

Navigating the First-Year Handoff

Welcome!

A Community Conversation

Hosted by the Advising Resource & Collaboration Network @JMU
(ARC Network @JMU) with support from University Advising,
Academic Advising Board, and JMU Libraries.



Agenda

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01

Who are we: Advising Resource & Collaboration Network @ JMU Core Team



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Elaine Kaye

Libraries | robertef@jmu.

You are part of the network too!

Introductions: please share in the chat your name, department, and 1-3 words about what advising means to you.

01

Objectives

Participants will make progress towards...

- Developing awareness of the advising resources and collaboration network
- Identifying key resources that can support advisors' needs when navigating the FYR advising hand-off
- Exploring a variety of general advising resources
- Sharing your own experiences and advising strategies and discussing needs of JMU advisors.

02

Goals:

Empower advisors to leverage campus resources to the benefit of their students and also to be efficient and supportive of advisors time.

Create awareness of the role and capacity and reality of advising services on campus

Foster community among advisors in order to share practices, information, and promote awareness of what's going on.

About the ARC Network @JMU



Adrienne and Reilly worked separately with Elaine on developing Canvas courses for advising.



As a small group we articulated the needs (through experience and observation)



Began meeting regularly and looped in Danielle to brainstorm, scope, and articulate purpose and goals



Connected with University Advising to share ideas and collaborate



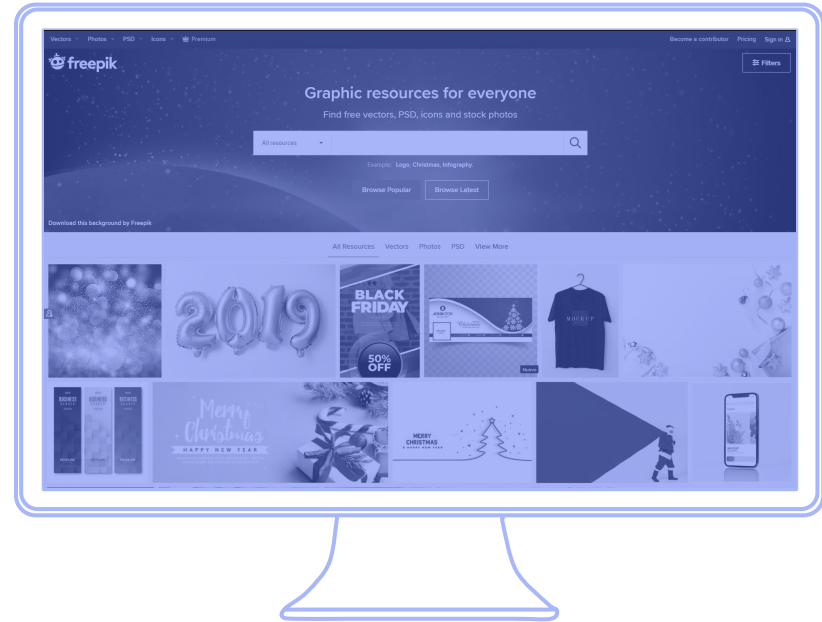
Host this event!

Purpose: *we are committed to building community, sharing resources, and developing advising continuity for the benefit of students, advisors, and other stakeholders.*

03

Showcase strategies

We will share out a few example, then break into small discussion groups. Keep in mind all resource will be shared after the session.



Adrienne

Goal: *Defining my role as students move forward, I always remind students that despite the transitions I am always available as a point of contact.*

Strategy: *I always encourage students to go to their advisor, but also that I'm here to talk.*

Reilly

Goal: *Making sure I establish a relationship and student knows who I am.*

Strategy: *Establishing initial contact/relationship with students. They don't know how to find their advisor and articulating what they can expect from a major advisor (vs. first year advisor).*

Aimee

Goal: *First Year Advisors have easy access to resources to communicate with students.*

Strategy: *Describe, share and explain communication strategy for all first year students and their advisors.*

Danielle

Goal: *Ensuring students know where to find information / expect information to be shared with them.*

Strategy: *Short emails that link out to content/resources (e.g. in Canvas advising page).*

04

Discussion Questions (include instructions on each slide; 1 per group)



Questions

1. Describe your goal when working on the First Year handoff?
2. What strategies feel like they are working well? And what feels like it could be better?
3. What do you need as an advisor to support a successful First Year handoff?

