

AXIO SURVEY

SURVEY OF ACADEMIC ADVISING

Page 1

The questions on this page ask for information regarding **your institution**. Specific institutions will NOT be named in any summary of survey results.

Question 1 **** required ****

In which NACADA Region is your institution located?

- Region 1: Northeast Region (ME, VT, NY, NH, MA, RI, CT, Quebec, New Brunswick, Maritime provinces)
- Region 2: Mid-Atlantic (PA, NJ, DE, MD, VA, DC)
- Region 3: Mid-South (WV, KY, TN, NC, SC)
- Region 4: Southeast (MS, AL, GA, FL, Caribbean)
- Region 5: Great Lakes (WI, IL, MI, IN, OH, Ontario)
- Region 6: North Central (NE, IA, SD, ND, MN, MT, Saskatchewan, Manitoba)
- Region 7: South Central (KS, MO, OK, AR, TX, LA)
- Region 8: Northwest (AK, WA, OR, ID, MT, British Columbia, Alberta)
- Region 9: Pacific (CA, NV, HI)
- Region 10: Rocky Mountain (AZ, CO, NM, UT, WY)
- Don't know
- Choose not to reply

Question 2 **** required ****

Which of the following best describes your institution?

- Public two-year institution
- Private two-year institution
- Proprietary two-year institution

- Public institution specializing in the awarding of bachelor degrees
- Private institution specializing in the awarding of bachelor degrees
- Proprietary institution specializing in the awarding of bachelor degrees
- Public institution awarding primarily bachelor's and masters degrees
- Private institution awarding primarily bachelor's and masters degrees
- Proprietary institution awarding primarily bachelor's and masters degrees
- Public institution awarding bachelor's, masters and doctoral degrees
- Private institution awarding bachelor's, masters and doctoral degrees
- Proprietary institution awarding bachelor's, masters and doctoral degrees
- Don't know
- Choose not to reply

Question 3 **** required ****

What is your institution's **undergraduate** enrollment as measured by **HEAD COUNT**?

- less than 500
- 500-999
- 1,000-2,999
- 3,000- 5,999
- 6,000-8,999
- 9,000-11,999
- 12,000-17,999
- 18,000-23,999
- 24,000-29,999
- 30,000-35,999
- 36,000 +
- Don't know
- Choose not to reply

Question 4 ** required **

Which of the following best describes how your institution divides the academic calendar for undergraduate programs?

- Semesters
- Quarters
- Don't know
- Choose not to reply
- Other:

Page 2

Please answer the questions on this page based upon **your advising situation**.

- "Your advising situation" is the institutional level at which you **a)** have job responsibilities associated with undergraduate academic advising, and **b)** that you are knowledgeable about the specifics of undergraduate academic advising.
- You will tell us "your advising situation" in **question 5**.
- You will use your answer to **question 5** as the definition of "your advising situation" in this and the remaining questions within this survey.

For example:

- If you answered that you have job responsibilities associated with undergraduate academic advising, and are knowledgeable about the specifics of undergraduate academic advising at the institutional level...
- ...then answer the following questions about advising at your institution.

However:

- If your undergraduate academic advising responsibilities and knowledge about undergraduate academic advising is at the departmental level...

- ...then answer the remaining questions about advising within your department.

Question 5 ** required **

What is the institutional level at which you **a)** have job responsibilities associated with undergraduate academic advising, and **b)** that you are knowledgeable about the specifics of undergraduate academic advising? (**Reminder:** You will use your answer to this question to define "**your advising situation**" for the remaining questions within the **survey**.)

- Institution (for the whole college or university)
- College, school, or division within a larger university
- Department within a college or school

Question 6 ** required **

Reminder: Use your **answer** from **question 5** as the **definition** for "**your advising situation**" in this and the remaining questions within this **survey**.

Therefore, if you answered that your undergraduate academic advising responsibilities and knowledge about undergraduate academic advising is at the institutional level, then answer the remaining questions about undergraduate advising at your institution. Likewise, if your undergraduate academic advising responsibilities and knowledge about undergraduate academic advising is at the departmental level, then answer the remaining questions about advising within your department.

Is advising **mandatory** each term for all students **in your advising situation**?

