



Advisors' Training Certificate - Training Dates

Register today for in-person training modules offered during the Spring 2018 term. Registration available at: <https://www.utc.edu/advisement/advisor-information/advisor-training.php>. If you've completed the *Introduction to Advising* module, you should have access to the online modules in UTC Learn. If you have any questions, please contact elizabeth-j-johnson@utc.edu.

Introduction to Advising at UTC

- Thursday, January 25th from 8:30am to 10:00am, UC Ocoee
- Monday, January 29th from 3:00pm to 4:30pm, UC Ocoee
- Tuesday, February 6th from 2:00pm to 3:30pm, UC Ocoee
- Wednesday, February 21st from 12:00pm to 1:30pm, UC Ocoee

Advising with Technology and E-resources *(Introduction to Advising at UTC required)*

- Tuesday, January 30th from 2:30pm to 4:00pm, Metro 229
- Wednesday, February 14th from 2:00pm to 3:30pm, UTC Library, room 201
- Tuesday, February 27th from 10:30am to 12:00pm, UTC Library, room 201

Advising Transfer Students *(Introduction to Advising at UTC required)*

- Thursday, February 1st from 10:00am to 11:00am, UTC Library, Southern Writers Room
- Thursday, February 22nd from 1:30pm to 2:30pm, UTC Library, Southern Writers Room

The Advisors' Training Certificate includes the following modules:

- Introduction to Advising at UTC *(required before other modules)*
- Advising with Technology and E-resources
- Academic Policies and Processes
- Advising Unique Populations
- Campus Resources
- Advising Transfer Students

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POINTS OF INTEREST

- NACADA
- UTC's Newest Advisor
- Spring 2018 Advising Promotion

CONTACT US!

Please direct any comments, questions or errors to a member of the Leadership Team:

- Mary Beth Ondrusek, Chair
- Vikki Bernotski
- Stacie Grisham
- Elizabeth Johnson

NACADA's Region 3 Annual Conference will be in Charleston, SC May 38-30, 2018. The theme this year is "At the Intersection of History, Culture, and Innovation."

The Early Bird Registration Deadline is May 7. Register here: <http://www.nacada.ksu.edu/Community/Regions/Region-3/Registration-Information.aspx>



AIQ Processing Dates

AIQ Pre-Registration Process for 2018

As the fall semester comes to a close, we are already underway in preparing for our new student enrollment process for Fall 2018. When students register for an orientation session, they are provided with some broad information about their major and are given the opportunity to select classes of interest. With the information that students report on the AIQ, UTC faculty and professional advisors build fall schedules for students prior to their arrival to campus.

The planned AIQ processing dates are listed below. All sessions will take place in the Library, Room 321. For any questions or concerns about the AIQ process, please contact stacie-grisham@utc.edu.

May 21 - 25: 8:30am – 4:00pm	June 29: 9:00am - 12:00pm
May 31: 1:00pm - 4:00pm	July 12: 1:00pm - 4:00pm
June 11: 9:00am - 12:00pm	July 20: 9:00am - 12:00pm
June 18: 9:00am –12:00pm	August 1: 9:00am - 12:00pm
June 25: 1:00pm - 4:00pm	

Summer 2018 Orientation Dates

Incoming students for Fall 2018 can start registering for summer orientation sessions on January 15th.

Fall 2018 Freshman Orientation Dates:

- June 4th & 5th
- June 7th & 8th
- June 21st & 22nd
- July 9th & 10th
- July 16th & 17th
- July 23rd & 24th

Fall 2018 Transfer Orientation Dates:

- May 1st
- June 4th (evening session only)
- June 26th
- July 19th
- August 2nd



Reminder: Log Training hours in K@TE

Human Resources now has K@TE, where you log your own training hours. This means that Advisors' Council Leadership is no longer able to send in your training hours for attending Advisors' Council each month. Each month you attend is 1.25 hours of training credit.

To submit training for credit, log into [K@TE](#). Click on *Learning* (upper left side), from the drop-down select *View My Transcript*. On the right side of page, click *Options* and select *Add External Training*. Enter the information requested and click *Submit*.

Health Professions January and February Events

Building a Professional Image: Receive tips on interview attire, grooming and accessories considerations, body language, and potentially distracting habits.

- Wednesday, Jan 17th, 11:00am – 12:00pm, UC Signal Mountain Room
- Wednesday, Jan 17th, 4:30pm – 5:30pm, UC Signal Mountain Room

JCPenney College Suit-Up Event: An opportunity for UTC students to shop at the Hamilton Place JCPenney after hours and receive deep discounts on select men's and women's career dress apparel, shoes, and accessories.

- Sunday, Jan 21st, 6:30pm – 9:30pm, Hamilton Place JCPenney

Overview of the Application Process: Intended for those students applying to health professions schools/programs in the next 2 years, this information session provides advice and tips for making your application as strong and competitive as possible.

- Wednesday, Jan 24th, 1:00 – 2:30pm, UC Fortwood Room
- Wednesday, Jan 24th, 5:00 – 6:30pm, UC Fortwood Room

Writing A Personal Statement: Sharpen those writing skills! Get started writing your personal statement, required by all Health Professions Schools/Programs. Representatives from the Pre-Health Advising Office and University Career Services will be running this workshop.

