



The Helm

Keeping Advisers on Course

Counseling and Advising Services
College of DuPage
March 2008/Volume 4, Number 4

Encouraging Early Advisement

Campaign Created by COD Students for COD Students

A new campaign has been created by COD Advertising, Design, and Illustration students to encourage early advisement. Its tagline is straightforward: *Advice. Direction. Success.*

This launch is designed to persuade returning students to take advantage of early advising opportunities with a General Adviser, Counselor, or Faculty Adviser. For the second year April is being designated as "Advising Awareness Month."

Students from Charles Welch's fall 2007 *Media Campaign* class participated in a simulated ad agency environment, developing concepts, copy and layouts. With the Student Services Department serving as the "client" and Charles Welch as the agency "creative director," students were presented with a creative strategy brief and overview of the program objectives. Working in teams, students wrote copy and created layouts for almost half a dozen approaches. The material was then submitted to a client/agency review process, resulting in the selection of a single campaign.

As with every advertising campaign, the challenge was to make the messages both compelling and informative, while keeping the communications consistent in look and tone. *Courier* ads, posters, fliers and an assortment of collateral pieces will appear on campus this spring.

We'd like to take this opportunity to thank the *Media Campaign* students who participated in the development of this campaign – with special recognition to Hazar Alk-hawaja, Hector Guerra, Jeffrey Liboon, Valerie Pierce, Rebecca Rudolph, Marissa Serenda and Tristan Zeier.

According to Sue Martin, Associate Dean of Counseling and Career Services, "We would like students to see an Adviser in advance of their registration dates. Our campaign will encourage students to seek assistance earlier rather than later."

Summer Term registration begins for returning students on March 24 while Fall Term registration begins for returning students on April 29. Watch the advising campaign unfold!

Special Student Services Info Night– April 21

Working Effectively with Students with Disabilities



Last year, almost 1400 students were served through Special Student Services at the College of DuPage. Many of these students were served on multiple levels and at numerous times. The Office of Special Student Services, (IC 2123) ensures access, provides accommodations, and coordinates support services to students with disabilities.

All students requesting services must self-identify with

the office and provide appropriate documentation of his/her disability. Documentation may include a diagnosis of disability, academic history, psychological assessment and recommendations for accommodations. The student will be supplied a Specials Student Services ID Card (the small blue card listing the student's name, and social security number.) The student will present this card to the instructor at the beginning of the term. It is the responsibility of the student to let his/her instructor know which support accommodation services he or she may need.

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According to Jackie Reuland, Coordinator of Health and Special Services, "The need for services can vary for each student. Some students may need help with note taking in class or preferential seating in the front row. Some students may need extra time to complete tests; others may need assistive technology, such as computers with screen readers. Still other students may need a sign language interpreter for their classes."

Technology-based services available through Special student Services include a "Readingpen" which helps students who have literacy issues, whether it be blindness, dyslexia, Attention Deficit Disorder or other reading disabilities. The Kurzweil Reader serves as a scanner and provides audio text from books. A portable closed caption color monitor is available for classroom use to increase the size, depth, and intensity of print. The office also has a teletype (TTY) for use by hearing impaired students. Students needing mobility assistance can use of the "Amigo," a motorized wheel chair.



The following suggestions may help you to work effectively with students who have disabilities:

- Invite students with special needs to introduce themselves within the first week of class. Suggest this take place privately, either before or after class or during an appointment with you. Take this opportunity to ask questions regarding the accommodations or special needs they require. Ask to see their "blue card" to verify they have gone through the appropriate process. If a student does not have a blue card, direct them to the Special Student Services Office.

Easy Registration

Noel-Levitz, nationally recognized consultants in enrollment management for higher education will be conducting two upcoming webinars. Each webinar will consist of a 90-minute presentation followed by a 30-minute interactive question-and-answer time.

"The Contribution of Academic Advising to Student Learning and Institutional Effectiveness" will take place on March 19, from 1:00 to 3:00pm in SRC 3623. Participants will look closely at the advising relationship and learn how to measure its learning outcomes. Wes Habley, a well-known expert in the field of academic advising will be the facilitator.

- Be approachable and non-judgmental. Remember everyone's needs are unique.
- Help a student in locating a volunteer note taker if necessary. Make a general announcement to the class that there is a need for someone who has good note taking skills to take notes on NCR paper (which the student with the blue card will provide.)
- Help the test taking process to run smoothly. Indicate on the test your name and class section. Specifically outline where and when the student can take a test if he or she needs a distraction free environment. Be clear on the amount of time a student has—if a student needs extra time, the rule of thumb is to allow double the time. For example, if the class has an hour to complete the test, a student with a blue card is eligible to use 2 hours. Also, if possible, be flexible when the test may be taken. During midterms and finals the Special Student Services office is packed with students, making it even more difficult to find a distraction free environment.



To get more disability information, the Special Needs Associates through the Special Student Services office are glad to assist faculty and answer questions. Visit their website at: http://www.cod.edu/service1/health/special_student_services.htm.

