



# Coaches & Mentors Newsletter

WE HOPE YOU'RE DOING YOUR PERSONAL BEST! Each semester provides a new opportunity to improve your skills and expand your knowledge. Enjoy this precious time! Also, please ask for help right away when you need it!

**Lois André, Coaches & Mentors Director**

## SPOTLIGHT ON STAFF



**TINA FRIAS is our new Program Assistant.** A resident of Wareham, Tina was born in Portugal and has also lived in Canada. Massachusetts has been her home for the past thirty-five years. She has a varied work experience which includes working as an Executive Assistant in the financial services and marketing industries, as a Paralegal for a law firm and as Program Director for a tour operator. She recently completed a 900-hour Massage Therapy Program and has a Massachusetts Massage Therapy license and maintains a small private practice.

As a Program Director for a Boston tour operator, she had the opportunity to travel extensively throughout Europe, Africa, Asia and South America. She also lived in Portugal for three years coordinating the company's program on-site. She is fluent in Portuguese and has a passion for plants and animals. She is currently the proud owner of a Border Collie named Chace and a yellow tabby named Ranger.

Tina is located in Room 232 of the South Building and is available to assist students Mondays through Thursdays, 9:00am to 3:00pm. Stop by and say hello to Tina.

## IMPORTANT DATES

- Dec. 12** Classes End
- Dec. 13-19** Final exam period
- Dec. 20** Final exam make-up 8:00am to noon
- Dec. 23 -Jan. 2** College closed for Holiday
- Jan. 3 -Jan. 20** Intersession
- Jan. 16** MLK Observance - College Closed
- Jan. 17** Last day to register for Spring classes
- Jan. 23** Spring classes begin
- Jan. 30** Last day to drop a class with 100% refund

**Congratulations!**  
**To our Fall 2011**  
**Phi Theta Kappa Inductees**

**Lydia Drew**  
**Rafael Gonzalez**  
**Tiffany Goulart**  
**Mahrya Hart**



PTK is the honor society of two-year colleges around the world.



## Have You Seen Your Advisor to Plan Your Spring Course Schedule?

Many students have been meeting with their advisors to plan their Spring 2012 schedules. If you have not, please make your advising appointment today. Spring classes are filling up quickly.

If you need assistance locating your academic advisor or are unsure who your advisor is, please stop by our offices on the top floor of the South Building, Rooms 232, 233 and 234. We'll be happy to help!

☆ ☆ ☆  
All Coaches & Mentors students who register by December 22nd will be included in a raffle for \$25 CCCC bookstore Gift Certificate. ☆ ☆

## CAREER CORNER



Not sure about your career direction?

It's a common situation. Our **Coaches & Mentors Career Specialist, Theresa Bowse**, is available to help you. To learn about the various career planning and assessment tools available to Coaches & Mentors students, please see Theresa in **South 233** on Mondays through Fridays. You may call her at 508-362-2131 ext. 4374.



## Coaches & Mentors

To access the Coaches & Mentors Website, go to the College's homepage at [www.capecod.edu](http://www.capecod.edu), scroll to

lower left corner under **Student Success**, you will see **Coaches & Mentors**, please click on it or you can access it directly at [www.capecod.edu/web/coaches](http://www.capecod.edu/web/coaches).

Always feel free to stop by our offices located on the top floor of the South Building. Rooms 232-234.



## TIPS FOR SPRING SEMESTER SCHEDULE CHANGES

Please remember that once Spring 2012 classes begin, requests to drop or add courses must be done **in person** at the Registrar's Office. Please avoid "**disappearing**" from classes. Failing to attend class, or just telling the instructor, is not enough. You will receive a failing grade.

Also, **visit the Financial Aid Office** in the Administrative Building about the impact of dropping a course and contact the **Business Office** about the refund policy. If dropping is your only option, see your **Advisor**. Please don't hesitate to discuss the situation with Lois André or Theresa Bowse.

Carefully read your Student Handbook about the policy on adding/dropping courses. It is available online at <http://www.capecod.edu/web/student-handbook>.

## HELP FOR STUDENTS WITH DISABILITIES



Students with disabilities should utilize the excellent resources available through the CCCC O'Neill Center for Disability Services

To qualify for services, a student must meet with O'Neill Center staff and submit appropriate medical documentation of the disability. Contact Kathleen Fulginiti at 508-362-2131, ext. 4337 in South 222 to meet with a disability specialist to develop a support services plan.

