

Academic Advising Syllabus

Goals and Objectives of Academic Advising:

The goal of LSA Academic Advising is to help you shape a meaningful liberal arts education. The elements of that education include your classes, your co-curricular activities, your work, and your personal experiences. With your interests and goals in mind, you and your advisor will formulate your academic plans. Your advisor can then help you, through ongoing reflection and discussion, think about integrating all the elements of your college experience so you can make the most of your education. You need to be actively engaged in the process of defining your academic plans, and sharing those plans with your advisor in a series of conversations that extend over your entire undergraduate years.

This syllabus outlines what you will learn as a result of your work with advising, what you can expect from your advisor and what your advisor expects from you, as well as key issues that are relevant to you as you work your way through the university. Use it as a resource and guide, and refer to it often as you and your advisor continue to talk about your life at the University of Michigan.

Learning Outcomes:

By participating in academic advising in LSA you will:

- Reflect on your goals and motivations in order to take ownership of your educational choices.
- Engage in a process of self-reflection, self-discovery, and self-awareness.
- Learn how to be a self-advocate and how to locate and utilize available resources.
- Improve your decision-making and problem solving skills by asking productive questions.
- Be empowered to take responsibility for your choices and learn from those choices, actions, and outcomes.
- Understand the nature of a liberal arts education and the requirements for completing an LSA degree and how these relate to your future personal and professional goals.
- Develop the ability to connect your learning across the curriculum and to integrate learning and experience.
- Develop a deeper sense of social responsibility and ethics by thinking about your relationship to the world and the community, both during and following college.
- Be able to identify and communicate the transferable skills gained through your educational experience.
- Develop the skills and commitment needed to seek out opportunities for lifelong learning.

Responsibilities in a Student-Advisor Partnership:

This is what you can expect from your Advisor

- To help you make connections between your experiences, both within and beyond the curriculum.
- To provide accurate, timely, and useful information about the curriculum, resources, opportunities, requirements, policies, and procedures.
- To help you develop strategies that will enable you to be successful academically.
- To listen to your concerns and respect your individual values and choices.
- To advocate on behalf of student concerns within the College of Literature, Science, and the Arts.
- To be accessible for individual advising appointments requested in advance, Advising Center events, and via email.
- To help you make decisions but not to make decisions for you.
- To help you develop and refine your academic plans so that they are consistent with your interests, abilities, goals, and values.

This what your Advisor expects from you

- To come to advising meetings prepared with questions after having done some reflection and checking available resources.
- To take responsibility for your decisions.
- To develop an academic plan and discuss that plan with your academic advisor.
- To become knowledgeable about policies, requirements, procedures, and resources.
- To establish relationships with faculty and other mentors on campus.
- To keep in contact with your advisor by email, regularly scheduled one-on-one advising appointments, or walk-in advising in the Residence Halls.
- To actively read your advisor's email messages and be open to advice from your advisor.
- To reflect on the connections between your experiences, both within and beyond the curriculum.

Topics and Milestones:

As you advance through your degree program, there will be decisions you will have to make about your goals and objectives. Keep in mind that you may need to make some adjustments to your initial plans as you progress through your degree. For some students, those decisions and adjustments come early in the college career, but most students need time to gain perspective and to figure things out. Similarly, it is important to recognize that different students may reach these milestones at different points in their academic career. When you want to talk through your evolving academic plans, your advisor is here to help.

First Year:

- Begin developing effective time management skills.
- Work on improving or learning effective study habits and skills.
- Learn what it means to be a responsible member of an academic community by familiarizing yourself with College's policies on plagiarism, cheating, and academic integrity.
- Attend class regularly.
- Go to office hours and try to become comfortable asking questions inside and outside of the classroom.
- Become an active learner.
- Work on establishing a sense of community in your residence (keep in mind that most of the residence halls have Academic Advisors and Peer Advisors who hold regular office hours in the building).
- Begin exploring areas of academic interest with an eye towards creating a 4-year educational plan. One idea is to create a journal where you develop and assess your educational plan.
- Develop a plan to stay organized. One idea is to create a folder that contains all of your important documents.
- Once you are comfortable with your workload, seek out extracurricular activities.
- Make appointments to see your academic advisor.

Second Year:

- Use your first year experiences to re-evaluate your 4-year academic plan.
- Make an appointment to see an advisor in possible areas of concentration.
- Continue to maintain consistent contact with your Academic Advisor.
- Make regular appointments to see your Concentration Advisor.
- Discuss your course selections with your Academic and Concentration Advisors.
- Expand your horizons - start thinking about studying abroad.
- Visit the Career Center (3200 SAB). Sophomore year is not too early to start thinking about the connections between your education and a possible career. Open a letter of reference file at the Career Center.
- Stay involved in extracurricular activities - visit the Ginsberg Center for Service Learning, for example.
- If you are considering law school, a health profession, graduate school, an MBA, or any other professional school after graduating, make an appointment with one of these specialty advisors at the Advising Center.
- If you are considering a cross-campus transfer to one of the other colleges within the University, make an appointment with an advisor from that school to review requirements and application deadlines.

Third Year:

- Discuss a potential honors thesis or an independent study with your concentration advisor.
- If you are planning on studying abroad, watch deadlines and apply.
- Re-visit the Career Center: find out more about internships; update your reference letter file; update your resume; discuss job shadowing and informational interviews.
- Review your academic and activity journals/folders and update them with new material; think about how you can draw on your experience for use in interviews and admissions essays.
- Combine your academic and activity journals/folders into a portfolio, and find out how to get it ready for presentation to various audiences.
- Approach faculty for letters of recommendation.
- If you are thinking about graduate school, find out about requirements and entrance exams.
- Discuss your plans with your advisor: get help with thinking about how the pieces of your life fit together.
- Review your degree progress with your advisor.

Fourth Year:

- Meet with your Concentration Advisor to complete your Concentration Release Form.
- Apply to graduate on Wolverine Access.
- Review your official Academic Audit—are you taking the courses you need to graduate?
- Maintain consistent contact with your Academic Advisor to discuss your educational or post-graduation plans.
- Actively use the Career Center to develop and implement post-graduation plans.
- Meet with relevant specialty advisors (pre-health, pre-law, etc.) to finalize plans for graduate study.
- Meet with faculty members and others to secure letters of recommendations.
- Take that class that you have always wanted to take.