

Advisors' Council
September 21, 2016
UC Raccoon Mountain Room

Members Attending: April Anderson, Laura Bass, Debbie Bell, Vikki Bernotski, Brad Bond, Nicole Brown, Angelique Cook, Donna Cooper, Amy Davis, Jena Doolittle, Rebecca Drago, Lindsey Felix, Yancy Freehman, Diana Fryar, Katie Hargrave, Squoia Holmes, Chris Horne, Elizabeth Johnson, Nicole Jones, Sherrell Jordan, Laura Lee, Rebecca Littleton, Emily Martin, Kayla McAuliffe, Joseph McCauley, Deardra McGee, Amber Noblit, Shana Oates, Nichole Orr, Linda Orth, Nikki Ownby, Sevan Paris, Sumer Patterson, Jessica Pierce, Carl Raus, Mary Beth Rayner, Darris Saylor, Samantha Skidmore, Lisa Tarr, Brian Tucker, Marjorie Whiteside, Sarah Wright, Sandy Zitkus

Others in Attendance: Winston Drain (Financial Aid guest speaker) and Lee Dalton (Military Science guest speaker)

Call to Order: Elizabeth Johnson at 8:49am

-Elizabeth announced that the Advisors' Council has outgrown the old meeting location in the Chickamauga Room; therefore, the Signal Mountain Room will be the normal meeting location (in exception of the room being booked, like today)

Minutes:

A motion was made to approve the August minutes by Sevan Paris; the motion was seconded by Lindsey Felix.

Announcements:

Elizabeth Johnson reminded the council that the annual conference for NACADA will be held October 5th through the 8th in Atlanta. Please let Elizabeth Johnson know if you plan on attending the conference.

Professional Development:

1. Financial Aid: Winston Drain, Assistant Director in Financial Aid & Scholarships announced that his office will be hosting FAFSA Fridays. These will be held every Friday in October. The FAFSA is now going live on October 1st, rather than the traditional date of January 1st. FAFSA Fridays will be held 2:00-5:00pm in computer labs around campus (library, EMCS, metro, fletcher, math plaza, university center). Winston asked the council to encourage students to attend the event if they need assistance. He stated that it will be a mixture of current and prospective students, and they are partnering with the Educational Opportunity Center.
 - a. Sevan Paris asked if there is a link we can refer students to; Winston replied that it is being created right now. He also mentioned that there will be a social media campaign.
 - b. Elizabeth Johnson asked what should students bring with them; Winston said they can refer to the checklist for 17/18 award year (taxes 2 years prior - 2015 IRS tax transcripts; data retrieval tool in FAFSA); he also mentioned that videos/tutorials will be loaded to the Financial Aid & Scholarships website.
 - c. Yancy Freeman mentioned that there will be an upcoming event, College Go Saturday, which is an event for students/families in our surrounding

community. He said that there will be FAFSA assistance at this event. Individuals can register for the event online.

2. Military Science Program: Lee Dalton, ROTC Recruiting Officer, came to discuss the ROTC program at UTC. He explained that students can join the ROTC program at different points in their academic career, not just their incoming semester. He also explained that there is a scholarship, as well as a non-scholarship commitment for years on active duty and in the reserves. Lee explained that students can use their scholarship money for tuition/fees or room/board. He said that for scholarships, everything is based off of graduation date, which is why the 104R form is important. This form has been updated with removal of the credit hour block calculations. He said that it is very important to have the starting semester and graduation semester. He also said that most students will have 17-19 hours a semester, and he asked the advisors to complete the academic blocks as thoroughly as possible (course numbers as well as titles). He said that advisors need to sign Block 12, which is our verification that if the student completes all of the courses on the form, then the student will graduate in time.
 - a. Chris Horne stated that the FAQ page on the ROTC site indicated there was a minor available; Lee said this is not true. Linda Orth encouraged Chris to bring this forward to curriculum.
 - b. Linda Orth commented that ROTC students are commissioned at graduation, and it is exciting to watch.
 - c. Lee Dalton commented that there are 120 ROTC students at UTK and 40 at UTC; he hopes to integrate the group.
 - d. Amber Noblit said it is difficult as an advisor to know the MILS courses to put in the 104R; Lee replied stating that he will make sure this shell is filled into the form (there are various 1000 to 4000-level courses, as well as a required Military History course).
 - e. Squoia Holmes said she can approve fee payment deferment for ROTC students if they can prove they are on scholarship.
 - f. Lee explained that the form needs to be submitted by the last day of the semester so that it can be processed. He informs ROTC students that it needs to be turned in early in December to provide a cushion for this deadline, which is the last day students can receive their scholarship money for the current semester. He explained that students must pass their PT test in order to receive their scholarship.
 - g. Elizabeth Johnson asked how we would know if any of our students receive the ROTC scholarship. Lee said that he could provide this list of students. Linda stated that if Lee sends the list to Records, they can give them a specific attribute in the system.
 - h. Nikki Ownby asked what format the 104R file needs to be saved in; Lee said it needs to be saved as a PDF.
 - i. Squoia asked if the students are in GoArmyEd; Lee responded that only 24 of the 161 cadets are in GoArmyEd.
 - j. Nikki asked if the students can take summer classes. Lee said that they can take summer classes, but Army will not pay for summer classes unless they are in the 104R; a request can be made to get an extension of benefits. ROTC students only have a 4-week commitment in the summer after their junior year.

3. NSSE Comparison: Avalon Gourlay presented the results from the FSSE (Faculty Survey of Student Engagement) and NSSE (National Survey of Student Engagement). She used a PowerPoint presentation which listed certain survey results. The NSSE is given to 1st year students and seniors; these students are sent an email to take the survey, and there is an incentive to complete the survey (ex. iPad).
 - a. Laura Bass asked the scale for the responses; Avalon responded that it is a scale up to 4.
 - b. Yancy asked if we have contracts with our advisees that list our response times. If not, we are only left with their expectation, which is impacting the survey results. He also explained that this survey data should inform our next moves, and we need to be strategic in how we respond to it.
 - c. Donna Cooper reminded the council that we also have graduation specialists to support our seniors.
 - d. Katie Hargrave commented that advising is not listed as faculty workload. Yancy replied that if departments aren't willing to give faculty credit, then departments need to hire more staff for advising.
 - e. Avalon commented that the assessment committee is going to compare our advising survey results to NSSE specifically our freshmen/senior groups.
 - f. Angelique asked if we can get our department-specific data; Avalon said she needs to speak to her department head.
 - g. Jessica Pierce said that she is using a texting service, and she has noticed that students don't repeat texts like they do emails if she doesn't respond right away.

Questions/Concerns/Updates:

-Mary Beth Rayner reminded the attendees about the upcoming advising campaign the first two weeks of October; there will be advertising across campus to promote scheduling advising appointments. On October 3rd and 4th, there will be advising campaign tables in a couple places on campus, and she requested more volunteers.

-Deardra McGee reminded everyone of the Majors Fair today.

-Yancy Freeman said the EAB campus implementation will be on October 11th from 1:00pm to 3:30. A reminder will be sent out. Angelique asked if we would have input on the modules; Yancy responded by saying we need to ask EAB when they are here.

-Donna Cooper announced the upcoming Career Days, which are for all students, including alumni. She asked us to remind our students to dress professionally.

Adjournment: Meeting was adjourned by Elizabeth Johnson at 10:07am