

## Collaborative Advising Model

**Collaboration:** Collaboration between the Advising Center and Faculty Advisors is essential to support students effectively. Establishing strong collaborations ensures comprehensive academic advising experiences for all NCC students. These relationships enhance students' sense of belonging and connection to the institution.

### ADVISING CENTER

The Advising Center is comprised of administrative experts that serve as advocates, mentors, and navigators, helping students achieve their educational and career aspirations. Providing students with these services enhances their sense of belonging and connection to the institution. The Advising Center plays a vital role in supporting student success by collaborating and working closely with faculty, staff, and other departments to enhance student experiences and success.

#### **Guidance and Academic Planning:**

- Assist students in understanding degree requirements, course selection, and academic pathways.
- Help students create personalized academic plans, ensuring timely progress toward graduation.

#### **Career Exploration and Goal Setting:**

- Guide students in exploring career options aligned with their interests, skills, and goals.
- Provide information about various programs, transfer opportunities, and potential career paths.

#### **Navigating College Policies and Procedures**

- Help students understand college policies, deadlines, and procedures.
- Assist with schedules, registration, add/drop processes, and course substitutions.
- Assist with completing forms and paperwork with students, and other administrative duties.
- Work with SAP, military, and international students to ensure all mandates and regulations are being adhered to

#### **Transfer Assistance**

- Guide students planning to transfer to four-year institutions.
- Ensure that transfer credits align with the student's chosen major and university requirements.

#### **Support At-Risk Students**

- Send out Alerts and Midterm Progress Reports links to FAs and follow up with students reported at-risk by FAs.
  - Conduct periodic meetings with Faculty Advisors to discuss student and program issues
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## **FACULTY ADVISORS**

The role of a Faculty Advisor at NCC is multifaceted and crucial for student success.

### **Building Relationships**

- Establish meaningful connections with students. These relationships enhance students' sense of belonging and connection to the institution.

### **Guidance and Support**

- Collaborate with the Advising Center to provide guidance on academic programs, course selection, and degree planning requirements as subject matter experts.
- Assist students in understanding and navigating the requirements and support services at NCC such as Degreeworks, EAB, etc.
- Help students connect their academic pursuits with their future goals, fostering a sense of purpose and direction.

### **Career Exploration and Goal Setting**

- Provide career counseling and/or job and networking opportunities to advisees in the major
- Review advisees' transfer and job application efforts
- Advise students on potential transfer, internship, and apprenticeship possibilities in their major.

### **Empower Students**

- Empower students by encouraging autonomy.
- Equip students with the skills to make informed decisions about their education and career paths.

### **Support At-Risk Students**

- Identify students who may need additional support due to academic challenges or personal circumstances.
- Provide academic and tutoring support for advisees in the major.
- Connect students with resources such as counseling, financial aid, or added tutoring.
- Conduct periodic meetings with your dedicated Advisor to discuss student and program issues