

**Academic Advising Report  
2019-2021  
(Reported to Board Office March 2022)  
Fort Hays State University**

The following comes directly from the Kansas Board of Regents Policy Manual - **D. Academic Affairs, 11. Academic Advising**. Please refer to the policy for complete description of each item.

**a.** Effective academic advising is central to the educational mission of the Board of Regents. To ensure that all students have access to high quality advising, each Regents university shall establish an Academic Advising System which shall provide the following:

**(1) Goal Setting**  
Students start setting small goals during their required ACCESS to Success meetings as freshmen. They have three meetings each semester with their academic advisor. Two primary areas of importance are career and educational goals. FHSU Evaluation of Academic Advising had a format change during this reporting period. Students identified their career discussion at a range of 3.82 to 4.01 and their educational goals at 4.17 to 4.28 for the FHSU Student Evaluation of Advising for 2019-2021. Students utilize a 1-5 scale with 5 being the highest. Both of these areas aid in student retention and persistence.

**(2) Information**  
FHSU Academic and Career Advising Goals 3 and 4 help students review and evaluate their progress toward established goals and completion of requirements within individual programs of study, as well as helping students clarify and improve their knowledge of career options and potential for career change. To meet these goals, FHSU students receive general education planning, course selection planning and a degree plan. This planning is done with the academic advisor to ensure that the student will be able to achieve his/her educational/career goals. All degree seeking students received an official degree summary provided by a degree analyst at the completion of 60 hours through July 2021. The degree summary was reviewed on a semester basis to ensure that academic requirements were identified and met. With our conversion to Workday Student in 2021, at the completion of one academic period, all students can view their academic progress at any time. The earlier access provides the student and advisor individual information for tracking academic requirements and allows for more meaningful advising conversations. At FHSU, student ratings of “My advisor provides accurate information concerning course selection” were at 4.47 to 4.56 and a 4.35 to 4.5 for “My advisor provides information concerning graduation requirements.” Students reported that they act on their advisor’s suggestions at a 4.5 to 4.63 range.

**Transitions**

Our goal is to ensure that each student is provided the opportunity to fulfill their educational and career goals as they transition to the institution and within the institution. Learning Communities started in the Fall of 2010 with 29 students. This has expanded to 16 communities with 351 students participating. An institution wide UNIV 101 Freshmen Seminar class was added to the curriculum in Fall 2013. We added a career curriculum in the Fall 2015 to UNIV 101 to assist students in confirming or seeking assistance to find the right major earlier in their education. As you can see below, the percent of students attending the MGPF (Majors and Graduate Programs Fair) and completing MyMajors had a significant increase coming out of COVID-19 for 2021.

| Academic Period | Attended MGPF | %            | Change         | Completed MyMajors | %            | Change         | Total #    |
|-----------------|---------------|--------------|----------------|--------------------|--------------|----------------|------------|
| <b>F21</b>      | <b>582</b>    | <b>69.28</b> | <b>+33.88%</b> | <b>537</b>         | <b>63.92</b> | <b>+27.12%</b> | <b>840</b> |
| <b>F20</b>      | 239           | 35.40        | -41.55%        | 249                | 36.80        | 2.80%          | 675        |
| <b>F19</b>      | 688           | 76.95        |                | 304                | 34           |                | 894        |

The following assist in supporting students as they transition: UNIV 101, orientation programming for freshmen, learning communities, transfers, international students, students of color, and Kansas Academy of Math and Science (KAMS) students along with information provided by academic advisors, Registrar staff, Student Academic Planner, University Catalog, and the FHSU website.

FHSU continues to work with multiple institutions in Kansas, and beyond, to benefit students in transferring to complete their bachelor’s degree. Our transfer website is extremely beneficial to the students as they plan and transition to FHSU.

