



ACADEMIC ADVISEMENT COUNCIL MINUTES

January 28, 2020
2:30 pm – 4:00 pm
1-120 Nicks Hall

PRESENT: Jake Allen, Jillian Alexander, Jeffery Alston, Murry Andrews, Meagan Beale, Hannah Benfield, Brittany Brooks, Lindsey Campbell, Donna Corbitt, Polly Crowder, Kathy Cutshall, Joanna Cyrier, Elizabeth Davison, Corey Dean, Ashley Dickson, Tim Dills, Jennifer Douglas, Taylor Dula, Lisa Elliott, Casey Gardner, Karen Hirst, Andrew Howell, Kathryn Jenkins, Deidra Johnson, Shayna Kyle, Brittany Lewis, B.J. Lowe, Margaret Mahlin, Frannie Miller, Jessica Miller, Robert Minton, Tonya Moreno, Stefanie Murphy, Danielle Olmo, Seth Proffitt, Jennifer Rice, Debbie Roach, Evelyn Roach, David Smith, Jo Anne Smith, Ian Steidle, Nate Tadesse, NaKeisha Talley, Liz Thomas-Joseph, Joel Tramel, Ali Williams

COLLEGES/DEPARTMENTS REPRESENTED: *Clemmer College, College of Arts and Sciences, College of Business and Technology, College of Clinical and Rehabilitative Sciences, College of Nursing, College of Public Health, Housing, Kingsport Campus, Multicultural Center, Registrar's Office, School of Continuing Studies, Student Life and Enrollment, Undergraduate Student Advisement, University Advisement Center, University Career Services*

Office of Undergraduate Admissions – Heather Levesque, Director Shared the following information:

- Beginning summer 2020, the deadline for undergraduate admissions will be the last Friday before the term begins. This spring Undergraduate Admissions conducted a soft-start for this new deadline and exceptions were made on a case-by-case basis. The deadline will be more strictly enforced for future terms.
- **Promise Plus Program**
 - Launching Fall 2020. Offers qualified student financial assistance plus more. This program is for first-time, full-time freshmen eligible for HOPE scholarship and the maximum Pell grant.

- At most this scholarship will apply to 250-275 students. Course fees are not included in Promise Plus. Students are responsible for this fee.
- Heather noted several questions and suggestions from the committee for future review and discussion.
- For more information please go to website www.etsu.edu/promiseplus

University Health Services – Vanessa Smith
Shared the following information:

- Updated committee on immunization information and requirements.
- Immunization requirements for registration purposes are two Varicella and two MMR vaccines.
- Students must submit official printable immunization records from a doctor's office.
- If one set of immunizations are recorded (one MMR and one Varicella) a student can ask for a 30-day waiver which will lift the hold and give the student 30 days to receive the shot(s) or official documentation.
- For more information please contact, University Health Services, Immunization Coordinator, Megan Flora (floram@etsu.edu).

Disability Services – Mary Little shared the following information:

- Reminded advisors that they can refer students to Disability Services for any needed accommodations. Their office is a casual and private setting.
- They have expanded services (see handout) i.e. Disability Services is seeing more students on the autism spectrum.
- Technology i.e. smart pens, note taking technology, etc. are offered to students.
- Even if a student does not want to use the offered accommodations, they can still sign up with Disability Services as a future resource if any concerns arise.

ACTS/ARC Updates – Jake Allen and Jennifer Rice – Student Life and Enrollment

- ACTS director, Carla Warner, has retired from ETSU. The ACTS Office has undergone reorganization. The ACTS Office services will be absorbed by various offices across campus. The ARC helpdesk has closed. The ARC phone is still being answered in order to assist students (423-439-8650)
- Jennifer Rice will continue to serve Adult, Commuter and Transfer Students as the Assistant Director of New Student Family Programs. She will also be working with

new student orientations, new student programs and continue to be the EAB Navigate technology support person.

- The University Success Services Specialist will now report to Dr. Michele Byrd.
- Jake's and Jennifer's office is moving from Burgin Dossett Hall to the Culp Center when it reopens.

EAB Navigate Update:

Currently, there is an issue with an upgrade in Navigate related to the advisors' Outlook calendars. Once this is addressed, Jennifer will send an email. Also, she is working on assigning student to advisors. (Issue is now resolved and advisors have been assigned)

Sonu Mirchandani: - College of Business and Technology – information on PROPOSED new Entrepreneurship Minor

(See attached ppt, this is a proposed minor. Once approval is received more information will follow)

- Eight new classes which include three foundation classes as well as electives.
- No pre-requisites required.
- Cross disciplinary
- Practitioner based
- Mentorship: Faculty, Tri-Cities, etc.
- Expose student to start up mindset

Karen Hirst, co-chair of Academic Advising Implementation Task Force

There are listening sessions scheduled in the Millennium Center for January 30 and 31 from noon – 1:00 pm. Also on January 30 from 4:00-5:00 pm.

All are encouraged to attend the listening session.

The Academic Advising Implementation Task Force has several sub groups looking at:

- Training, Professional Development
- Structure, Undeclared, MPA, etc.
- Technology
- Student Help Desk
- Job Descriptions/Metrics
- Memo of Understanding (MOU) with colleges

Dr. Jeff Alston – University Career Services

- February 9 – JC Penny Suit Up event from 6:30-9:30 at store. Discounts for student. See attached flyer for more details.
- March 3 – Inclusive career fair.
- Bucky's Career Closet – for professional wardrobe needs.

Carshonda Harris Martin - Director of Multicultural Center

New email: martinch1@etsu.edu

- Summer Bridge Program – 10 students have already signed up for Summer 2020. These students will attend the June 5th orientation.
<https://www.etsu.edu/students/mcc/programs/summer-bridge.php>
- Discover Program – Students involved with the Discover Program will attend ETSU Open House on March 6 & 7, 2020 and will stay in the dorms overnight. In an effort to expanding outreach for the Discover Program, at the March 28th Open House there will be several students coming from Atlanta and Chattanooga.

Announcements:

- Catalog updates are due by February 15, 2020. Please send updates to catalog@etsu.edu or Casey Gardner (gardnerca@etsu.edu)
- Student must confirm/pay for Spring 2020 term by February 3rd by 4:30 pm. If not confirmed, students will be dropped for non-payment.
- 1098 T's were sent out electronically to students.
- Summer 2020 – Geoscience classes – GEOL and GEOG will now be GEOS. New rubric GEOS-1110 Earth Science, Weather and Climate is not a general education core course.
- Dr. Bill Kirkwood is now reporting to New Student Life and Enrollment.