



MSUM

Advising Roadmap



Student Name:
Major:

ABOUT THE ROADMAP

This guide is intended to be a resource for advisors as they work to build relationships with and holistically support their advisees throughout their time at MSUM. On the following pages, there are key topics that can be used for discussion and student guidance during advising meetings. The information in this guide connects with both [College to Career Major Maps](#) and [Student Life Pathways](#).

HOW TO USE THE ROADMAP

The guide can be used by referencing and planning key topics to discuss with advisees and checking the boxes as topics are discussed with each student. Additionally, we recommend that you record topic discussions in advising meeting notes in the [Advising and Early Alert System](#). All resources linked in this guide and additional advising resources can be found on the [Advising Roadmap webpage](#) on the Academic Success Center's website.

MSUM Mission: Minnesota State University Moorhead is a caring community promising all students the opportunity to **discover their passions**, the rigor to **develop intellectually** and the versatility to **shape a changing world**.

MSUM Academic Advising Mission: Academic advising creates an educational environment with relationships that support students in discovering their passions and facilitates student's understanding of the meaning and purpose of higher education and promotes intellectual and personal development toward academic success and lifelong learning.

NACADA Core Values

Part of the development of this guide is centered around the seven NACADA Core Values. These core values are also reflected in the mission, values, and expectations of advisors at MSUM and can be used as a foundation for building successful advising relationships.

NACADA is an association of professional advisors, counselors, faculty, administrators, and students working to enhance the educational development of students. The core values of caring, commitment, empowerment, inclusivity, integrity, professionalism, and respect were developed to represent the Core Values of the academic advising profession and to provide guidance to academic advisors in their professional lives.



CORE VALUES



Source: NACADA: The Global Community for Academic Advising. (2017). NACADA core values of academic advising. Retrieved from <https://www.nacada.ksu.edu/Resources/Pillars/CoreValues.aspx>

Advisors initiate discussions with advisees in areas noted

1ST YEAR: Exploration

Who am I?

Discover Passions

- Find and foster interests through participation in on-campus activities including student organizations found on [Dragon Central \(Online hub for organizations & events\)](#).*
- [College to Career Major Maps](#)
- Exploration of interests, skills, values, and career readiness by using the [CDC FOCUS 2 assessment*](#)

Discover Intellectually

- [Resources available at MSUM](#)*
- [Academic integrity](#)*
- [Satisfactory academic progress](#)*
- Understanding Curriculum Degree Requirements and Creating a 4-year plan using [Grad Planner](#)*
 - *How to find and use the [Degree Audit Report \(DAR\)](#) and [eServices](#)*
 - *[Connections between LASC courses and major curriculum](#) and how LASC contributes to an educated person*
 - *How to integrate LASC and major curriculum into a 4-year plan*
- Critical thinking skills, academic success strategies and positive learning attitudes
- Participation in [Student Life Pathways](#) to grow skills and knowledge outside the classroom*

Shape a Changing World and Participate as a Community Member

- The roles and responsibilities that characterize successful advisor-advisee relationships ([see MSUM advisor and advisee expectations below](#))*
- The [mission](#) of MSUM*
- The importance of meaningful relationships with faculty, staff and students

Topics italicized in the first year should be emphasized during the first semester advising meetings and other topics that year can be emphasized in the second semester.

*All bullets with an asterisk can count as [Student Life Pathways](#) activities.

MSUM Academic Advising Expectations

Academic advising is designed to assist each student in the development of a meaningful educational plan that is compatible with the student's interests, abilities, and life goals. Academic advising is an ongoing and collaborative process and requires that the student and advisor meet at least once each semester. The advisor and advisee expectations are introduced to students in their First Year Experience course. If you or your student has additional expectations, they can be added to the list(s) below.

Students may expect that their advisors:

- Have knowledge of the university curriculum requirements and are able to provide accurate information
- Are informed about university policies, procedures, support services, and resources
- Are reasonably available for consultation by having posted office hours and/or appointment times
- Have knowledge of career opportunities and appropriate graduate programs in their fields; and will refer the student to specialized institutional and community resources when necessary
- Other: _____

Advisors may expect that the student:

- Will make and keep appointments
- Will prepare for advisor appointments by bringing their degree audit report (DARS) to the appointment and giving thoughtful consideration to life/career goals, fields of study, and personal interests
- Will keep his or her advisor informed when there are changes in objectives, course selection, academic plans, or progress
- Will maintain up-to-date personal records of academic progress and will resolve discrepancies on official grade reports and/or other university documents
- Recognizes that they (the student) bear the ultimate responsibility for the development and implementation of his or her academic plan of study, including meeting graduation requirements
- Other: _____

Advisors initiate discussions with advisees in areas noted

2ND YEAR: Reflection

Who do I really want to become?

Discover Passions

- Choosing and/or committing to a major and possible minor(s)
- Resources for exploring career paths with the [Career Development Center \(CDC\)](#) and [College to Career Major Maps](#)*

Discover Intellectually

- Realistic academic and personal expectations - [goal setting](#)
- [Scholarship](#) and research opportunities
- Connecting student interests to extracurricular and co-curricular activities and leadership opportunities where applicable via [Dragon Central](#)*
- Reassessing 4-year academic plan

Shape a Changing World and Participate as a Community Member

- [Serving as a role model for first-year students and others](#)
- Find an on-campus or part-time job in the community. Visit [DragonJobs powered by Handshake](#) for open positions*
- Getting involved in the Fargo/Moorhead community*

*All bullets with an asterisk can count as [Student Life Pathways](#) activities.

Advisors initiate discussions with advisees in areas noted

3RD YEAR: Clarification

What is my place in the world?

Discover Passions

- Internship and other experiential learning opportunities*
- Graduate school options and the necessary preparation for acceptance*

Discover Intellectually

- [Graduation policies](#) and requirements left to graduate
- Opportunities to participate in professional development like public lectures, presentations, scholarly research, and making intentional connections in career field*
- Assuming academic and co-curricular leadership by [applying for student leadership positions](#) or run for an officer position*

Shape a Changing World and Participate as a Community Member

- The importance of ongoing relationships with two or three key faculty
- The roles and responsibilities that come with being an upperclassman both on and off campus
- Essential connections between classroom and out of classroom learning

*All bullets with an asterisk can count as [Student Life Pathways](#) activities.

Advisors initiate discussions with advisees in areas noted

4TH or FINAL YEAR: Transition

How can I shape a changing world?

Discover Passions

- Career opportunities in major and beyond
- Visiting the Career Development Center for resume and cover letter assistance
- Attend a conference or event related to potential career field*

Discover Intellectually

- Final check on degree/graduation requirements, submitting graduation application one semester prior to expected graduation
- Specific plans and preparations for graduate study
- Resources available to help with transition
- Reviewing Pathways progress and adding accomplishments to resume*

Shape a Changing World and Participate as a Community Member

- Establishing mentoring relationships with alumni and other key professionals
- Evaluate leadership roles on and off campus
- How an MSUM degree is preparation for a changing world
- Once a Dragon, Always a Dragon - how to stay connected to MSUM

*All bullets with an asterisk can count as Student Life Pathways activities.

Notes:

