

UNIVERSITY ADVISING SERVICES CENTER (U-ASC) NEWSLETTER

A Warm Welcome from the UASC Staff!

We hope that you will find our first annual U-ASC newsletter resourceful and refreshing as a faculty member at Clarion University!

U-ASC provides comprehensive academic advising for students and faculty. This office serves as the primary source for all undecided and liberal studies advisement. This office also provides drop in advisement to all university students. Advising Services Center also serves as a resource for all faculty for professional development and answers to advising questions.



Are YOU an Advocate for your Advisees? At Clarion University Advisors are Asked To:

1. Post office hours and keep student appointments
2. Provide accurate and specific information
3. Suggest other sources of information
4. Listen and help solve problems
5. Check course schedule for appropriate selection of courses
6. Suggest options concerning majors, careers, and courses

WHAT HAS UASC BEEN UP TO THIS YEAR?!

We have been busy advising students!! So far this year, we have had over 550 appointments!! Because of the increase in enrollment this year, U-ASC had to work closely with our advisees to ensure they received a good schedule that fit their individual needs.

At the beginning of the new fall semester, we held an Open House for all of U-ASC's advisees. We met with over 65% of our advisees before the end of the fall semester. U-ASC also provided a productive training session for ARMS, who acts as an advisory liaison for students in the residence halls. U-ASC also held two faculty advising training sessions which taught new advisors the ropes to becoming a successful advisor and refreshed previous advisors' knowledge on advising!

UNIVERSITY ADVISING SERVICES CENTER (U-ASC)



111 Becht
814.393.1879
advising@clarion.edu

***“U-ASC... We
Advise!!”***

Please call if you have
advising questions!

Nine Ways to Manage Advisees in an Ethical Manner:

1. Seek to enhance the student's learning whenever possible
2. Treat students equitably
3. Enhance the students ability to make autonomous decisions
4. Advocate for the students
5. Tell the truth
6. Respect the confidentiality of communication with the student
7. Support the institutions educational philosophy and policies
8. Maintain the credibility of the advising program
9. Accord colleagues appropriate professional courtesy and respect

Feel Like You've Exhausted all your Resources?

It's OK!! Working with students can be more daunting than exciting at times. UASC can help you work through those tough situations with students!! Here are some examples of students who need some extra TLC:



Student #1: Student has a GPA of 2.3 and has an apathetic attitude towards his classes. He says he's not good at writing papers or taking tests. He wants to know what major will "get me out of here the fastest?" What can you do?

- counsel him as best as you can by encouraging positive situations-maybe he had a semester of hard classes that he wasn't prepared to take all at once; refer to Counseling Services continued...

- explain to him how the Writing Center can help him improve his writing ability & thus improve his grades
- offer to set up a tutor for him or provide information to him on how to contact a tutor through academic enrichment
- suggest he take E-discover to direct him towards a major that he feels more passionate about

Student #2: Student has a 2.8 GPA is a second semester junior. She has switched her major 3 times, but says she's "going to stick with my new major." She doesn't attend class regularly and always has a reason for why she didn't go to class. She has missed several appointments with you (her advisor) but promises to come to the next appointment. What can you do?

- suggest she do the e-discovery program to find a major she's truly interested in; remind her that her indecisiveness may be costing her

credits and time.

- refer her to Counseling Services; there may be an underlying issue with her class attendance or her lack of value for her education
- show her how to read her degree audit in detail
- map out remaining courses

for each semester so she has a visual of her time management and goals for graduation

Resource List:

Career Services 393.2323
Counseling Services 393.2255
E-Discover Program 393.2255
Student One Stop... www.clarion.edu/253/
Writing Center 393.2173