



Minot State
UNIVERSITY

ACADEMIC ADVISING NEWSLETTER

OCTOBER 2016

Peer Tutoring and Supplemental Instruction (SI) Schedules

Peer Tutoring

The Center for Engaged Teaching and Learning drop in tutoring program is aimed at providing students with the essential learning tools and resources integral to their academic success. Through the use of highly qualified and trained tutors, the CETL tutoring program seeks to empower the students being served in their pursuit of becoming independent learners. All tutors hired by CETL have been highly successful in the courses they tutor. No appointment is necessary; it is first-come, first-serve. There is no limit to how many times a student may meet with a drop-in tutor during the subject's availability and there is no additional fee for tutoring services. The Fall 2016 CETL Tutoring Center Schedule is available at <http://www.minotstateu.edu/cetl/pdf/Drop-inTutoringSchedule-fall2016courses.pdf>.

Supplemental Instruction

Students enrolled in BIOL 142, BIOL 151, BIOL 220, CHEM 341 or PSY 111 may want to consider attending Supplemental Instruction (SI) sessions for additional academic support. SI is an academic assistance program that utilizes peer-assisted study sessions. SI sessions are regularly-scheduled, informal review sessions in which students compare notes, discuss readings, develop organizational tools, and predict test items. Students learn how to integrate course content and study skills while working together. The sessions are facilitated by SI leaders; students who have previously done well in the course and who attend many class lectures, take notes, and help students meet the expectations for the course. The SI schedule for the fall semester includes:

BIOL 142 Mon. & Fri. 2 – 2:50 P.M. Swain, Rm 306

DATES TO REMEMBER

Friday, October 7

Spring semester graduation application due to advisor

Monday, October 17

Midterm grades

Wednesday, October 19

Major/Minor Fair

Friday, October 21

Spring semester graduation application due to Registrar's Office

October 25-27

Early registration for currently enrolled students

Sunday, October 30

Last day to withdraw from all classes and receive a 50% refund

BIOL 151	Mon. & Wed.	1 – 1:50 P.M.	Moore, Rm 210
BIOL 220	Wed. & Fri	1 – 1:50 P.M.	Swain, Rm 306
CHEM 341	Tues. & Thurs.	5 – 5:50 P.M.	Moore, Rm 231
PSY 111	Tues. & Thurs.	2 – 2:50 P.M.	Old Main, Rm 106A

Academic Advising Council Update

The advising council's first meeting for the 2016–17 academic year was held in September where the focus was to discuss short and long term advising goals. Council members will continue to review the recommendations in the NACADA (National Academic Advising Association) consultant report and determine how these recommendations may fit into an advising strategic plan. The three subcommittees which were formed last year will continue their work into the new academic year, focusing on professional development opportunities, advising award/recognition, and implementation of an advising syllabus. New members of the Academic Advising Council include Kathy Hintz (College of Education & Health Sciences), Joseph Jastrzembki (College of Arts & Sciences), and James Ondracek (College of Business). A complete list of advising council members is available at <http://www.minotstateu.edu/advising/committee.shtml>.

Assist Advisees with Viewing Holds in Campus Connection

A number of departments on campus place administrative holds on students' records which may prevent students from registering for courses. Students are responsible for contacting the office/individual who placed the hold and take necessary action so the hold is removed. Example holds preventing registration include, but are not limited to: admissions, advisor, delinquent account, department, and student health. Students, and advisors, can view holds in students' 'Student Center' in Campus Connection. More specific information about each hold, can be seen by clicking on the details link and then clicking on each specific hold item. Before removing an advisor hold, verify it is the correct hold to be removed, as all advisors across campus use the same advisor hold.

Health Care Career Fair

The Student Success Center is hosting a Health Care Career Fair on **Wednesday, October 5 from 11 A.M. – 2 P.M. in the Student Center Conference area (3rd Floor)**. Healthcare facilities such as hospitals, nursing homes, assisted living facilities, long-term care, and clinics have all been invited.

Please invite your advisees to attend. It would be wonderful to have great representation of our students at the Health Care Career Fair. All students are welcome. This is a chance for students to explore career options, network, and investigate summer and/or part-time opportunities, internships and full-time employment.

If you have any questions or would like more information, please feel free to contact Lynda Bertsch at 858-3996.

Campus Connection Training Materials

The Registrar's Office has put together a variety of brief Campus Connection training videos for students. Video topics include, but are not limited to the following: searching for classes, swapping classes, financial obligation agreement hold, academic requirements report, accessing the academic planner, adding courses, and how to check holds. In addition, "How to" pdfs on a variety of topics are available for students, faculty and staff. All Campus Connection training materials can be found at http://www.minotstateu.edu/cc/cc_v9.shtml.

