Q2S Advisor Curriculum

- Organizational Structures – Who
- Content – What
- Tools – How
- Communication Channels – Hear
Organization Structures – the Who

– Semester Advising Subcommittee
– UC Advising Administrators Meetings & Listserv
– UC Undergraduate Academic Advising Association Meetings & Listserv
– Ad Hoc & Formal Training
  • Partner with the faculty teaching center
  • Advising Tools Help Desk
  • College and Unit-Based Advisor Training
Content – the What

- eCurriculum system
  - Course substitutions
  - Semester scheduling
  - Course repeat

- Theory & Philosophy of Advising

- Empowering the “front line” advisor

- See topics handout
Tools – the How

– SIS Advising Tools (Associations, Notes, IAP) Web & Legacy Mainframe
– DARS Web Exceptions
– Other downstream systems
  • Document Imaging, Data Warehouse, Blackboard & Appointment Scheduling (Starfish)
  • New IAP Web Application (expected Grad Date, eSignature)
Semester Conversion Message Coordination
Encouraging Students to Meet with Advisors

- Communications media
  - In person
  - Special event
  - Electronic
  - Print
In person: Effective, not efficient

- Advisors interact with students
- College tribunals and ambassadors
- Greek Week events/interface with Greek leaders
- Residence Halls
- Parents’ weekends
- Student Government
- Requested information sessions
Special event

-On-campus, student-oriented blood drives
-Sigma Sigma Carnival
-Student Activities Fair
-Study Abroad Expo
-Welcome Week
-Worldfest
Electronic: Efficient communications

- Advisors e-mail students needing to complete IAP
- Blackboard messaging
- Campus e-newsletter
- **Cannot register for classes without “signing” e-waiver**
  IF an IAP has not been completed
- Downloadable online wall calendar with important dates
- E-mails/newsletters from UC International to students
- E-mails to faculty, including adjuncts, to remind students
- Graduate School e-mails to grad students
- Message boards
- Parents’ e-newsletter
- Student Advising Resource Guide
- Student Affairs listserv to student organization leaders
- Fun, funny videos
- Web presence on appropriate sites
Print items

- Articles in student newspaper
- Business cards with conversion address/Meet With Your Advisor message
- Flyers
- Posters
- Postcards to students' home addresses
- Presence in Campus Calendar
- Presence in SAC’s Red and Black book
- Presence in student Campus Planner
- Student Advising Resource Guide
- T-shirts