- Wednesday, Feb 14th, 11:00am – 12:00pm, UC Heritage Room
- Thursday, Feb 15th, 1:00pm – 2:00pm, UC Heritage Room
- Thursday, Feb 15th, 5:00pm – 6:00pm, UC Heritage Room

Strengthening Your Self-Image and Confidence (to prepare for school expo):
Improving Your introduction: Workshop designed to help you introduce yourself confidently and effectively to admissions staff and interview committee members of Health Professions Schools/Programs.

- Tuesday, Feb 20th, 1:00pm - 2:00pm, UC Fortwood Room
- Tuesday, Feb 20th, 5:00 pm- 6:00pm, UC Heritage Room

Helping You Connect To Admissions Staff: Workshop to help students develop well-thought out, informed, and intelligent questions for engaging conversations with admissions personnel of Health Professions Schools/Programs.

- Wednesday, Feb 21st, 1:00pm - 2:00pm, UC Heritage Room
- Wednesday, Feb 21st, 5:00pm - 6:00pm, UC Heritage Room

Building a Professional Image: Receive tips on interview attire, grooming and accessories considerations, body language, and potentially distracting habits.

- Thursday, Feb 22nd, 1:00pm -2:00pm, UC Fortwood Room
- Thursday, Feb 22nd, 5:00pm - 6:00pm, UC Fortwood Room

Health Professional School Expo: Admissions personnel from State and Regional Health Professional Schools will be available to answer your questions. Professional dress is required.

- Wednesday, Feb 28th, 1:00 - 4:00pm, University Center room



Meet UTC's Newest Advisor

Robin Sturnes

Robin joined the Center for Advisement as an Academic Advisor in October. She advises all first-year pre-nursing students.

Robin has been with UTC since 2014. At UTC she served as an Educational Advisor for the Educational Opportunity Center, and prior to this position was the Recruitment and Retention Coordinator for the MSN Nurse Anesthesia program. She is very excited about counting to work with the students at UTC!



Spring 2018 Advising Promotion

Monday, March 19th

Tuesday, March 20th

&

Wednesday, March 21st

10:00am—12:00pm

Help us spread the word about advising at UTC! We are looking for volunteers to help at our advising tables during the Spring 2018 Advising Promotion. Volunteers will share information with students in regards to scheduling advising appointments and completing the advising survey.

If you would like to volunteer, please contact Vikki-Bernotski@utc.edu.

Advising Certificates Awarded



Pictured left to right: Jena Doolittle, Jennifer Guess, Lindsey Felix, Stacie Grisham, Theresa Blackman, Amber Noblit, Laura Bass, Donisia Ward, Mary Beth Ondrusek, Brad Bond, Vikki Bernotski, Jessica Pierce, Brian Tucker, Elizabeth Johnson, Kayla McAuliffe, April Anderson.

Our first group of advisors have earned their Advisors' Training Certificate! Anyone who earned their Advisors' Training Certificate but wasn't present at the December Advisors' Council meeting will receive their certificate at the January meeting.

Congratulations to April Anderson (Nursing), Laura Bass (Center for Advisement), Vikki Bernotski (Education), Theresa Blackman (Center for Advisement), Bradley Bond (Center for Advisement), Karen Casebier (French), Jenafer Doolittle (Center for Advisement), Lindsey Felix (Athletics), Stacie Grisham (Center for Advisement), Jennifer Guess (Center for Advisement), Christopher Horne (Political Science), Elizabeth Johnson (Center for Advisement), Kayla McAuliffe (Center for Advisement), Amber Noblit (Business), Mary Beth Ondrusek (Business), Jessica Pierce (Health and Human Performance), Brian Tucker (Center for Advisement), Sarah Wayman (Social, Cultural, and Justice Studies), Marjorie Whiteside (Business), Sherese Williams (Honors), and Sarah Wright (Nursing).

Advisors' Council Committee Updates

Assessment Committee

The Fall 2017 Student Advising Survey had over 1,000 responses, which are being compiled and will be shared at the next council meeting in January. Communication regarding the Spring 2018 Student Advising Survey will be shared via Advisement@raven.utc.edu. The Advisor Survey will be piloted in the spring 2018 semester to faculty and professional advisors.

Training Committee

The training committee has scheduled dates for the in-person training modules in the Spring semester. All of the online modules are now complete and available for advisors once they complete the *Introduction to Advising* Module. The committee is working on the curriculum for the Master Advisor Certificate.

Meetings

Advisors' Council

3rd Wednesday at 8:45am
Signal Mountain Room, UC

Assessment Committee

2nd Wednesday at 8:45am
Elizabeth Johnson, Coordinator

Training Committee

4th Wednesday at 8:45am
Elizabeth Johnson, Coordinator

Leadership

1st Wednesday at 8:45am
Mary Beth Ondrusek, Chair
Vikki Bernotski
Stacie Grisham
Elizabeth Johnson