

Academic Advising & Student Mentoring

Ken Cortez: HR

Diane Garvey: USAC President

Jen White: USAC Member

Three Employee Types

- Classified or Civil Service (Probationary & Permanent)
- Unclassified Staff
- Faculty (Tenured & Non-Tenured)



Classified or Civil Service

- **Probationary** – Nicholls policy is a twelve (12) month probationary period. “The probationary period shall be an essential part of the examination process and shall be used for the most effective adjustment of a new employee and for the elimination of any probationary employee whose performance does not meet the required standard of work.” NO APPEAL RIGHTS.
- **Permanent** – After twelve months (12) of probationary. “Permanent appointment of a probationary employee shall begin upon certification by the appointing authority that the employee has met the required standard of work during the probationary period.” FULL APPEAL RIGHTS

Unclassified Staff

- “All unclassified administrative staff shall hold their administrative appointment at the pleasure or will of the Board of Supervisors.”
- “At will” employees.
- Little to no protection.

Faculty

- **Tenured** -- “Tenure assures the faculty member that employment in the academic discipline at the institution will be renewed annually until the faculty member resigns, retires, or is terminated for cause or financial exigency.”
- **Non-Tenured** -- “Individuals who are at the Assistant Professor rank are considered to be “tenure track” and to be employed with probationary contract unless other provisions were made at the time of the initial appointment.” Faculty with the rank of Lecturer, Instructor, or with “Visiting” status have to be reappointed on a year-by-year basis.

Supporting Students

We are all here to make the learning experience for our students the best that it can be!

- Academic Advising
- Student Mentoring

Academic Advising

What is Academic Advising?

Academic Advising: Any activity that pertains to a student's major or academic studies. Course selection, Course registration, Course Withdrawal are all Academic Advising activities.

Academic Advising

Ask your self this question: *Does this pertain to the student's academic major?*

–if the answer is **Yes** then it is

Academic Advising

Action: Call an Academic Advisor from University College for assistance.

Student Mentoring

What is Student Mentoring?

Student Mentoring: Any activity that does not directly impact a student's academic or course work scheduling.

Student Mentoring

Ask your self this question: *Does this pertain to the student's academic major?*
–if the answer is **No** then it is **Student Mentoring**

Action: Take the necessary steps towards helping the student to resolve the issue or concern—make the resolution connection for them.

Academic Advisors

List of Academic Advisors in University College

- Carol Blanchard 4095 All majors
- Kristina Allemand 4092 Biology, Computer Science, Physical Sciences majors
- Angela Alexander 4082 General Studies majors
- Erica Callais 4803 Student Athletes
- Jeremy Carson 4831 Student Athletes
- Chelsea Clement 4087 Biology, Computer Science, Physical Sciences majors
- Theresa Davis 4093 Education, FACS, Psychology majors
- Susan Gilbert 4097 Nursing & Allied Health majors
- Amy Hebert 4086 All majors
- Rodney Hodges 4102 Business majors
- Michael Matherne 4827 Applied Sciences majors
- Lacey Melancon 4113 Transfer students, Probation/Suspension students, all majors
- Cathy Richard 4101 Nursing & Allied Health majors
- Jerry Sanders 2596 Applied Sciences majors
- Marlene Shaffer 4094 Mass Communications, History/Social Sciences, Languages & Literature majors
- Jennifer White 4130 Honors, all majors

Unclassified Initiatives

- Unclassified New Employee Mentor Program
- Updated Unclassified Annual Performance Review
- Revision of Unclassified Annual Satisfaction Survey
- Crisis and Sick Leave Pool

Questions??

If you have any questions that were not answered during this presentation, then please email them to one of us at:

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