



A Program to Help You Succeed in College

Coaches & Mentors Newsletter

HELLO FROM THE DIRECTOR...CAROL DUBAY

WELCOME BACK... I hope that you had a fun and restful summer and are happy to be back in school. There are a couple of big changes at the college and in Coaches & Mentors this year that I want to tell you about.

First of all, **The Tutoring Center has moved to the New Technology Building**, on the Ground Floor in **Room G01**. All Coaches & Mentors tutors will be located there from now on, along with all other tutors.

Second, Maggie Hiltzik, Math Tutor for C&M, will not be back this fall in the Tutoring center tutoring math. We will all miss Maggie, not just for her excellent math tutoring skills, but also for her kind and caring ways. Good luck, Maggie!

Remember to stop by my office anytime (South 234) to let me know how things are going. Especially, stop by if you are having a problem or struggling in a course! My door is always open Monday-Friday 9am to 5pm and night hours by appointment. If I'm not there, sign up on my door. Also, you may reach me at 508-362-2131, ext. 4353 or by email at cdubay@capecod.edu.

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

Oct. 9	Columbus Day observance
Oct. 23	Mid-term warning grades due to Registrar
Oct. 31-Nov. 9	Advising period for pre-registration
Nov. 10	Veterans' Day observance
Nov. 13-17	Returning students pre-register for Spring 2007 semester
Nov. 17	Last day to withdraw from an academic course
Nov. 23-24	Thanksgiving recess
Dec. 15	Classes end
Dec. 16-22	Final exam period



COACHES & MENTORS CELEBRATE 20TH ANNIVERSARY!

Coaches & Mentors is celebrating its 20th anniversary this year, and you're invited to attend this celebration! Please join us in the Tilden Arts Center lobby on Monday, November 13, 2006 from 12:00 to 1:15 p.m. to celebrate this great event.

We might be calling on a few of you to help us out. Right now we're working out the details, but in the meantime...

SAVE THE DATE!

Coaches & Mentors
Anniversary Celebration!
Monday, November 13, 2006

COLLEGE SUCCESS PROGRAM VERY WELL RECEIVED!

On Thursday, August 24, Coaches & Mentors students met with C&M Staff to get themselves motivated before the fall semester opened. Director Carol Dubay and other staff members explained the nature of our program. Our tutor/mentors each made a presentation to familiarize students with their activities. Our Career Specialist, Theresa Bowse, introduced a new Career Action Plan and all students took a Career Interest Inventory. Please see our Career corner section if you are a new student and did not attend on August 24th. **Also, they met their academic advisors and other students who were taking their first steps at CCCC. And they received free study skills kits to help them get started.** There was one more thing they got: a free pizza lunch! **Good luck this semester in your studies and work hard!**



INFO FOR FALL 2007 NURSING PROGRAM

Attendance at an information session is strongly encouraged for all applicants to the Nursing program. The Director of Admissions and the Nursing Program Coordinator will be at each session to share up-to-date information about the day, evening and LPN to RN program and to answer questions about the curriculum, clinical assignments, support services and the admissions process.

All sessions begin in the Admissions Office, Nickerson Administration Building, on the ground floor. To schedule a session please go to the College website at www.capecod.edu Select **Admissions** on the left of the homepage, and click "Schedule a Campus Visit".

Information sessions will be held on the following **Thursdays:**

<u>1:00 PM</u>	<u>5:00 PM</u>
September 21	October 5
October 12, 26	November 16
November 2, 30	December 7
December 21, 28	
January 4	

It's important to be there on time!

(Admissions Office phone: (508) 362-2131 ext 4311

Toll free: (877) 846-3672 ext 4311).

INFO FOR FALL 2007 DENTAL HYGIENE PROGRAM



Attendance at an information session is strongly encouraged for all applicants to the Dental Hygiene program. The Director of Admissions and the Dental Hygiene Program Coordinator will share up-to-date information about the curriculum, clinical assignments, support services and admissions process.

