

**Academic Advising Report
2016-2018
(Reported to Board Office March 2019)
Fort Hays State University**

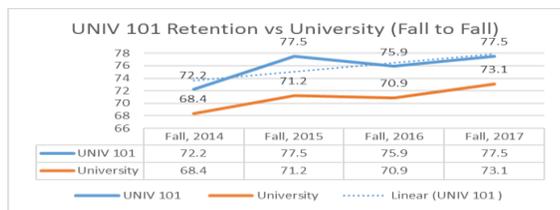
The following comes directly from the Kansas Board of Regents Policy Manual - **D. Academic Affairs, 11. Academic Advising.** Please refer to the policy for complete description of each item.

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:

(1) Goal Setting
Students start setting small goals during their required ACCESS to Success meetings as freshmen. They have three meetings each semester with their academic advisor. Two primary areas of importance are with career and educational goals. Students identified their career discussion as at 1.76 and their educational goals at a 1.65 for the FHSU Student Evaluation of Advising for 2016-2018. Students rate on a 1-5 scale with 1 being the highest. Both of these areas aid in student retention and persistence.

(2) Information
FHSU Academic and Career Advising Goals 3 and 4 help students review and evaluate their progress toward established goals and completion of requirements within individual programs of study, as well as helping students clarify and improve their knowledge of career options and potential for career change. To meet these goals, FHSU students receive general education planning, course selection planning and a degree plan. This planning is done with the academic advisor to ensure that the student will be able to achieve his/her educational/career goals.
In addition, all degree seeking students receive an official degree summary provided by a degree analyst in the Office of the Registrar at the completion of 60 hours. The advisor and advisee review the degree summary on a semester basis to ensure that curriculum needs are identified and met. The degree summary is available through our student portal for viewing at any time.
Students who have not completed 60 hours can view their progress online in the student portal for their current major and review any program's requirements. This allows students to review information for a variety of majors and minors. At FHSU, student ratings for "My advisor provides accurate information concerning course selection" at 1.46 and a 1.45 for "My advisor provides information concerning graduation requirements." Students reported that they act on their advisors suggestions at a 1.35 rating.

(3) Transitions
Our goal is to ensure that each student is provided the opportunity to fulfill their educational and career goals as they transition to the institution and within the institution. An institution wide UNIV 101 Freshmen Seminar class was added to the curriculum in Fall 2013. The fall to fall retention rate has been higher in comparison than the university rate each of the following years:



This course along with TigerSTRIPES, Orientation for freshmen, transfers, international students, students of color, Kansas Academy of Math and Science students, and information provided by the academic advisor, Office of the Registrar, Student Academic Planner, University Catalog, and the Fort Hays State University website help support students in transition.
FHSU has been signing new 2+2 Programs with multiple institutions in Kansas to benefit students in transferring to complete their bachelor's degree. Our transfer equivalency website is extremely beneficial to the students as they plan and transition to FHSU. Once students enroll, they may decide to make a major and/or advisor change. Our students rated "My advisor provides information regarding the add/drop process." at 1.31, "I understand the process to change my major." at 1.71, and "I understand the process to

	<p>change my advisor." at 2.03.</p> <p>Our first Learning Community in the Fall of 2010 with 29 students. This expanded to 12 Learning Communities in 2015 and 16 that are serving 342 new freshmen this year. Our virtual students have not been excluded from transition efforts, FHSU added six professional advisors to serve virtual college students in summer 2012. With continued growth we are currently at 13.75 undergraduate professional advisors serving virtual college students.</p> <p>Transitioning programs that utilize academic advising include TigerSTRIPES (pre-enrollment) and Tiger Impact (orientation). New freshmen and transfers who attended TigerSTRIPES have rated their experience with the advisor relationship and understand the expectations as 95% for freshmen and 97% for transfers. They have also identified that the program helped them to gain tools to transition to FHSU at 93% for freshmen and 99% for transfers.</p>
(4) Accessibility	<p>Establishing and maintaining reasonable hours of availability for students is dealt with on a semester-by-semester case. Institutional policy requires that each advisor post their office hours for view by advisees. Students are able to set up appointments to make curricular selections and career choices. Students rated "Adequate time is available to meet my advising needs" at 1.56. Professional advisors and faculty advisors work to inform students regarding their schedules and how to schedule appointments.</p>
(5) Referral to Campus Resources-	<p>Referral of students to appropriate campus resources is vital for student success and retention. The assessment process at FHSU provides information regarding referral sources that students access. Our students rate "My advisor makes referrals to appropriate campus resources/services" at 1.43. Our online advising notes system shows advisors made 17,194 separate referrals to students from July 1, 2015 to June 30, 2018. A yearly average of 5,731 referrals from academic advisors. These referrals include academic, career, financial, personal, and social referrals.</p>
b. Each Academic Advising System shall provide information to students to inform them of their responsibilities in the Academic Advising process.	<p>Academic advising at FHSU is a system of shared responsibilities between academic advisor and advisee. This information is provided to students beginning with TigerSTRIPES and throughout their time at FHSU via formal programs and information through our website and Student Academic Planner. Our students rate "I understand that advising is a shared responsibility" at 1.20.</p>
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.	<p>The Academic Advising and Career Exploration Center (AACE) is the administrative office of the university-wide advising system. AACE works with the Academic Advising Committee, Provost Council and Enterprise System Planning Committee to establish, monitor, and make improvements to our systems and processes. They also provide training and professional development for all academic advisors. Academic advisors are required to go through training to obtain access and appropriate security to student records and advising related technology. Both new and returning academic advisors utilize this training. The training has resulted in 1512 advisors attending various training sessions. In addition to basic technology training, we currently offer three primary advising certificates: Using Technology in Advising, Special Populations Advising, and Career Advising. The certificate completors include Using Technology in Advising (97), Career Advising (45), Special Populations in Advising (45). These certificates require four separate workshops focused on each area to earn a certificate. If a session is missed, they have future opportunities to attend session(s) and still receive the certificate.</p>
d. Each Academic Advising System shall have a mechanism to assess academic advising at the 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. Requested mean numbers from Kristi Mills.	<p>FHSU utilizes data from the FHSU Student Evaluation of Academic Advising that is based on the institutional academic and career advising goals and the NSSE-College Student Report. The evaluation is live for students to complete through their portal beginning with the 20th day of the fall semester through the last class day prior to finals week. This data has been utilized throughout this document.</p> <p>FHSU also collects data through NSSE. Our last capture was F2017-S2018. Our data from freshmen and seniors provides comparison with Plains Public, FHSU Peers and all NSSE institutional participants. In regards to the academic advising on the NSSE, the "Indicate the quality of your interactions with the following people at your institution" for academic advisors, our freshmen data places us higher (5.4) than both Plains Public (5.2), FHSU Peers (5.2) and NSSE (5.2). The results for our seniors are also higher (5.5) in comparison to: Plains Public (5.2), FHSU Peers (5.4) and NSSE (5.2).</p>