On April 21, at 7:00pm, Special Student Services will host an Information Night in the Student Resource Center (SRC) 2800. It is an opportunity for students with disabilities, parents, teachers, counselors and community members to learn about College of DuPage's Special Student Services. For more info, contact 630/942-2306 or 630/942-4260.

Upcoming Advising Webinars

"Early Warning Program: An Intentional Approach to Ensuring Student Success" is scheduled for April 10, from 1:00 to 3:00pm in SRC 2011. Examples of how colleges and universities intervening with students are using data, technology, and other resources to manage their processes will be shared, including how they use academic advisers in early-alert. Staff from Baylor University's Academic Success Center, led by Assistant Vice President of Student Success Brandon Miller will facilitate.

Anyone interested in attending either or both webinars can contact Colleen Morgan, Manager of Advising Services at: morganc@cod.edu or call her extension at 2822 to register.

Disney College Program Recruiters Visit COD



Since 1992, hundreds of COD students have participated in the Disney College Program internship in Orlando. Students have resoundingly reported their experiences to being “awesome,” or the “best experience ever.” Disney recruits enthusiastic college students to staff entry level roles, and each role is designed to enhance communications, problem-solving, team work, and customer service skills. Students live in Disney apartments and meet people from all over the world while also completing a college level class.

While working in front line roles, participants have the opportunity to network, learn transferable skills, gain real world experience, and are a part of a team of cast members from hundreds of job disciplines. Students have the chance to “live, learn and earn at Disney World.”

“The Disney College Program offers students a great opportunity to enhance workforce skills at the number one vacation destination in the world,” states Jean Spahr, Manager of the Cooperative Education and Internship Program. “Every COD student doing an academic internship at Disney works a customer service or entertainment role, takes a college level class on property, and completes a project for a COD faculty internship adviser. Students tend to return from the Disney College Program more polished and focused.”

Encourage students seeking an adventure to attend a Disney presentation on March 18 at 6pm in SRC 2800 or March 19 at 1pm in SRC 1480. Additional information is available at: www.disneycollegeprogram.com or visit the Cooperative Education and Internship Program at: www.cod.edu/Service1/CECS/CoopEdu/CoopEdu.htm.

Student Ambassadors Serve as “Face” of COD

For students interested in developing their speech and communication skills, or sharing their knowledge and experiences with new COD students; an interesting opportunity is available—becoming a “Student Ambassador.”

Those students selected for a Student Ambassador position will be eligible to register for one of two sections of *Speech 1100: Fundamentals of Speech* offered during the first five-week session of summer term. The tuition for this three credit, fully transferable course is waived for all students chosen to serve as Student Ambassadors.

Twenty-two Student Ambassadors will be selected to work in the Admissions and Information office under the direction of Admissions Specialist Rio Almaria. They will help staff the following events: the College Fair, Campus Visit Days, large campus visits with the high schools, Junior/Senior Night, and campus tours.

Almaria feels that “Students need to hear the benefits of attending COD and what better way to hear about it than from current students who are experiencing the benefits first hand. Our current Student Ambassadors are a fabulous group with a passion for learning.”

An additional twenty-two Student Ambassadors will be selected to work during Orientation, Advising, Registration

Sessions (OARS) which will be held July 7 through August. This group will assist new students with scheduling questions (after the new student has met with an adviser), online registration, and lead campus tours.

Ellen Vician, who will coordinate the Student Ambassadors at OARS states, “The Student Ambassador program is a critical part of the success of OARS. They are in the forefront of the activity every day and they often provide the first impression of the College of DuPage. They can be participants in the Power Point presentations, give tours, answer questions, assist students with online registration and help new students and their families feel comfortable”

Students who are interested in being selected for the Student Ambassador program will need to: 1) complete an application; 2) have a minimum cumulative grade point average of 3.25; 3) provide a letter of recommendation; 4) have the ability to commit to specified dates and hours of scheduled time at OARS or at Admissions and Information activities; 5) possess leadership and effective communication skills. Student Ambassadors will be required to complete thirty-five hours of service.

Applications are available in Admissions (SRC 2046) and the Counseling and Advising Center (SRC 2044). Encourage interested students to apply.



Student Success and Food for Thought Workshops

College Success Skills and Mental Illness

Tuesday, March 4, noon to 1pm in Student Resource Center, Room 1450A (inside the cafeteria)

Presenter: Michael Duggan, Counselor

College students with mental illness and psychiatric disabilities are a growing population of students with great potential for success, but also with unique barriers to be addressed

How to Get What You Want—Goal Setting and Goal Attainment

Tuesday, March 11, noon to 1pm in Student Resource Center, Room 1450A (inside the cafeteria)

Presenter: Jeanne Kempniak, Counselor

Learn steps for success. Discover simple strategies that you can use on a daily basis.

Managing Anxiety—Food for Thought Presentation

Tuesday, March 18, noon to 1pm in Student Resource Center, Room 1450A/B (inside the cafeteria)

Wednesday, March 19, 6 to 7pm in Student Resource Center, Room 1450A/B (inside the cafeteria)

Presenters: Dennis Emano and Dan Thompson, Counselors

This workshop will discuss the nature of anxiety and the impact it has on the mind and body.

