

Routing # 18 69-70

Resolution  
#17 1969-1970

TO: PRESIDENT ALBERT W. BROWN

FROM: THE FACULTY SENATE

Meeting on November 3, 1969  
(Date)

RE:          I. Formal resolution (Act of Determination)  
  X   II. Recommendation (Urging the fitness of)  
         III. Other (Notice, Request, Report, etc.)

SUBJECT: Academic Counseling for Summer Start Students  
(See attached recommendation)

Signed Elise Helzer Date Sent: 11/7/69  
(For the Senate)

TO: THE FACULTY SENATE

FROM: PRESIDENT ALBERT W. BROWN

RE: I. DECISION AND ACTION TAKEN ON FORMAL RESOLUTION

- a. Accepted. Effective Date 1/15/70
- b. Deferred for discussion with the Faculty Senate on \_\_\_\_\_.
- c. Unacceptable for the reasons contained in the attached explanation

II, III. a. Received and acknowledged

b. Comment: *Accept in principle. Prepared to  
conduct of summer start for further  
Allen, Cameron consideration*

DISTRIBUTION: Vice-Presidents: Burke Sammons  
Others as identified: D. Hamblen

Distribution Date: \_\_\_\_\_

Signed: Albert W. Brown  
President of the College

Date Received by the Senate: \_\_\_\_\_

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STATE UNIVERSITY COLLEGE AT BROCKPORT  
BROCKPORT, NEW YORK

RECOMMENDATIONS ON ACADEMIC COUNSELING FOR SUMMER START STUDENTS

Submitted to the Faculty Senate by the  
Committee on Expanding Educational Opportunities

Miss Ronda Blanchard	Dr. David Hammond
Miss Marnie Burgess	Dr. Robert Potter
Miss Edie Como	Dr. Kemp Schnell
Miss Sandy Muniz	Dr. George Simmons
Mr. Richard Love	Dr. William Rock, Chairman

I. SPECIFIC RECOMMENDATIONS

- A.) THAT A FULL-TIME COORDINATOR FOR THE SUMMER START PROGRAM BE APPOINTED BY THE COLLEGE.
- B.) THAT FACULTY MEMBERS, IDENTIFIED BY THE SUMMER START STUDENTS, BE ASSIGNED AS ACADEMIC COUNSELORS ON THE BASIS OF ONE ACADEMIC COUNSELOR FOR EACH TWENTY SUMMER START STUDENTS IN THEIR FRESHMAN AND SOPHOMORE YEARS. SAID ASSIGNMENT WILL BE MADE ONLY WITH THE CONSENT OF THE FACULTY MEMBER AND HIS DEPARTMENT CHAIRMAN. FACULTY MEMBERS ASSIGNED TO THIS ROLE SHALL CARRY A REDUCED TEACHING LOAD. ADDITIONAL STAFFING SHALL BE PROVIDED TO DEPARTMENTS FROM WHICH ACADEMIC COUNSELORS ARE DRAWN TO ASSURE STAFFING FOR COURSES THAT WOULD NORMALLY BE TAUGHT BY SELECTED FACULTY.
- C.) THAT SUCCESSFUL ACADEMIC COUNSELING BE CONSIDERED A MAJOR SERVICE TO THE INSTITUTION FOR PURPOSES OF DISCRETIONARY INCREMENTS AND PROMOTIONS.
- D.) THAT EACH DEPARTMENT CHAIRMAN DESIGNATE A STAFF MEMBER, HEREINAFTER REFERRED TO AS THE DEPARTMENT REPRESENTATIVE, INTERESTED IN THE SUMMER START PROGRAM TO PROVIDE INFORMATION TO ACADEMIC COUNSELORS AND SPECIFIC ADVISEMENT FOR SUMMER START STUDENTS PLANNING TO MAJOR IN THE AREA.
- E.) THAT THE FACULTY OF EACH DEPARTMENT BE AVAILABLE TO TUTOR STUDENTS IN THE SUMMER START PROGRAM. SUCH TUTORING SHOULD BE ARRANGED THROUGH THE ACADEMIC COUNSELOR BY THE STUDENT NEEDING HELP. THE ACADEMIC COUNSELOR WILL WORK WITH THE DEPARTMENT REPRESENTATIVE DESIGNATED IN "D" ABOVE TO OBTAIN THE SERVICES OF THE TUTOR.
- F.) THAT THE SUMMER START STUDENTS SHOULD FOLLOW THE REGULAR ACADEMIC ADVISEMENT PROGRAM DURING THEIR JUNIOR AND SENIOR YEARS IN MOST CASES.
- G.) THAT AN ORIENTATION PROGRAM BE PROVIDED BY THE PROGRAM COORDINATOR AND THE COUNSELING CENTER FOR ACADEMIC COUNSELORS AND DEPARTMENT REPRESENTATIVES SERVING THE STUDENT.

II. ROLE OF THE ACADEMIC COUNSELOR

The major function of the Academic Counselor will be academic advisement. However, academic advisement in the Summer Start program must be well beyond the concept of academic advisement as it is generally defined. While the committee believes that those assigned as academic counselors will need to define with the total staff of the program their specific roles, the committee has developed the following guidelines:

A. The Academic Counselors shall work as a team in the collection of data for program advisement, in reviewing the academic progress of students, and in planning the programs of individual students.

B. The Academic Counseling team shall work closely with the student tutor-counselors and the department representatives in gathering data which will be helpful to students in course selection.

C. The Academic Counselor will not simply be available to students but will reach out to students to be sure that barriers to effective communication are removed.

D. The Academic Counselor will inform professors who have Summer Start students in their classes that he is available to provide help to students experiencing difficulty.

E. In cases where students are experiencing difficulty in course work, the Academic Counselor will meet with the student's professor and the student to determine appropriate steps to remove the deficiency.

F. The Academic Counselor will secure a mid-semester estimate of academic progress for students from the professors in whose classes Summer Start students are enrolled.

G. The Academic Counselor will work closely with the Counseling Center to be sure that tutoring is provided when needed.

H. The Academic Counselor will aid students in the selection of courses in which success in terms of student interest and academic achievement can be predicted. The committee believes that students should be enrolled in a minimum of classes in which class size is large. At the same time, the Committee believes that students should be advised to take some large sections during their first year and one-half at Brockport. While it is important for students to experience success during their early work at Brockport, it is essential that broad academic experiences be provided to assure readiness for success in the junior and senior years.

I. The Academic Counselor should be mainly concerned with seeing that students complete their core requirements and begin necessary work in their majors. For students uncertain of majors, exploration should be encouraged. The Academic Counselor should not suggest the major but should arrange for students seeking information to meet with department representatives in the areas concerned. When a student requires information for appropriate course selection in a major area, the Academic Counselor should arrange a meeting with the department representative.