Project Name:	College of Engineering Increased Advising Positions
MIU Round:	Round 2
Sponsor(s):	College of Engineering
Coordinator(s):	Manuela Romero, Assistant Dean
Report Date:	Year 1, August 2011

Project Specific Goal and Measures

	Project Impact Measure(s)	Reduce advisor loads increasing the availability of advisors to students and improving advisor services by hiring two new advisors and increasing the appointment percentages of two others, bringing the total FTE advisors to 4.5.
	Project Impact Data Source(s)	College of Engineering and data from Academic Planning and Analysis on advisor loads.
	Baseline Measure(s)	Advisor loads and advising services provided prior to the increase in advising FTE.

General MIU Goals and Measures (applicable to project)

A	Increased access in bottleneck areas	Increase the availability of advisors by reducing advising loads. Decrease the wait time for advising appointments to one week or less. Increase the drop-in availability of advisors to 2-4 hours per week per advisor.
F	Decreased achievement gaps	In an effort to serve students underrepresented in Engineering better (females, targeted minority students, transfers) the College of Engineering co-located the Diversity Affairs Office with the advising units and scheduled weekly, joint meetings to better identify and address the needs of students served by both units. Coordinate advising with other advising units and programs that serve students who are also advised by the College of Engineering (particularly the Academic Advancement Program).
G	Attention to diversity in new hires	The position description for new advisors was posted on several listserves including the pre-college outreach coordinators, state-wide minority/disadvantaged coordinators, national Louis Stokes Alliance for Minority Participation programs, national TRIO coordinators, the National Academic Advising Association (NACADA), and local and regional newspapers. The search committee prioritized candidates who could best support the diversity of students in the College of Engineering and the advisors selected increased the diversity of the CoE advising staff.

I	Unintended benefits	Increasing the advising staff FTE allowed for renewed focus on the student services web-page which is in need of improvements and updating. A test site has been developed and will be piloted in Fall 2011.

Progress Reports

Year 1	• Added two full-time advisors and increased the appointment of other advisors, resulting in an increase in advising FTE from 2.5 to 4.5. • Reduced advising loads from 660:1 to 366:1. • Increased the availability of advising specifically for transfer students and events targeted to transfers. These include a “transfer student night”, targeted information sessions, free individual tutoring, facilitated student organization specifically for students transferring from Madison College. • Revamped prospective student visit sessions (attended by more than 1200 prospective students per year) by improving the welcome process, responding more quickly to follow-up questions, updating web and print materials for prospective students, creating a program of student engineering ambassadors, updating handbooks, and redeveloping and re-envisioning transfer student days. • Hosted the National Science Olympiad, a key recruitment activity for the science and engineering disciplines. • Developed additional expertise in the skills needed to encode DARS (degree audit system).