



A Program to Help You Succeed in College

Coaches & Mentors Newsletter

MAKE YOUR COACHES & MENTORS TUTORING APPOINTMENTS ONLINE! It's now possible for you to choose your tutoring session online. And its simple. Go to www.capecod.edu, click on the **Student/Staff** link, click on **Coaches & Mentor appt.** Enter user name which is your first and last name with no space. Capitalize the first letter of each name. (example: JohnSmith). Your password is your student ID. *Please note: You can sign up for a tutor in the tutoring center the same way. Instead of clicking Coaches & Mentors, click on "make tutoring appointment."*

Helping You Keep Track... Dates You Need to Know

January	24	Classes begin
	30	Last day to add; last day to drop with no academic record
February	3	Last day to drop for 100% refund (less \$35 deposit)
	10	Last day to drop for a 50% refund
March	20	Presidents' Day observance
	10	Mid-term warning grades due to Registrar
April	13-17	Spring recess
	3-14	Advising period for pre-registration
May	10	Last day to drop an academic course
	10	Summer session registration begins
	17	Patriots' Day observance
	18-24	Returning students preregister for Fall 2006 semester
	10	Classes end
May	11-17	Final exam period
	19	Final grades due to Registrar
	25	Commencement

SPOTLIGHT ON STAFF OUR TUTOR/MENTORS



Kyle Durborow
(English, Reading, Study Skills, Psychology)

KYLE DURBOROW, English Tutor and Advisor for Coaches & Mentors has been named **Club Director for the Borders' Scrabble Club**. To achieve this post, Kyle had to pass a series of tests on Scrabble rules and regulations. The local club is a member of the National Scrabble Association. If you like to play Scrabble, Kyle invites you to come to Borders Bookstore in Hyannis (Route 132) on Thursdays from 6:00 to 9:30 pm to do just that. All are welcome.



Tom O'Connell
(Writing, Oral Communication, Study Skills)

HOW TO SIGN UP FOR COACHES & MENTORS TUTORING:

- Call Carol Dubay at (508) 362-2131, ext. 4353 or see her in S234.
- Sign up online, see top of page.
- Visit our tutors in the Tutoring Center.
- Our tutors/mentors: Patricia Childs (Accounting 1 & 2, Managerial), Kyle Durborow (English, Reading, Study Skills, Psychology, Business), Maggie Hiltzik (Math, Study Skills), Tom O'Connell (Writing, Oral Communication, Study Skills).
- If you need to get in touch with any of us, you may also contact Carol Dubay at her email address: cdubay@capecod.edu and she will convey your message to the appropriate person.

TOM O'CONNELL, English Tutor/Mentor, was the featured guest on the Cape & Islands National Public Radio station WCAI in Woods Hole recently. He also made a "Special Event" appearance at Barnes & Noble in the Cape Cod Mall where he discussed his new memoir and signed books. The title is *The O'Connell Boy: Educating "The Wolf Child"~An Irish-American Memoir (1932-1950)*. It's about his uncommon childhood in a Catholic Charities group foster home. This book was the focus of a story in *The Main Sheet* and has been described as "fascinating" and "compelling" in various Cape Cod newspapers. The Wilkens Library has a copy on reserve and it is also available in the campus bookstore.



SPOTLIGHT ON OUR STUDENTS

Virginia Davis has her Drawing I artwork featured in the F2005 Student Art Show held in the Higgins Art Gallery. Her work included a still life drawn in pencil and a charcoal portrait.

Christopher Luhmann and Michelle Lange are to be congratulated for their acceptance into the January 2006 CCCC Associate in Science Nursing Program.

Lee McGraw was featured as a panelist at the College last November on the "Paths Less Traveled" workshop for students enrolled in career programs that are nontraditional for their gender. Lee talked about her experiences as a construction manager in this career field heavily dominated by males.

Bridget Parece has been accepted into the Walt Disney internship program at Orlando, Florida, for the spring 2006 semester.

NEW & NOTEWORTHY

KATHLEEN WARREN has returned to the Tutoring Center and will be available to help students on Tuesdays from 9am to 1pm. Among the courses in which she has expertise are Survey of Anatomy & Physiology, A&P I&II, Pathology for Massage Therapy, Medical Office Practice and Medical Terminology.



PROFESSOR EMERITUS ROGER COLE is now returning from retirement to provide students with his wit and his accounting expertise. Always popular, Roger will be available to help student with all Accounting courses. His hours in the Tutoring Center will be on Mondays and Thursdays from 12 to 2.

