

Advisor News

Fall Semester 2003

Advising and Transition Services - A division of the Provost's Office - <http://www.usu.edu/ats> - 797-3373

Calendar of Events

Advising Coordinating Committee Meetings

Meetings are on Thursdays at 11:00 a.m. in Merrill Library room 204 and are open to anyone who would like to attend. Meetings will be broadcast through Distance Education to various Education Centers and Extension sites. Meetings are scheduled on:

September 18, 2003
October 16, 2003
November 13, 2003
December 4, 2003

Advising Workshop Series

Workshops are on Thursdays at 11:00 a.m. in Merrill Library room 204 and are open to anyone who would like to attend. Workshops will be broadcast through Distance Education to various Education Centers and Extension sites. Workshops are scheduled on:

September 25, 2003
October 23, 2003
November 20, 2003

National Academic Advising Association (NACADA) Conference

October 2-5, 2003 in Dallas, Texas

Student Orientation, Advising, and Registration (SOAR)

For students entering USU Spring 2004

November 10, 2003

New Advisor Orientation

December 15, 2003 in TSC 336

2003-2004 Advisor Handbook

The *Advisor Handbook* was distributed at the advising workshops in August. If you would like to receive a copy of this handbook, please visit the Office of Advising and Transition Services in TSC 304, or call 797-3373.

New Advising-Related Assignments

New professional advisors and/or faculty members who advise and are now the first advising contact for students in various areas include: **Ramona Skirpstunas** and **Eleanor Jensen** in the Department of Animal, Dairy and Veterinary Sciences; **Eric Worthen** in the Department of Agricultural Systems Technology and Education; **Betty Murri** for Family and Consumer Sciences Education majors; **Jan Lyons** for majors in the Department of Business Administration; **Ronnie Green** is now advising Biological Engineering and Environmental Engineering majors, in addition to majors in the Department of Industrial Technology and Education; **Cathy Rounds** for the Aerospace Studies Program; **Melanie Kvarfordt** for Landscape Architecture majors; **Janel Campbell** for students in the Intensive English Language Institute; and **Artemis Preeshl** and **Shawn Fisher** for Theatre Arts majors. In addition, **Amy Crosbie** is a new advisor for Student-Athlete Services; **Lisa Hancock** is the new program administrator for Student Orientation, Advising, and Registration (SOAR); **Dorrie Barnes** is the new staff assistant in the Office of Advising and Transition Services; and **Amanda Peterson** is advising at the USU Brigham City Campus. The Office of International Students and Scholars has new staff members including **Nancy Muchmore**, **Maribeth Evenson-Hengge**, and **Jamie Herd**. **Richard Mueller** has been named as an Associate Dean in the College of Science and will continue to advise Composite Teaching-Biological Science majors.

Graduation Deadlines

Students who intend to graduate in Spring 2004 should have already started the process. Students need to go to the Registrar's Office in TSC 246, or visit www.usu.edu/registrar/graduation/apply-online.html.

The deadline to submit the packet and \$10 application fee to the Cashiers Office is October 15, 2003. Packets submitted after that date will require a \$100 late application fee.

Advisor E-mail Distribution List

The Office of Advising and Transition Services is continually updating its advisor e-mail distribution list. This list currently includes more than 220 professional and faculty advisors, as well as directors of various offices within Student Services. The purpose of the list is to inform advisors of upcoming meetings, provide updates on policies and procedures, and coordinate the exchange of other pertinent information from the Registrar's Office and other areas. If you wish to have your e-mail address added to or removed from this list, please notify John Mortensen (john.mortensen@usu.edu).

Directory Updates

The following changes are updates to the 2003-2004 *Advisor Handbook* (pages 146-152): The **Business Service Center** has moved to BUS 310A, **Ruth Harrison** is located in BUS 302A, **Isobel Roskelley** is in BUS 306, **Peggy Buttars** is in BUS 310, **Hyrum Hall** is in BUS 310, and **Frank Shuman** is in BUS 304. **Jan Lyons'** e-mail address is jlyons@cc.usu.edu. **Kathy Bayn** has moved to the new Engineering Building, ENGR 310, and **Ronnie Green** has moved to ENGR 312. **Richard Mueller's** office is now in ESLC 245.

