

Follow-Up on Faculty Advising Training

Dear [Faculty Member's Name],

I hope this message finds you well. I wanted to take a moment to thank you for participating in the recent Faculty Advising Training session held on [Date]. Your engagement and insights during the training were greatly appreciated.

As a follow-up, I would like to remind you of the key concepts we discussed, including effective advising strategies and the resources available to support both you and your students. If you have any questions or need further clarification on any topics, please do not hesitate to reach out.

Additionally, I encourage you to share any feedback or suggestions you may have regarding the training. Your input is invaluable in helping us improve future sessions.

Thank you once again for your commitment to enhancing our advising practices. I look forward to seeing the positive impact of your efforts on our students' success.

Best regards,
[Your Name]
[Your Position]
[Your Department]
[Your Contact Information]