Meeting 2

Advising Log 2

Date:_	Type of meeting: group or individual Length of meeting:
	(at least 30 minutes or more
1)	Review their Personal Assessment Form (PAF) and discuss key issues with them (especially they have received any deficient midterm grades or Early Alerts). Store the PAF in advising folder.
2)	Refer to the following Resource Sheet for support if necessary.
3)	Any recommendations (e.g., visit the Math Workshop, the Career Center, etc.). Make sure students take notes and follow-up at their final meeting of the semester.
4)	Discuss course selection as it relates to university and major/minor requirements.
5)	Discuss their co-curricular and extracurricular involvement as it relates to their areas of academic interest or future careers. (For example, how might their interest and passion for dance translate into a minor? are they a candidate for a Fulbright or a Truman scholarship? how might their service requirement relate to career goals? do they have plans to study abroad? should they begin to think about engaging in research with a faculty member? Hel them make connections between what they are doing inside and outside the classroom).