



WHO DOES ADVISING

MODULE 4

Promoting
Advising for
Student
Success
PORTal

4. WHO DOES ADVISING: ROLES AND RESPONSIBILITIES OF FACULTY, STAFF, AND STUDENTS

Delivery Outcomes for Academic Advising ~ Faculty and Professional Academic Advisors

- ▶ Academic advisors are appropriately accessible and available to students.
- ▶ Academic advisors understand both strategies that promote engaged learning and issues that may inhibit effective learning.
- ▶ Academic advisors understand the demographics of USM students.
- ▶ Academic advisors have the 'tools' they need to be effective in their roles as listeners, questioners, and referral agents for students.
- ▶ Academic advisors are familiar with:
 - Strengths and needs of students from diverse groups
 - Policies and procedures
 - General education requirements
 - Degree requirements
 - Boundaries of ethical actions
- ▶ Academic advisors make appropriate, effective referrals.
- ▶ Academic advisors are aware of and practice appropriate boundaries and limitations in the advising relationship, working within the parameters of professional ethics.

Learning Outcomes for Academic Advising ~ Students

- ▶ To know, understand and fulfill their responsibilities in the academic advising process.
- ▶ To know how to complete the various forms related to enrollment.
- ▶ To understand how to develop a balanced academic schedule and graduation plan.
- ▶ To understand the impact of internal and external commitments on college success.



- ▶ To understand program requirements (university, college, and departmental).
- ▶ To know about minor degree requirements.
- ▶ To know who their academic advisors are.
- ▶ To understand the range of university resources available to them.
- ▶ To work toward the development of an understanding of how their choices of courses and majors fit into larger life plans.
- ▶ To identify experiences that will enhance their career objectives and/or post-graduate options.
- ▶ To take responsibility for their roles in the academic advising process.
- ▶ To develop a balanced schedule and graduation plan.
- ▶ To understand that academic advising is a collaborative process.
- ▶ To understand the difference between the role of faculty within the classroom and the role of faculty as academic advisor and mentor.
- ▶ To understand where they are in their educational/career development.

