

ADVISING SNAPSHOT **October 2020 Edition**

Important Dates

<https://uwosh.edu/registrar/students/add-drop-calendar/>

- Oct. 23 Last day to drop/withdraw 14-week course
- Oct. 27 1st 7-week session ends
- Oct. 28 2nd 7-week session begins

Supporting the Whole Student in a Virtual Environment

Faculty know better than anyone that teaching online is different than in-person. It takes more time, planning, organization, communication, patience, and creativity. For students, learning in an online format is also different. Students need to apply more advanced skills in the areas of time management, organization, and motivation/persistence. The pandemic has brought many students to online learning who have little to no experience with it, or interest in it. These reluctant online students need specific support to be successful.

What do students need?

1. **Clarity/Organization:** Each course is doing something different this fall. Likely, this information was communicated on the syllabus, however, students are famous for not reading the syllabus! Many students fail to understand the significance of the syllabus and how they can use it as an organizational tool. Aid students by reminding them to refer to the syllabus often and suggesting they use it to create a calendar, schedule, to do list, checklist, etc.
2. **Flexibility/Understanding:** The vast array of course delivery methods is confusing for everyone. Students are having a difficult time keeping up, staying organized, and understanding expectations. It will be important to check-in regarding your advisees circumstances so that you can understand their unique challenges. Consider asking advisees the following questions:
 - a. Are you living on campus or at home?

- b. Are you working? If so, how many hours/week?
- c. Are you caring for children/siblings/others?
- d. What technology challenges have you experienced?
- e. What other challenges are impacting your performance in classes?

3. **Reassurance/Support:** While you may have concerns about teaching online, consider how you share those feelings with your advisees. Acknowledging the challenges of online teaching and learning is appropriate, but telling students it is “not possible” to teach/learn effectively online and suggesting they will “not learn as much” this semester or they can “just Google it” is not. It is best to express that this is hard for both instructors and students, but you know if we work together we can do it. Remind students that we go to college to learn how to do hard things, to learn how to do things differently, to learn how to problem solve and work with others. This is the kind of situation we are preparing students to handle in the future – we need to model for them how to do it now. You set the tone.
4. **Feedback:** The most common concern we hear from students is that they “have no idea” how they are doing in their classes. Some instructors don’t post grades/use the grade book in Canvas, return tests/papers/assignments, provide feedback, respond to email requests for grade information, participate in Early Alert, etc. Including the grading scale in the syllabus is not sufficient. New students, especially, don’t have the experience or context to apply that to their own situation. You can help advisees by:
 - a. Coaching advisees on the best ways to ask for feedback from instructors
 - b. Reviewing Progress Reports (Early Alerts) in Navigate with advisees during advising appointments
 - c. Checking for Canvas Zero-Activity “Tags” on the Student Profile in Navigate and asking advisees about their engagement in courses

Using Navigate to Support Virtual Advising

<https://uwosh.edu/advising/for-faculty-advisors/navigate-training-resources/>

1. Help advisees plan for Spring 2021 Advising & Registration. Use Navigate to easily send emails to your assigned advisees to:
 - a. Provide your individual and/or departmental advising and registration information.
 - b. Instruct them in the best way to address advising related questions.
 - c. Encourage advisees to plan ahead and schedule an advising appointment (per your/department instructions) well in advance of their registration date so they are ready to register on time.
 - d. Create a sense of urgency around on-time registration. Point out the consequences of delaying registration.
 - e. Promote “[15 to Finish](https://uwosh.edu/advising/15-to-finish/)” (<https://uwosh.edu/advising/15-to-finish/>)
2. Use Navigate Campaigns to invite advisees to meet with you.
3. Use the Navigate “Report on Appointment” to create an “Appointment Summary” to document advising for future reference for both you and the student.

Advisement Report Reminders

1. During a semester when a student is repeating a course the GPA on the Advisement Report is incorrect. The Advisement Report GPA is inflated because the prior attempt is removed from credits and GPA. Once a grade is posted the Advisement Report GPA will be correct. In the meantime, the **UWO Cum GPA page in PeopleSoft is the correct GPA**. This GPA is always calculated in real-time. This is the GPA used for the PERC process (prereq checks). Students can find the most accurate UWO GPA on their unofficial transcript.
2. It is important to remember that students cannot take advantage of pending curriculum changes or new programs until they are officially approved at all governance levels. After the approval process is complete, students still might have to wait to take advantage of changes until the approved Effective Date for the change. Once changes are approved and effective, students can make the necessary changes to their record to allow the new requirements to be reflected on their Advisement Report.

****Remember to contact your UARC Liaison
when you have advising related questions****

<https://uwosh.edu/advising/for-faculty-advisors/advisor-tools-faqs/>

Brought to you by the UARC Faculty Advisor Development (FAD) workgroup.
Send feedback to: whalleye@uwosh.edu

The Advisory Council for Comprehensive Academic Advising <http://www.uwosh.edu/accaa>

View previous issues of the Advising Snapshot <https://uwosh.edu/advising/for-faculty-advisors/newsletters/>