

**Academic Advising Report  
(Reported February 2008)  
Fort Hays State University**

The following comes directly from the Kansas Board of Regents Policy Manual - **D. Academic Affairs, 11. Academic Advising**. Please refer to the policy for complete description of each item. Total report should not exceed three pages.

**a.** Effective academic advising is central to the educational mission of the Board of Regents. To ensure that all students have access to high quality advising, each Regents university shall establish an Academic Advising System which shall provide the following:

<p><b>(1) Goal Setting</b></p>	<p>FHSU Goal 1: To help students clarify individual values, career goals and the challenges of life in the 21st century. FHSU Goal 2: To develop suitable educational plans and programs of study for each student. Our student evaluation of academic advising results shows us that of the 731 students who responded to item 6: "My advisor discussed career opportunities in my field of study," 55.6% students strongly agree or agree that this was happening during their advising experience. In regard to item 8: "I have discussed my educational goals with my advisor," 69.7% students strongly agree or agree that this too was occurring. Establishing an educational plan that is reflective of the student's goals, aids in the retention of students.</p>
<p><b>(2) Information.</b></p>	<p>FHSU Goal 4: To help students review and evaluate progress toward established educational goals and completion of requirements within individual programs of study. FHSU Goal 7: To clarify and improve the student's knowledge of career options and potential for career change in the workplace of the 21st century. The responses to item 3: "My advisor provides accurate information concerning course selection" show 79.6% students strongly agree or agree and item 4: "My advisor provides information concerning graduation requirements," show 68.8% students strongly agree or agree. Both items supported the total access approach.</p>
<p><b>(3) Transitions</b></p>	<p>FHSU students had 8,090 adds and drops processed during Academic Year 2006-2007. These figures reflect that FHSU students are aware of how to make schedule changes through add/drop/withdrawal. The assessment of transitions was provided in items 5, 10, and 11 of the student evaluation of advising. These items are: 5: "My advisor provides information regarding the add/drop process," show 69% strongly agree or agree, 10: "I understand the process to change my major," show 49.3% strongly agree or agree and 11: "I understand the process to change my advisor" show 42% strongly agree or agree. This is</p>

	<p>consistent with previous year's data which means we still have some work do to in educating our students in these areas. We had 6,689 major changes during the 2006-2007 Academic Year. Students at FHSU are well aware of the process to change their major.</p>
<p><b>(4) Accessibility:</b></p>	<p>FHSU Goal 1: To help students clarify individual values, career goals and the challenges of life in the 21st century. FHSU Goal 7: To clarify and improve the student's knowledge of career options and potential for career change in the workplace of the 21st century. Item 9 of the FHSU Advising survey: "Adequate time is available to meet my advising needs," show students 74.2% strongly agree or agree. We view this as a positive outcome.</p>
<p><b>(5) Referral to Campus Resources</b></p>	<p>FHSU Goal 6: To encourage students to utilize University support services and related resources as needed (Kelly Center, Career Services, Career Exploration, etc...). The student evaluation of advising looks at this issue in item 7: "My advisor makes referrals to appropriate campus resources/services." Students responded 60.5% of the time that they strongly agree or agree while 15.6% responded neutral and 14.4% stating that this item does not apply to them.</p>
<p><b>b. Each Academic Advising System shall provide information to students to inform them of their responsibilities in the Academic Advising process.</b></p>	<p>FHSU provides information to students through the Academic Advising and Career Exploration Center and Registrar websites, the Student Academic Planner (hard copy and online), University Catalog (hard copy and online), Parent Handbook (hard copy and online) and resources within each department.</p>
<p><b>c. Each Academic Advising System shall be responsible for the necessary training of academic advisors to assist them in meeting the responsibilities of this policy.</b></p>	<p>The Academic Advising and Career Exploration Center (AACE) is the administrative office of our advising system, reporting to the office of the Vice President for Student Affairs. AACE works with the Academic Advising Committee and Provost's Council to establish, manage, monitor, and improve the advising system and initiate campus discussion of advising issues. AACE oversees design and implementation of professional development sessions; responding to students' and advisors' questions; and creating, updating, and distributing of appropriate advising materials (Student Academic Planner, Tiger Exchange Newsletter for Faculty and Staff, Faculty and Staff training workshops, website, etc). In addition, all new Faculty to FHSU are required to go through the New Faculty program which includes academic advising training.</p>
<p><b>d. Each Academic Advising System shall have a mechanism to assess academic advising at the</b></p>	<p>FHSU provides an electronic Academic Advising survey to students available through their student</p>

department level, relative to this policy, on a yearly basis and shall report the results of said assessment as part of Program Review to the Board of Regents.

account to assess their advisor throughout the year. This is done from March to February each year. Data is collected from the survey and sent to the departments in March. Some academic departments that have accreditation standards beyond those of the North Central Association, do additional assessment specific to those standards.