



COMMITTEE MEETING MINUTES

Committee Name:	Advising Committee		
Members attending:	Jennifer Ashlock, Dominique Benson, Katy Caulder, William Clark, Donna Conner, Cheryl Contino-Conner, April Copeland, Mark Ellison (Chair), Tori Ellison, Amanda Everhart, Barb Putman		
Date of Meeting:	February 12, 2019	Time:	2:00 p.m.
Meeting Purpose:		Meeting Chair:	Mark Ellison
		Prepared By:	Mark Ellison

1. Discussion notes *(add rows as necessary)*

- Barb Putman discussed the Reinforced Instruction for Student Excellence (RISE) program and round two of training sessions. Training sessions will be offered on April 2 and 3 at 3:30 in Balsam 310. Information from the prior training sessions is available on the [Advising Resources](#) webpage.
- Mark Ellison talked about the plans to promote Advising Day on April 9. Sidewalk stickers, yard signs, got advised? stickers, geofencing ads on each of the campuses and email/text/phone will be utilized. "The final countdown" song will be used on campus and in emails.
- Jennie Ashlock shared an example of a "notes for advising" page used at another institution to help students in their meetings with advisors. She is going to update the form for SCC and it will be made available on the Advising Resources webpage.
- Mark Ellison reviewed the Advising Excellence Award and provided handouts of the nomination forms for students and faculty/staff. Nominations will be accepted March 1-20. Advisors that complete the nomination process will have their information forwarded to ISSA the first week of April for review and selection.