

## **WSU Vancouver Advising Committee – Professional Development Committee**

### **Strategic Plan for 2010-2015**

#### **Vision**

Academic Advising is a developmental and collaborative process in which students seek and receive guidance in the development and achievement of meaningful academic and career goals that are consistent with their interests, values, and abilities. To this end, the VAC Professional Development Committee believes that the best learning environment for students can be achieved when the university invests in the professional skills, academic knowledge, personal health, and cultural proficiency of academic advisors. Professional development is meant to provide advisors with the tools to be an educational resource for the entire WSU Vancouver community.

#### **Responsibilities**

Responsibilities of the VAC Professional Development Committee include, but are not limited to:

- Propose a five year strategic plan to the VAC at the final meeting in the spring semester
- Report updates on the strategic plan at the final meeting in the spring semester each subsequent year
- Plan and conduct activities for the Vancouver community consistent with the goals of the strategic plan
- Propose the allocation of funds consistent with the goals of the strategic plan
- Encourage advisor membership and involvement in professional organizations.

#### **Goals**

##### **Goal 1: Improve academic advisor skills and knowledge to a standard level of competency.**

The WSU Academic Advising Association (ACADA) and WSU Center for Advising and Career Development (CACD) have jointly developed and implemented an academic advisor training process for the university. It is divided into three levels:

Level 1 – day long certification training to provide a solid, consistent knowledge base for academic advisors. The training includes:

- Student development & academic advising theory
- Advising styles
- WSU policies and procedures

- Understanding an advising syllabus and learning outcomes
- WebCat training.

Level 2 – Continuation of professional development after level 1. Advisors attend a series of roundtable discussions and workshops that increase skills and knowledge in specialized advising issues at WSU. Level 2 certification must be completed within two years of the initial workshop and certification must be renewed every two years. For level 2 certification advisors must:

- Attend four two-hour Level 2 sanctioned workshops OR
- Attend three Level 2 workshops and two roundtable discussions OR
- Attend three level 2 workshops and one local, regional, or national advising conference.

Level 3 – this certification is still under development.

While student advising surveys are an important indicator of student advising satisfaction, they are not a complete indicator of academic advisor competency. We propose using the WSU ACADA model (explained above) to measure academic advisor competency. Entry-level competency will be completion of the WSU ACADA Level 1 training. Level 2 completion will be considered intermediate competency, while Level 3 certification will be considered advanced competency.

### Activities

1. The Professional Development Committee recommends that all advisors who have not attended Level 1 training be given the opportunity to do so either by providing a training on the Vancouver campus or by sending the advisor(s) to the Pullman training.
2. The Professional Development Committee will plan and hold at least four two-hour Level 2 workshops per year (including retreats). The topics will be determined by the Vancouver Advising Committee the prior spring.
3. Advisors will have the opportunity to participate via phone in WSU ACADA roundtable discussions.
4. The Professional Development Committee will suggest advisor names to the Office of Academic Affairs for advisors to receive financial support to attend at least one regional advising conference every two years.
5. The Professional Development Committee will maintain Level 2 workshop and roundtable attendance and forward names of attendees to WSU ACADA for credit towards Level 2 certification.
6. A plan for supporting advisors in achieving Level 3 certification will be devised once the requirements of Level 3 certification are available.

**Goal 2: Increase scholarly activity among academic advisors.**

The academic advisors at WSU Vancouver have a unique campus, a diverse student population, and innovative ways of advising students. Advising scholarship can be used to understand and improve advising issues on the Vancouver campus as well as regionally and nationally. We encourage Directors to reinforce a research culture for academic advisors by committing College resources to academic advising scholarship. We encourage academic advisors to submit proposals to lead Level 2 workshops or on-campus brownbag discussions.

#### Activities

1. Encourage Colleges to financially support advisor membership in professional organizations.
2. Advisors will have the opportunities to discuss and share scholarly research and ideas at regular VAC meetings, Level 2 workshops, brownbags, and/or retreats.
3. Advisors can request additional financial support to create a Webinar, regional day-long workshop, materials, or events that can further academic advising scholarship.

#### **Goal 3: Foster an environment of cooperation and respect around advising issues on the Vancouver campus.**

While the Vancouver Advising Committee and VAC executive committee maintains a formal collegial network on campus around advising issues, we are also committed to continuing to foster dialogue for advisors to share and discuss advising issues in an informal setting.

#### Activities

1. The Professional Development Committee will plan and hold at least two advisor retreats each year specifically designed for WSU Vancouver advisors. These retreats will count for Level 2 certification.
2. Advisors will have the opportunity to share knowledge and skills learned at advising conferences, best practices, and/or scholarly activities.