

# Texas A&M University-Corpus Christi Academic Advising Syllabus

## Promoting Student Success

### TAMU-CC Academic Advising Mission Statement

"In collaboration with other University entities, the purpose of academic advising at Texas A&M University-Corpus Christi is to assist students in developing meaningful educational plans and career goals in a process that promotes students in becoming engaged self-directed learners, and effective decision makers."

### Goals for Academic Advising

1. Establish a positive ongoing relationship with shared responsibility.
2. Provide accurate and timely information and interpret university, core curriculum, and major requirements.
3. Assist students in considering and developing an educational plan consistent with their goals.
4. Evaluate and monitor student academic progress towards program completion.
5. Promote student growth and development and success grounded in teaching and learning.
6. Work in partnership with campus community to promote a culture of student success.
7. Empower students to be accountable for their decisions.
8. Assess student learning as a result of academic advising.

### Expected Student Learning Outcomes for the Academic Advising Experience

Through the advising experience at TAMU-CC, the student will:

- Demonstrate the ability to make effective decisions concerning your degree and career goals.
- Develop an educational plan for successfully achieving your goals and select courses each semester.
- Demonstrate an understanding of the value of the TAMU-CC degree.
- Utilize the resources and services on campus to assist you in achieving your academic, personal, and career goals.
- Graduate in a timely manner based on your educational plans.

### Text/Materials

University Catalog (online)  
University Email Account  
Core Advising Sheet, Degree Requirements Sheet  
Degree Planner (online)  
Day Planner

### Academic Advising Description/Definition

Academic advising is an educational process that facilitates students' understanding of the meaning and purpose of higher education (NACADA, 2004).

At TAMU-CC academic advising provides students with the opportunity to build the interpersonal relationships with their advisor for the purpose of gaining assistance in planning their educational career, in learning the skills needed for academic success, and in learning how to access the resources and services that are available to them on the TAMU-CC campus. Furthermore, regular meetings with the academic advising staff will ensure that student graduates in a timely fashion.

Academic advising is a collaborative educational process whereby students and their advisors are partners in meeting and ensuring academic, personal, and career goals. This partnership requires proactive participation and involvement by both parties. This partnership is a process that is built over the student's entire educational career at TAMU-CC. The student and advisor have responsibilities for ensuring that this partnership is successful.



## Student Responsibilities

- Become knowledgeable about programs, policies and procedures
- Clarify personal values and goals
- Prepare a list of questions before each advising visit
- Accept responsibility for academic decisions and performance
- Keep a degree plan
- Follow through on actions from your academic advisor
- Be informed of deadlines and dates for registration, course requirements, finals, and graduation.

## Advisor Responsibilities

- Communicate the curriculum, requirements, policies and procedures
- Guide students to define and develop realistic educational goals
- Listen carefully to questions and concerns
- Communicate the importance of diligence in academic efforts
- Assist students with planning academic paths
- Refer students to appropriate resources
- Maintain confidentiality pursuant to FERPA
- Collaborate to ensure academic success

## Academic Advisor Contact Information

College of Business	361-825-2655	O'Connor Building Rooms 122-124
College of Education	361-825-2662	Faculty Center Room 201
College of Liberal Arts	361-825-3466	Driftwood Building Room 203
College of Nursing & Health Sciences	361-825-2648	Island Hall Rooms 318-322
College of Science & Engineering	361-825-3928	Center for Instruction Rms 361-365
Students Without A Major/Undecided	361-825-5931	Faculty Center Rooms 137-147
First Year Learning Communities	361-825-2585	Faculty Center Room 108

For a complete list of all advisors, go to: <http://aatc.tamucc.edu/advisors.html>



## Student Services

Academic Affairs	Disability Services	On-Campus Banking - Wells Fargo	Study Abroad
Academic Advising	EDGE	On-Campus Housing - Camden	TALK2Me-361Talk2Me
Academic Calendar	ELITE-Graduate Program	Miramar	Transportation Services (RTA)
Academic Testing	Financial Assistance	Parking Appeals	TRIO Program
Alcohol & Drug Treatment Services	First Year Program/Core Curriculum	Parking Permits	University Center
Aloha Days - Freshman Camp	Foreign Language Labs	Personal Counseling	Ungraduate Admissions
Athletics	Graduate Catalog	Personal Skills Center	Undergraduate Catalog
Barnes & Noble Bookstore	Graduate Studies & Research	Printing Services - Campus Copies	University Center & Student Activities (UCSA)
Bell Library	Greek Life	Recreational Sports	University Counseling Center
Breakers Gameroom	Higher One Card	Registrar Office	University Health Center
Business Office	Honors Program	ROTC	University Police Department (UPD)
Campus Activities Board (CAB)	Housing	S.A.I.L.	University Rules
Campus Crime Report	Hurricane Evacuation Plan	SandDollar \$ Card	University Affairs
Career Services	IADAPT	Scholarships	WebCT
CASA	I-CARE	STEP Program	Women's Center for Education & Service
Chancellor Student Advisory Board	International Programs	Student Government Association (SGA)	Waves of Welcome Calendar of Events
Class Schedules	Islander Cultural Alliance (ICA)	Student Handbook	Writing Center
Code of Conduct	Islander Email Account	Student Newspaper - Island Waves	
Commencement/Graduation	Judicial Affairs	Student Organizations - UCSCO	
Computer Help Desk	Library Appeals	Student Support Services	
Computer Labs	Mail Services	Student Travel	
Dining Services	McNair Scholar Program		

For more information and links to these student services, go to: <http://studentaffairs.tamucc.edu/student-services.html>

## Calendar of Responsibilities

EVERY SEMESTER			
Stay current on assignments	Meet deadlines	Be organized	Establish a timeline of important dates
Access SAIL	Check Holds	View Tuition Fees	Go to class and actively participate
Seek help from instructors	Maintain at least a 2.0 GPA	Avail yourself to campus resources	Get involved in campus activities
FIRST YEAR	SECOND YEAR	THIRD YEAR	FOURTH YEAR
Attend orientation	Know degree requirements	Register with Career Services	Apply for graduation
Meet academic advisor	Plan for graduation	Pursue internships	Apply to graduate schools
Activate Islander Email	Consult with academic advisor to review degree progress, academic standing and registration	Consult with academic advisor to determine graduation timeline and course planning	Visit Career Services for jobs, interviewing techniques and resume writing
Consult with academic advisor for course planning, degree requirements and registration	See faculty mentor	Review DegreeWorks	See academic advisor for graduation clearance
Establish a degree plan and visit CASA	Review degree audit on DegreeWorks	Study abroad	