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|                                                                                                                                                                                                                                                                   | <p>New and continuing students may decide to make a transition to a new program of study, modality, and/or advisor change. This often means changes to registration of courses. Our students rated "My advisor provides information regarding the add/drop process" at 4.41 to 4.57; "I understand the process to change my major." at 3.81 to 3.96; and "I understand the process to change my advisor" at 3.45 to 3.7.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>(4) Accessibility</b>                                                                                                                                                                                                                                          | <p>Establishing and maintaining reasonable hours of availability for students is dealt with on a semester-by-semester case. Institutional policy requires that each faculty advisor post their office hours for view by advisees. Students are able to set up appointments to make or complete their academic plan, build a saved schedule, and discuss career choices. Students rated "Adequate time is available to meet my advising needs" at 4.36 to 4.45. Professional advisors and faculty advisors work to inform students regarding their schedules and how to schedule appointments.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>(5) Referral to Campus Resources-</b>                                                                                                                                                                                                                          | <p>Referral of students to appropriate campus resources is vital for student success and retention. The assessment process at FHSU provides information regarding referral sources that students access. Our student's rate "My advisor makes referrals to appropriate campus resources/services" at 4.26 to 4.38. Our online advising notes system shows advisors made 56,417 separate referrals to students from July 1, 2019 to June 30, 2021. A yearly average of 18,805 referrals from academic advisors. These referrals include academic, career, financial, personal, and social referrals. This is a 328% increase in referrals from our last report to the board (March 2019).</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>b. Each Academic Advising System shall provide information to students to inform them of their responsibilities in the Academic Advising process.</b>                                                                                                          | <p>Academic advising at FHSU is a system of shared responsibilities between academic advisor and advisee. This information is provided to students beginning with TigerSTRIPES pre-enrollment and throughout their time at FHSU via formal programs, academic advisors, information through our website and the Student Academic Planner. Our students rate "I understand that advising is a shared responsibility" at 4.64-4.82.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>c. Each Academic Advising System shall be responsible for the necessary training of academic advisors to assist them in meeting the responsibilities of this policy.</b>                                                                                       | <p>The Academic Advising and Career Exploration Center (AACE) is the administrative office of the university-wide advising system. AACE works with the Academic Advising Committee, Academic Council and the Enterprise System Planning Committee to establish, monitor, and make improvements to our systems and processes. They also provide training and professional development for all academic advisors. Academic advisors are required to go through training to obtain access and appropriate security to student records and advising related technology. Both new and returning academic advisors utilize this training. The training has resulted in 1531 advisors attending various training sessions.</p> <p>We have offered three primary advising certificates. The certificate completers include 101 for Using Technology in Advising, 35 for Career Advising, and 16 for Special Populations in Advising. These certificates require four separate workshops focused on each area to earn a certificate. These trainings support Strategic Plan Strategy 1.3: Provide and support pertinent, effective, efficient, and engaging professional development opportunities as well as Strategic Plan 2 Student Success.</p> <p>In 2021, we went live with Workday Student and continued to address FHSU Strategic Goal 2.1: Review options to improve advising. We have started our plan by moving to undergraduate college based professional advising in each of the five colleges increasing our number of advisors to 19. This implementation is aimed at increasing retention and persistence rates. We are working to include more training opportunities as our centralized advising plan moves forward.</p> |
| <b>d. Each Academic Advising System shall have a mechanism to assess academic advising at the department level, relative to this policy, on a yearly basis and shall report the results of said assessment as part of Program Review to the Board of Regents.</b> | <p>FHSU utilizes data from the FHSU Student Evaluation of Academic Advising that is based on the institutional academic and career advising goals. This data has been utilized throughout this report.</p> <p>FHSU also collects data through NSSE. Our last capture was collected in 2021. Our data from freshmen and seniors provides comparison with Plains Public, FHSU Peers and all NSSE institutional participants. The advising item is "Indicate the quality of your interactions with academic advisors. Our data shows that our first-year students are higher than our peers (+7), public plain masters (+12), and public masters size (+11). Our senior data also places us higher than our peers (+10), public plain masters (+13), and public masters size (+11).</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |