ASSESSMENT PLANNING REPORT ON ACADEMIC ADVISING
COLLEGE OF TROPICAL AGRICULTURE AND HUMAN RESOURCES

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1. Program goals and mission statement are as follows:
   
   **CTAHR College’s Mission Statement:** The College of Tropical Agriculture and Human Resources is committed to the preparation of students and all citizens of Hawai‘i for life in the global community through research and educational programs supporting tropical agricultural systems that foster viable communities, a diversified economy, and a healthy environment.

   **CTAHR ASAO’s Mission Statement:** CTAHR’s Academic and Student Affairs Office (ASAO) prepares students for life in the global community by providing an excellent and relevant student-centered learning environment.

   **ASAO Goals:**
   
   Goal 1: Provide valuable services that strengthen CTAHR’s academic programs.
   Goal 2: Recruit, retain, and support through graduation a diverse and high-quality student population.

2. The program’s student learning outcomes are as follows:

   ASAO has adopted the student learning outcomes for academic advising that were proposed by UHM’s Council of Academic Advisors:

   By the time of graduation, advisees are able to…
   
   • use MyUH, STAR, Catalog, SOC, and Program Sheets to identify and understand program requirements. *(knowledge)*
   
   • locate and use university resources and services to help identify and achieve goals. *(investigation/research)*
   
   • come to academic advising sessions prepared with questions, an academic plan, and/or other relevant materials. *(preparedness)*
   
   • design a reasonable and timely academic plan that leads to a Bachelor degree in a desired field. *(decision making)*
   
   • evaluate current academic and career goals in light of personal values, interests, aptitudes, and skills. *(personal-academic connection)*
3. Provide the program’s activity map or equivalent graphic.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Knowledge</th>
<th>Investigation/Research</th>
<th>Preparedness</th>
<th>Decision making</th>
<th>Personal-Academic Connection</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advising - General</td>
<td>M</td>
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<tr>
<td>Advising - In Major</td>
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Notation for extent to which SLO is strengthened by each activity:
I = Introductory; D = Developmental; M = Mastery

4. Where are the following items published or how are they distributed to students?

<table>
<thead>
<tr>
<th>ITEM</th>
<th>Publication Location or Distribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program mission/goals</td>
<td>Posted on CTAHR ASAO website</td>
</tr>
<tr>
<td></td>
<td><a href="http://www.ctahr.hawaii.edu/site/AcademicOffice.aspx">http://www.ctahr.hawaii.edu/site/AcademicOffice.aspx</a></td>
</tr>
<tr>
<td>Program student learning outcomes</td>
<td>Undecided (to be determined)</td>
</tr>
<tr>
<td>Program activity map or equivalent graphic</td>
<td>Undecided (to be determined)</td>
</tr>
</tbody>
</table>

5. Assessment Timeline and Lead People. Describe the program’s multi-year timeline for assessing all program student learning outcomes and using assessment results. Also, identify potential lead people.

The academic programs that reside in two of CTAHR’s six departments will be assessed annually. Potential lead persons or their successors (ASAO staff), who are responsible for assessment of advising of majors in the following departments, are listed below.

- MBBE (BE and PEB programs): Charles Kinoshita (assess in 2010-2011)
- TPSS (TPSS program): Allene Chun (assess in 2010-2011)
- FCS (FAMR and APDM programs): Vera Kadomoto (assess in 2011-2012)
- HNFAS (ANSC and FSHN programs): Erica Kubota (assess in 2011-2012)
- PEPS (PEPS program): Charles Kinoshita (assess in 2012-2013)
- NREM (NREM program): Allene Chun (assess in 2012-2013)

6. Other important information