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### **Undergraduate Advising Policy**

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1. Each new and returning, and all probationary students at CSU Dominguez Hills will select or be assigned a faculty advisor as determined by the Advising Plan of the student's advising unit.
2. Schools and the University Advisement Center will ensure the effectiveness of advising activities by developing a school or unit-based Advising Plan. Each Advising Plan will reflect the unique needs and take into account the numbers of its student clientele. While advising each term is desirable, the frequency and method of advising should be matched with individual student needs. Each Advising Plan should designate who will advise, establish advising schedules, and generally outline advising procedures. Thus each student will meet with his/her advisor as frequently as needed, as determined by the unit and the student, to review the status of the student's progress towards his/her educational/career goals.
3. Departments, schools and the University Advisement Center are encouraged to develop a means of evaluating the effectiveness of their advising activities as part of their student outcomes assessment and academic program review. This evaluation should also be used to recognize outstanding faculty advisors through the RTP process, MPPP Awards\* or other special recognition.
4. The implementation of this policy involves all areas of the campus community; the Vice President of each area will be responsible for implementing those activities which fall under his/her administration. The Vice President of

Academic Affairs or designee will be responsible for coordinating the overall campus advising plan.

5. The University's budgeting process should recognize that successful implementation of this campus advising plan requires the adequate allocation of resources.

**\* Currently, FMI awards.**