



A NEWSLETTER FOR ACADEMIC ADVISORS

Academic Policy Reminder

Once again faculty will be required to submit **Midterm Grade Deficiencies** by Monday, October 18. A Midterm Deficiency Hold (MDH) will be placed on the CampusConnection account for all freshmen students who receive one or more midterm deficiencies and all sophomore-senior students who receive two or more midterm deficiencies. This hold will prevent students from dropping courses for the current term or adding courses for a future term until the hold is removed. Students are instructed to visit with their assigned academic advisor prior to the hold being removed. All first-year students will be encouraged to visit with their Professional Staff Advisor. It is important to discuss each course and the challenges the student is facing, create an action plan for success, and remind students the last day to drop a full-term course is Friday, November 12. After the student has met with the advisor, **it is the responsibility of the advisor to remove the hold**. All advisors and Administrative Assistants should have access to remove the hold. To remove a hold in CampusConnection, follow the steps below:

- Log into CampusConnection
- Click Campus Community
- Click Service Indicators
- Click Person
- Click Manage Service Indicators
- Enter Student ID
- Click on MDH for Fall 2010
- Click Release
- Click OK

If you have questions on the process of removing holds, please contact Heather Martin. If you do not have access to remove this hold, please notify Kelly Lichtenberger in the Registrar's Office.

Advising Resource of the Month

Effective 2008, diversity courses are required for all first year, returning, and transfer students. Each student at Minot State University is required to dedicate 3 credits within their General Education curriculum to a diversity class. The following courses, as of 7/26/10, are all approved to satisfy this requirement:

- ART 210 Art History I
- GEOG 161 World Regional
- HIST 211 World Civilizations to 1500
- HIST 212 World Civilizations Since 1500
- HIST 215H Modern World Origins
- HUM 254: Non-Western Humanities
- MUSC 201 World Music
- MUSC 205 History of US Through Music
- MUSC 207 History of Pop and Rock Music

October 2010

Advising Tip of the Month

October is a busy month for academic advising with Spring registration taking place on October 26-28. Encourage your advisees to get in to see you throughout the month of October and stress the importance of registering for classes as soon as possible. Remind students they can check their earliest registration date and time in CampusConnection under the Student Center. This may be the first time you have had the opportunity to visit one-on-one with your advisees. Following are some samples of the first questions you may want to consider asking your advisees:

- What are some of your career and life goals?
- Why did you choose to come to Minot State University?
- What major(s)/minor(s) are you considering?
- Why are you considering those majors/minors?
- Are there any special situations that should be considered when planning your educational program? Do you have a job? Do you have a family you are responsible for? Do you have other obligations?
- What questions do you have about MSU? Your major? Degree requirements?
- Are you living on- or off-campus?
- What extracurricular activities do you like?
- Do you know about the campus resources available to you?
- What, if anything, worries you about your college career?
- Do you have concerns about adjusting to college?
- How are your study habits?
- How can I, as your advisor, help you most?

CONTACT INFORMATION

Heather Martin, Advising Coordinator
Student Success Center
2nd Floor Student Center
Main Office: 701-858-3362
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SOC 110 Introduction to Sociology
SOC 200H Idea of Society
SOC 210 Introduction to Anthropology
SPED 234H Disability and Society
SWK 256 Development of Social Welfare

Each student at Minot State University is required to complete 3 credits from a pool of designated diversity courses beyond their General Education program. These credits do not count towards General Education requirements and must be completed separately. The following courses, as of 7/26/10, are all approved to satisfy this requirement:

ART 212 Non-Western Art History
ART 219 Native American Art
ART 496 Study Tour
BADM 437 International Culture & Management
BADM 409 International Business
BADM 427 International Marketing
BIOL 310 Pharnaceutical Ethnobotany
COMM 413 Gender Communication
CJ 362 Women in the Criminal Justice System
ED 470 Teaching Diverse Learners
ENGL 236 Women and Literature
ENGL 265 Native American Literature
GEOG 261 Countries and Cultures
GS 225 Intro to Gender/Women's Studies
HIST 206 Islam and the Muslim World
HIST 231 Latin American History Survey
HIST 240 African History Survey
HIST 261 American Indian History
HIST 315 History of American Women
HIST 336 African American History
HIST 337 Imperialism in Asia
HMS 333 Transcultural Health Care
HUM 496 Study Tour
HON 395H Global Citizenship and Service
SOC 201 Social Problems
SPED 101 Introduction to Developmental Disabilities
SPED 110 Introduction to Exceptional Children
SPED 234H Disability and Society
SS 283 Ethnic and Cultural Diversity in America
SWK 401Contemporary Issues with Native American Families
SWK 402 Native American Children & Adolescents
THEA 450 Contemporary Drama

An updated listing of diversity courses, along with more details regarding the diversity requirements, can be found at http://www.minotstateu.edu/academic/cdccc_student_info.shtml.

