

# Academic Support Center Newsletter

Academic Support Center

Gretchen Walsh, Director

Mary Jo O'Neill, Assistant Director

Molly Pifer, Instructional Advisor

Gina Flynn, Instructional Advisor

**Spring  
2006**

## Special Dates to Remember

- \* Jan. 10, 2006– Orientation
- \* Jan. 12, 2006– Dr. Michael Manos and Tina Shiever, MEd. of Cleveland Clinic on [ADHD Through the Lifespan](#)
- \* Jan. 31, 2006– Brown Bag Lunch, [ADHD in the Classroom](#)
- \* Feb. 7, 2006– Support Group Meeting & Dinner at ASC
- \* Feb. 8, 2006– Adaptive Equipment Workshop
- \* Feb. 15, 2006– ASC Advisory Board Meeting
- \* Feb. 21, 2006– ASC Staff Meeting
- \* Oct. 13, 2006– Rick Lavoie Presentation

## From the Desk of Gretchen Walsh

The Academic Support Center is off to a strong start as we begin our second semester at Notre Dame College. We have two highly qualified instructional advisors, Molly Pifer and Gina Flynn, joining our staff. Molly and Gina will assist our students with their academic work. As a reminder to our students, please schedule your tutoring appointments daily and be sure to be on time. These appointments can help you with study skills and with your individual classes. Additionally, we will be having workshops on how to use the Kurzweil and Naturally Speaking, two pieces of adaptive software that will

help you to read difficult material and then in turn to dictate your papers or notes.

By now, all accommodation letters should have been turned into your professors. This is all a part of learning to be your own self-advocate and being able to articulate what kind of accommodations you need for class.

Lastly, I would like to thank the faculty and staff of Notre Dame College for their attendance at Dr. Michael Manos' presentation and the follow up Brown Bag luncheon. I am so very impressed at your interest and desire for your students, even those with learning differences to become scholars.

It is because of faculty and staff support that the ASC is able to be successful. Thank you so very much!

### Setting Goals

At the start of the semester, set goals for yourself in each class. Define how you will reach those goals. Then, each week review your progress. If you break an assignment into manageable parts, it becomes easier to achieve the desired goal!

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### Thought of the Month

**No one can predict to what heights  
you can soar.  
Even you will not know until you  
spread your wings.**



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## Gina Flynn's Profile

Gina V. Flynn is a native of Calumet, Michigan. She received a Bachelor of Arts from the University of Notre Dame in 1988, double-majoring in government and philosophy, and her Juris Doctor from the University of Notre Dame Law School in 1991. While at the University of Notre Dame, she participated in their tutoring program as well as taught a street law class. Mrs. Flynn began her legal career in private practice as an insurance defense and medical malpractice attorney in South Bend, Indiana. She later practiced as a litigator in products liability and ERISA cases in Cleveland, Ohio. Gina and her husband, Patrick, have two children: Tom and John.

## Molly Pifer's Profile

Margaret Stevenson Pifer is a native of Ohio, and graduated from Beumont. She received her bachelor's degree in Civil Engineering in 1984 from the University of Notre Dame in South Bend, Indiana. After graduation, she worked as a structural engineer in the Civil/Soils Division of the Bechtel Power Corporation. During her various working experiences, she has found time to volunteer and tutor students including ones with learning differences. In addition to being an Instructional Advisor for the ASC, Molly is mom to four children.

## Gina's Writing Tips

The key to writing is writing. The more you write the better you will become. Unfortunately, very few of us enjoy writing. The idea of getting our thoughts and ideas down on paper can cause us to procrastinate leaving insufficient time to complete a written project. Therefore, one needs to formulate a process by which one gets their thoughts, ideas, and factual information organized and written. The key is finding a process that works for you. The process can be outlining, free writing to jump start your brain, dictating your thoughts and ideas, diagramming or even note card writing. Realize that writing takes time and many drafts. Remember getting started is the hardest part, but the more you write, the easier it will become.

## Molly's Math Tips

If you are stuck on a problem or if you need to review a concept, check out one of these sites.

For the basics:  
[www.aaamath.com](http://www.aaamath.com)

Or

For help with algebra, trigonometry, calculus, etc...  
[www.sosmath.com](http://www.sosmath.com)



## Organizational Tips From the Desk of Mary Jo O'Neill

Keep your calendar with you at all times. Only using your pencil, write down all the important dates from your syllabus onto your calendar.

- 4) When tests will be assigned
- 5) Give yourself free-time
- 6) Reward yourself

### Write in your calendar:

- 1) Your classes-date and time
- 2) When your papers are due
- 3) When your quizzes will be given

Most importantly, write down your classes and assignments in your calendar for the entire semester. Your calendar is your map towards your accomplishments.

