



**New Student Orientation**  
**Saturday, January 8, 2022**  
**Bennie G. Thompson Auditorium**

**-Program-**  
**Dr. D'Ante Benford, Presiding**  
**Director of First-and Second-Year Programs**

**Saturday, January 8, 2022**

**8:00 a.m. - 8:30 a.m.**

**REGISTRATION**

**(How do we confirm registration and attendance?)**

- Documents needed for Registration Completion:**
  - Completed Application**
  - Transcripts**
  - ACT/SAT Scores**
- Immunization/ COVID-19 Records**
  - FAFSA**

**Foyer of Bennie G. Thompson Auditorium**

**Highlights:**

- What is FERPA?**
- Explanation of FERPA Form**
- Why FERPA is important?**

**8:30 a.m. - 9:00 a.m.**

**GREETINGS**

**Dr. Carmen Walters, *President***  
**Dr. Leon Wilson, *Provost and Vice President for Academic Affairs***  
**Dr. Whitney McDowell-Robinson, *Vice President for Enrollment Management***  
**Mrs. Sandra Hodge, *Vice President for Institutional Advancement***  
**Mr. Montae'l Williams, *Student Government Association President***

**9:00 a.m. - 11:00 a.m.**

**Parent Orientation**

**Bennie G. Thompson Auditorium**

**Moderator: Dr. MeShonya Wren-Coleman**

Topics to be discussed:

- ADA Compliance and Accommodations
- Health Services
- Missing Person(s) Form? (More research)
- Understanding your account balance

**9:00 a.m. - 11:00 a.m.**

**“THE EAGLETS”**

**New Student Advisement and Schedule Adjustment**

**Student Success Building**

Highlights:

- Course Selection for First-Year Students
- Schedule Advising Appointments for Transfers

**11:00 a.m. - 12:30 p.m.**

**Thompson Hospitality**

**Parent Lunch @ The President’s Home**

**12:40 p.m. - 1:30 p.m.**

**“THE EAGLETS”**

Freshman:

Financial Service, Financial Aid, & Scholarships  
**Trena Robinson-Young, Acting Director of Financial Aid**  
Blackmon Administration Building

Housing  
**Adrienne Green, Director of Housing**  
(Directly to the Assigned Residence Hall)

Campus Tours  
**Paul Scott, Director of Admissions**

**1:40 p.m. - 2:40 p.m. (:20 min per session)**

**“TECHNICALLY CONNECTED”**

Zenobia L. Coleman Library

**LaMica Justice**

**Office of Information Technology**

Highlights:

- Introduction to Canvas, The Loo, Email Setup

- Tougaloo College App
- Understanding your course schedule
- Zoom Setup/Etiquette
- Follett Access

**“RESOURCES FOR YOU”**

Career Pathways, Tutorial Services, Community Service, Counseling Services/ADA

**Dr. Melissa McCoy, Retention Team, Dr. Shakebra Young**

**Highlights:**

- ADA Compliance and Accommodations
- Health and Wellness Services
- Food Pantry
- Title IX
- Mailroom
- Eagles for Success Career Closet

**“STAYING SAFE”**

Office of Campus Safety

**Chief Edna Drake**

**Highlights:**

- Safety Protocols
- Decal purchasing instructions

**2:50 p.m. - 3:50 p.m.**

**“COME MEET THE DEANS”**

Division of Education

**Dr. Andrea Montgomery, Dean**  
Holmes Hall

Division of Humanities

**Dr. Miranda Freeman, Dean**  
Berkshire Cottage, Room 107

Division of Natural Sciences

**Dr. Jinghe Mao, Dean**  
Kincheloe Hall, Room K- 106

Division of Social Sciences

**Dr. Meherun Laju, Dean**  
Galloway Hall

**4:00 p.m. - 4:30 p.m.**

**“GET CONNECTED with STUDENT ORGANIZATIONS”**

**Earl Sanders**

**(Office of Student Engagement and Student Government Association)**

NOTES:

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Action Items:

1. Student Success Member meet with Lamica (12/1/21) to discuss FERPA upload
2. Lamica will reach out to other institutions to learn how FERPA is uploaded to Jenzabar
3. Financial Aid will receive list of “confirmed” students with intentions to begin packaging these students?
4. Coach Sanders will meet with SGA and Student Activities to coordinate activities for the student engagement block of orientation and report back to Student Success
5. Dr. Benford and Wren-Coleman will edit the Orientation Invitation letter to include COVID- 19 requirements, Face-to- Face instruction notice, and pre-arrival checklist, and instructions required to receive student ID.
6. Dr. Young will evaluate the current fillable FERPA form to ensure that it meets federal regulations and covers all pertinent areas required by law

## 7. Create New Student Orientation Survey