

# Advisors' Bulletin Board

DATE: November 2007



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## Important Dates

- Now until Nov. 16<sup>th</sup> Continuing Student Registration for Spring and Intersession
- Nov. 7 All majors Internship Fair from 10-2 p.m. in the BMU
- Nov. 12 Veteran's Day Campus closed
- Nov. 19-23 No classes Thanksgiving Vacation
- Nov. 22 - 23 Campus closed
- Nov. 26 - Dec. 7 New Student Registration
- Nov. 28 - Dec. 7 Open Registration for ALL students
- Dec. 13 Spring fees due

## NEW CLASS OFFERED IN GE AREA B2

### Biology 101 Has Been Redesigned

#### New Course listed as NSCI 102: *Intro to Living Systems*

Beginning in spring 2008, BIOL 101 enrollment will be restricted to Liberal Studies majors. All other students requesting BIOL 101 should be directed to the new living systems course, NSCI 102. Read on to find out the reason!

In 2005, the College of Natural Sciences began a major overhaul of its general education science curriculum following recommendations of the National Academy of Sciences. The primary goals of this redesign are to improve the scientific literacy of all of our graduating students and to encourage more students to seek a degree and career in the sciences and mathematics. Two new courses have been created: NSCI 101 focuses on the physical sciences in the context of the Earth's environment, and NSCI 102 focuses on living systems. The two courses are designed to be a complete and integrated GE science package, but neither course is a prerequisite for the other. NSCI 101 satisfies the GE Area B1 requirement and NSCI 102 satisfies area B2.

NSCI 102 still has plenty of room for Spring 2008. If you're talking with a student who needs to fulfill this area (B2) please suggest NSCI 102!

### New Student Mini-Orientations

The Office of Advising and Orientation recommends that students new to the campus Spring 2008 attend a group advising session (Mini-Orientations). Students will be provided tips on course selection, the registration process, graduation requirements, campus resources, and university policies and procedures.

By clicking on <https://em.csuchico.edu/aap/minio/sessions.asp> students can see the 14 Mini-Orientation dates being offered and **request to attend** one. Mini-Orientations begin Wednesday, November 14<sup>th</sup>.

If a student is unable to attend one of these sessions, we encourage them to complete an [on-line orientation](#). Please pass this information on to any new students you may encounter or meet with.

### Withdrawing from ALL Fall 2007 Classes

Students wishing to withdraw from ALL Fall 2007 classes may do so until November 30<sup>th</sup> without a serious and compelling reason. Students initiate the process at the Student Record Office (SRO) located in MLIB 180.

Requests to formally withdraw during the last three weeks of the semester, December 1<sup>st</sup> - 21<sup>st</sup> begin at SRO; however students will be informed that their request will be screened for approval in the AAP Office. An Academic Advisor in MLIB 190 will screen the student to see whether or not the student has a verifiable serious illness or accident. The student completes a "Statement of Circumstances" and provides documentation of circumstances that verify the serious illness or accident. If not approved, the student will not be allowed to formally withdraw, and earned grades will be posted to the student's transcript. If approved, the student will be given the signed Official Withdrawal Form. The student's withdrawal request will be e-mailed to each of his/her instructors. Instructors are given the option of assigning a grade or allowing a "W". Under NO circumstances will a student be allowed to withdraw if he/she has taken final exams.

### Dropping a Class

In order for a student to drop a class prior to November 30<sup>th</sup>, a serious and compelling reason is required. Serious and compelling reasons are listed in the 2007-2009 catalog on page 145. Signatures from the instructor, chair, and dean are mandatory on the COP form.

### January Intercession

Students may still sign up for Intercession until Nov. 16 via their portal. Registration is on a *first come, first served basis* and offers students an opportunity to take an additional course without overloading their spring schedule. Please direct students to the January 2008 Class Schedule. This is a great option for graduating students in need of units!

<http://www.csuchico.edu/schedule/Jan2008>

### Spring 2008 - Substitutions for RELS 332 in UD Theme G

The addition of a new course in the Global Issues Theme G has not been finalized. Therefore, it will be necessary to make a substitution for RELS 332 for those students needing to satisfy both the theme and ethnic requirement in order to graduate Spring 2008 or Fall 2008.