Responses:

See Speaker Notes for responses

Discussion Questions (include instructions on each slide; 1 per group)



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Goals:

- Ensure students are comfortable knowing who their advisor is and what their resources are moving into Sophomore year
- Prevent confusion; ensure a smooth transition through communication
- Ensure students are aware of next steps and what they need to do on their end for smooth transition; giving students tools they need to communicate with advisor; defining roles of FYAs and new advisors
- Bringing students up to speed with information / guidance specific to major that may not have been shared by a FYA

Strategies:

- Advising Canvas page - introduce in transition email and ask them to self-enroll; prevents overwhelming them with info in email and gives them a resource to refer back to
- Following-up with FYAs to ask if they've made contact with major advisor before semester gets busy
- Helping students be more self-sufficient & take responsibility (e.g. through Canvas; sharing [MyMadison tutorials](#))
 - TIP: Classic mode option in MyMadison currently to go back to old view

Opportunities for Improvement & Needs:

- Website with primary contacts for advising in departments
- A way that advisor and student could be automatically notified of new advisor/advisee (IT plans to do this as a blast this semester - hoping for query in the future!)
- An advising system! (Please!!!) - a platform that can coordinate communication, keep advising notes, schedule appointments, academic planning, query, etc.
- Getting feedback/assessing impact of current practices (e.g. Canvas page)
- Considering group advising if you have a large group of incoming students; beneficial for advisor and potentially to students who may be more comfortable in group space
- Incorporating Madison Advising Peers - what ways can MAPs be used during transition? (what about graduate assistants?); how can we use them without making students feel they don't have access to the major advisor?
- Requiring a rising sophomore session?

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Responses:

1. Students will know who to contact and where to get their information; Emphasize communication with students (often FYR students seem to not know who even their FYR advisor is); Have as smooth a transition as possible
 - a. How do you get students to read emails? They're getting the information but they're not digesting it or are ignoring it. How do we help them retain that information?
2. Working Well: If student contacts FYR after transition, forward the email/refer the student to the new advisor as the students best resource going forward; Helpful to know what the receiving advisor's process is so you can prep your FYR students for new expectations/resources; Canvas advising page set up to direct students to with program resources; Department has mandatory group meetings for students after FYR handoff
 - a. Could be better: advising a smooth transition for FYR students who change from their incoming major; students understanding the difference between major/minor advisor creates barriers and complicates the process for students to complete their program (esp. First gen.); Can be very complicated to help advise students who change their major - what are the program requirements, every Department has their own process?; recognize need to better connect students with the department and their program.
3. Need: FYR Advisors having a relationship with the receiving advisor(s) - helps the FYR Advisor know how to support students; Need: difficult to find out who the receiving advisors might be - helpful to be able to direct students to the best resource (department pages need to be better updated with advisor contact information or at least a point of contact for prospective/incoming students)

Discussion Questions (include instructions on each slide; 1 per group)



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Responses:

Important to connect in with advisors for people who aren't advisors. How we build the community outside of just advisors (both of the participants are not yet advisors or work in orientation).

Would like to know more about the process to connect it to their own work. Having more conversations across different departments...

Current challenges with orientation and what students
Student employees; how to support them by checking out and setting up spaces to meet up for lunch this week or next week. Developing relationships with current students - using teams chat and reminding them that door is always.

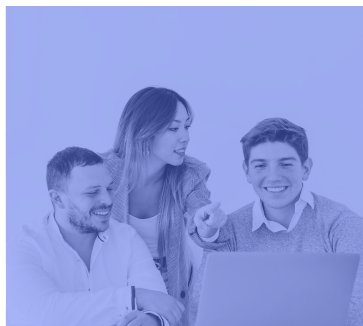
Reaching out to students/holding space for them to come and talk. Using group/me - how to manage the confusion when people don't know yet what's going on. Available to students all day today and checked in on spring admits as well. Group me is something they use for past and present students...

04

Wrapping up Group Discussion

Highlights & Wrap Up question

Share a few highlights from your conversation



Next Steps

Join us for our next sessions!

Thanks



Save the date for the next conversations!

[Strategies for Navigating the Enrollment Period \(Advising Community Conversations\)](#)

[Exploring Canvas as an Advising Tool \(Advising Community Conversations\)](#)

Please consider completing our brief survey - your feedback matters!

<https://communityconvol.questionpro.com/>

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