Ask about taping and reading services, talking computers, alternative testing sites, support groups and reasonable accommodations to help you reach your academic goals.



## STARTING STRONG: Preparing for the College Placement Test (CPT)

**What is the CPT?** The CPT or Accuplacer is a computer based, multiple choice placement test used by colleges and universities around the country, and by all public colleges and universities in Massachusetts, to determine your readiness for college work. Accuplacer is not an admission test; it is the test you take after you've been admitted to college to determine whether or not you are ready for college level work.

Your Accuplacer scores determine which courses you are eligible to take. If your scores are too low, you will be required to take developmental (remedial) courses in math and/or English before you can take most college level courses. Developmental courses meet for the same number of hours as college level courses, and cost just as much, but do not count as credits toward graduation.

Unlike many other tests, the Accuplacer does not measure our content knowledge. Instead, it measures your skills—your ability to write, to read college level material, and to do mathematical computation and reasoning.

**Why is it important for me to score well on the CPT?** Low scores on the CPT will cost you both time and money. You will not be able to enroll in many of the courses you need for your degree until those developmental courses have been completed, even though you will be paying for classes and attending college

### Resources for Success with CPT

Resources include workshops arranged through the Advising Center 508-362-2131 ext. 4318, Commons 203

### Upcoming Math and English Refresher Workshops

**MATH Workshops** – Dec. 16th 5-8pm; January 7th 9am-Noon and Jan. 12th 5-8pm

**ENGLISH Workshops** – Jan 4th 5-8pm; Jan. 10th 9am-Noon & Jan 17th 5-8pm

To register, call or stop by the Advising Center or register online at [www.capecod.edu/web/advising/workshops](http://www.capecod.edu/web/advising/workshops)

### Directed programs through the Coaches & Mentors Program

[www.comfit.com](http://www.comfit.com)

[www.advancelearning.com](http://www.advancelearning.com)

[www.khanacademy.org](http://www.khanacademy.org)

### Self directed tutorials:

[www.math.com](http://www.math.com)

[www.literacyworks.org/learningresources](http://www.literacyworks.org/learningresources)

[www.collegeboard.com/student/testing/accuplacer/index.html](http://www.collegeboard.com/student/testing/accuplacer/index.html) and [www.khanacademy.org](http://www.khanacademy.org)

### CONGRATULATIONS TO C&M EVALUATION RAFFLE WINNERS



Congratulations to the students who took the time to fill out the 2011 Coaches & Mentors Evaluation form mailed out in the Summer. This allowed us to enter their names in a raffle. Winners were Jorge Monteiro and Terri Lewis. Each student received a \$25 gift certificate to the CCCC Bookstore. Happy Shopping.



## Positive Ways to De-Stress

**Exercise:** Physical exercise is a great way to discharge stressful feelings that accumulate during the day. Just walking for 20 to 30 minutes per day makes you feel better and look better.

**Special support:** Develop a strong sense of connection and community. Call a friend. Get a pet. Volunteer in a hospital. Have dinner with your family.

**Breathe:** Your breath reflects and affects your level of stress. When you're feeling stressed your breath becomes more rapid and shallow. So take some slow, deep breaths to reduce your stress.

**Meditate:** You can meditate on almost anything: a prayer, song, image or word. Close your eyes, sit in a comfortable position. Take a breath, and say your word. Repeat the process. When your mind wanders, just bring it back. Over time, your mind quiets down and you find peace.

**Try yoga:** Gentle yoga stretches can relax chronically tensed muscle groups and increase both physical and mental flexibility. Just as your mind affects your body, so does your body affects your mind. When your body is more relaxed, your mind feels less stressed.

**Cut down on stimulants (both physical and mental):** Caffeine, found in colas, "energy" drinks, coffee, tea and many medications trigger stress. Slowly cut down your intake of caffeine. Learn to live without the constant stimulation of television, radio or iPod being on 24/7.

**Practice forgiveness, compassion, service:** When you forgive someone, it doesn't excuse their actions, it frees you from stress and suffering. It takes strength and courage to forgive. When you reflect peace, people around you feel it. You become an example.

## Coaches & Mentors Staff



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