

Advisors' Council

Meeting Minutes

Wednesday, June 16, 2021
8:45am-9:50am via Zoom

Attendees: Anderson, April, Beal, Amy, Bulmer, Bryan, Cameron, Deanna, Chambers, Amanda, Cooper, Donna, Doolittle, Jena, Dragoo, Rebecca, Forte, Cori, Freeman, Samantha, Gill, Kate, Grisham, Stacie, Grzesik, Danny, Hartman, Hannah, Henderson, Christian, Hensley, Robert, Johnson, Elizabeth, Laseter, Melissa, Leverett, Ashley, Martin, Emily, Martin, Emily, McSweeny, Feryne, Mitchell, Heather, Noblit, Amber, Officer, Brittney, Orr, Nichole, Ownby, Nikki, Phillips, Teresa, Pierce, Jessica, Ridder, Zack, Sheppard, Leslie, Sims, Stormy, Stone, Allison, Tarr, Lisa, Thomas, Kimberly, Weibel, Rachel, Williams, Sherese, Zinner, Gerda

- 1) **Welcome** – Stormy Sims standing in for Erica Holmes Trujillo. New Advisors introduced: Kaelin King in Athletics and Cori Forte new to Rollins College of Business.
- 2) **Voting on Minutes** – Theresa Blackman voted to approve, Nichole Orr seconded vote. Minutes passed.
- 3) **Announcements**
 - a) **Moc to Moc Program-** Carrie Sherbesman: Moc to Moc allows students to do some of the face to face activities that would be a part of an in-person Orientation. Invites sent out to students who had registered for Orientation. Program held on non-Orientation days. Currently over-capacity, registration page hidden.
 - b) **Test Optional Admission:** Students select this option during application. They can be switched to the non-test optional upon request of the student. Current number is about 1900 students using this option. Stacie Grisham asked, “How long will this be an option?” Jason indicated that we have approval for Fall 21 and 22.
 - c) **Awards & Recognition-** Jason Harville: Squoia Holmes selected as Campus Partner, New Advisor of the Semester is Deanna Cameron, and Advisor of the Semester is Joseph McCauley. Certificates going into campus mail today.
 - d) **Update to K@te verification for Council:** Upcoming Council Meetings will be listed as events in K@te that can be registered for to avoid having to get supervisor approval for K@te credit.
 - e) **Step Ahead/ Calculus Prep Camp:** These programs are live and open for registration. Math department will identify students for Calculus Prep Camp. Info for both can be found on Math Department website. Heather Mitchell asked, “When we know if Step Ahead is full?” Stormy followed up with Tracy Hughes who projects SAM to fill up by the end of June if extra spaces are not opened by the administration.
- 4) **Registrar's Minute** – Joel Wells: Rebecca Dragoo our for leave soon, in her absence, contact the folx listed in her away message. For SP 2020 and FA 2020, we didn't place anyone on a lower Academic Standing. Diana has completed updates to MMD. Stormy asked when Plans would be updated- Not til probably mid July. Use MMD form to submit anything that isn't applying correctly.
- 5) **EduCAUSE-** Stacie Grisham: <https://www.educause.edu/> UTC participated in April in an institute focused on data leadership culture and strategy around academic advising. OPIR, Banner team member, advising leader (Erica Holmes Trujillo), and frontline advisor (Zack Ridder) participated. Focused on the data associated with advising. Incoming survey or feedback about data. Eunice Davis asked why the Spring application is not live, Stacie could not answer- referred to Jason Lyons.
- 6) **F1 international students Q & A** – Eunice Davis: F1 students must be full time, cannot drop without authorization. They cannot work off campus. Must make sure they are listed as the correct major. Email any specific questions to Eunice-davis@utc.edu

Additional Resources for working with F1 students:

- a) [CPT request form](#)
 - b) [OPT request form](#)
 - c) [Change of Major form](#)
 - d) [RCL - Reduced Course Load request](#)
- 7) **Navigate Demo/Updates-** Kaleb demonstrated how students will make appointments. They will need to sign into their student account. Biggest change will be they no longer have an exhaustive list of locations, only the locations where they have an advisor. They will be able to see their assigned team and the availability for appointments by services. Availability links are also now live. Similar screen view for choosing services. Links will not work for students who are not currently active, so re-enrollment campaigns should be run through the campaign function. All availability types will use the same link. Don't use the Forever option when setting availability, since that can cause errors. Add your Zoom link to your availability if you are holding virtual meetings.
- 8) **Future Business:** BAS Applied Leadership, Dr. Crawford coming to talk about the Major
- 9) **Questions/Concerns/Updates:** Theresa gave update about PH Transfer Q & As. See email for updated and PR. Disney College Program Internships are back, make sure they choose the program that ends before Spring starts. Stormy needs members for Promotions Committee. Please check the AC website, especially members list to make sure everything is up to date and accurate.
- 10) **Close - Next meeting on Wednesday, July 21, 2021**

Please “sign-in” through Navigate:

1. Open Navigate and scroll to bottom of page
2. Click on Additional Modes
3. Select Kiosk
4. Select your location as “Center for Academic Support and Advisement”
5. Select “Advisors’ Council Check In”
6. Enter your UTC ID and click “Submit”

If you do not have access to Navigate please email Stormy-Sims@utc.edu your UTCID.

Upcoming Orientation Dates 2021	Upcoming AIQ Dates 2021
<ul style="list-style-type: none">• June 24-25 – Freshman• June 29 – Transfer• July 12-13 – Freshman• July 15 – Transfer• July 19-20 – Freshman• July 26-27 – Freshman• July 29/30 – Transfer	<ul style="list-style-type: none">• June 22 – 1pm-4pm• June 28 – 9am-12pm• July 6 – 1-4pm• July 8 – 9am-12pm• July 14 – 1-4pm• July 16 – 9-12am• July 22 – 1-4pm• July 28 – 9am-12pm