CALS New Advisors’ Workshop Agenda
Friday, August 14, 2009
Williams Hall (1400 and 2405)
9am-1pm

Facilitators: Ms. Jenny Ellerbe, Dr. Bill Grant and Dr. Chad Jordan

9-10:15am WMS 1400: New Advisors Session
• Welcome and Introductions
• FERPA
• MyPack Portal Access
  o Advising Information
  o Schedule of Courses
  o Advising Forms (Student vs. Faculty Protected)
• GEP Requirements

10:15am-11:30am WMS 1400: New and Experienced Advisors
• Welcome and Introductions
  o What do you think makes a good advisor?
    ▪ Advising Definitions
    ▪ Core Values
  o CALS Online Advising Handbook: An Overview
• Know your students and getting to know them
  a. Who are the Millennials?
  b. What to expect in advising sessions
  c. Conducting advising sessions
• Top Three Items Advisors Need to Know
  1) Common Student Concerns
    a. FYCR and General Course Repeat; Grading and GPA Calculations
    b. Academic Difficulty
    c. Course Substitutions, Schedule Revisions, Course Load Waivers, and Exceeding Allowed Hours
  2) Progress Toward Degree Policy
    a. Plan of Work

11:30-11:50am Move to WMS 2405 and Break

11:50-1:00pm WMS 2405
• Top Three Items Advisors Need to Know (Continued)
  3) Resources
    a. Handbook List
    b. CALS Advising and Teaching Effectiveness Committee and Related Events
    c. NACADA
    d. DUAP
• Case Studies & Questions