CARPOOLING at CCCC MassRIDES

The Commuter Hooters are coming together to perform a community service to help people who are looking for rides. They have set up a carpool board in the cafeteria and there are forms there with all the instructions. It's a way to conserve money, save the environment, and give a person the chance to attend college.

MassRIDES is also available to help you establish a vanpool or carpool arrangement or help you find the best transit route to work. According to Jennifer Doyle, you will find the rideshare registration online at www.commute.com or you may call 1.888.4COMMUTE. Mass RIDES will match you up with people who share your commute. There's an Emergency Ride Home arrangement, too. Jennifer may be reached at 617.892.6086.

CULINARY COACHES PROGRAM LAUNCHED

Professor Jim Miller, Coordinator of the Hospitality Program, reports that he is launching a new "Culinary Coaches" program.

Professional chefs in the food industry will be paired with culinary students to give them firsthand knowledge of all aspects of the culinary industry.

This mentoring relationship will include workplace shadowing, informational interviews, and the preparation of a professional meal.

The program is made possible by a Perkins Mini-Grant designed to enhance retention of students. It is expected that 8-10 culinary arts students will participate in the project.

Jim Miller says, "The project is separate from the hotel/restaurant co-op program and will help students develop a connection to the culinary arts industry right away."

The culinary coaches who mentor the students will provide regularly scheduled meetings twice a month for a period of 10 weeks.

In a nutshell, the project will develop "culinary coaches" who are professionals in the food industry willing to support and nurture the educational endeavors of culinary students.

For information on this project, contact Professor Jim Miller, whose office is located across from the bookstore in the Commons Building. He's at extension 4841. email: jmiller@capecod.edu.



STUDY TIPS...TRIED AND TRUE!

- 1) Study difficult (or boring) subjects first.
- 2) Establish a regular study area in your own home.
- 3) If your home is distracting, go to the library.
- 4) Be aware of your best time of day.
- 5) Try to make your study time more fun.
- 6) Give yourself breaks.
- 7) Remember that anything you do is better than doing nothing.



MAGGIE HILTZIK HELPS OUR STUDENTS SUCCEED IN MATH. Do you have Test Anxiety? Maggie says, "Your best defense for Test Anxiety is to BE PREPARED, REVIEW, and use both COMIC AND STRESS RELIEF." Check with Maggie in The Tutoring Center or at the Math Lab about your math concerns. Maggie says, "I look forward to meeting with you soon as your math tutor. Best wishes for success this semester in all your college and life experiences."

SPRING 2006 FREE LEARNING WITH LUNCH WORKSHOPS!

Bring your lunch, we supply the cookies! **See flyers on bulletin boards to confirm dates, times, etc.** Also, individuals requiring **auxiliary aids or services** to access any of these events may contact Joyce Chasson at the O'Neill Center for Disability Services (508-362-2131, ext. 4337).

January Workshop

TIME MANAGEMENT-Too many things to do and not enough time! Learn to organize your time wisely.
Monday, 1/30, 12:00-1:00pm, North 103
facilitated by Carol Dubay.

February Workshops

INTRODUCTION TO COMPUTERS PART 1- How do I log on? What's the internet? What's a "Y" drive? Come find out what you need to know.
Monday, 2/6, 12:30-1:30pm, South 116.
facilitated by Liz Miller.

MEMORY...Forgetting important facts? Learn strategies for memorizing important course material.
Wednesday, 2/8, 12:00-1:00pm, North 103
facilitated by Dr. Richard Sommers.

INTRODUCTION TO COMPUTERS PART 2: Email and Blackboard-Join us for part 2 of the computer series.
Monday, 2/13, 12:30-1:30pm, South 116
facilitated by Liz Miller.

STUDY ABROAD - Attend an International Studies information session. Learn how you can earn credits through CCCC while studying abroad.
Monday, 2/13, 12:00-1:00pm, North 103
facilitated by Christine Jacques.

TRANSFER-It's never too late to begin planning for your successful transfer to the 4 year school of your choice.
Wednesday, 2/15, 12:00-1:00pm, North 103
facilitated by Mary Olenick.

ADJUSTING TO COLLEGE LIFE - I have to work, take care of my family, and I have a term paper due...Ugh!...
Monday, 2/27, 12:00-1:00pm, North 103
facilitated by Diane Nash.

March Workshops

TEST TAKING & TEST ANXIETY...I am a poor test taker! Find out how to ace a test.
Monday, 3/6, 12:00-1:00pm, North 103
facilitated by Maggie Hiltzik.