Test Taking Anxiety

Wednesday, March 26, noon to 1pm in Student Resource Center, Room 1450A (inside the cafeteria)

Presenter: Dr. Dennis Emano, Counselor

Are you looking for ways to reduce test-taking anxiety? Find out how to minimize stress during test taking.

Note Taking Strategies

Wednesday, April 16, noon to 1pm in Student Resource Center, Room 1450A (inside the cafeteria)

Presenter: Arne Anderson, Adviser

We will review basic guidelines for taking notes, examine different methods, and teach you the Cornell method of note taking.

Using Guided Imagery for Personal Development Purposes—Food for Thought Presentation

Wednesday, April 23, 6 to 7:30pm in Student Resource Center, Room 1450A/B (inside the cafeteria)

Thursday, April 24, noon to 1:30pm in Student Resource Center, Room 1450A/B (inside the cafeteria)

Presenter: Ron Jerak, Counselor

Have you ever tried an alternative approach for reducing stress or increasing your chances of reaching your goals?

Time, Time, Time, Time Is On Your Side...Yes, It Is

Wednesday, April 30, noon to 1 pm in Student Resource Center, Room 1450A (inside the cafeteria)

Presenter: Edison Wells, Counselor

Take this session on time management and find out exactly where you are spending time and how best to prioritize it.

May is Asian Pacific American Heritage Month

May is Asian Pacific American Heritage Month—a celebration of Asians and Pacific Islanders in the United States. May was chosen to commemorate the immigration of the first Japanese to the United States on May 7, 1843, and to mark the anniversary of the completion of the transcontinental railroad on May 10, 1869. The majority of the workers who laid the tracks were Chinese immigrants.

To help celebrate, the Illinois Humanities Council is presenting featured speaker, Xiaosi Yang. Yang holds a PhD in Philosophy from Johns Hopkins University and teaches in the Humanities Department at Harold Washington College. He is the former Director of the Asian Studies Center

at Lake Forest College, and has been active in cultural awareness projects in the Chicago area for many years.

His presentation will take place on May 1, from 11am to 1pm in SRC 1450A (inside the cafeteria.) Join Yang as he discusses the six dimensions of culture and their formation into distinct societies. The inclusion of the individual, family, political society and the “human” world are four of the dimensions by which every culture necessarily defines itself. Throughout history, Eastern Asian and Western cultures have emphasized different aspects. This separate emphasis is a useful tool in assessing the different strengths and weaknesses of Easterners and Westerners.

SigiPlus3: a Career Database that Matches Values

Tools
&
Tips
By

Marge Peters

Students often forget to match their life values when they consider occupations to pursue. High income, prestige, variety, leisure: Which values does the individual find important? The College of DuPage subscribes to a database called SigiPlus3 (System of Interactive Guidance and Information, 3rd version) that takes these values into account when matching values inventories and providing career information. Pass this address to interested students: <http://codlibrary.org/databases/sigiplus.php>. The Library cannot link to the site “live” as the company does not have a way to screen-out non-COD users via proxy server.)

Users create an account with a preferred ID name (first name usually works) and a password of choice. Only the areas with red lettering to the left **MUST** be filled in. Click “Continue.” **Recommended areas:**

Assessments: These inventories are actually fun to do! Under Values, Interests, and Personality there are quick games such as *Pairs*, *Cards*, and *QikPik* that assess the user’s work satisfaction needs. Use the assessments to find possible careers by going to the next section.

Occupational Info: Match your Values, Interest and Personality Assessment results against those required by almost 400 occupations. Find information on occupations by Title or Major. If there is an activity you wish to avoid, such as *Physically Demanding Work* or *Keen Competition for Jobs*, you can find occupations that do not include it. Information includes *Training, Values, Interests, Personality, Skills, Income, Outlook, and Job Security*. Be sure to click on “All Information” to format a full report to print.

Analysis: Helps users think about which careers are the best fit, especially considering skills and education/training.

Getting There: Mostly thought questions to help the user realistically choose options. Small section on résumé types and samples and links to free websites for school search and military careers.

Junior Senior Night to be Held April 30

The annual Junior/Senior Night will be held on Wednesday, April 30, from 6pm to 8pm in SRC 2800. This is an open house for high school students and their parents. Information sessions include: Make the Smart Move to COD, What to Expect in a College Classroom, Transferring from COD, and a student panel.

Tables will be set up throughout the hallways in front of the library and the bookstore, representing academics, programs, student clubs and organizations, and athletics. This is a great chance for students to talk one on one with experts in their area. Campus Tours will be held throughout the night and last approximately 20 minutes.

We welcome comments and suggestions to **The Helm**.
Please contact: Mandy Kouri, Advising Support Coordinator
Counseling and Advising Services
IC 2084C, Ext. 2812
kourim@cod.edu

*I feel the great thing in this world is not so much where we stand,
as in what direction we are moving: to reach the port of heaven,
we must sail sometimes with the wind and sometimes against it—
but we must sail, and not drift, nor lie at anchor.*

Oliver Wendell Holmes

