Advising Syllabus

# When we meet for your preceptorial advising, bring

\_\_\_\_\_ Print outs of a Degree Works degree audit for your preferred major/minor or one each for several possible majors/minors

\_\_\_\_\_ A list of concerns/questions about the courses in which you are currently enrolled

\_\_\_\_\_ A list of possible courses in which you might enroll in the next term

\_\_\_\_\_ Questions about your choice of major(s), your choice of specialization and/or minor(s), the Stockton curriculum, study abroad, internships, and/or graduate school/career plans

# Who am I?

Your preceptor, Heather McGovern, Professor of Writing and First-Year Studies. Preceptor comes from a Latin word about teaching—preceptors at Stockton (known at most colleges as advisors) guide you through your college experience from picking a major to selecting courses to participating in activities and internships to planning for after college.

I am a professor in General Studies at Stockton, where I teach first-year and professional writing and editing, women and gender studies, first-year seminars, and environmental rhetoric. I grew up in a small town in the mountains of Idaho, double majored at a small college in Idaho (go Coyotes!) in biology and English with a minor in history, got a Master’s degree in English at Clemson University in South Carolina (go Tigers!), got a PhD in Technical Communication and Rhetoric at Texas Tech in TX (go Red Raiders!), and have taught at Stockton (go Ospreys!) for 16 years. I live in West Berlin with my husband, a network engineer, my two daughters, three cats, and a beta fish.

# How can you talk to me?

Visit me in my office, J105G

Email me at Heather.McGovern@stockton.edu

Call me at Stockton: 609-626-5575

Text or call my cell: 609-432-7047

# What can I do for you?

I can facilitate your progress through college. We can set goals for your academic and future professional life and help you meet those goals. You are responsible for your course selections and completion of necessary requirements for graduation, but I can help.

I should

* Help you understand the requirements, policies, and procedures of the college
* Introduce you to Stockton’s Essential Learning Outcomes
* Assist you with decision-making (regarding classes, majors, minors, summer school, careers, and more).
* Assist you with goal-setting
* Refer you to appropriate resources on campus
* Help you understand the goals and purposes of a liberal arts education
* Help you choose a major and help you choose a new preceptor in your major when it is best for you to do so
* Help you create your own education
* Help you see connections between courses in the curriculum
* Advise you regarding personal and career goals

You should

* Schedule an advising appointment at least once per semester
* Arrive on time for your meetings with me
* Take responsibility for a plan for your educational and career goals
* Complete graduation requirements.
* Ask about requirements or policies you do not understand.
* Investigate extracurricular activities, internship, and study abroad.

As a result of our precepting sessions, you should:

1. Be able to locate information about college policies, including dates for drop/add, pre-registration, last day to drop a class, and final exams.
2. Develop accurate expectations of the time and effort needed to maintain good academic standing.
3. Develop a timeline for graduation.
4. Become familiar with college resources as needed, including the Career Center, Student Records, Student Development, and Academic Advising offices and the Tutoring, Wellness, Counseling, and Learning Access Centers.
5. Be able to run an online degree audit (Degree Works for freshmen in Fall 2017, CAPP for other students) and interpret the information about progress to your degree.
6. Be able to explain the General Studies requirements at Stockton and describe why general education courses are an important part of your educational experience.
7. Choose classes each semester.
8. Choose a major, if you have not already.
9. Choose a minor and/or specialization within your major, if you have not already.
10. Choose a new preceptor when it is appropriate for you to do so.
11. Be able to identify program and cognate requirements for your major(s)/minor(s).
12. Understand the importance of including experiences outside the classroom such as internships, study abroad, and service learning.
13. Be able to identify several career choices for your choice of major.
14. Know that Stockton’s Essential Learning Outcomes exist.

# Important Resources

**Academic Advising Website**: [www.stockton.edu/advising](http://www.stockton.edu/advising)

**Career Center**: [www.stockton.edu/careerconnect](http://www.stockton.edu/careerconnect)

**Student Services Tab:** [www.go.stockton.edu](http://www.go.stockton.edu) Login with user name and password. Access **“Registration Tools”** to drop/add, find your schedule, look at your transcript, run a Degree Works or CAPP degree evaluation. Access **“Bookmarks”** to view Academic Calendars, Financial Aid, and College Bulletins