

## **Advisors' Council**

July 15, 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, April Ebbinger, Lindsey Felix, Linda Gehron, Angela Google, Stacie Grisham, Squoia Holmes, Elizabeth Johnson, Nicole Jones, Emily Martin, Kayla McAuliffe, Deardra McGee, Amber Noblit, Nicole Orr, Linda Orth, Nikki Ownby, Sevan Paris, Blake Pierce, Carl Raus, Rhonda Reynolds, Mary Roland, Carrie Sherbesman, Marjorie Whiteside, Sarah Wright.

**Others in attendance:** Yancy Freeman and Lee Pierce

**Call to order:** Elizabeth Johnson at 8:46 a.m.

### **Welcome**

#### **Approval of Minutes:**

A motion was made by Marjorie Whiteside. The motion was seconded by Jessica Darsey.

#### **Old Business:**

The council was asked to take time to look at the advisement website. Please send suggestions of what you would like to be included or how to improve it to Elizabeth Johnson. [www.utc.edu/advisement](http://www.utc.edu/advisement).

Newsletter launch expected for beginning of fall term.

Next council meeting will be the fourth week of August - August 26<sup>th</sup> at 8:45 a.m. This has been moved because the third Wednesday of August is the first week of school.

#### **Transfer Orientation Updates:**

Third transfer orientation will be held this Friday with 215 students registered. There are also 50 students registered for the online orientation.

Getting everyone registered has been the biggest issue for the past orientations thus far. Education, Business, Psychology, HHP, and Nursing will all host transfer students in their computer labs. Orientation leaders will bring students to the department computer labs and the OL's will stay with them.

Linda Orth asked how overrides were going to be handled in these computer labs. Stacie Grisham said that they would be handled in house or the student can go to the department. The new override form will be used for those students in the library computer labs.

Immunization holds will be lifted during orientation so that students will be able to register while on campus.

Step Ahead Math will be open through the next orientation.

There have been thoughts about creating a transfer orientation subcommittee to get feedback on how to make it better. Send Carrie an email if you are interested in helping with this. These meetings will begin after the last August 3<sup>rd</sup> session.

Jessica Darsey asked who to contact about getting free printing in the additional computer labs during orientation? Carrie did not know the answer to this question, but said she will find the answer.

Yancy Freeman spoke next about the upcoming transfer orientation. There are currently 9,700 students enrolled as of Monday. We are down 207 students. FTE is down about 130. Transfer is up about 110. We NEED DESPERATELY all 266 students signed up for orientation to walk away with a schedule on Friday. We will see a significant impact when enrollment drops. If there is anything that he can do, let him know.

Marjorie Whiteside asked if we should give priority to students at orientation over those currently on waitlists. The answer was, no, give priority to the waitlist. Let us know if the waitlist is full and then we can go to department head to ask if there is a way to add an additional section.

Jessica Darsey asked about students that have already completed AP courses and only have the option to be on the waitlist for major courses. The answer was, do not sign students up for classes just for them to have a schedule. Only enroll them in courses that are needed. Get them on the waitlist and follow up with them to make sure they get what they need.

We have until fall 2017 to get ready for first set of TN Promise students. Discussions have been made about meeting the need of classes by adding online sections.

Marjorie Whiteside asked if there was any additional financial aid for those students that cannot attend for financial reasons. Yancy suggested we have these students talk with the financial aid office to see if there is anything that we can do.

Carl Raus asked if there are conversations going on regarding focusing on pre req courses. Yancy said there are opportunities to partner and refine clearpaths to make sure transfer students are prepared when they come here.

Amy Davis asked if any additional TTPs are being created or reviewed. There is no news about this. There is concern that there is only one year of TTPs published. They are not being updated with catalog changes. There has also been concern about the lack of students participating with TTPs.

### **Transfer Equivalency:**

Linda Orth gave the update that ENGL 1310, which was previously approved as a TVB, should have been approved as a literature. The records office has gone back to students and manually put on the attribute for that course. The TVB attribute will remain until summer 2016, unless the department submits it to count as both.

To talk about transfer equivalency- the catalog in banner is built course by course. Records is not able to import/export catalogs. These should be updated once a month – or supposed to be. If a course is not a direct equivalent, it will be on the student's transcript as (1,2,3,4)XXX. The transfer catalog is growing. We only build courses that come in on transcripts. If course numbers change, there will be a new course created. You will see both of them on the equivalency chart. Contact Melanie Dixon about programming to fulfill requirement. If it is a direct equivalency, department heads need to contact Linda.

### **Dual Admission Advising:**

Lee Pierce joined council today to give an update on dual admission advising. She started by saying that the freshman application is still available and that the admissions office is still admitting students.

There was a flyer sent to council prior to our meeting about the Achieve Award. This is a scholarship available to this freshmen class for their sophomore year. Please see flyer for more information (below). Students will be eligible for an additional stipend if meet requirements. Currently, this is only available to those that are eligible for the TN Promise.

Dual admission agreement has officially been signed with Cleveland State and almost signed with Chattanooga State. These schools are actively recruiting students – they want their students to be in dual admission program. Students interested in this program, will say up front that they intend to enroll at UTC in 2 years. An intent-to-participate form is signed, and then “we start courting them.” This allows students to get into the pipeline sooner. They will appear in banner as a student from the beginning. The intent to participate gives the records office the permission to send updated transcripts every semester. These students will have a MyMocsDegree form. These students must have access to an advisor on our campus once a semester.

Students can opt to pay \$107 dollars for an active my Mocs card. This will give them access to student health, the ARC, UTC library, and sporting events. This helps to acclimate and make the transition easier. Students that opt to participate will be admitted to banner this fall. They do not have to do \$107 to have access to an advisor. We will offer an open house/tour for them to see our facilities.

They will be listed as a non-degree student in banner. Their MMD will not show an actual advisor assignment.

Elizabeth Johnson asked how many students we have for the fall. Currently, there are none Chattanooga State. There are ten students signed up from Cleveland State.

**Reminders:**

Webinar titled *Promising Practices for Student Success* will be on August 7<sup>th</sup> between 10:30 a.m. to 12:00 p.m. in Chickamauga Room.

EAB Campaign – Follow up meeting is September 2<sup>nd</sup> at 8:45 a.m. in Signal Mountain Room.

**Questions and Concerns:**

Amy Davis asked if anyone knew how many students have signed up for step ahead math. Mary Roland shared that before this week there were somewhere between 70 to 80 students signed up.

Marjorie Whiteside asked about available options for those students that cannot complete step ahead. It was shared that the math department has contacted these students via emails and post cards.

Sevan Paris shared that there are two additional sections of THSP 2800 now available.

**Adjournment:** Meeting was adjourned at 10:04 a.m.