

August 2009

Notre Dame College
Academic Support Center
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Bernice Van Tyne
Administrative Assistants
Meg Barrett
Carol Sisson
Julia Szwejkowski
Outreach Coordinator
Mary Jo O'Neill
Career Coach
Shane Duncan

Dates to Remember

September 2
Transfer To Action
September 8
Self-Advocacy Workshop
September 11
Dragon Dictate Workshop
September 16
Transfer To Action
September 30
Transfer To Action
October 6
Backpack to Briefcase
Workshop
October 8-11
Fall Break
October 14
Transfer To Action
October 16
NEOE Day
October 28
Transfer To Action
November 11
Transfer To Action
November 16
Priority Registration

From the Desk of Gretchen Walsh

Welcome back and congratulations to all of our returning ASC/NDC students. I am so very proud of all of you, and all you have accomplished this past year. Let me share some important and impressive statistics that we compiled for the ASC Year End Report 2008-2009. First, we had a 95% retention rate with a cumulative GPA of 2.7; 70% had a 2.40 or above GPA; 40% achieved a GPA of 3.0 or better! Furthermore, 4 ASC students have graduated this year; 2 are already in the work force; 2 are student teaching, and 13 ASC students have completed internships. Working together, we look forward to another successful year.

Welcome to our new ASC/NDC students. I know that you will bring many new talents to the Academic Support Center. This is a very exciting time to be a part of Notre Dame College. We are growing in so many ways: new dorms, a football team, a marching band, and additional highly qualified faculty. The ASC is growing also with expanded programming and increased tutoring. Marcie Estep will be with us full-time as the ASC Services Coordinator. She will be providing training on the adaptive equipment and continuing her work on the grant-funded Career Initiative. Be sure to schedule an appointment with Marcie to explore majors or internship possibilities. Additionally, Molly Pifer will be full-time during the school year. Molly, our Senior Instructional Advisor in Math and Computers, will meet with you to provide strategies and review for math and computer

classes. Gina, our Senior Instructional Advisor Liberal Arts, has expanded her hours to meet with you on a weekly basis to review your syllabi and keep you on target with your assignments, as well as provide tutoring.

Besides increased tutoring hours, the ASC is offering expanded programming this fall. There will be a workshop on Self-Advocacy Skills, an Adaptive Equipment Training Session, a Dragon Dictate Workshop, Paul Weisinger's presentation *Backpack to Briefcase* and our NEOEA Day presentation *Transitioning into the World of Work*. Needless to say, we will also continue to have our famous "Games Night" on a monthly basis. Transfer to Action goal setting groups to increase executive functioning will be held on a bi-weekly basis under the guidance of Tina Shiever-Raleigh and Dr. Michael Manos. With so many opportunities, I encourage you to become actively involved with the ASC and Notre Dame College. The Academic Support Center will support you in your endeavors.

To leave you with a final thought, when you reflect on the word SUCCESS: "We all ultimately face the same basic truths - that life is short and we each have our own path to travel; that success is relative and commitment to something other than yourself and your bank account is imperative; that your journey is not defined by your talents or gifts, but by your choices - good and bad." (Clarke & Brown, *My Moment of Truth*, Black Enterprise, July 2003).

Strategic learners have
skill, will and
self-regulation

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Services Coordinator's Corner

Greetings! To those students who are already part of the ASC team, welcome back! To our new students, welcome to NDC and the ASC - we are pleased to have you here. I am the Services Coordinator for the ASC and I am here to work with students on Adaptive Equipment and Career Coaching. Each semester, I am available for individual appointments to train students on the various pieces of adaptive equipment and also to work with students on choosing majors, internships, resumes & cover letters, interviewing techniques, and much more! I will also hold several workshops over the course of the semester that will be free for our students to attend. There will be a workshop schedule placed in each of your ASC mailboxes and reminders will be sent to you via email. Please stay tuned for upcoming workshops on time management, self-advocacy, adaptive equipment, careers, and much more!

Student Spotlight

Mike Lavin is our Summer Spotlight Student. Mike is currently a Senior eager to finish his formal education and venture off into the world. As difficult as it has been seeking his Criminal Justice degree, he still finds time to coach football at Beachwood Middle School. Mike states, "Marcie and Shane are the best thing about going to the ASC in the morning!" As gratifying as that statement is, the staff delights in Mike's exemplary academic achievements this semester. (Two A's in Environmental Science, and a hard fought B+ in Professor Palko's upper level Philosophy class). This taco lovin' ex football lineman thinks the best way to "get to know him" is to ask him about his favorite team, the Florida Gator's, or look him up on Facebook.

Kudos to Our ASC Students

Anmarie W. has been awarded a scholarship from the Ohio Foundation of the Independent Colleges.

Ryan S. has done an amazing job with his internship at the Beachwood Police Department.

Lee D. has successfully completed his internship at The Kelvin Smith Library at Case and also held mock interviews.

Expanded Hours For the ASC

Due to the increased number of students who will be members of the ASC, we have decided to expand the hours that the Center will be open.

Mondays	8:00am—8:00pm
Tuesdays	8:00am—8:30pm
Wednesdays	8:00am—8:30pm
Thursdays	8:00am—8:00pm
Fridays	8:30am—4:30pm

A list of Instructional Advisors with their tutoring schedules is available in the ASC.

If you believe that you can successfully complete a task, you will be more motivated to work on it.

Nursing Survival Tips

I am writing nursing survival tips for the students; however, I found my tips can be applied to any workplace. I feel that having an open mind and being open to suggestions is one of the most important characteristics of a good employee. When a supervisor or a senior co-worker approaches you with a tip, suggestion, or criticism, follow these steps. First, take in the information, PAUSE, and then say thank you. Many times people internalize their current actions. If you take a moment to pause, you are letting them know that you are truly thinking about what they just told you. By saying thank you, you are letting them know you appreciate the assistance. If you take in the information and incorporate it into your work, you will not only improve your job skills, but your working relationships.

Free Writing / Grammar Workshops

ASC 's free writing/grammar workshops will be held in room L 211 every other Wednesday, starting September 9 through November 18 from 3:00 to 4:00 p.m. Too many students are bewildered by writing assignments that call for argumentative papers, compare/contrast essays, and summaries. Knowing how to write a summary is vital when assigned professional journals in higher level courses. Professors are frustrated when students lack basic writing skills and grade accordingly; students are also frustrated when they receive low grades with comments such as "good content, but no organization." Many students waste much needed time trying to figure out how to start and structure a paper, how to develop a good thesis, how much evidence is needed, and when and how to end. We will also edit papers for common grammar errors, for example, "I should of went," "between you and I," "like I said," incorrect use of apostrophes, etc. Not only do grammar errors affect your grade, they also are pet peeves with employers. Rhone Lee, Vice-President, Datalogic PSC Inc. writes, "When someone sends me a cover letter or resume with errors in punctuation, grammar, etc., I automatically throw it into the 'No Interest file.'"

ASC is looking forward to seeing you. Bring any questions and papers that you wish to share.

