
EVALUATION OF ADVISORS

PURPOSE: The academic advising process and all persons charged with academic advising responsibilities will be evaluated by their supervisors and advisees.

I. Responsibility

The College Advising Coordinators, in cooperation with the Coordinator of University Advising, are responsible for the implementation and monitoring of this policy and its procedures.

II. Procedures

- A. Each college of the University shall establish a method and time line to assess the effectiveness of advisors including the following areas:
 - 1. knowledge of general University and specific departmental academic requirements and procedures.
 - 2. awareness of educational and career opportunities within their discipline.
 - 3. awareness of University services for purposes of appropriate referral.
 - 4. maintenance and communication to advisees of available hours for academic advising.

- B. Each college of the University shall establish a method to assess the effectiveness of the advising process in the following areas:
 - 1. coordination
 - 2. philosophy and policies
 - 3. delivery systems
 - 4. advisor training
 - 5. evaluation and reward
 - 6. student needs and outcomes