



Executive Order 4-02

The Advising Audit Task Force of Florida International University

By the authority vested in me by the Constitution and Statutes of the Student Body of Florida International University, it is hereby ordered,

- WHEREAS,** The quality of academic advising services at Florida International University is a topic of concern for wide swathes of the student body,
- WHEREAS,** The Division of Academic and Student Affairs has recently undertaken efforts to restructure the university's system of academic advising to effect improvements,
- WHEREAS,** Numerous student surveys have been conducted by the university to gauge student satisfaction with academic advising,
- WHEREAS,** The Division of Academic and Student Affairs recently reviewed advising at FIU as part of FIU's participation in the Excellence in Academic Advising program,
- WHEREAS,** The Student Government Association is actively involved in seeking student feedback and focused on student success,
- WHEREAS,** Accurate and updated student feedback on academic advising is required to best evaluate the state of advising and develop policy recommendations for improvement,

NOW, THEREFORE, I, ALEXANDER P. SUTTON, as Student Body President of Florida International University, in accordance with SGAC § 5.03.1.9 and SGAS § 4001.4, hereby issue the following Executive Order, to take immediate effect:

1. The Advising Audit Task Force of Florida International University is hereby created, to be constituted in such a manner, and charged with such duties, as is hereinafter enumerated;
2. The Secretary of Student Affairs is hereby directed to assume all delineated responsibilities for the Advising Audit Task Force;
3. The Advising Audit Task Force shall be recognized as a department of the Executive Branch of the Student Government Association at Florida International University.

Section I - Purpose

The Advising Audit Task Force will compile information on the state of academic advising services at FIU, both from already collected data and from additional data collection efforts coordinated by the Task Force.

After data is collected, the Task Force will evaluate all information on the state of academic advising, and it will identify any trends, successes, areas for improvement, or notable phenomena relevant to advising at FIU.

The Task Force will then develop policy recommendations for ways that academic advising could be improved. The findings of the Task Force, as well as its policy recommendations, will be compiled into a report to be issued at the conclusion of the business of the Task Force.

Section II - Organization

The Secretary of Student Affairs, in their capacity as a member of the Executive Cabinet of the Student Government Association, shall be the Chair of the Advising Audit Task Force. They shall be responsible for:

1. Selecting all other Task Force members, in consultation with the Student Body President.
2. Convening meetings of the Task Force.
3. Leading the evaluation process of the already collected data provided to the Task Force.
4. Coordinating initiatives to solicit additional qualitative and quantitative data from the student body regarding academic advising.
5. Compiling the final report issued by the Task Force.

The Advising Audit Task Force shall be composed of between 5 and 10 students, including the Chair, whom shall be selected the following manner:

1. The additional members of the Task Force shall be students selected by the Chair of the Task Force in consultation with the Student Body President.
2. Any member of the student body may apply to be a member of the Task Force, through an online application form.
3. Members of the Task Force shall not be beholden to eligibility qualifications delineated in Article VII of the Student Body Constitution.
4. Members may be dismissed by the Chair of the Task Force at any time with the approval of the Student Body President, and additional members of the Task Force may be added at any time up to the maximum limit of 10.
5. Members shall be responsible for those duties specifically assigned to them by the Chair of the Task Force.

Section III - Responsibilities

The duties of the Task Force shall include:

1. The creation of an additional survey to evaluate academic advising.
2. Assisting in the promulgation and promotion of the survey.
3. Leading focus groups with students of various colleges.
4. Conducting interviews with students to gain qualitative data on academic advising.
5. Aiding the Chair in analyzing trends in data.
6. Contributing to the development of the final report.

Section IV - Timeline

The members of the Advising Audit Task Force shall be selected and finalized by the end of the month of October. Following this, the Task Force shall evaluate already compiled data on academic advising throughout the month of November, while devising initiatives for collection of additional qualitative and quantitative data from the student body. These initiatives shall be implemented from November 2023 through the end of February 2024. Following the collection of additional qualitative and quantitative data, the Task Force shall develop its final report, which shall include all identified trends, successes, areas for improvement, and policy recommendations for ways that academic advising could be improved at FIU.

The final report shall be presented to the Student Body President by the end of March 2024. The Student Body President may make any necessary edits to the report, and shall then present the report to the Vice President of Student Affairs, the Provost, the President, and the Board of Trustees. The Student Body President shall present the report to the Board of Trustees no later than its April 2024 meeting.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused this order to be carried out, on this Tuesday the 19th of September, 2023.



Alexander P. Sutton, Student Body President

Tuesday, September 19th, 2023