

MANDATORY ACADEMIC ADVISEMENT POLICY	DOCUMENT NO.	
	Effective Date	Summer 2003
	Contact Person	
	Owner	
	Revision Date	September 11, 2002
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	Approval:	

1.0 Purpose (problem statement, philosophy)

The implementation of the SOLAR system provides us with the opportunity to rethink our current advisement policies in order to provide more unified advising procedures that are beneficial to all NAU students and incorporate NAU's commitment to student success. Standardization of policies such as this one across all NAU locations, schools and colleges is imperative to the success of the SOLAR project. Individualized policies by location, school, college or other variables translate into substantial modifications for the implementation and maintenance of large ERP systems.

Furthermore, although the intention of the current advisement policy is legitimate, the policy's complexity leads to it being applied inconsistently, causing confusion for both students and advisors. In gathering the information needed to implement an appropriate advisement policy, the Student Records Team encountered three different versions of the rules, none of which ended up matching the current IDMS coding logic.

Taking all of the above considerations into account, an alternative to the current mandatory advising policy was developed by the Student Records team and was presented to various campus committees for their consideration. We presented three options to the committees, along with the implications of these options. The opinions of the three committees varied; therefore, the SOLAR Steering Committee is asked to facilitate the decision.

The SOLAR student information system provides functionality related to requisite checking, degree audit, course repeat calculations, and transfer credit detail that were formerly manual checks performed by academic advisors. These functionality enhancements increase the availability of advising-related information to students. Further, empowering students with registration flexibility is a logical step toward a more learner-centered environment. NAU's commitment to student retention, however, dictates that a portion of the student population still be required to see an advisor prior to enrollment for designated terms. These populations are addressed within the policy option presented below.

2.0 Revision History

Current advisement policy requires students who meet specific criteria to obtain academic advisement in order to be cleared to register prior to enrolling for each fall or spring term. The current policy varies by location, major, grade point average, and credit hours.

3.0 Persons Affected

Undergraduate, degree-seeking students who are newly admitted (both new freshmen and transfer students), or have fewer than 35 earned hours (NAU and/or transfer credit), or who have a cumulative NAU GPA less than 2.0. High school concurrent students, regardless of admit term, earned hours, or cumulative GPA.

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4.0 Policy (statement of policy and scope)

All undergraduate, degree-seeking students who:

- a. Are newly admitted (both new freshmen and transfer students) or
- b. Have fewer than 35 earned hours (NAU and/or transfer credit), or
- c. Have a cumulative NAU GPA less than 2.0
- d. Have changed their major

will be restricted from initial enrollment for a fall or spring term until an advisor is able to provide academic advisement and removes the restriction during or after an academic advisement session. Academic Departments have the option of requiring advising for their majors.

All high school concurrent students will be restricted from initial enrollment for any term (fall, spring or summer) until an advisor removes the restriction. Advisors will remove this restriction during or after an academic advisement session.

This policy does not apply to graduate students or non-degree seeking students who are not high school concurrent students. It applies to all undergraduate degree-seeking students and high school concurrent students regardless of their major or location.

5.0 Definitions

REQUISITE: A course that must be completed with (co-requisite) or prior to (pre-requisite) enrollment in a course.

SERVICE INDICATOR: Holds to an individual student's record that prevent the student from receiving certain services. In this situation, the service indicator would prevent enrollment for students who have not obtained advisement for a particular term.

TERM: A defined period of time, often referred to as a semester (i.e. Fall, Spring, or Summer)

TRANSFER CREDIT DETAIL: Individual class information for a student, who has completed the coursework at another institution and has been granted transfer credit by NAU.

6.0 Options or Proposed Solutions

Three options were presented to the Assistant/Associate Deans' Roundtable, the Chairs' Council, and the Academic Advising Council for review.

- Keep the existing rules;
- Eliminate mandatory advising completely; or
- Keep mandatory advising but change the rules as to who will be required to receive advising each term.

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A summary of the salient points from each committee discussion is attached for review. Support for the third option was received from the Assistant/Associate Deans and from the Academic Advising Council. The Chairs favored a “fourth” option, where existing rules would continue but would be applied more uniformly to students, regardless of location.

7.0 Procedures

An advising service indicator will be applied to all students who meet any one of the criteria listed above.

8.0 Discussions

A copy of the presentation is attached.

A copy of the discussion notes from all three committee meetings is attached.

A copy of the current policy summary is attached.