Transfer Tid-bits

When courses are transferred to MSU, they are transferred course for course not credit for credit. A student will never lose any credits, nor will they ever gain any credits. For example,

if the student has taken a 3 credit College Algebra course at another institution, an additional Math course will not be required at MSU (unless the major requires additional Math coursework). General Education requirements include 4 credits of Math coursework and College Algebra at MSU is 4 credits; however, MSU will consider the requirement complete.

Service of the Month — Disability Services

Students with disabilities are represented in every department and field of study on campus. Due to the American with Disability Act Amendment and the reauthorization of the Higher Education Act, faculty and staff will see a steady increase in numbers of students with disabilities. Instructors will be faced with some decisions regarding how to handle a student's disability-related issues. Please refer students to Disability Services if they have self-advocated their disability to you or if you suspect a learning problem and/or behavior that is affecting their education. Disability Services is located in the lower level of Lura Manor. Contact Evelyn Klimpel at 701-858-3371 or evelyn.klimpel@minotstateu.edu.

Dates to Remember

Friday, October 1 – Last day to withdraw from all classes and receive a 75% refund
Friday, October 1 – Advisor Development Workshop (Using the Electronic Degree Audit in CampusConnection)
Friday, October 15 – Spring semester graduation application due to advisor
Friday, October 15 – Advisor Development Workshop (Advising Student Athletes)
Monday, October 18 – Midterm Grades due
October 26-28 – Spring registration for currently enrolled students
Friday, October 29 – Spring semester graduation application due to Registrar's Office
Sunday, October 31 – Last day to withdraw from all classes and receive a 50% refund

Fall Advisor Development Workshops

The first of the Fall Advisor Development Workshops was held on September 15 with the topic focusing on Developmental Advising. If you would like to view the presentation and/or handouts, you can find this information on the Advising Website, www.minotstateu.edu/advising, under Advisor Information – Advisor Training. There are five additional workshops that will be held this fall. Faculty and Staff who attend 4 or more of the workshops will receive a MSU Advising polo shirt. See below for more information on the workshops that will be held in October.

Using the Electronic Degree Audit in CampusConnection

Friday, October 1 – 10-11am - Westlie Room, 3rd floor Student Center

Have you heard the buzz around campus regarding the newest feature in CampusConnection? An interactive report, referred to as Electronic Degree Audit, is available for advisors and students to plan and track progress toward degree programs. This is your chance to come learn how you can use this system in future advising sessions! Student Success Center and Registrar's Office staff will demonstrate the many capabilities of this new feature.

Advising Student Athletes

Friday, October 15 – 3-4pm – Westlie Room, 3rd floor Student Center

Minot State University's move from NAIA to NCAA Division II is not done so within a bubble that surrounds the athletic department. This is a move that truly impacts everyone on campus – including those who advise our student-athletes. In this session, we will discuss the differences in academic standards between the two associations, and how we can better serve our student-athletes in the most important area of all: academia. Melanie DeBoer-Brunsdon, Assistant Athletic Director for Compliance and Student Life, will lead this session.

Please contact Heather Martin at heather.martin@minotstateu.edu with the dates of the sessions you plan to attend, so presenters can plan accordingly.

Student Success Workshops

The Fall 2010 Student Success Workshops are underway and the Student Success Center would appreciate it if you would encourage your students/advisees to attend one or all of the upcoming events. Think about making one of these workshops a requirement for a class that you teach! These workshops offer valuable information that will help students succeed in the classroom.

October starts off with the Top 10 Tips for Terrific Test Taking workshop on Tuesday, October 5 from 1 – 1:50 p.m. in Main 106. Students who have taken their first test at the university level may realize they need to revise the strategies used in high school. Rebecca Anhorn and Lisa Borden-King will reveal tips for studying, test taking and dealing with test anxiety.

The middle of October may bring a bit of stress for students with assignments due, friend issues, relationship problems, tests looming or financial strain. Nancy Mickelson will be presenting a workshop entitled Stop The Insanity ... How To Manage Your Stress to help students put it all into perspective and relax. The workshop will be held on Wednesday, October 13 from 1:00 – 1:50 p.m. in Main 106.

On Monday, October 25 from 2:00 – 2:50 p.m. in Main 308, Evelyn Klimpel will round out the October workshops with Notes That Rock! She will help students create a note-taking format that works especially well for them.

For those students who are having trouble choosing a major, Lynda Bertsch will present a workshop on Thursday, December 2 from 1 – 1:50 p.m. in Main 106 entitled What Do You Want To Be When You Grow Up. The road to a career isn't always clear, so encourage your students who are struggling with a career choice to attend the workshop. They will learn about resources to help research occupations and the job market. Students will see how job shadowing, informational interviewing and part-time jobs can assist them in choosing a fulfilling career.

Quote of the Month

“Academic advising is the single most important relationship offered to students by an institution of higher education. It is through this relationship that students will engage in a critical narrative process that will give shape and meaning to their curricular and life choices, and through which they come to understand the interconnections of knowledge and the curricula.” McGillin, 2003