- Yes
- No
- It depends (provide specifics in the comments box)
- Don't know
- Choose not to reply

Further comments about your response:

Question 7 ** required **

Using the following definitions, which **Advising Models** best describe **your advising situation?** (Check all that apply).

- Self Contained** all advising occurs in a center staffed primarily by professional advisors or counselors; faculty may also advise in the center.
- Faculty Only** all advising is done by a faculty member, usually in the student's academic discipline
- Shared Supplementary** professional staff in a center support advisors (usually faculty) by providing resources/training.
- Shared Split** faculty provide advising in academic discipline while staff are responsible for a subset of students, e.g., Undecided, Pre-majors
- Total Intake** all incoming students advised in a center; students may be assigned elsewhere later
- Don't know
- Choose not to reply
- Other:

Question 8 ** required **

Who advises undergraduate students in **your advising situation?** (Check all that apply).

- full-time faculty
- adjunct (part-time) faculty
- full-time professional advisors
- adjunct (part-time) professional advisors
- paraprofessional advisors
- graduate students
- peer advisors
- Don't know
- Choose not to reply
- Other:

Question 9 ** required **

Which one of the following statements best describes the state of **online** undergraduate students in **your advising situation?**

- All of the undergraduate students we advise are online students
- All of the undergraduate students we advise are on-campus students
- Some of the undergraduate students we advise are online students and some are on-campus students
- Don't know
- Choose not to reply
- Other:

Question 10 ** required **

Where does undergraduate academic advising report in **your advising situation?**

- Academic Affairs (including reporting to an academic dean or department chair)
- Student Affairs
- Academic and Student Affairs jointly
- Enrollment Management
- Registrar
- Don't know
- Choose not to reply
- Other:

Question 11 ** required **

Is there a formal Mission Statement for academic advising for **your advising situation?**

- Yes
- No

- Don't know
- Choose not to reply

Question 12 ** required **

Which one of the following best describes what **upper-level administration** (administrators above the dean level) believes is the **primary function** of undergraduate academic advising in **your advising situation**?

- Facilitating student development
- Teaching and facilitating student learning
- Assisting with course enrollment
- Don't know
- Choose not to reply
- Other:

Question 13

Are each of the following activities part of the **job responsibilities** of at least one academic advisor in **your advising situation**? (Mark "1" for yes and "2" for no).

Yes	No	
<input type="radio"/>	<input type="radio"/>	13.1 Participate in student recruitment
<input type="radio"/>	<input type="radio"/>	13.2 Administer basic skills placement testing
<input type="radio"/>	<input type="radio"/>	13.3 Participate in new student orientation
<input type="radio"/>	<input type="radio"/>	13.4 Help students schedule courses
<input type="radio"/>	<input type="radio"/>	13.5 Help with course registration
<input type="radio"/>	<input type="radio"/>	13.6 Help students develop plan of study
<input type="radio"/>	<input type="radio"/>	13.7 Help students select a major

<input type="radio"/>	<input type="radio"/>	13.8 Help students explore career interests
<input type="radio"/>	<input type="radio"/>	13.9 Help students explore information about the world of work
<input type="radio"/>	<input type="radio"/>	13.10 Help students make career plans
<input type="radio"/>	<input type="radio"/>	13.11 Coordinate student internships
<input type="radio"/>	<input type="radio"/>	13.12 Help students with the job search process
<input type="radio"/>	<input type="radio"/>	13.13 Serve on committees
<input type="radio"/>	<input type="radio"/>	13.14 Teach (including teaching freshman seminar courses)
<input type="radio"/>	<input type="radio"/>	13.15 Provide mental health counseling
<input type="radio"/>	<input type="radio"/>	13.16 Advise at a distance via email, phones, blogs, social media, etc.
<input type="radio"/>	<input type="radio"/>	13.17 Determine disabilities accommodations
<input type="radio"/>	<input type="radio"/>	13.18 Deliver basic skills development
<input type="radio"/>	<input type="radio"/>	13.19 Deliver academic tutoring
<input type="radio"/>	<input type="radio"/>	13.20 Coordinate study abroad opportunities
<input type="radio"/>	<input type="radio"/>	13.21 Provide Financial aid counseling
<input type="radio"/>	<input type="radio"/>	13.22 Serve as liaison to an academic department

Question 14 ** required **

What technology is used to **manage student information** in **your advising situation**? (**Check all that apply**).

