

# **Advisors' Council: Transfer Advising Committee Meeting**

UC Heritage Room

August 29, 2016

3:00pm-4:00pm

Members in attendance: Nicole Jones, Elizabeth Johnson, Emily Martin, Donna Cooper, Sumer Patterson, Angelique Cook, Nichole Orr, Emily Blackman, Debbie Bell, Vikki Bernotski, and Sam Kret

## **I. New Member Introductions**

- a. Sam Kret: Academic History Specialist, Records Office
- b. Vikki Bernotski: Academic Advisor, School of Education

## **II. Transfer AIQ Feedback**

- a. Group consensus that transfer AIQs were helpful and improved the advising experience for transfer orientation
- b. Time ticket confusion for athletes
- c. Suggest wrap text box be added where students enter their previous transfer credit; it's difficult to read in current format
- d. Include a section that asks students to input current summer schedule; many students left this off the AIQ and were registered for classes they didn't need
- e. Can Advisor's Name be included with ID so that we can see who has created a schedule (mainly for special populations who have multiple advisors such as athletes and honors)?
- f. Request to not use military time
- g. Request that computer lab times for building AIQs be more flexible (not just mornings) - advisors have other duties to do during the summer.
- h. Can more than one person have access to entering a student's schedule in Banner? It was suggested that each college have a POC that could have registration access.

## **III. Training Video Update**

- a. Waiting on the Training Committee to schedule a time with Mike. This will be an online module for the advisor certificate.

## **IV. Transfer Advising Website**

- a. Continue referring transfer students to this resource and recommend any suggestions for improvement.

## **V. Advising Survey - Transfer Students**

- a. The Assessment Committee Chair, Avalon Gournay, suggested we include questions for transfer students on the bi-annual advising survey that is sent out to students. The Committee discussed whether or not this is more feasible than creating a separate survey for transfer students.

## **VI. Transfer Guides for Chattanooga State & Cleveland State**

- a. There is a plan in place to create transfer guides for Chattanooga State and Cleveland State. No one volunteered to help with this task.

A few members asked to see an example of the transfer guide before deciding whether or not they want to help.

**VII. Tennessee Transfer Pathway (TTP)**

- a. Sam will keep the committee posted on any improvements/news on TTP.

**VIII. Questions/concerns?**

- a. Emily Blackman suggested that there be a blanket petition option (button, checkmark) on the petition form. She expressed frustration for having to submit multiple petitions for the same class from East Mississippi Community College, for numerous students.
- b. Nicole Jones will be leaving UTC so a new Transfer Committee Chair will be appointed.
- c. Nicole asked for a volunteer to serve as the advisor for the Transfer Mocs, LLC but no one volunteered.