STUDENT LEARNING OUTCOMES

Over the course of last spring, faculty and staff worked to identify University-wide Student Learning Outcomes for all first-year students. This effort was led by the Provost’s Office and Assistant and Associate Deans. It was conducted in consultation with Dr. Rich Robbins, Associate Dean in the College of Arts and Sciences at Bucknell University and consultant from the National Academic Advising Association (NACADA).

Dr. Robbins led workshops, facilitated conversations, and sought input from several perspectives. After much discussion, the following Academic Advisement Student Learning Outcomes were identified:

- By the first day of class in their first semester, students have accessed UDSIS
- Students know the academic resources available to all students (e.g., College Assistant Deans, University Studies Program, Office of Academic Enrichment, Writing Center, Math Tutorial Lab, etc.)
- Students know the support services on campus available to all students (e.g., Counseling Center, Student Health, DSS, Career Services Center, Dean of Students, etc.)
- Students know where to go to seek advice if considering changing majors
- Students know how to change their major
- Students know their responsibilities as an advisee
- Students know the role of their advisor
- Students know where to access University of Delaware academic policies
- By the first day of class in their first semester, students know how to contact their assigned academic advisor
- By the first day of class in their first semester, students know where to access degree requirements
- By the first day of class in their first semester, students know how to access the online catalog

As UAS oversees the academic portions of New Student Orientation, we have always provided information about contacting faculty advisors, accessing UDSIS, and degree information. We have enhanced our efforts to include screen shots of UDSIS and the online catalog, so that students have clear information about how to access and interpret information. We also provide guidelines about academic advising, indicating what students are responsible for, how UAS can assist them, and what types of information they can expect from their faculty advisors.

As faculty advisors, we hope that you will join us in ensuring that our new students receive the information detailed in the Academic Advisement Student Learning Outcomes. If you are not familiar with the information yourself, your UAS liaison (http://www.cas.udel.edu/uas/faculty-resources/Pages/contacts.aspx) would be happy to review any of this information with you and your colleagues. We would also be glad to provide departmental training if it would be useful to your department’s faculty advisors.

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Each semester we issue a faculty advisement newsletter, highlighting policies, providing upcoming academic calendar dates, and addressing common faculty questions.

IN THIS ISSUE:
- Student Learning Outcomes for First-Year Students (page 1)
- Important Dates and Faculty Q&A (page 2)
- Course Substitution Web Forms (page 2)
- Did you know: About our Facebook page? (page 2)
- New Faculty Advisor Workshops (page 2)
- Getting to Know: Cindi Shenkle (page 2)
UPCOMING DATES

Fall 2012 Drop/Add Ended  
September 10

Freshman Mid-Term Grade Deadline  
October 11

Academic Penalty Deadline  
October 22, 2012 (last day to withdraw or change to Audit & Pass/Fail)

Winter 2013 Registration Begins  
October 28 for all students

Spring 2013 Registration Begins  
November 15 (Seniors) through the first week of December (FR & CEND)

Last Day of Fall 2012 Classes  
December 4

Fall 2012 Final Exams  
December 6-13

Faculty Q & A

Faculty Question:
Is there a minimum grade requirement for breadth courses?

Answer:
Yes. The minimum grade is a C-.

Faculty Question:
How does a course get assigned to a particular CAS breadth category?

Answer:
Courses are nominated by each academic department, along with a written justification for the request. The proposals are considered by the College of Arts and Sciences’ Educational Affairs Committee.

COURSE SUBSTITUTION FORMS

The Registrar’s Office has implemented Course Substitution Forms. When the department has approved substitutions within the major (advisors may not approve substitutions for College or University requirements or for academic plans outside of their departments), faculty advisors can use the Course Substitution Form to submit the approval and have the substitution recorded in the student’s Degree Audit. A copy of the form will be automatically posted in Advisor Notes and the form will prompt UAS staff to manually adjust the student’s Degree Audit. Substitution approval for the major requirements must follow departmental procedures for approval prior to being submitted via Web Form.

Detailed instructions for submitting the form are online: http://www.udel.edu/registrar/helpdocs/coursesub.html

GETTING TO KNOW... CINDI SHENKLE

Cindi has worked in various advisement-related roles in the College of Arts and Sciences since 1995. Her undergraduate degree was in English and she holds a Master’s degree in Education: Student Affairs Practice in Higher Education. Cindi directs the CAS Undergraduate Academic Services unit. In her free time, Cindi enjoys reading, going to the beach, and spending time with her family.