- Automated Degree Audit
- Shared Student File Access via Computer (e.g., Banner, PeopleSoft)
- We do not use technology to manage student information
- Don't know
- Choose not to reply

Other:

Question 15 ** required **

What technology is used to **communicate with students** in **your advising situation?** (Check all that apply).

- E-mail communication
- Password protected course management software (e.g. Blackboard, Wimba)
- Interactive advising websites and/or portals
- Podcasts
- Text messaging
- Instant messaging
- Twitter
- Facebook and/or My Space
- Skype
- Linked In
- We do not use technology to communicate with students
- Don't know
- Choose not to reply
- Other:

Page 3

The questions on this page ask for information regarding **FACULTY** advising in **your advising situation**.

Question 16 ** required **

Do **faculty** have responsibilities in undergraduate academic advising in **your advising situation?** (Please answer yes if at least one faculty member advises students in your advising situation).

Yes

No

Page 4

Answer the following questions regarding **FACULTY** who advise in **your advising situation**.

Question 17

What was the **average** number of undergraduate students each **faculty advisor** advised during the last academic term in **your advising situation?** Do NOT answer with a range.

Question 18

What types of **internal** (institutional or campus association sponsored) advisor training and development opportunities are available for **faculty advisors** in **your advising situation?** (Check all that apply).

- Single workshop of one day or less per year
- Single workshop of more than one day per year
- A series of workshops throughout the year
- Individualized development based on advisors' needs
- Other (describe in comments box below)
- None
- Don't know
- Choose not to reply

Further comments about your response:

Question 19

What types of **external** professional development activities within advising are supported for **faculty advisors** in **your advising situation**? (Check all that apply).

- Conferences
- Institutes
- Seminars
- Webinars
- Publications
- None
- Don't know
- Choose not to reply
- Other:

Question 20

How is effective **faculty** advising **rewarded** in **your advising situation**? (Check all that apply).

- Release time from instruction
- Release time from committee work
- Release time from research expectation
- Salary supplement for advising
- A major consideration in tenure and promotion decisions
- A minor consideration in tenure and promotion decisions
- Awards for excellence in advising
- Not Rewarded
- Don't know
- Choose not to reply
- Other:

Page 5

The questions on this page ask for information regarding **PROFESSIONAL** academic advising in **your advising situation**.

Question 21 **** required ****

Are **professional academic advisors** employed to advise undergraduate students in **your advising situation**?

- Yes
- No

Page 6

The questions on this page ask for information regarding **PROFESSIONAL** academic advising in **your advising situation**.

Question 22 **** required ****

How many **full-time professional advisors** are employed to advise undergraduate students in **your advising situation**?

Question 23

Do **full-time professional advisors** have **assigned** advisees in **your advising situation**?

- Yes
- No
- Don't know
- Choose not to reply

Question 24

What was the **total number of undergraduate students** that **full-time professional advisors** were *responsible* for advising during the **last academic term** in your advising situation?

(For example, answer 2000 students if your advising center of 5 professional advisors is responsible for advising 2000 students, even if only 1500 students sought advising).

Question 25

What is the **total number of undergraduate students** who *attended* advising sessions with **full-time professional advisors** during the last **academic term** in your advising situation?

(For example, answer 1500 students if your advising center of 5 professional advisors saw 1500 students during the last academic term, even if your center was responsible for a total of 2000 students.)

Question 26

What is the **range** of the number of undergraduate students who *attended* advising sessions for each **full-time professional advisor** during the last **academic term** in your advising situation?

(For example, answer 120-350 students if the advisor who saw the fewest number of students saw 120 students and the advisor who saw the most students saw 350 students.)

Question 27

Which of the following best describes the use of **PART-TIME professional advisors** in your advising situation? (Check all that apply).

