

Advising at Pine Technical and Community College (2021-2022)

Definition of advising from the Appreciative Advising Quality Initiative: *An advisor is a faculty or staff member that provides resourceful, strength-based guidance and support to a student related to the areas of academic goal-setting, planning, and completion.*

Advising Type	First Semester Advising	Academic Advising	Program Advising	Special Populations
<i>Responsible Person(s)</i>	<i>Recruitment & Admissions Staff</i>	<i>Student Success Staff</i>	<i>Faculty/Staff</i>	<i>Student Success Staff</i>
Responsibilities	Using appropriate tools and resources, Recruitment and Admissions staff provide new students with orientation to campus and register students for their first semester courses based on students' identified academic program and professional goals.	Student Success staff provide academic advising to current students, providing them with the skills necessary to be successful based on their identified academic and professional goals. Staff also connect students to internal and external resources to help remove barriers to academic success.	Using appropriate tools, program advisors provide continued program advising to ensure students make progress towards program requirements and to maintain proper course sequencing.	Staff on the Student Success team are responsible for providing advising for specific scholarship recipients and any special populations as required by grants or campus/System Office initiatives. The advisor serves as a "go-to" staff for students, connecting them with additional resources or information, as needed on a student-by-student basis, but <u>does not replace</u> the necessity for the student to work with their program advisor.
Intended Outcome(s)	Student is accurately registered for first semester courses. Students are made aware of resources, expectations, and college processes.	Student has tools and skills necessary to be successful in their courses. Students are connected to resources to help remove barriers to academic success.	Student has a roadmap to completion and are accurately registered for next semester courses on a timely basis.	Student has tools and skills necessary to be successful in their courses. Students are connected to resources to help remove barriers to academic success. Students maintain eligibility for scholarship/programs.
Tools/Resources	<ol style="list-style-type: none"> 1. Program Plans 2. Degree Audit (DARS) 3. Registration Guides 	<ol style="list-style-type: none"> 1. Goal Planning/Program Completion planning document 2. Early Alert System 	<ol style="list-style-type: none"> 1. Program Plans 2. Degree Audits (DARS) 3. Registration Guides 4. Goal Planning/Program Completion planning document 	<ol style="list-style-type: none"> 1. Power BI report ST03- by cohort Codes 2. Scholarship process guide

Tracking	<ol style="list-style-type: none"> 1. Attendance at Registration/Orientation Sessions 2. Enrollment in Online Orientation D2L Course 	<ol style="list-style-type: none"> 1. Bookings Appointments 2. Early Alert System 	<ol style="list-style-type: none"> 1. Advising list 2. Program completion 3. Program retention 	<ol style="list-style-type: none"> 1. Bookings Appointments 2. Attendance at Mandatory Meetings
Additional Notes		Students on Warning/Probation status receive intentional outreach to help increase achievement rates		Scholarship recipients are required to meet with their designated scholarship advisor (per scholarship requirements) in order to maintain scholarship eligibility for the following semester(s).
Staff/Faculty	<p>Jen Rancour, <i>Recruitment & Admissions Specialists:</i></p> <ul style="list-style-type: none"> • AA (L-Z) • Business • Cyber • Healthcare • MIS • Networking • Undecided <p>Laura Berg, <i>Recruitment & Admissions Specialists:</i></p> <ul style="list-style-type: none"> • AA (A-K) • App. Engineering • AST • Auto • Construction • ECD (Including AECD) • GSTP • HSEW • Pre. Machining • Welding 	<p>Robin Johnson, <i>Student Success Coordinator</i></p> <p>Erin White, <i>Student Success Advisor</i></p> <p>Santhi Sheehan, <i>Student Success Advisor</i></p> <p>Jodie Klinkhammer, <i>K-12 Partnerships Coordinator</i></p> <p>Molly McCann, <i>Transfer Specialist</i></p> <p>* Jennifer Baker-Jones, <i>Counselor</i></p> <p>See page 3 for program breakdown</p>	*See page 3	<p>Frandsen Family Foundation Scholarship: Robin Johnson, <i>Student Success Coordinator</i></p> <p>Kick Start Scholarship: Erin White, <i>Student Success Advisor</i></p> <p>Pine County College Initiative Scholarship: Santhi Sheehan, <i>Student Success Advisor</i></p> <p>Connect 4 Success Participants: Erin White, <i>Student Success Advisor</i></p>

Program Advisors (2021-2022)

Department	Program	Program Advisor(s) Name	Academic Advisor for program
Liberal Arts	Associates of Arts	Santhi Sheehan, Staff (last names L-Z) Erin White, Staff (last names A-K)	Santhi Sheehan Erin White
Advanced Manufacturing	Applied Engineering	Denine Rood, VP of ASA/Dean	Erin White
	Automated Systems Technology	Doug Wickstrom, Faculty	
	Automated Systems Technology Industrial Equipment Technician	Doug Wickstrom, Faculty	
	Precision Machining Technology	Julie Dillenburg, Faculty	
	Welding Technology	Brett Lommel, Faculty	
	Construction Technology	Jacob Manns, Faculty	
Automotive	Automotive Technology	Greg Pardun, Faculty Mark Zierden, Faculty	Erin White
Business	Business Essentials Certificate	Molly McCann, Staff	Molly McCann
	Business Administration Diploma	Molly McCann, Staff	
	Business Transfer Pathway	Molly McCann, Staff	
	Management Information Systems	Chris Morgan, Faculty	
Computer Science and Information Technology	Cyber Security	Chris Morgan, Faculty	Robin Johnson
	Network Administration	Chris Morgan, Faculty	
Education and Human Services	Human Services Eligibility Worker	Rita Watson, Faculty	Santhi Sheehan
	Early Childhood Development	Janice Hofschulte, Faculty	Farfum Ladroma
Gunsmithing and Firearms	Gunsmithing and Firearms Technology Diploma	Chris Keeler, Faculty Kevin Muramatsu, Faculty	Erin White
	Gunsmithing and Firearms Technology AAS	Chris Keeler, Faculty Kevin Muramatsu, Faculty	
Health Science and Nursing	Emergency Medical Services Professional	John Singh, Faculty	Robin Johnson
	Nursing Assistant (Pre-PN)	Brittany Rappl, Faculty	
	Pre-Nursing Mobility (Pre-AD) <i>(students who have AD listed as a major, but not in program)</i>	Elayne Beehler, Faculty	
	Practical Nursing (PN) <i>(students enrolled in PRSG courses)</i>	Kristin Madigan, Faculty	
	Nursing Mobility (AD) <i>(students enrolled in any NURS courses)</i>	Lindsey Wirth, Faculty	Robin Johnson
Language	American Sign Language Studies Certificate	Kathy Krier, Faculty	Robin Johnson
College Credit in High School	Traditional PSEO Students, ITV students	Jodie Klinkhammer, Staff	Jodie Klinkhammer