

Advisors' Council

May Meeting Minutes

Wednesday, May 6, 2020

8:45am-10:00am

via Zoom

- 1) Welcome – Nikki Ownby meeting called to order at: 8:47am
- 2) Voting
 - a) March Minutes – Theresa Blackman
 - i) Jason Harville – Moves to approve the minutes
 - ii) Stormy Sims Seconds
 - iii) March Minutes were approved
 - b) Leadership roles (via online survey)
- 3) Announcements
 - a) Senior Exit Exam is online for spring and summer graduation candidates
 - b) Accepting award nominations – Jason Harville
 - i) Dates for nominations have been pushed back to the end of May, more details to come via email.
 - ii) Award type and how to nominate can be found on the AC website
 - c) Assessment update: Goals & Learning Outcomes – Erica Holmes Trujillo
 - i) Updated Mission, Goals, and Student Learning Outcomes (SLO) were emailed out
 - ii) Direct questions to erica-holmestrujillo@utc.edu
 - iii) Biggest changes are to goals
 - (1) Reviewed peer institutions and NACADA for guidance
 - iv) In May start reviewing performance criteria for SLO
 - v) Final step will be to review the survey to update as needed
 - d) Reenrollment Campaign is coming soon, keep an eye on your inbox for more information
 - e) Updates to [Pre-Health Website](#) – Theresa Blackman
 - i) Personal Statement information is now viewable on the Pre-Health Services Tile
 - ii) GA and AL medical school guide maps are live now with Pharmacy and Vet School being live by 5/8
 - iii) Anticipated all 6 health profession for AL and GA will be live on the website by the end of the month

4) Curriculum update for fall 2020 – Joel Wells

- a) Presentation attached to minutes and presentation was recorded for reference
- b) Highlights

i) College of Arts and Sciences

- (1) Changes to Art degrees
 - (a) ART 1000 required for BA's; Painting I moved to elective for both Studio and History degrees
- (2) REL 3170 deactivated
- (3) Concentration working for BS in PSY clarified
 - (a) Capstone requirement for the minor has been removed; and may not apply repeatable courses to the minor
- (4) Women's Studies (both major and minor) underwent name change
- (5) Communication BS degree moving forward, anticipated FA 21
- (6) Questions for A&S Changes
 - (a) Nikki Ownby- no longer required to do FL for BS in COMM?
 - (i) That is the goal of the move to BA to BS
 - (b) Lisa Tarr – what will replace the FL credits?
 - (i) Anticipated that more major requirements will be added
 - (c) Scott Dayton– will there be a UD requirement with the capstone removed from PSY?
 - (i) Yes, students will select another UD PSY course in place of capstone course

ii) Rollins College of Business

- (1) New major Economics: Financial Econ
- (2) All programs will be required to complete BUS 1410
- (3) SSI changed to require ECON
- (4) See presentation for all changes

iii) College of Engineering and Computer Science

- (1) ENME 3050 was removed from Computer ENGR, adding ENME 1011 and ENME 1850
- (2) Cyber Security removed required CRMJ 1100 (still recommended) and removed some elective space for 3 required courses
- (3) ENGR TECH MGT and CONSTR removed some required courses (see presentation) and modified tech electives
- (4) Mechatronics replacing MGT 1000 with CPSC 1100 and there are some changes to technical electives and course additions (see presentation for full list)
- (5) ENGR MGT Minor reduced electives in the minor from 3 courses to 2 (see presentation for added required course)

iv) College of Health, Education, and Professional Studies

- (1) Exercise Science
 - (a) replacing HHP 3500 requirement with Kinesiology (see presentation for full list of changes)
- (2) CFS
 - (a) Adding an options for PSPS, PSY, and HHP courses (see presentation for listed options)
- (3) IARC
 - (a) Removing and expanding some courses (see presentation)

- (4) Nutrition Minor Added
 - (a) See presentation for full requirement list
 - (b) HHP majors are approved to minor in Nutrition
 - (c) Students can declare minor for FA 20
 - (i) Intro to Nutrition and Lifecycle are both being offered in the fall
 - (ii) Course offering times for the minor:
 1. NUTR 1350 – every semester FA, SP, SU online
 2. NUTR 3330 – FA only hybrid
 3. NUTR 3340 – every semester FA, SP, SU online
 4. NUTR 3360 – SP only online
 5. NUTR 3400 – FA only hybrid
 6. NUTR 4000 – SP only hybrid
- (5) Design Foundations minor
 - (a) will be removed
- (6) Gerontology minor overhaul
 - (a) See presentation for full overhaul review

