

# Faculty Advising Training Policy Update

Date: [Insert Date]

Dear Faculty Members,

We are writing to inform you of important updates to our faculty advising training policy. These updates are designed to enhance our advising practices and better support our students' academic journeys.

## Policy Updates

- **Training Frequency:** Faculty will now participate in advising training sessions twice a year.
- **Online Resources:** An online resource portal will be available with updated materials and best practices.
- **Feedback Mechanism:** A formal feedback process will be implemented to gather insights from both faculty and students.

We believe these changes will positively impact our advising system and lead to improved student satisfaction.

Please feel free to reach out with any questions or concerns regarding these updates.

Thank you for your continued dedication to our students.

Sincerely,

[Your Name]

[Your Title]

[Your Department]