HOW TO WRITE A RESEARCH PAPER - How do I organize my research and thoughts?
Monday, 3/20, 12:00-1:00pm and repeated on Thursday, 3/23, 5:00-6:00pm, North 103
facilitated by Tom O'Connell.

DON'T QUIT-STAY FOCUSED! - This course is too hard! The workshop will help you through the rough spots!
Monday, 3/27, 12:00-1:00pm, North 103
facilitated by Sylvia Jimison.

April Workshops

INTERVIEW/JOB SEARCH STRATEGIES - Learn interviewing do's and don'ts and how to get the job you really want!
Monday, 4/3, 12:00-1:00pm, North 103
facilitated by Theresa Bowse.

FINANCIAL AID QUESTIONS - Get answers to all of your financial aid questions and concerns.
Monday, 4/10, 12:00-1:00 pm, North 103
facilitated by Mary Jenkins.



MASSAGE THERAPY CERTIFICATE PROGRAM

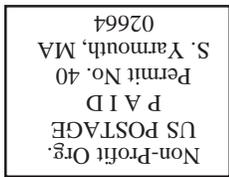
The focus in this educational offering is the mind-body connection, and how caring, competent touch can promote healing. Graduates are qualified to take the national certification exam.

The program is part-time and is completed over four semesters (two years). Classes are in the late afternoon or evening, with some weekend clinic hours scheduled in the final semester. This is a 29-credit program involving 600 hours of education in the art and science of massage. "The outlook for **employment** in the Massage Therapy field is **excellent**," Ms. Rosemary Dillon reports. For information on this program, contact Virginia Riordan at 1-508-362-2131 ext. 4536 or the Admissions Office, ext. 4311.

MEDICAL ASSISTING CERTIFICATE PROGRAM

Rosemary Dillon notes that the Medical Assisting Certificate Program is now under the Allied Health umbrella. The **outlook** for jobs is **outstanding**, Ms. Dillon reports. "Currently, there is a strong demand for well-trained, competent workers in the Medical Assisting field. The U.S. Department of Labor listed Medical Assisting as the "fastest growing allied health profession."





Coaches & Mentors #9116
Cape Cod Community College
2240 Iyanough Road
West Barnstable, MA 02668-1599



PREPARE YOUR FALL FINANCIAL AID APPLICATION NOW!

NOW? YES! The Student Handbook explains that **the right time to apply is by April 1st** because it takes about four to six weeks to process. **FILE EARLY!**

Please read the important **Finances** section in your **Student Handbook**. Also, note that **the form is available in the Financial Aid Office** and at www.fafsa.ed.gov.

SCHOLARSHIPS AVAILABLE

Excellent scholarships are available at CCCC. Graduating students, returning students, and incoming students are eligible. **The awards range from \$100 to \$3,000.** During March a scholarship list will be published. **Pick it up at the Educational Foundation**, 3rd floor of Library, or see Carol Dubay in S234.

GRADUATING THIS MAY? FILL OUT THE "INTENT TO GRADUATE" FORM!

You must fill out one of these forms by **March 1st** if you are planning to graduate with either an Associate degree or a certificate. Obtain this form at Registration in the Administration Building. Don't delay! **Get your form filled out and start the graduation process now!**

JUST GRADUATED? GRADUATING SOON? FREE HELP WITH YOUR JOB SEARCH!

Our Coaches & Mentors **Career Specialist Theresa Bowse** is available to help you. Do you need **information about careers?** Help with your **resume?** **Coaching** for your interviews? Theresa will help you with **concrete ideas and practical assistance** that will get you to your goal. Arrange to see Theresa in **South Room 233** on Mondays, Wednesdays, and Friday afternoons. You may call her at 508-362-2131, ext. 4374 or email her at tbowse@capecod.edu. You'll be glad you did!!

TOP JOBS FOR 2006

Theresa Bowse suggests that you take a look at **CareerBuilder.com** for very interesting information on jobs. Here are the top 12 jobs for 2006: 1) Retail Salesperson 2) Registered Nurse 3) Postsecondary Teacher 4) Customer Service Rep 5) Janitor or Cleaner 6) Waiter/Waitress 7) Combination Food Preparation and Serving Worker 8) Home Health Aide 9) Nursing Aid, Orderly, Attendant 10) General and Operations Manager 11) Personal and Home Care Aide 12) Elementary School Teacher