We realize that many students have registered, but it's not too late for them to swap a class. Please help us get the word out by announcing this information.

Spring 2008 will most likely be the last semester for these substitutions since a new ethnic course (tentative title: American Indian Philosophies) will be added to UD Theme G effective Fall 2008.

### Qualifications for UD Theme G students substituting in Spring 2008:

1. **Senior standing**; the individual will be graduating Spring 2008 or Fall 2008.
2. The student needs to satisfy his or her ethnic requirement.

### Spring 2008 Allowable Substitutions for RELS 332:

ENGL 353	Multicultural Literature
HIST 332/MCGS 332	American Ethnic Origins
HIST 341	American Environment
MCGS 350	Ethnic and Race Relations
RELS 324/MCGS 324	Religion and American Ethnic Origins
SPAN 354	Chicano Literature

### Student Actions Required for Approval:

1. The student must have **senior standing**, in need of an ethnic course, and will graduate in Spring 08 or Fall 08.
2. The student must register for the course that will substitute for RELS 332.
3. The student should e-mail Mitchell Johns, the Coordinator for Theme G, at [mjohns@csuchico.edu](mailto:mjohns@csuchico.edu) to request a substitution for RELS 332. Please remind the student to provide the chosen course and their student ID number.

*People don't understand that not only can they make a difference; it's their responsibility to do so.*

~ ~Florence Robinson

### Graduate Student Advising

If your advisees are Graduate School bound, please note that there are still seats available in the CSU, Chico Computer-Based Testing Center (MLIB 143) for taking the Graduate Record Exam (GRE) in November and December. There are weekday morning, afternoon, and evening testing sessions available. Students can register on-line or come to the CBT Center to register in person. Payment must accompany registration.

### Student Learning Center Workshops

Record numbers of students have been utilizing the Student Learning Center services and we have you to thank for it! Thanks for spreading the word and encouraging students to start the school year off right. Students tell us that these workshops are helping them become more successful. With finals just around the corner, please continue spreading the news, it makes a difference!

#### All Workshops are Free!

Students can sign up in advance at the Student Learning Center (Meriam Library 458) or call 898-6839

11/5 (Mon.)	Taking Essay Exams	4-5 p.m.
11/6 (Tues.)	Best Study Environments	4-5 p.m.
11/13 (Tues.)	Planning Your Study Time	4-5 p.m.
11/28 (Wed.)	Concentration	4-5 p.m.
11/30 (Fri.)	Memory Techniques	1-2 p.m.
12/4 (Tues.)	Planning for Finals	1-2 p.m.
12/4 (Tues.)	Don't let Stress Make you a Mess	4-5 p.m.
12/6 (Thurs.)	Stress Reduction	4-5 p.m.

\*All workshops are located in MLIB 226

### Supplemental Instruction Leaders Needed

Do you know a student who should be a Supplemental Instruction Leader?  
Let us know!

#### Student Job Opportunity: MCGS 155 SI Leaders Wanted Spring 2008

The Student Learning Center needs Supplemental Instruction Leaders to help EOP students with MCGS 155 spring semester 2008. SI Leaders are successful, motivated, friendly students who can explain things in a variety of ways and want to help students earn better grades. SI Leaders attend their designated class and hold weekly workshops to help students learn course content. SI Leaders serve as model students who demonstrate efficient and effective study techniques through collaborative learning. Being an SI Leader is an excellent professional development opportunity. The training in communication skills and experience leading others will benefit students no matter what their future career goals. SI Leaders are paid \$10 an hour and work an average of 12-15 hours a week.

Students may pick up a job description and application in the Student Learning Center (MLIB 458). Please contact Christine Connerly at 898-6839 or at [cconnerly@csuchico.edu](mailto:cconnerly@csuchico.edu) for more information or to recommend a student.

### Graduation Information

If you know students who plan to graduate Spring 2008, be sure to tell them to submit their graduation application along with the major clearance form to MLIB 180 as soon as possible. If a student has a required minor, the minor clearance form must also be submitted.

The deadline for applying for Fall 2008 graduation is December 15, 2007. Students should meet with their major/minor advisor before the rush of finals and the end of the semester. Applicants who meet this deadline will receive a "grad check" from Academic Evaluations prior to their last semester registration and will be given priority registration as "graduating seniors."