

Amanda Blocker

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Academic Program Manager

July 2023-Present

Georgia Institute of Technology; School of Literature, Media, & Communication

Academic Advisor

July 2018-July 2023

Georgia Institute of Technology; School of Literature, Media, & Communication

Professional Experience

Student-Facing Services

- Meet with Literature, Media, and Communication (LMC) majors regularly for individual student advisement appointments: providing information and education on degree requirements, registration support, and planning to graduation
- Meet with prospective and current students in minors offered by the School of Literature, Media, and Communication: providing information and education on minor requirements and registration support
- Meet with students at FASET: Freshman and Transfer Student Orientation for Georgia Institute of Technology; introduce new freshmen and transfer students to the LMC major; provide registration support for ENGL 1101 and 1102 classes for all new undergraduates
- Transitioned to an online advising format in March 2020 and developed virtual advising strategies and communication to students, faculty, and advisors across campus
- Partner with Georgia Tech Athletics to provide support to LMC majors and athletes with individualized appointments, class recommendations, and coordination with athletic academic advisors

Student Support Services

- Track LMC majors through comprehensive spreadsheet sorting and formatting capabilities; monitor threads declaration, completion of specific course requirements, academic standing, and degree completion
- Utilize Degreeworks to monitor student progress toward degree and develop recommended schedules for new students and upcoming graduates
- Create Registration Guides for each registration session and future semester to provide LMC majors and minors with information and support
- Communicate LMC humanities class options available each semester and share with GTAAN, the undergraduate academic advising community
- Process permits, overloads, and waitlist management during registration periods for LMC and ENGL classes, including partnerships with College of Computing, Writing and Communication Program, and Scheller College of Business

School of LMC Support Services

- Create and update the schedule of classes for all LMC and ENGL classes; provide data on class needs, class history, major restrictions, seat release scheduling
- Participate in regularly scheduled Undergraduate Curriculum Committees for both undergraduate programs with the School of LMC; provide student

perspectives, data, and assist with curriculum updates and modifications

- Collaborate with Computational Media (CM) academic advisor to gather student data, student needs, class requirements, and curriculum support
- Update website with academic advising information and manage an Academic Advisor blog

Technologies for Higher Education

Banner; Degreeworks; Salesforce Advisor Link; Slate; Gradesfirst; Canvas; SSC Campus; EAB Navigate; WordPress; Drupal; Qualtrics; Microsoft Teams; Zoom; Microsoft Excel

Committees and Additional Experiences

LMC Undergraduate Curriculum Committee, 2017-present
School of LMC advising representative

CM Undergraduate Curriculum Committee, 2019-present
School of Literature, Media, and Communication advising representative

Georgia Tech Advising Council, 2022-present
Student Success Transformational Core Project Team, Ivan Allen College representative

GTAAN Executive Committee Board Member, 2022-present
Georgia Institute of Technology, VP of Training and Development

GTAAN: Academic Advising Network, 2017-present
Georgia Institute of Technology, School of LMC advising representative and participant

Registration Task Force, 2023-present
Georgia Tech, School of LMC advising representative and participant

Ivan Allen College Shadow Day Representative, 2019-present
School of LMC advising representative; lead Panel for Parents & Guests

School of LMC Academic Program Manager Hiring Committee, May-June 2024
School of LMC advising representative

CNN Academy, October-December 2024
School of LMC representative; led group of 10 LMC & CM students at CNN Academy in Atlanta in October 2024 and for international travel to CNN Academy in Abu Dhabi in December 2024

Education

Richmont Graduate University; Atlanta, Georgia
Master of Arts in Marriage and Family Therapy

Berry College; Mount Berry, Georgia
Bachelor of Arts in English