

Advising (Phase I)

High Impact Strategy	A common advising experience for all students; regardless of profile, major or affiliation	
Rationale	A common set of expectations for advisors and a common understanding of the responsibilities of the student will increase student satisfaction with advising and help students move successfully through their academic program. UW Parkside has worked with several consultants over the last 5 years but have not fully implemented consultant recommendations related to advising.	
Desired Result	Students will report a similar advising experience regarding of profile, major or affiliation.	
Work Team	Tammy McGuckin, Vice Provost, Academic Advisors, New Student Program Manager	
Potential Costs	Planning meeting expenses	\$ 500.00
	NACADA Administrator Institute (5 people)	\$ 6,750.00
	Advising Summit	\$ 5,000.00
	Online advisor training program development	\$ 2,000.00
	TOTAL	\$14,250.00
Deliverables & Timeline	Develop common set of expectations for advisors and a proposed university advising model	November 2017
	Present proposal to Academic Leadership and Student Success Steering committee for initial feedback and response	December 2017
	Review university policy related to required program declaration and advising holds and recommend any proposed changes	January 2018
	Determine financial implications of proposed advising model	January 2018
	Develop "common" job description elements for all "advising" positions and agreed upon contract language	January 2018
	Submit advising proposal to Committee on Advising for feedback and support	February 2018
	Submit revision to program declaration requirement to APC	February 2018
	Attend Advising Administrator Institute	Feb 2018
	Develop workflow for major declaration process and advisor assignment process	February 2018
	Develop agreed upon language for faculty advisor role to include in new faculty contracts	March 2018
	Meet with UC to discuss recommendation and role of faculty senate	March 2018
	Begin development of advisor training program based on "new" expectations and development of fall advising summit	March 2018
	Submit advising proposal to Faculty senate for approval	April 2018
	Develop communication plan for continuing students related to advising and major declaration	July 2018
	Implement fall advising summit (includes launch of new model and advisor training program)	August 2018
	Clean up advisor assignments for continuing students	Sept – Oct 2018
	Communicate to continuing students any changes made to advisor assignments	Sept – Oct 2018
	Develop online advisor training program	January 2019
	Launch online advisor training program	August 2019
Measures of Success	<ol style="list-style-type: none"> 1. Increased satisfaction with advising (e.g. students, staff, faculty) 2. Ongoing assessment of training program 	