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Advisors' Council
October 21, 2015, 8:45 a.m.
UC Chickamauga

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Members attending: April Anderson, Laura Bass, Amanda Chambers, Donna Cooper, Jessica Darsey, Lindsey Felix, Yancy Freeman, Angela Google, Stacie Grisham, Squoia Holmes, Elizabeth Johnson, Nicole Jones, Laura Lee, Emily Martin, Kayla McAuliffe, Joseph McCauley, Amber Noblit, Linda Orth, Nikki Ownby, Sumer Patterson, Mary Beth Rayner, Brian Tucker, Sarah Wright.

Others in attendance: none

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

Welcome

Approval of Minutes:
September minutes will be voted on during the November meeting.

NSSE/FSSE Results
Advisors' Council added an Academic Advising Module to the NSSE/FSSE survey last year. Results can be found below. In summary, freshmen rated higher and seniors rated lower, especially compared to our peers.
The Advisors' Council survey is available now. Students can find the survey on the right side of the "Academic" tab on their MyMocsNet. The first email blast was sent to students today, and they will continue to go out weekly. Please encourage your students to take this survey. Mary Beth Rayner asked if there was a way for advisors to have the Academic tab added to their portal. The answer was no, but there are some new and exciting things coming. The entire portal may be changing completely in the next 12-18 months.

Records
Linda Ourth provided an overview of course petitions, which are completed in several different ways. Course substitutions are submitted electronically by departments. The last 24 hour petition and general education petitions are still submitted through paper. This is because they are unique and individual. All general education from TBR schools should be coded to transfer to UTC automatically.
Amanda Chambers asked if students are notified if petitions have gone through. The answer is yes. It was also asked what the difference was when a petition was showing under the "approved" section and under the "applied" section. This is because there is about a week long lag. The petition is approved by the department and then is has to be applied by the Records Office.

PLA Update - UTC will accept PLA if it is on another school's transcript. We are still selective on the PLA that we receive. If UTC receives a new PLA, it must be approved by the provost. He will determine if we will accept it or not.

Elizabeth brought to our attention that on AP guideline sheet, Art History is only fulfilling the Historical Understanding category. According to general education, this course should also fulfill the Visual and Performing Arts category. This needs to be changed. All mistakes found should be directed to Linda.

The amount of PLA and the types that we accept have changed significantly. Please refer to the catalog for all of these changes. The max number of hours accepted by UTC is 60 hours.

Nicole Jones asked if we accepted CLEP transcripts and can we advise students to take the CLEP exam. This is up to the department. All CLEP exams should equate to something at UTC. We do take CLEP as transfer credit.

Transcripts are now electronic. The records office is working on getting individual studies contracts and training electronic. This should be happening soon.

If you see a problem with attributes and how a class is pulling in banner, please contact the records office. The system has been pulling two attributes for some courses. This is a banner issue.

Announcements and Old Business

Special populations need advisement now. These students will begin to register on October 29th. Students receiving veteran benefits and student-athletes must meet with their department advisors before meeting with Squoia or Athletic advisor.

We had a total of 26 faculty and professional advisors attending training this semester.

Our first newsletter was sent out in October through the advising listserv.

Transfer and New Student Orientation is November 16th.

Blue and Gold Preview Day is November 7th.

Questions and Concerns:

A question about what should be included in EAB was brought up. Yancy Freeman told the group that any engagement or interaction with the student needs to be in EAB. The purpose of this tool is to catalog the exchanges with students when transitioning so that we have a record of the interactions. One should think about what would help him or her when adding notes/statuses.

Adjournment: Meeting was adjourned at 9:49 a.m.