Integrity

Professional Relations/role:

Post counselling hours,
Inform advisees about
policies/updates,
Connect them to their career & life
goals,
Monitor student performance,
Conduct Orientation sessions,

Self-discipline and accountability

Policies and Procedures:

Understand and follow the academic as well as administrative policies & procedures which are designed to ensure the common and greater good.

Advising

Human Development "By Love Serve one another"

To be caring and empathetic towards students regarding issues that they face:
Time Management, Stress
Management, Health, Financial or Family issues, and Peer
Pressure etc. refer to the appropriate office, if needed.

Career and Life plans Appropriate course choice in

major
Higher Education
Self-actualization, Transcendence
(Fulfillment of one's goals rooted into
FCCU Mission, Vision and Values)

Excellence

Advising Center:

Help students in Degree Audit, Meaningful Academic Plans. Semester Withdrawal, Overload, Major Declaration etc.

Completion of degree on time.

Respect

Student **Success**

Faculty/Major Advisors:

Enable students to be independent learners in their respective field of study and assist them in choosing appropriate course(s) in their respective Majors. Connect them to their life goals so that they may contribute to the community effectively.

Major-Higher Education-Career Path- Life Plans.

Student Retention



Faculty Advisors Advising is Teaching

It provides significant learning experiences and develops a community of critical and independent learners who are committed to contribute to society and live by FCCU moto,

"By Love Serve One Another"

Therefore, Faculty Advisors discuss with students, their respective

Major and associated benefits - Higher Education opportunities - Career Path - Life plans

Refer them to the appropriate office(s), if needed.

Organize orientations/seminars,

Attend some student activities.

Faculty Advisors may refer students to "Advising Center", if needed.

Our Plans are to:

- Review "Roadmaps/Academic Plans" for students.
- Arrange seminars/orientations for our respective majors.
- Celebrate a week entitled "Major/Career Exploration: Know thy Career Path-Life plans" for successful and happier life.
- Facilitate small group interactions (Peer Advising/Advising Learning Groups/Teams).
- Review and assess the process and procedures of Advisor Evaluation and its validity and reliability in order to improve further as "Faculty Advisors"
- Collaborate with other Departments at FCCU and also with World Advising Communities to share our
 experiences for further improvement of our system.
- Organize Training Sessions for New Faculty Members, Freshmen/Sophomore Advisors (UNIV 100 Instructors) and Junior/Senior (Major) Advisors.
- **Provide "Food Tickets"** to the Faculty Advisors.
- Introduce "Best Advisor" award to motivate the faculty.
- Attend the meetings/sessions on advising for "Effective Advisement".
- Work closely with the "Advising Center"
- News Letter once a semester.

Feel free to contact, if you have any question or query.

Atiq-ur-Rehman, Head of Faculty Advising,