v) Honors College

- (1) Proposing 2 minors effective in 2021 to help alleviate the challenges of counting courses

vi) General Education

- (1) Decertification (see presentation for full list)
- (2) All courses submitted for recertification were approved

vii) Questions

- (1) Sarah Alsobrooks – Do advisors have access to curriculums to see what proposals are being submitted
 - (a) There does not appear to be any formal parameters on who should have access or should not, Joel is open to move folks having access to it
- 1) Lisa Tarr – disappointed in new NWCL gen Edu, who would be there person to ask about that?
 - a. Erica – take that feedback to Dr. Laura Ingram
- 2) Jessica Pierce – Graduate proposals whose office should that go to
 - a. Joel Wells- Records office would be the place to start
- 5) “Registrar’s Minute” – Joel Wells
 - (a) Change system to not automatically drop students from summer and fall if they failed a spring course to give them time to get things squared away to keep their schedule
 - (i) Plan is to turn the system back on June 1, they will still be dropped in the prefer drop if they have not secured overrides by June 1

(b) Notification for waitlist has a defect so language will be reverted back until it can be fixed

(c) Repeat error

(i) Students who took a course, made a C, 2nd time F, error repeating it a 3rd time. Working with Banner to resolve that

(d) Questions

(i) Erica- will students be emailed if they are going to be dropped on June 1?

1. Yes, students will be emailed who have ICs Friday to inform of deadlines by Rebecca. A report will be run and summer and fall drop dates will be shared. Once drops are processed on May 15 and Fall students will be emailed on May 18 to get overrides for June 1 drop

(ii) Theresa Blackman– is there a way to make it 2 different errors or clarify the language for Pre/Co errors concerning lab courses?

1. How the departments list the course has bearing on how the error shows,

2. Jessica Pierce tip- Use a percent sign while searching for the sciences to view the labs and lectures in the same search

(iii) Nikki Ownby – is there a way to expand the search to concerning R?

1. Joel- that is something to explore

6) AIQ/Orientation – Elizabeth Johnson

a) Several changes and more to come, Kayla is working to adjust AIQ dates to move off of orientation dates as we will be meeting with students

i) Changes to AIQ dashboard to allow easier registration remotely (adding a que for registration processing, notification of errors and completion)

(1) Additional training is being scheduled for next week

ii) Several folks from Banner and MocsOne will be helping with the registration during the AIQ week

iii) Carrie is working to finish recording for departmental overviews, CASA is working on recordings for GEN EDU presentation

(1) Working centrally to schedule orientation appointments as well as the process of appointment changes, schedule changes

iv) For zoom meetings, folks will be asked to use UTC backgrounds during orientation

- (1) Where are the backgrounds found? Carrie will be sending them out with instructions
- (2) You can also drop a blank cloth with UTC colors if you are unable to get the backdrops to work

v) Questions

- (1) Amanda Chambers – will transfer orientation sessions be able to spread out the appointments over multiple days?
 - (a) Ideally we want to see them as close to the date as we can to help control the traffic and service students. If you are interested in scheduling early touch base with Elizabeth Johnson
- (2) Lisa Tarr- Any update on PT2?
 - (a) Not as of 4:45p 5/6

7) Questions/Concerns/Updates

- a) Navigate – suggested by the HUB that a tag be added ‘Stop Out FA 2020’ this would be for a student not planning to return in the fall only just for what is going on but plan on returning to UTC, they just need to take the fall off for whatever reason, tag them as such.
 - i) Hub was finding students saying that they were not planning on coming back in fall but not planning to transfer when they were touching base during reenrollment campaign. This new tag is a way to differentiate them from students that are leaving UTC permanently.
 - ii) It may be a challenge for students to know their exact return date, so tagging them as a Stop Out if they plan on returning just not in the fall allows us to reach out appropriately and not allow them to fall through the cracks
- b) Will the General Education Sheet be in the Mocs Box?
 - i) It will not but it will be listed as a resource for students in there virtual resources

8) Leadership Positions for 2020-2021

- a) Chair – Nikki Ownby 2020-2021
- b) Secretary – Theresa Blackman 2020-2021
- c) Assessment – Erica Holmes-Trujillo
- d) Training – Jason Harville

9) Future Business:

- a) Sub-committee pitches

10) Close – Meeting adjourned at 9:52am

We will meet again on Wednesday, June 17, 2020. Via zoom or location TBA.