



Meeting Minutes

Wednesday March 16, 2022

8:45am-10:00am via Zoom

Attendees: Beal, Amy; Blackman, Theresa; Boyles, Kayla; Browder, Shealy; Bulmer, Bryan; Butler, Endia; Castro, Carmela; Chambers, Amanda; Collum, Jake; Davis, AJ; Dayton, Scott; Doolittle, Jena; Dragoo, Rebecca; Forte, Cori; Franklin, Tina; Fryar, Diana; Gill, Kate; Grisham, Stacie; Hartman, Hannah; Harville, Jason; Hawkersmith, Audrey; Hensley, Robert; Hillman, Irene; Holmes Trujillo, Erica; Johnson, Elizabeth; Jordan, Sherrell; King, Kaelin; Laseter, Melissa; Leverett, Ashley; Littleton, Rebecca; Martin, Emily; McAuliffe, Kayla; McCauley, Joseph; McSweeney, Feryne; Mitchell, Heather; Noblit, Amber; Norris, Nicki; Ownby, Nikki; Parrent, Marshall; Patterson, Sumer; Phillips, Teresa; Pierce, Jessica; Pusey, Leslie; Ridder, Zack; Sheppard, Leslie; Sherbesman, Carrie; Sims, Stormy; Stone, Allison; Swaim, Sumer; Tarr, Lisa; Thompson, Barbara; Tinkham, Melissa; Ward, Donisia; Weibel, Rachel; Wells, Joel; Wells, Stephanie; West, Grace; Zinner, Gerda

- 1) **Welcome** – Erica Holmes Trujillo
- 2) **Voting on Minutes** - Stormy Sims, Lisa Tarr moves to approve and Melissa Lasseter seconds.
- 3) **Announcements**–

Introductions of new members- Shealy Browder in the Hub, Grace West in Registrar

Advising Survey is live. Promotional materials will be sent out. Lisa asked how the results are being used. Erica reminded Council that the survey is being retooled by the assessment committee.

Reminder about Nominations for awards due at the end of the semester. To be announced in the May meeting. <https://utcadvisorrecognition.questionpro.com/> is the link to nominate.

Reminder about upcoming elections for Leadership. Send nominations in online form here: <https://forms.office.com/r/OSVpBcmba9> Opportunity to accept or decline nominations before next council

Brown Bag this afternoon 3/16 at 12pm with Stacie Grisham Q&A style format.

- 4) **The Division of Diversity and Engagement**- AJ Davis- New Division as of about 6 months ago. Still in process of create mission and vision. New legislation HR 2670 from the TN General Assembly will complicate moving forward with diversity work on campus. Top priorities: Recruitment and Retention of Underserved Underrepresented Populations in students and faculty/staff and Scholarships. Reminder about Ruben Studdard Masterclass opportunity. Discussion of HB 2670 (<https://wapp.capitol.tn.gov/apps/BillInfo/Default.aspx?BillNumber=HB2670>) and reminder about UT policy on Lobbying (Lobbying must be done on personal time and using personal

email and devices.) Upcoming career fair type event for Junior from local high schools, introducing them to the campus and the different departments.

- 5) **Big Brother Big Sisters of Greater Chattanooga-** Tina Franklin- Seeking volunteering students. Currently have a student organization called UTC Bigs. Students can be involved even if they are not current mentors. Top 3 ways to be involved: Community Based program, matched with a little. Pick up a little and do an activity. Site based program, one hour per week. Visit area schools during lunchtime. Do an activity and eat lunch together. Reading to Learn program one hour per week, read to them about 20 minutes of that hour. Recruitment info to be attached to follow up email. COVID-19 hit hard on membership.
- 6) **Bylaw Amendment Proposals-** Erica Holmes Trujillo- Proposed change: Separating the promotions committee coordinator from secretary role, changing the secretary role into a chair-elect role to allow for transitioning over an academic year. Nicki Norris moves to approve, Hannah Hartman seconds. Gerda Zinner recommends updating language to make clear that the chair elect will assume the role of Chair in the following academic year. Bylaw amendment accepted.
- 7) **Registrar's Minute-** Joel Wells- Reminder that graduating students will need to RSVP for commencement. They will be able to select up to 10 tickets, themselves and 9 guests. Request to walk and RSVP will go live on Monday, March 21. PLA Credit will now be considered to be transfer credit instead of institutional credit. This complies with SACSCOC accreditation. PLA will still count as the 60 hours at a 4 year. Sumer asked about portfolio credit for PLA. Joel is looking into it, will answer offline. Change to the course substitution/petition process. Will now be routed through dynamic forms instead of MMD. Remind students that if the substitution is for a minor, they will need to use the drop down to select which minor. Process will be live in the near future, but not quite yet. New update about minors. Does away with the rule that minors and majors cannot have more than 6 hours of overlap. This policy will move the onus to the department hosting the minor to list out restrictions. Will be added to all live catalogs so it should be retroactive for any student. Zack asked how this info will be shared in a central space but that is still TBD. Might be nested on the Advisors Council website somewhere.
- 8) **Future Business- April/May meeting on 5/11 in Tennessee Room of the UC. Will showcase awards, provide breakfast and go over curriculum proposals for Fall. Registration time ticket breakdown will go out later today. For your knowledge only, not to be shared with students.**
- 9) **Questions/Concerns/Updates-**
 - **Theresa Blackman- Pre-Health Expo March 23-24 still needs volunteers. We have 35 schools visiting. Volunteers looking for a shorter window of commitment can sign up to escort guests. <https://www.signupgenius.com/go/5080948afad29a5f94-utcprehealth> To see the schedule breakdown: <https://www.utc.edu/enrollment-management-and-student-affairs/pre-health-professions-advising/events/expo>**

New Academic Exploration website: We now have an Academic Exploration section on the CASA website: <https://www.utc.edu/enrollment-management-and-student-affairs/center-for-academic-support-and-advisement/academic-exploration>

4 pages of content:

- Academic Exploration (general landing page—this also provides the alpha split for referrals)
- ACE Learning Community
- Exploratory Resources (this is a great one to bookmark and share with students!)
- Undecided Majors

10) **Close - Next meeting on Wednesday, May 11, 2022**