All sessions begin on the ground floor of the Nickerson Administration Building. To reserve a space at one of the sessions, please go to the College website at www.capecod.edu and select Admissions on the left of the homepage. Then click "Schedule a Campus Visit".

Information sessions will be held on the following **Mondays:**

1:00 pm start: September 25, October 16, November 20, December 4, January 8, January 29.

5:00 pm start: October 30, December 18.

Note: The deadline for Fall 2007 applications is February 1, 2007



FALL 2006 LEARNING WITH LUNCH WORKSHOPS

Bring your lunch, we supply the cookies!

See sandwich boards around campus to confirm dates, times and "Workshop of the Week"

Memory - Wednesday, 9/27, 12 - 1pm, South Bldg, Room 111, facilitated by Dr. Richard Sommers. Learn strategies for memorizing important course material.

Study Abroad - Monday, 10/2, 12 - 1pm, South Bldg, Room 111, facilitated by Christine Jacques. Learn how to earn credits through CCCC while studying abroad.

Transfer - Wednesday 10/4, 12 - 1pm, South Bldg, Room 111, facilitated by Mary Olenick. Plan a successful transfer to the four-year school of your choice.

Become a Master Student - Monday, 10/16, 12 - 1pm, facilitated by Doug Terry. Learn how to maximize your performance.

Test Taking & Test Anxiety - Monday, 10/23, 12 - 1pm, South Bldg, Room 111, facilitated by Doug Terry. Find out how to ace a test.

How to Write a Research Paper - Monday, 10/30, 12 - 1pm *or* Thursday, 11/2, 5 - 6pm, South Bldg, Room 115, facilitated by Tom O'Connell. How do I organize my research and thoughts? What's MLA?

Time Management - Monday, 11/6, 12 - 1 pm, South Bldg, Room 111, facilitated by Carol Dubay. Learn to organize your time wisely.

People Skills - Monday, 11/20, 12 - 1 pm, South Bldg, Room 111, facilitated by Amy MacMannis. Improve your communication skills!

Money Management - Monday, 11/27, 12 - 1 pm, South Bldg, Room 111, facilitated by Theresa Bowse. Finances out of control? It's time to work on the problem.

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
1-508-362-2131, ext. 4337.

Study Basics

by Carol Dubay

Over the years working with students, I have noticed that some students seem to be born with good study habits and others are not. **The good news is that everyone can learn to study. The bad news is most of us have not been taught.** I offer study skills instruction to anyone in the Coaches & Mentors program. Give me a call and I will schedule time to work with you. In the meantime here's some points to ponder...



Get Organized

- Have a special place at home for studying. Another choice is the Wilkens Library (2nd or 3rd floor, no distractions).
- Use your calendar to schedule in actual blocks of time to study in the same way you plan work, appointments and going to class.
- Study 2 hours out of class for every hour spent in class. If you take 12 credits (4 classes), that equates to about 24 hours of study time each week. School is a full time job!
- Get a planning calendar and use it. Carry it with you always, and don't use more than one calendar.

Memory and Test Taking

- You can't remember it all. Select what you think is most important, organize it in some way (flash cards, notes, etc), and then go over it, go over it, go over it.
- Reciting information out loud is key. Use as many senses as you can to learn the material. Look at it, say it out loud, write it down or type it.
- Don't even try to learn or memorize something you don't understand.
- Start studying for tests a week ahead. Study a little bit of the material each night, and keep reviewing past material.
- Always attend class the day before the test.
- Most people suffer from test anxiety because deep down they know they haven't really learned the material. **OVERLEARN** the material before you go in so you won't be anxious - instead you will be confident.

Textbook Reading

- Write in your books with a pen or flair (not a highlighter) to identify important information. This will also keep you active in your reading. Under-score!
- Take notes on the book content as you read. It's a big waste of time to have to re-read chapters.
- Use the SQ3R or 4R study reading system.
- When confused, read out loud.

Taking Notes in Class

- Use the Cornell Note taking system
- If you miss class, get the notes from another student as soon as you can.
- Read the chapter before you go to class, so you can better follow the lecture.

