

UNH FACULTY SENATE  
MOTION # XIX-M16  
on handbook statements regarding faculty advising of students

1. Motion presenter: Jo Laird, Chair of the senate Student Affairs Committee

2. Dates of Faculty Senate discussion: 3/9/2015, 4/27/2015, 5/4/2015

**3. Rationale:** The senate Student Affairs Committee was charged with reviewing the Student Senate Resolution XXXV-20 Advisor-Student Expectations, and with developing a suitable response to the Resolution's request that the Faculty Senate consider these expectations and disseminate the goals of the resolution to departments .

**4. Motion:** The Faculty Senate Student Affairs Committee moves that the following statements be added 1) to the general Faculty Advising Handbook ([www.unh.edu/uacc/advising-handbook](http://www.unh.edu/uacc/advising-handbook)),

Faculty advisors

- Help students plan their course schedules and provide information pertinent to the major
- Help students monitor their progress in the major and toward graduation
- Provide guidance on opportunities (e.g. internships, post- graduation employment , and graduate studies) and direct students to relevant support services when appropriate
- Establish clear communication guidelines with each advisee, respond to their questions in a timely manner, and direct students to relevant support services when appropriate

**And 2) to section 06.1 of the Student Rights, Rules, and Responsibilities**

**06.1.1 Sources of information**

Students can find information concerning each department and college on their web sites and can go to the university advising and career center web site ([www.unh.edu/uacc](http://www.unh.edu/uacc)<<http://www.unh.edu/uacc>>) to get answers to many questions pertaining to course selection, graduation requirements etc.

Either faculty or staff members may serve as academic advisors depending on departmental procedures. Academic advisors typically help students both schedule classes that meet university and departmental requirements and monitor their progress throughout their academic career. Either academic advisors or other staff of the associated department/college may assist students in various ways, for example to learn of internships and post-graduation opportunities, and they may direct students to relevant support services when appropriate.

**06.1.2 Student responsibility for effective advising**

Students are ultimately responsible for their academic careers. Students should meet with the appropriate advisers early and throughout their university careers to devise strategies suitable to meet their specific needs and goals.

To help maximize the effectiveness of academic advising, students should schedule appointments so as to discuss the advising question(s) before forms need to be signed or letters of recommendation are due and follow up on plans and suggestions made during meetings with their advisors.

**5. Senate action: The motion passed with 33 votes in favor, none opposed, and 1 abstention**

6. Senate chair's signature: Albert B. Manalo

Forwarded to: President Mark Huddleston, on September 22, 2015

Interim Provost P.T. Vasudevan, on September 22, 2015

Senior Vice Provost for Academic Affairs Mary Rhiel, on September 22, 2015

All college deans, on September 22, 2015

All department chairs, on September 22, 2015