

University of Southern Maine
College of Arts and Sciences
Academic Advising

*A Partnership between
Faculty and Students*



Academic Advising at the College of Arts and Sciences is a Partnership

Academic advising in the College of Arts and Sciences at the University of Southern Maine provides support to enhance the educational experience for all students.

Faculty advising takes into consideration students' varying needs, interests, and abilities, as well as educational, career, and life goals.

Advising is an invaluable partnership between faculty advisors and students aimed at supporting and guiding students to make decisions that will affect their academic careers and their futures.



What can a faculty advisor do for you?

- Enhance your USM experience
- Help you develop partnerships with faculty who have expertise in your field of study
- Enrich and support your learning and development outside the classroom
- Assist you in understanding major and minor degree requirements
- Help you understand and appreciate academic policies and procedures that will affect your academic career
- Help you to develop a plan to graduate
- An advisor can help you complete the various forms related to your academic career

What do you as a student need to do?

- Contact your faculty advisor early in your academic career
- Learn about your responsibilities as a student
- Look for opportunities to get involved and deepen your academic career
- Ask how your course selections and other educational opportunities fit into your life plans
- Keep in contact with your advisor



College of Arts and Sciences

Faculty Academic Advising

Mission

Academic advising in the College of Arts and Sciences (CAS) at the University of Southern Maine is approached from an educational and developmental perspective that considers students' diverse backgrounds, interests, abilities, and educational, career, and life goals. Academic advising is a partnership between faculty advisors and students that is grounded in teaching, learning, and student development.

Goals

- To affirm the quality and integrity of USM and its CAS degree programs
- To support the student experience from point of contact through graduation
- To enhance and support the classroom experience while maintaining confidentiality; academic advising is not to be equated only with course registration but also with teaching and learning
- To develop intentional partnerships where faculty advisors are appropriately accessible, and knowledgeable, where faculty advisors use their expertise to guide and facilitate student educational and life decision-making processes, and where students share responsibility for advising
- To offer a collective, collaborative process that makes use of appropriate University resources to support student responsibility for their learning and success
- To create a mutually responsive and respectful process where faculty and students understand the diverse nature and multicultural perspective of our university community

To achieve these goals, the College of Arts and Sciences has identified outcomes for student learning and for the delivery of academic advising.

Student Learning Outcomes for Academic Advising

- To know, understand, and fulfill their responsibilities in the academic advising process
- To know how to complete the various forms related to enrollment
- To understand how to develop a balanced academic schedule and graduation plan
- To understand the impact of internal and external commitments on college success
- To understand program requirements (university, college, and departmental)
- To know about minor degree requirements
- To know who their academic advisors are
- To understand the range of university resources available to them
- To work toward the development of an understanding of how their choices of courses and majors fit into larger life plans
- To identify experiences that will enhance their career objectives and/or post-graduate options
- To take responsibility for their roles in the academic advising process
- To develop a balanced schedule and graduation plan
- To understand that academic advising is a collaborative process
- To understand the difference between the role of faculty within the classroom and the role of faculty as academic advisor and mentor
- To understand where they are in their educational/career development

Delivery Outcomes for Faculty Academic Advising

- Academic advisors are appropriately accessible and available to students
- Academic advisors understand both strategies that promote engaged learning and issues that may inhibit effective learning
- Academic advisors understand the demographics of USM students
- Academic advisors have the "tools" they need to be effective in their roles as listeners, questioners, and referral agents for students
- Academic advisors are familiar with:
 - Strengths and needs of students from diverse groups
 - Policies and procedures
 - General education requirements
 - Degree requirements
 - Boundaries of ethical actions
- Academic advisors make appropriate, effective referrals
- Academic advisors are aware of and practice appropriate boundaries and limitations in the advising relationship, working within the parameters of professional ethics

