

Appendix A

ADVISOR ASSESSMENT INSTRUMENT (STUDENT SURVEY)

Please help us to improve the quality of academic advising at our college by completing this survey thoughtfully and honestly. We especially need and value your *written comments* below each item because these comments enable you to justify or explain your rating, and enable us to understand *why* you chose to rate the item as you did. Your written comments also provide advisors with the type of specific feedback they need to make improvements.

Your handwritten comments will be converted to typewritten form and presented to your advisor along with other students' comments, so your comments will remain confidential. Also, the questions about your age, gender, and class standing at the beginning of the survey are not meant to identify you personally; instead, they will be aggregated (combined) across different students and presented to your advisor in summary form—for the purpose of providing your advisor with feedback on how different student subgroups perceive the quality of advising they are receiving.

Thanks in advance for your help. We will read your comments carefully, consider them seriously, and make an earnest attempt to improve the quality of academic advising for all present and future students at our college.

Sincerely,
(signature of program director)
Director of Academic Advisement

STUDENT INFORMATION

Age: (1) < 25 (2) 25 or older
Gender: (1) male (2) female
Major: (1) decided (2) undecided
Class: (1) freshman (2) sophomore (3) junior (4) senior

Please use the following scale to rate items: (1) Disagree Strongly (D-ST)
(2) Disagree Moderately (D-M)
(3) Disagree Slightly (D-SL)
(4) Agree Slightly (A-SL)
(5) Agree Moderately (A-M)
(6) Agree Strongly (A-ST)

(D-ST)	(D-M)	(D-SL)	(A-SL)	(A-M)	(A-ST)
1	2	3	4	5	6

My advisor:

1. **is hard to get in touch with.**
reason/explanation for rating:

2. **gives me as much time as I need when we meet.**
reason/explanation for rating:

3. **encourages me to come by for help.**
reason/explanation for rating:

4. **takes a personal interest in me.**
reason/explanation for rating:

5. **encourages me to express my thoughts and feelings.**
reason/explanation for rating:

6. **is a good listener.**
reason/explanation for rating:

7. **gives me accurate information about course requirements.**
reason/explanation for rating:

8. **helps me understand why required courses are important for my professional development and future plans.**
reason/explanation for rating:

9. **considers my personal abilities, talents, and interests when advising me about courses or programs of study.**
reason/explanation for rating:

10. **has assisted me in developing a long-term education plan.**
reason/explanation for rating:

11. **helps me to connect with campus resources (learning center, counseling services, etc.)**
reason/explanation for rating:

12. **helps me make important educational decisions (selecting elective courses, exploring academic majors/minors, etc.)**
reason/explanation for rating:

STUDENT SELF-ASSESSMENT

As an **advisee**, I :

13. **made appointments to see my advisor.**
reason/explanation for rating:

14. **kept appointments I made with my advisor.**
reason/explanation for rating:

15. **was well prepared for my appointments.**
reason/explanation for rating:

OPEN-ENDED QUESTIONS

1. What are your advisor's **major strengths** or **best features**?

2. What could your advisor do to **improve** the quality of his/her advising?

3. Would you **recommend** your advisor to other students?