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## UPCOMING IMPORTANT DATES

October 27 - Last day to withdraw from a Fall 2020 course (\$25 fee) November 2-6 - Advising Week

### WHAT I'M GRATEFUL MY ADVISOR TOLD ME

My advisor helped me work through my DegreeWorks to create a mapped out action plan for my degree -Class of 2021 Student

My advisor showed me the four-year plan for my major to help plan for my four years of classes, which was super helpful -Class of 2023 Student



## OFFICE OF UNDERGRADUATE ACADEMIC ADVISING

#### OCT 2020 | VOL 1 ISSUE 1

THE ACADEMIC ADVISOR NEWSLETTER

Shannon Rogers <mark>(Academic Advising G</mark>raduate Assistant) and Maura O'Mahony (Academic Advising Work Study)

### **MEET THE DIRECTOR**

#### Dr. Gladys Robalino

In addition to being the Chair of the Modern Language Department, Gladys Robalino, Ph.D. acts as the Director of Undergraduate Academic Advising at Messiah University. This is her second year in this role and she enjoys working closely with her colleagues. Dr. Robalino can be found in her office B156.



# TIPS AND TRICKS FOR **ADVISING IN ZOOM**

A year ago many of us were able to recognize Zoom as a videoconferencing app but few of us could have predicted what an integral part of our lives the tool would soon become. As instructors, we have become familiar with screen sharing, breakout rooms, "I think you're muted," and alternate hosts. But where does Zoom fit into the realm of Academic Advising? Below are a few ideas to help as you navigate advising in Zoom.

#### FERPA IS STILL FERPA

Ask your advisee to pull the Degree Audit and to share their screen with you to review. This gives the student ownership of the document and screen and prevents you from inadvertently sharing information with others who may session takes place. This way, be within viewing distance.

#### **ENCOURAGE HEADPHONES**

When conducting your advising session via videoconference, asking your advisee to wear headphones further protects their privacy. Although others within earshot may be able to hear your advisee's voice, the conversation they hear will be one-sided, protecting any information that you, as the advisor, are providing to the student.

#### **ENCOURAGE INSTRUCTORS TO** SEND ACADEMIC UPDATES

If you are concerned about the progress of one of your advisees, reach out to the instructors and encourage them to send academic updates before your Advising information from the academic updates can be incorporated into the Advising session conversation.

#### ALLOW PHONE APPOINTMENTS OR **CAMERAS OFF ON ZOOM**

This helps advisees to feel comfortable. The best place for them to speak with you may be in their bedroom, they may be wearing pajamas, etc. By having the camera turned off, the advisee does not have to worry about their own appearance or the appearance of their background.

## PILLARS OF ACADEMIC ADVISING From NACADA Website



Pillars of Academic Advising NACADA Website https://nacada.ksu.edu/Resources/Pillars.aspx

#### CONCEPT

Academic Advising within the context of higher education is a series of intentional interactions with students meant to help synthesize a student's aspirations and abilities with their academic experience. **CORE VALUES** 

The core values of Academic Advising are caring, commitment, empowerment, inclusivity, integrity, professionalism, and respect. These values are meant to reflect professionalism in an educational context, and are well upheld by the community at Messiah.

## THE FOUR PILLARS

The National Association of Academic Advising (NACADA) has a standard of four pillars of academic advising: the concept, the core values, the core competencies, and the Council for the Advancement of Standards in Higher Education (CAS Standards). These four pillars serve as a set of guiding principles that affirm the role of academic advising In higher education while addressing and anticipating the needs of students, advisors, and instituations.

#### **CORE COMPETENCIES**

The core competencies of Academic Advising are the conceptual, informational, and relational. These refer to the delivery of information, the substance of the advising, and the skills of the advisor to deliver information, respectively.

#### **CAS STANDARDS**

The CAS (Council for Advancement of Standards) Standards serve as benchmarks in academic advising. The standards can be found through CAS at <u>www.cas.edu</u>

For more information about the pillars, visit <u>https://nacada.ksu.edu/Resources/Pillars.aspx</u>