

## Training and Assessment Plans

### Training Plan

Advising Handbook. The University maintains an [on-line Advising Handbook](#), which provide information on advising for advisors. Each new advisor is required to read the Advising Handbook prior to being assigned advisors.

Mentoring Program. Each new faculty member is assigned a another faculty member as his or her mentor. One role of the mentor is to help prepare the new faculty member to advise students. Typically, new faculty members will be required to shadow experienced advisors to see real advising situations and questions.

Workshops. Workshops involving advising are often provided by the Office of Academic Affairs during Faculty Development days. Additionally, the College of Arts and Sciences has provided [workshops on the Core Curriculum](#). Also the Advising Council presents workshops on advising topics.

Webinars. The Office of Academic Affairs sponsors Webinars on advising topics which are open to faculty.

Participation in these training opportunities is reported to the department head annually and is plays a role in the annual faculty evaluation process.

### Assessment Plan

Advisement Survey. An assessment survey on advising is conducted annually. Results of that assessment are provided to deans and department heads to assist them in making improvements in their advising programs.

Faculty advisement questionnaire. After each advising session, the student completes as short survey to provide feedback on the quality of advisement.