Online Student Lingo Workshops

I have test anxiety. I don't know how to take notes. This is so stressful. I didn't study in high school, so I don't know how to study. I don't know if this major is a good fit. Are these common statements you hear when visiting with your advisees? If so, MSU students have access to online student success workshops to assist in academic & career exploration, reading & writing strategies, discovering learning styles, personal management, and online learning. These workshops are free for students and available 24/7 at www.studentlingo.com/minotstateu. Workshops include: topics related to academic & career exploration, reading & writing strategies, learning to learn, personal management, online learning, and success strategies. Please encourage your advisees to take advantage of these FREE workshops!

Help Promote Spring 2017 Registration

October is a busy month for academic advising, as current students will begin registering for the spring semester on their assigned registration time between the dates of October 25 – 27. In early October, students will be able to determine

their earliest registration date in Campus Connection under their Student Center/Home Page. Students should be reminded to take care of any holds they may have, as many holds do prevent registration (ie. Delinquent Account, Advisor, Department, Financial Obligation Agreement, Student Health, etc.). To remind students of the upcoming spring registration dates and to encourage students to meet with advisors, “I’ve Been ADVISED” stickers are available again this year! Please stop by CETL, Old Main Rm 101, or contact Heather Martin if you are in need of stickers.

These stickers can be given to advisees upon completion of their advising session. The goal is for these stickers to be visible across campus throughout the month of October, and beyond, to promote academic advisement.

Encourage your students to place them on their academic planners, notebooks, binders, backpacks, or clothes — wherever others will see!



Majors, Minors and More!

The Student Success Center is hosting a majors and minors fair for our MSU students. This event is an opportunity for students and academic programs and departments to connect. For students who are deciding on a major, seeking a minor or second major, it can be a great chance to meet faculty from various departments and learn about the academic requirements and opportunities they have to offer. It can also be a way to recruit students, clarify requirements and promote events.

Date: Wednesday, October 19th

Where: Student Center – 2nd Floor

Time: 11 A.M. – 1 P.M.

Please mark your calendars for this event and share information with your advisees!

Academic Planner Feature in Campus Connection

The Academic Planner feature in Campus Connection can be beneficial for students, advisors and departments! This feature allows students and advisors to work together in sequencing courses towards degree completion. The Academic Planner is intended for planning purposes only, so students must also refer to their Academic Requirement Report and continue to meet with their academic advisor to ensure all requirements are met. Students can access their Academic Planner from

their Student Center page in Campus Connection. Under the Academics heading, students can select “Plan” to access the planner. When reviewing individual course information, students have the ability to view the history of when specific courses have been taught. This means they have an idea of when the department typically offers a specific course. However, it is never a guarantee that a particular class will be offered for a given term. Departments who encourage their advisees to use this feature in Campus Connection may find it is a helpful tool when making decisions regarding course offerings for upcoming terms because reports can be run to show how many and when students plan to take courses. Please contact the Registrar’s Office for questions or for additional training on using this feature.

Transfer Equivalencies and NDUS Common Course Numbering

Course equivalencies that are approved by the departments are only valid for five years from the date listed on the site. Once the five years has passed the equivalencies will be taken off the list and will need to be evaluated again. If the student has taken the course five years prior to the equivalency being completed the student would need to talk to the department for approval. If the course falls under the NDUS Common Course Numbering procedure, an equivalency form is not needed. In addition to sharing the same numbers, courses with common, transferable content are identified by the same names and have common course descriptions. The list of Common Numbered Courses is available on the NDUS website, <http://www.ndus.edu/employees/articulation-transfer/courses-with-common-transferrable-content/>.

Quote of the Month

“Developmental academic advising is both a process and an orientation. It reflects the idea of movement and progression. It goes beyond simply giving information or signing a form. Developmental academic advising recognizes the importance of interactions between the student and the campus environment, it focuses on the whole person, and it works with the student at that person’s own life stage of development.”

King, M. C. (2005). Developmental academic advising. Retrieved from NACADA Clearinghouse of Academic Advising Resources Web site: <http://www.nacada.ksu.edu/Resources/Clearinghouse/View-Articles/Developmental-Academic-Advising.aspx>



ACADEMIC ADVISING COUNCIL

COLLEGE OF ARTS AND SCIENCES:

Joseph Jastrzembski, Christopher Keller, and Melissa Spelchen

COLLEGE OF BUSINESS:

James Ondracek, Eileen Solberg and Lori Willoughby

COLLEGE OF EDUCATION AND HEALTH SCIENCES:

Kathy Hintz and Linda Schaefer

ATHLETICS:

Steven Swenson

CENTER FOR ENGAGED TEACHING AND LEARNING:

Heather Martin

CENTER FOR EXTENDED LEARNING:

Trisha Nelson
