

MEMORANDUM

TO: Bill Davis, Vice Provost for Academic Excellence & Student Achievement; Professor Terese King, Interim Assistant Vice Provost; Executive Director of University Advising & Director of the Academic Success and Career Center

FROM: The Faculty Senate Steering Committee

RE: Proposed Amendment to the Executive Policy and Procedure Manual Section 9.1; WSU Academic Advisory Responsibilities

DATE: April 28, 2023

The Faculty Senate Steering Committee recommended approval of the proposed amendment to the Executive Policy and Procedure Manual (EPPM) section 9.1, WSU Academic Advisory Responsibilities.

Current Language (EPPM Section 9.1):

WSU academic advisor responsibilities:

- Be accessible, knowledgeable, informed and demonstrate care and respect.
- Guide students as they define and develop realistic goals.
- Teach students decision-making skills and how to assume responsibility to explore their own educational plans, options, and achievements.
- Understand and effectively communicate the curriculum, graduation requirements, and university and college policies and procedures.
- Teach and support students with information about and strategies for utilizing available resources and services on campus and in the community.
- Teach students to understand the purposes and goals of higher education and its effects on their lives and personal goals.

Updated Proposed Language (EPPM Section 9.1):

WSU academic advisor responsibilities:

- Be accessible, knowledgeable, and demonstrate care and respect.
- Guide students as they define and develop realistic goals.
- Educate students about the purpose of higher education and its effects on their lives and personal goals.
- Teach students how to successfully navigate their degree path and the University.
- Understand and effectively communicate the curriculum, graduation requirements, and university and college policies and procedures.
- Support students by providing information on available resources and services at the university and/or within their local communities.

The updated language to the Executive Policy and Procedure Manual (EPPM), section 9.1 regarding WSU Academic Advisory Responsibilities was approved on April 25, 2023, by the faculty senate steering committee.

If you require any additional background information or have questions, please do not hesitate to contact the faculty senate officers at faculty.senate@wsu.edu.

Respectfully submitted,



Matt Hudelson, Executive Secretary
WSU Faculty Senate