**Faculty Advisors**

**Role of Faculty Advisors with Undecided Students:**

*GOAL: Introduce students to the programs we have to offer at BCC. Provide basic information about the program and possible career/life paths.*

* Support General Counselors with efforts
* Tabling at Majors fairs
* Liaison for counselors:
  + Refer students to for more information
  + Ask questions about the major
* Attend program workshops put on by Counseling
* Program Information Sheets

**Role of Faculty Advisors with Declared Major Students:**

*GOAL: To support students with the creation of a SMART plan that helps them explore within the major different career/life options.*

* Work with a group of 10-15 students
* Commit to participate in:
  + Orientation
  + 4 periodic meetings during the term
  + End of the term celebration
* Continued contact as needed in future

Proposed compensation for pilot:

* For part-timers: 1 additional office hour per week
* For full-timers: utilize 1 current office hour per week

**Pilot Activities for Fall/Spring 2015:**

* Faculty Connection Program for declared major students
* Dead Week - Program Outreach in English 204/1A

*Additional activities that can involve more faculty:*

* Declare a Major Day – target entry level program courses and have students declare their major using a form or online
* Apply for Graduation Day – target exit/capstone level program courses and have students go through the program checklist and fill out application for graduation if checklist is all done.

**Preliminary planning discussion for Faculty Connection:**

**Identify Target group –**

* **July 23 –** 
  + **generate list of all new, 1st time in college and new, transfer students who are enrolled in classes at 6-8, 9-11, and 12+ units who have declared a major.**

**Recruit-**

* **August 1-7**
  + **Use list to get email, address, and phone #’s of students**
  + **Sars call and emails to potential students**
    - **Have them register online if they are interested (do we want to do this or have students opt out)**
  + **Send out letters to interested students from their potential advisors**
    - **Have them log into e-counseling to set up connection with faculty advisor**
  + **Faculty advisors call to invite to Orientation**
    - **Mailer regarding what to bring to orientation**
    - **Agenda for the orientation**

**Orientation – food and supplies ($500)**

* **August 17 or 18**
* **Community building and connections – student panel/activity?**
* **Go over program goals and expectations**

**Periodic meetings – (total of 4, at least 2 as a group) 🡪 food and supplies (up to $200/faculty advisor)**

* **Week 3, 7, 10, 14**
* **Go over SMART Plans**
* **Check-in on SMART Plans**
* **Community Building**

**End celebration – food and supplies ($500)**

* **Week of Dec. 14**
* **Students and faculty plan**
* **Present SMART plan or something from the plan –**
* **Community Building**

**Recruit students from Fall group to join Faculty Connections group and create a Peer Connections component to help scale for Spring.**