

Advising Center Faculty Survey Responses
Orangeburg Calhoun Tech
January 30, 2003

1. Did you volunteer in the advising center for the Spring 2003 schedule?

- *Yes
- *No
- *No
- *Yes
- *Yes
- *Yes
- *Yes, I volunteered in August for 4 hours & December for 4 hours.
- *Yes
- *Yes
- *Yes

2. What did you find most helpful about the advising center?

- *Giving students a central location to come to.
- *I am unfamiliar with the advising center and what it entails. This is my semester here as full-time permanent faculty, so I need more information on the part that I play with regards to advising.
- *The fact that students could go there instead of to each individual advisor. That way the advisors could prepare for Spring semester. It was also helpful to have the computers there and all other materials needed to register students.
- *One location for students to get help since we are in class or have gone home (evening students) during the time they are looking for help. You have the latest in class counts and information on closed classes, added sections, expanded sections, etc.
- *It alleviated a lot of interruptions while working in my office.
- *It allowed instructors to choose times to advise rather than have interpretation throughout the day with student advisement.
- *It allowed me to concentrate on the things that I needed to do at a point in the semester when the demands of the students are the highest. Thanks for the relief.
- *Having the center and assistance from faculty and staff.
- *I think that it was good for students to have a central place like a registrar's office at a larger school.

3. What did you find least helpful about the advising center?

- *Not having representation from all faculty groups.
- *I cannot think of anything.
- *When the student received help through the advising center, the regular advisor did not know that was done-could we get a copy that one of our advisees changed his/her schedule in some way? Sometimes we had him/her in a particular class for a reason (only offered certain semesters, needed as a prerequisite, etc.) Sometimes they drop a class b/c they don't like it when they really need it or need to get it out of the way. It needed to be open during the days between registration and b/4

Classes began. Some students were lost-needed to change schedules
But could not find advisor and classes were starting the next day.

*Notebooks with information about programs such as when the courses
are offered if not every term, prerequisites listed by each course, etc. so
just about anyone could advise just about any student in any program-
keeps from having to go to the catalog so much and guessing. (like I
sent you for Business courses)

*Also need that notebook the sequences for math course (I can never
remember which are the transfer course and which ones would substitute)
for other "lower" level classes. Always have to call someone on that. Also
include substitute list from quarter courses to semester courses for
students who were here way back. Don't always need it, but comes in
handy.

*Printouts giving the latest class count, closed sections. First thing each
morning could be enough.

*Most of the students that register late do not complete the semester.

*Not enough of us know what too many course are about outside of our
areas.

4. What improvements need to be made in the advising center?

*More communication with students regarding hours open and having
representation from all groups or a number to call during all hours it
is open.

*None you are doing a great job.

*Each person advising needs to have the same information – example- class test
score sheet, availability report.

*Refreshments for volunteers.

*The center needs detailed instructions on advising for other programs.

*Can be better organized once in the new building.

*Train people to staff it.

5. How can the advising center help you as a faculty or staff member besides getting hours you need for your FPMS/EPMS?

*Getting to know more about other disciplines.

*Just the fact that we do not have to be tied up advising and registering
students the entire time. We can devote our time to preparing for
Spring semester.

*At least one person from each area-answering questions about health
sciences when you are business is tough. If a faculty doesn't volunteer
for that time period, then dept. head should be there. The student
should be able to talk with someone in that department.

*My main objective is to get my FPMS.

*It gives me an overall look at other programs and the difficulty that other
program coordinators face in advising also.

*Get qualified students into my classes.

6. What would you like to see different in the advising center?

*Nothing

- *At least one person from each area-answering questions about the health sciences when you are business is tough. If a faculty doesn't volunteer for that time period, then the dept. head should be there. the student should be able to talk with someone in that department.
- *A list of classes/instructors who will allow you to force students. Group Directors are not always available by no fault of theirs but due to class assignments/teaching load.
- * I like it the way it was this last semester.
- *That students are only sent there to register/add drop classes. Some students are sent to advising center before they are accepted to the college.

7. Which of the following time frames are you most likely to volunteer in the advising center?

- *all of the times were circled
- *12-2

8. Could you be flexible and come at different times?

- *yes
- *No I have classes from 1-3:50 most afternoons.
- *No

9. Was the scheduling (dates and time frames) of the advising center helpful?

- *Have some really early time the first day so students could adjust schedule before classes even begins (7:30) not wait until 9.
- *yes
- *Yes

10. Was the advising center accessible?

- *Yes
- *Yes
- *Physically? Not in direct traffic but they should have been able to get there if they really needed to!
- *Yes
- *Yes

11. Do you think the advising center meet the needs of the students we we serve at OCTech?

- *Yes
- *Yes
- *Hope so. They like not having to find an advisor. They did not like having to take green from to Bldg. A. Could the change be made right in the center some way? Move advisement center closer to the input person?
- *Yes
- *Yes

*Very much so

12. Do you need more training on Datatel?

*No

*Yes

*No

*No

*I need a cheat sheet of letters/codes to quickly find such things as a list of courses, all sections, with number in each class.

*Possibly

13. How can I help you as the coordinator of the advising center?

*Sign –up lists out earlier. Documentation of attendance for FPMS.

*I need to know what the purpose of the center is and what my job is in relation to seeing what the center serves its purpose and meets its goals.

*I cannot think of anything.

*Keep your sunny disposition!

*You do a great job.

*Keep on doing the great job of the past.

*When students come to the College (for the first time) have a check off sheet on the process of getting into the college. Sometimes students are sent to the Advising center first and they have not done an application of F. Aid.

*Enable qualified students to get the classes they need.

14. Please list any suggestions you have concerning improvements to the advising center.

*Monitor hours-if faculty have to get 8 hours that means 8 hours in the center. Someone with me signed in and then came/went for half the time. sure we were not swamped, but time obligated is time in the center. We all brought other work to keep us busy if not serving a student. Sometimes we looked up info. For someone helping a student to save them time.

15. General comments please share.

*Thanks for all of your help with Bio 210 waiting list.