- We do not use part-time professional advisors
- We employ part-time advisors on a regularly scheduled basis (e.g. 20 hours per week throughout the term)

- We use part-time professional advisors in peak advising times
- Don't know
- Choose not to reply
- Other:

Question 28

What types of **internal** (institutional or campus association sponsored) structured advisor training and development activities are provided for your **professional advisors** in your advising situation? (Check all that apply).

- Pre-service training before the advisor works with students
- Single workshop of one day or less per year
- Single workshop of more than one day per year
- A series of workshops throughout the year
- Regularly scheduled meetings (e.g. monthly) throughout the year
- Out of office staff retreats
- Individualized development based on advisors' needs
- None
- Don't know
- Choose not to reply
- Other:

Question 29

What types of **external** professional development activities are supported for **professional advisors** in your advising situation? (Check all that apply).

- State, regional or national conferences
- Institutes
- Seminars
- Webinars
- Publications

- None
- Don't know
- Choose not to reply
- Other:

Question 30

How are **professional advisors** rewarded for effective academic advising in **your advising situation**? (Check all that apply).

- Travel funds for professional development
- Release time for research in the field of academic advising
- Department or unit award for excellence in advising
- Institution or campus advising association award for excellence in advising
- No rewards are provided for effective advising
- Don't know
- Choose not to reply
- Other:

Question 31

What is the **minimum** credential required for **professional advisors** in **your advising situation**? (Check all that apply).

- High school diploma
- 2-year degree
- Bachelor's degree
- Certificate in advising
- Master's degree
- Specialist degree
- Doctorate
- Don't know

- Choose not to reply

Question 32

What is the **most common credential** held by **professional advisors** in **your advising situation**? (Check all that apply).

- High school diploma
- 2-year degree
- Bachelor's degree
- Certificate in advising
- Master's degree
- Specialist degree
- Doctorate
- Don't know
- Choose not to reply

Question 33

Is there a career ladder in place for **professional advisors** in **your advising situation**?

- Yes
- No
- Don't know
- Choose not to reply

Question 34

To the closest dollar amount, what is the **STARTING ANNUAL SALARY** for **FULL-TIME professional advisors** in **your advising situation**?

Question 35

To the closest dollar amount, what is the **TOP ANNUAL SALARY** for a **FULL-TIME professional advisor** in **your advising situation**?

Page 7

The questions on this page ask for information regarding **assessment** of advising in **your advising situation**.

Question 36

Which of the following efforts are currently in place in **your advising situation**? (Check all that apply).

- Survey of student satisfaction of academic advising
- Formally identified academic advising student learning outcomes
- Established academic advising program goals/outcomes
- Formally identified job performance criteria of individual academic advisors
- None of these efforts are in place, but at least one is being developed
- None of these efforts are in place, and none are being developed
- Don't know
- I choose not to reply
- Other:

Question 37

For which of the following efforts have you **utilized data to assess** the effectiveness of advising in **your advising situation**? (Check all that apply).

- Student satisfaction of academic advising
- Student achievement of academic advising student learning outcomes
- Student retention and persistence to graduation
- Academic advising unit's/program's achievement of program goals/outcomes
- Individual academic advisor's job performance

- None of this data has been used to assess academic advising, but assessment plans are being developed
- None of this data has been used to assess academic advising, and no assessment plans are being developed
- Don't know
- I choose not to reply
- Other:

Question 38 **** required ****

What is the **name of your institution**? (We need this information so we can account for multiple responses from the same institution. The information you shared on this survey is confidential, results will only be reported in the aggregate, and no individual or institution will be identified).

Question 39

If "**your advising situation**" was at the college, school, division, or department level, then please list the name of the college, school, division, or department (e.g., College of Engineering, School of Education, Physics Department). If your "advising situation" was the entire institution, then please type "institution".

Question 40

What is the **Job Title** of the individual completing this survey? (We need this information so we can determine how closely connected to academic advising a respondent is. The information you shared on this survey is confidential, results will only be reported in the aggregate, and no individual or institution will be identified).

Question 41

Follow-Up. We would like to follow-up with a portion of those completing this survey. If you are willing to be contacted please provide the following information:

- Your Name

Question 42

Follow-Up. We would like to follow-up with a portion of those completing this survey. If you are willing to be contacted please provide the following information:

- Your E-mail Address