

**Proposal to Revise Summer Advising
Pilot Program Summary
March 4, 2016**

Consistent with the current strategic plan, *Transforming Loyola 2020*, and as the next step of a multi-year process to transform advising at Loyola, the Advising Think Tank Workgroup to Enhance First-Year Advising proposes the following pilot program, with the goals of reducing the amount of student schedule changes during the summer and providing students with one point of contact throughout the summer:

- Administer a scheduling questionnaire to students once they matriculate to gather information pertinent to creating a fall schedule, including:
 - intended major
 - which subject areas are appealing to them
 - whether they expect AP or dual-enrollment credit
 - whether they are on an athletic team

- Select five faculty advisors from CAS who agree to serve as summer advisors. Summer advisors:
 - receive a stipend of \$1,000
 - advise no more than 20 first-year students
 - attend a training session in April on:
 - Loyola Core requirements
 - using placement scores for Math, English, and foreign languages
 - common issues with first-year scheduling
 - attend all summer orientation sessions
 - be available to the student via phone or email throughout the summer
 - be the primary point of contact for the student from matriculation until a major advisor is assigned in September
 - be responsible for:
 - initial contact of the student
 - creating the student's schedule and having that schedule approved by the chair
 - meeting with the student during summer orientation
 - monitoring students re: placement testing, immunizations, transcripts, etc.

- Faculty interested in serving as summer advisors in this pilot program should send an email to Sue Mennino (sfmennin@loyno.edu). Dr. Mennino will select the summer advisors in consultation with the dean's office.