ...well it depends....
      - b) A better way to answer this question is to equip them with tools to do career research and allow them to see not only what the salary options are for their field but they can discover careers in their field they may not have even known about let alone considered
    - g) Refer
      - a) After equipping students refer them to a career advisor so the conversation can cont.
      - b) When they ask what they need to do to get a job or make it in their field – always refer to a career counselor so they can prepare students with interview skills, resumes, wardrobe, how to network, clubs or join, social media (working for them not against them)
    - h) Probing questions – So now What???
- a) In what ways are these courses relate to your interests and goals?
  - b) How did you decide on you major?
  - c) As a kid, what did you want to be when you grew up?
  - d) What would you do if you could not fail?
  - e) What majors interest you? Have you taken any assessments to consider academic areas of interest?
  - f) Questions for SPMRS
    - I. In what ways do these courses related to your interests and goals?
    - II. Have you thought about ways to apply your learning, maybe through Volunteering or an internship next year?
    - III. Have you started talking to prof whose career you may enjoy?
  - g) Jrs

- I. Do you have your resume?
  - II. Have you started networking
  - III. Tell me about the plans you have for this major career wise?
- h) SR – all about the launch
  - I. What are your plans the on after graduation?
  - II. How's the next step going?
    - 2. Grad school/job hunting
- i) In it for the long haul
  - a) Career development and counseling is not as effective if only used in the last few terms in school
  - b) Students can benefit by meeting with career counselors all 4 year
  - c) Handshake is coming to campus in the fall – begin introducing students to that so they have literally search for jobs via their smart phone – it's a great place to intro them to the world of work
  - d) Ask them about professional events like career fairs and networking
  - e) Career readiness in academic plans are always a great idea-
  - f) Bring career advisors into the conversation – connect students to this resource
  - g) Questions and comments
    - I. Deardra and Kayla teach UTSU 1300: exploring majors course for rising SPMRS and above for those not sure or thinking about what they want to do
    - II. Focus II – concern about the ease of access and the location of where it can be found – currently listed on the Center for Advisement homepage
    - III. See handout for other online resources
    - IV. Who are the advisos- Julie David – ENGR; Career Services; Arts and Sciences is working on success center that will focus on career counseling – see handout for contact information on how to connect students with advisors

## Financial Aid Updates

- 1) Fall 2019 are when the changes are happening but we begin the conversation today
- 2) Dept of Edu – Course Program of Study UTC specific name to follow
  - a) D of E requires they must be in an eligible program and the courses they take must be in that program
    - a) Now that we can track students and what they are taking (will take about a year to set up and produce)
  - b) The student has to take courses that count for their program in order to count for Financial Aid
  - c) The following aid falls into this
    - a) VA; Pell, SEOG, Teach, Sub and Unsub, Fed PLUS –
      - I. HOPE and other none federal aid (private loans and scholarships) do not have to adhere to this model
  - d) Refer to the handout for the exact functioning of the new policy

- a) Once a student drops below 12 hours of eligible course work (not total hours) it begins to affect their aid, they may start getting  $\frac{1}{2}$  or  $\frac{3}{4}$  of their aid depending on what they have
  - b) If a student is in 9 hours of courses but 2 of those classes do not count towards their program they would no longer be eligible for aid
  - c) Undecided – everything is triggered off MMD so if the course has a spot to fill then they are ok; if courses are listed into fall through would not be eligible for aid
  - d) Yancy – this is not really different than what we have done; pushing students through programs and VA has always functioned like this
    - I. We will be responsible for making sure if students want to explore we help them do that earlier rather than later
    - II. Students will need to understand that their choices of courses will affect their aid
  - e) How will changing majors affect them? Will there be a limit on major change? Its dependent on their major each semester, so if their major is BIO 1 term and PSY the next term they would not go back and invalidate aid
  - f) Date this goes into effect? – anticipation is registration deadline
  - g) PT and OT has not major – how do students get those courses?
    - I. If they have no electives then aid would not cover it; if they do then aid would count for
  - h) Minors – if it creates spots in MMD degree and not fall through then it would be funded
  - i) PSY concentrations – if records fix a course that was in fall through and not in the concentration then it should be ok
  - j) Will things be back dated? Will incoming fall 2019 be the only affected? No when this goes into effect to goes into effect for all students
    - I. We have the ability to make manual changes
  - e) Think about your majors and specific scenarios and email those to Fin Aid to [Jennifer-Buckles@utc.edu](mailto:Jennifer-Buckles@utc.edu) to work this all out before it goes live
  - f) Remember
    - a) Whether or not the course counts are based on MMD – Student specific
    - b) Students with concerns should be directed to Fin Aid
    - c) Fall through courses do not count for aid
      - I. Just b/c a course does not count does not mean it will affect them HOPE and institutional do not have this change
    - d) Students do not have to pay out of pocket for the courses that do not count; but how much overall aid they get will be affected; they can use this amount to pay towards their whole bill
    - e) If a student drops all classes that count in a program but still remains enrolled in courses that do not count they will be considered a withdrawn Fed Aid and they may be responsible for paying back some or all of their aid
- 3) Repeats and federal aid
- a) Fed Adi will pay for 1 repeat of a previously passed course on the 3<sup>rd</sup> attempt of a previously passed course those credits are removed from the students Fin Aid eligibility

- 4) The Federal Regulation has been in place for a while, so do not advise students to take a bunch of non-compliant courses – that would be a violation- but it will be enforced and go into effect on a large scale Fall 2019
- 5) Yancey and Fin Aid will be meeting with departments to go over

## Updates

### Career Development Alliance (CDA)

- 1) Friday August 24<sup>th</sup> Milkshakes and Handshake to intro new application
- 2) CDA Min are online for review
- 3) Send any events you wish CDA to PR send those to Career Center

### Dr. Freeman

- 1) Complaints have been made about advising during orientation sessions about students that no longer want to attend UTC
- 2) Comments from OR
  - a) Believe my advisor is doing everything to make sure I am happy and on the right track
  - b) Only way to have my experience better would be to have a small advisor to carry about with me
  - c) My advisor has made me feel stupid, inadequate
  - d) Changing major so I don't have to deal with that advisor
- b) Professional advising is b/c of our advising – this is shared with deans and executive council and this is not how we make the case for professional advising
- c) Are the comments taking into account to course availability?
  - a) Its invisible for many because they are preregistered; its more frustrating for readmitted and returning students
  - b) Anticipate frustration towards the end of OR
  - c) We are up 300 first time freshman; transfers are trending up not as much of freshman but it's still up
    - I. Our registration to date is 450+ over last year
- d) Will advisors be spoken too who have had bad reviews? Yes, but it will not be punitive its meant to be a learning meeting. Also a reminder that students are the pathway to what we do and we need to do what we do with love, and care

Meeting adjourned at 10:07am.