What's New in the Career Exploration Resource Center (CERC)

eDISCOVER is a new career planning program that students may now access online. It is a user-friendly computer program developed by ACT. CERC has obtained a USU site license for the program, which students may access from any computer—at home or on campus—after obtaining a *Discover* token from the CERC. A token costs \$5 and gives a student unlimited access to the program.

Students may begin the career exploration process by completing the interest, ability, and value inventories. The inventory scores are used to place the student on the "World-of-Work" map, an extension of the familiar Holland Code. (*Discover* was developed 20 years ago, under the guidance of John Holland. Unlike *Pinpoint*, which this program replaces, *eDiscover* has undergone extensive testing and research and is updated annually.) The program also includes an extensive database about occupations, a resume builder, etc.

In recognition and appreciation of the concept behind the now famous phrase "*It takes a village*," the CERC has a special offer for advisors and faculty members. CERC is providing tokens (free of charge) to USU advisors and faculty members who would like to try the program for themselves. E-mail Peg Hennon (peg@cc.usu.edu) for your individual token ID number.

Don't Cancel That Class!

This semester, instructors may discover that they will be forced to miss a class due to a conference, family obligation, or other important event. Instead of canceling the class or scrambling to find another instructor to cover the material for the day, instructors should consider contacting the staff at Career Services to request a "substitute" for the class. Topics may include career decision-making, career search strategies, networking, interviewing skills, resume writing, etc. For more information, contact Donna Crow at 797-7777.

Admission into College of Business Majors

Freshman Admission. Students may be admitted directly into the College of Business as incoming freshmen if all of the following conditions are met: (1) admitted to Utah State University; (2) submitted an admission application to the College of Business or designated a College of Business major on their University application; (3) achieved an ACT Composite score of 24 or higher; and (4) achieved a high school GPA of 3.5 or higher.

Admitted freshman students must first complete the following four courses, or their equivalents, with a C grade or better in each course, as prerequisites to College of Business courses numbered 3000 and above: (1) Econ 1500, Introduction to Economic Institutions, History, and Principles; (2) Math 1100, Calculus Techniques; (3) Stat 2300, Business Statistics; and (4) Psy 1010, General Psychology, or Soc 1010, Introductory Sociology.

Students Not Admitted to the College of Business as Freshmen. Students admitted to Utah State University who applied for admission to the College of Business, but do not meet the ACT and high school GPA standards, will not be admitted to the College of Business. However, they may be designated as Pre-business. This designation is for students who have not been accepted into any USU degree program, but plan on competing for admission to the College of Business as a transfer student.

Nonfreshman and Transfer Admission. USU students not meeting the freshman admission requirements and transfer students with more than 30 credits from other accredited colleges or universities may apply for admission to the College of Business as non-freshman students. Admission is competitive and based on available space. An application may be submitted after completion of 24 credits of coursework, including the four courses listed above.

Questions regarding the College of Business admission requirements may be directed to Ruth Harrison (rharrison@b202.usu.edu).

Tau Sigma National Honor Society

Utah State recently received approval to establish a chapter of the Tau Sigma National Honor Society on our campus. Tau Sigma was founded at Auburn University in 1986 to recognize the academic achievement of students transferring to an institution of higher learning from another academic institution and to encourage and promote the students' involvement in the institution to which they are transferring. Membership is offered to undergraduate transfer students who transfer to Utah State University with the equivalent of at least one full year of academic credits (24 semester credits) from an institution of higher learning and at least a 3.5 cumulative grade point average at entrance.

Chapter Advisor: Rachel D. Lewis, Articulation and Transfer Services, Student Center 304, (435) 797-8066 (rachel.lewis@usu.edu)



Advising & Transition Services Staff

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