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From: Office of the MSU Provost <provost@montana.edu>
Sent: Monday, March 20, 2023 8:00 AM
Subject: March Provost's message - Advising and Counseling Resources for Faculty



MONTANA
STATE UNIVERSITY

Office of the Provost

Dear Colleague,

Welcome back from what I hope was a restful and rejuvenating spring break. The push towards Spring Commencement is an exciting time in the academic calendar but also very busy!

As we move into the second half of the semester, I remind you that student advising season and course preregistration are upon us. This is an important time for our students as they contemplate their academic plans for next semester and beyond. Faculty play a crucial role in helping students navigate this process and make informed decisions about their course selection and future career opportunities.

Many students have told us that their positive interactions with faculty made a significant difference in their decision to persist in college and obtain a degree. You can, and do, have a huge impact on the academic and career trajectories of your students. It takes time to get to know and interact with students, but it is well worth the investment.

Following are several tips and reminders on academic advising:

- Establish dedicated time during preregistration to meet with students to discuss their progress towards degree, course selection and career aspirations.
- Use [DegreeWorks](#) to monitor student progression, review notes from prior advising meetings and document updates. DegreeWorks is readily accessed from the Advising tab in [MyInfo](#).
- Ask the student for their ideas and work with them to plan their pathway and progression to graduation. Help them develop habits of mind to take agency for their degree plan.
- Review the MSU online [Advisor's Toolkit](#). It's a one-stop repository for forms and information that you will find useful.
- Bookmark a link on your computer to the [Allen Yarnell Center for Student Success](#) web site and, as needed, steer students to AYCSS for tutoring, student success coaching, financial education or career advising. The Division for Student Success

offers a collection of additional resources on this web page: [Faculty and Staff Tools for Student Success](#).

During advising, you may have a student report experiencing mental health-related issues. Listening to such concerns can be helpful to the student, and it provides you an opportunity to encourage the student to seek professional services. I encourage you to actively engage with students about their overall wellness. Please consider these suggestions provided by Betsy Asserson, Director of Counseling and Psychological Services, when meeting with students:

- During advising appointments, take a few minutes to acknowledge that this can be a challenging time of the semester for students. Encourage students to take care of themselves by reaching out to their support systems and point them to the [mental health and wellness resources](#) available on campus.
- MSU provides a resource called, [MSU Assist](#), that contains tips for how to recognize students in distress, how to navigate those conversations with students or colleagues and how to guide them to appropriate resources.
- Remind students that it's ok to ask for help. If they need mental health support, they can utilize the CPS [Let's Talk Drop-In](#) hours or contact CPS by phone (406-994-4531) for an appointment.

Lastly, MSU has a new tool to make it easier for you to connect with your advisees: [navMSU](#). With this platform, you can create an appointment campaign, sync appointments to your Outlook calendar, send mass email notifications to your assigned advisees, and set up appointment reminders that are automatically sent to students. The web page provides how-to videos, a Quick Start Guide and information about upcoming training sessions for faculty and staff.

Thank you for all that you do to support students. I am confident that with your guidance and expertise, they will continue to thrive academically and personally. You really do make a difference.

Best regards,



Dr. Robert L. Mokwa | Executive Vice President and Provost
Montana State University
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P.S. Please join me for the [Provost's Distinguished Lecture](#) at 7:00 p.m. on March 21 at the Museum of the Rockies with Dr. Michelle Flenniken, Associate Professor in the Department of Plant Sciences and Plant Pathology and expert on honeybee virology. You won't want to miss this sweet presentation!

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