FREE ACADEMIC CALENDAR!

If you haven't already done so, please stop by Carol's office in South 234 or see any C&M staff member to pick up your **Coaches & Mentors 2006-2007 Scholastic Monthly Desk Planner**. This excellent tool will help you plan your work and will take you to the end of August 2007.



EXERCISE CAUTION WHEN PLANNING TO DROP A COURSE

Please avoid "disappearing" from classes. If dropping is your only option, **see your advisor** to talk about it. This semester the last date to drop an academic course is **Friday, November 17**. Requests to drop or add must be done **in person** at the Registrar's Office. Failing to attend class, or just telling the instructor, is not enough...you'll get a failing grade. Remember! After the 10th week of classes, withdrawal will not be permitted. Also, see **Financial Aid** in the Administration Building about the impact of dropping a course. See the Business Office about the **refund policy**. Please don't hesitate to discuss the situation with Carol Dubay or other C&M staff. Carefully read your Student Handbook about this.

HOW TO SIGN UP FOR TUTORING:

Go to the college's website, www.capecod.edu
Click on **Student/Staff Links** in the left column
Click on **Coaches & Mentors Appt**. Follow instructions from there!

Visit our tutors in the Tutoring Center (S111)

Our tutor/mentors: Patricia Childs (Accounting 1 & 2, most Business courses), Kyle Durborow (English, Reading, Study Skills), Tom O'Connell (Writing, Oral Communication, Study Skills), Maurice Worth (Math). 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.

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CAREER CORNER

UNSURE ABOUT YOUR "CAREER DIRECTION"?

Our Coaches & Mentors **Career Specialist Theresa Bowse** is available to help you. If you are a new Coaches & Mentors student for fall 2006 and you were unable to attend our College Success Program on August 24, please call Theresa at 508-362-2131, ext. 4374. Or, email her at tbowse@capecod.edu today to schedule an appointment, as you missed Part 1 of your Career Action Plan. Theresa's office is in South, Room 233.

THINKING ABOUT A TRANSFER TO ANOTHER COLLEGE?

FALL TRANSFER FAIR OCT. 16 and 18

Transfer Officer Mary Olenick is planning a Fall Transfer Fair for Monday, Oct. 16 and Wednesday, October 18 from 10 a.m. to 1 p.m. in the cafeteria. Close to **50 colleges** will be here to meet with students informally. What an opportunity! When it comes to transfers, Mary is the person to chat with. Call her at ext. 4316.



HELP FOR STUDENTS WITH DISABILITIES

Students with disabilities should utilize the excellent resources available through the **O'Neill Center for Disability Services**. Contact Joyce Chasson at 508-362-2131, ext. 4337, Room South 222.

Also, you should contact **Dr. Richard Sommers**, Learning Disabilities Specialist, at 508-362-2131, ext. 4317, Room North 241. Ask about taping and reading services, talking computers, alternative testing sites, support groups, and reasonable accommodations to help you reach your academic goals.

Massachusetts Rehabilitation Clients

Kathleen O'Coin-White, a counselor from the Massachusetts Rehabilitation commission will be on the campus to meet with students with disabilities who are clients already or want information about the Commission's services. Kathleen will be located outside the O'Neill Center in South 224 on Wednesdays from 9 to 11:00 a.m. beginning on October 11. To make an appointment with Kathleen, stop by the O'Neill Center in South 222, or call Joyce Chasson at 508 362-2131, Ext. 4337. The Massachusetts Rehabilitation commission works with individuals with disabilities whose goal is to achieve employment through education, training and vocational counseling.

CONGRATULATIONS TO BOOKSTORE RAFFLE WINNERS!

Congratulations to the students who took the time to fill out the 2006 Coaches & Mentors Program Evaluation form. This allowed us to enter their names in the Bookstore Raffle. Winners were Lisa Anthony, Kent Churchill, Cupie Salmon and Michelle Whitney. Each student received a \$25 gift certificate to the CCCC Bookstore. Happy shopping!