



## Mason Advisor Certificate (MAC) Program Elective Requirement

### Purpose and Learning Objectives

The purpose of the MAC electives is to provide additional professional development, related to the participant's role as an advisor or student services professional, over and above what s/he has gained from other professional development opportunities attended in the past.

Electives should address at least one of the following Learning Objectives:

- Participants will discover new frames through which to understand the students they interact with in their respective positions.
- Participants will be able to identify additional institutional resources, best practices, policies or procedures that will aid in their work with students.
- Participants will be able to apply additional relational skills to their work as a result of attending the professional development session.
- Participant will attend a professional organization opportunity related to advising students (NACADA, ACPA, NASPA conference sessions, webinars, or similar experiences related to advising).

### Requirement

To complete the certificate, MAC participants must attend three (3) elective workshops or trainings in addition to modules Advising 101-106. Elective options exist within multiple Mason units, such as University Life, Human Resources, academic departments, and the Mason Academic Advisor Network (MAAN).

Participants may use a previously attended workshop/training as an elective, as long as the session was completed within one month of starting the MAC program. There are no time conditions for completing electives after the participant has finished Advising 101-106.

### Instructions

Participants should bring their MAC Passbook to the elective and have the training/workshop lead sign in the space provided. **The list of examples below is not comprehensive!** Requests to count alternative trainings or workshops should be emailed to Lori Yi ([lyi3@gmu.edu](mailto:lyi3@gmu.edu)) and Jason King ([jkingj@gmu.edu](mailto:jkingj@gmu.edu)). Please include in your message why you think the training will aid in your professional development as an advisor.

Mason Academic Advisor Network (MAAN)	Learn Over Lunch sessions (count as one): <a href="http://advising.gmu.edu/mason-advisors/maan/learn-over-lunch-lol/">http://advising.gmu.edu/mason-advisors/maan/learn-over-lunch-lol/</a>
	MAAN-sponsored webinars
University Life <a href="http://ulprofdev.gmu.edu/programs-initiatives/">http://ulprofdev.gmu.edu/programs-initiatives/</a>	Counseling & Psychological Services (including <b>At Risk</b> and <b>Mason Cares</b> ) <a href="http://caps.gmu.edu/faculty/training/">http://caps.gmu.edu/faculty/training/</a>
	SafeZone (LGBTQ): <a href="http://lgbtq.gmu.edu/safe-zone/">http://lgbtq.gmu.edu/safe-zone/</a>
	Inclusive Learning Community (ODIME)
	Serving International Students (OIPS)
	Contested Issues Professional Dialogue Series
	UL Symposium
	Military Alliance Program (Office of Military Services) <a href="http://military.gmu.edu/map.asp">http://military.gmu.edu/map.asp</a>

	WAVES (including Emerge): <a href="http://waves.gmu.edu/">http://waves.gmu.edu/</a>
HR Training and Organizational Development <a href="http://hr.gmu.edu/learning/">http://hr.gmu.edu/learning/</a>	Crucial Conversations, StrengthsFinder, SUPERvisor Series: Working Through Conflict
NACADA Webinars and Conferences	Please forward registration confirmation to with completed passbook.
Other Elective Options	Degree Works (Registrar's Office) <a href="http://registrar.gmu.edu/facultystaff/tools/degreeeval/">http://registrar.gmu.edu/facultystaff/tools/degreeeval/</a>
	FERPA (Registrar's Office) <a href="http://registrar.gmu.edu/ferpa/facultystaff/training/">http://registrar.gmu.edu/ferpa/facultystaff/training/</a>
	Student Success Collaborative Training ( <a href="http://advising.gmu.edu/ssc/">http://advising.gmu.edu/ssc/</a> )
	MicroStrategy Student Reports Training (requires Banner access)
	Mental Health First-Aid Training (contact Katie Clare: <a href="mailto:kclare@gmu.edu">kclare@gmu.edu</a> )
	Compliance, Diversity, and Ethics Trainings (does not include sexual harassment training required by university, Search Committee Training, Equal Opportunity and Affirmative Action, or ADA, Disability and Employment training) <a href="http://workshops.gmu.edu/calendar/">http://workshops.gmu.edu/calendar/</a>

Updated 2017-18