



Academic Advising at Shippensburg University

It is the philosophy of **Shippensburg University** that good academic advising not only enhances the retention and satisfaction of students, it also enriches the professional experiences of advisors. Therefore, the university is committed to delivering the quality of advising that students need and deserve. The university is also committed to providing the support and resources to help faculty develop the skills and competencies they need to be effective advisors.

Shippensburg University is a collective bargaining institution. According to the terms of the bargaining agreement, academic advising is a faculty responsibility. Therefore, the framework for delivering advising services to students is a faculty-only, decentralized model.

The CBA provides the following guidelines to direct academic advising practices at PASSHE institutions.

1. **Academic advising is a responsibility for faculty.** Article 4 *Duties and Responsibilities of Faculty Members* establishes that faculty responsibilities include "...conferring with and advising students and advisees..."
2. **Faculty are accountable to deliver quality advising.** Article 12 *Performance Review and Evaluation of Faculty* states that effective teaching and fulfillment of professional responsibilities will be indicated by such items as "...quality of student advisement..."
3. **Non-faculty can assist** "in cooperation with the faculty advisor of record and the department chairperson" (Article 31).

At SHIP, all students are assigned to a faculty academic advisor. Students with a declared major are advised by a faculty member assigned by their academic department. Students who have not declared a major are assisted through the Office of Undeclared Students. The faculty advising load and process of assigning advisees are determined by each academic department.

SHIP Academic Advising Mission Statement

*Academic advising at **Shippensburg University** is a joint endeavor that complements the educational goals of the university by working with and empowering students to obtain appropriate academic information, to develop educational and career goals, to learn the skills needed for academic success, and to access the variety of resources and services available to them. (adopted 2008)*

Advising is much more than just talking about what courses to take. The Mission Statement emphasizes critical components of advising:

Effective advising is an intentional process that complements the educational goals of the University. The process is driven by a set of core values and intended outcomes.

Effective advising is an educational process that empowers students to take ownership and make the most of their educational experiences.

Effective advising is a partnership in which the advisor and the student each has responsibilities.

STUDENT LEARNING OUTCOMES OF ACADEMIC ADVISING

As an educational process, the advising intended student learning outcomes address (1) what students should know; (2) what students should be able to do; and, (3) what students should value/believe. The following is a representative sample. Students will:

- Know where to access accurate information about educational opportunities, requirements, policies and procedures:
 1. understand information on university policies and procedures
 2. locate information on important semester dates and deadlines
 3. know the requirements for degree completion
 4. understand the components of general education and how these components fit into the degree program
 5. know the options and requirements for majors offered at Shippensburg

6. know the options and requirements for minors offered at Shippensburg
 7. know how to declare or change major
 8. know how to track their academic progress through Degree Works
- Develop educational and career goals:
 1. design strategy to explore major and career interests
 2. explore connection between college major selection and career/life goals
 3. develop educational plans that are consistent with life goals
 - Demonstrate proficiency in the skills needed for academic success:
 1. create appropriate course schedules that match interests and abilities
 2. make good decisions that support the achievement of goals
 - Know where and how to access appropriate support resources to accommodate their unique needs:
 1. use *myShip*
 2. utilize campus resources that can help reach goals

ADVISING DEVELOPMENT PROGRAM

It is understood that, "Good advising programs do not just happen. They are the result of carefully developed institutional plans and commitments to improving advising service for students" (Noel-Levitz). Therefore, the **Advising Development Program** is modeled after the core values, standards and guidelines established by the National Academic Advising Association (NACADA) and the Council for the Advancement of Standards (CAS).

The campus-wide Advising Development Program is coordinated by the Coordinator of Developmental Education and Advising Development who chairs the **Advisor Development & Resource Team (ADRT)**. The ADRT, composed of faculty advisors from the various academic departments, promotes quality advising campus-wide by sponsoring programs and producing resources that assist faculty in their advising role.