

## DIRECTOR OF MĀNOA ACADEMIC ADVISING

The Director of Mānoa Academic Advising is responsible for undergraduate academic advising and the coordination of advising efforts across all schools/colleges/units to ensure efficient use of resources, maximize coordination between units, and advocacy for a high-quality student experience. As a direct report to the Assistant Vice Provost for Student Academic Success, the Director of Mānoa Academic Advising ensures consistency and continuity in the application and implementation of University and Mānoa campus policies and procedures related to academic advising.

To meet the requirements of supporting student success, and of facilitating and coordinating academic advising efforts across diverse schools/colleges/units on the Mānoa campus, the Director of Mānoa Academic Advising represents all UH Mānoa advising offices in system-wide and campus-specific discussions focusing on the student experience, including but not limited to: the Council of Academic Advisors and Academic Procedures Committee where the position serves as its direct liaison to upper administration; leaders in the Office of the Vice Provost for Academic Excellence (OVPAE), Financial Aid, and Student Housing, to facilitate advising-related communication; Mānoa campus Deans, Directors, and upper administration, to advocate for advising as well as for individual advising units, serving as a resource for best practices; and system and Mānoa offices as well as faculty and staff bargaining units, to facilitate consistency in advisor positions, duties and responsibilities, workload policies, and tenure/promotion criteria.

The Director of Mānoa Academic Advising will ensure that modernization of technological systems are standardized campus-wide as effective tools across advising units, to ensure equitable, consistent student experiences that leverage technology to increase efficiency and transparency.

The class Director of Mānoa Academic Advising is established effective June 23, 2022.



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President, University of Hawai'i

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June 23, 2022

Date