

FIND YOUR WAY

Your Academic Road Map

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*Southern Vermont College offers
a transformative living and learning experience that
cultivates lifelong learners in a personalized setting,
emphasizes active learning and exploration, and
encourages empowered citizenship and
environmental sensibility.*

Spring/Summer 2011

Dear Incoming Student,

Welcome to Southern Vermont College (SVC)! We're thrilled that you'll be joining us this fall, ready to experience all that college has to offer.

As you can see from our mission statement (above), we expect that you'll become an active learner. As such, you have the power to shape your educational experience at SVC. That's why we're providing you with *Your Academic Road Map*: your guide to deciding what you want to study as a college student and where to get the information and support you'll need to succeed.

We encourage you to read this booklet thoroughly. For more detailed step-by-step directions on how to register for your fall courses, turn to pages 1 and 2. Briefly, we suggest that you take the following steps:

1. Look at our degree programs (page 6) and, if you know the program you want to pursue (Associate's/two-year or Bachelor's/four-year), select the Academic Division and major that interest you within that degree program.
2. Review page 13 which lists the course requirements for each of the two degree programs (Associate's and Bachelor's).
3. Turn to page 10 to see what a typical freshman semester might look like for a student with either a declared or undeclared (not sure what major to select) major.
4. If you want to declare a major now, find more detailed information by turning to page 11-12, writing down the courses that are required or recommended for first-semester, first-year students in that major.
5. Go to SVC's website (<http://www.svc.edu/registrar/schedules.html>) and compare our fall course offerings with the courses that you have written down as required or recommended. Also, write down any other courses that interest you (electives).
6. Refer to Steps #5-#7 (pages 3-4) to find the names of the faculty and staff members who can advise you and help you register for your courses.

While deciding what you will study is a big decision, you are not alone. In addition to your parents, guardians, and/or others whose opinions you value, you can discuss your thoughts about your future with SVC's faculty and staff, as noted above, long before and after classes begin.

Best wishes,

A handwritten signature in cursive script that reads "Albert C. DeCiccio".

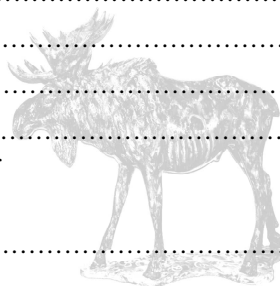
Albert DeCiccio
Provost
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A handwritten signature in cursive script that reads "Sylvia Jimison".

Sylvia Jimison
Associate Academic Dean
Director, The Success Center
802-447-6372
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Southern Vermont College (SVC) is accredited
by the New England Association of Schools and Colleges.

SVC is a member of the Association of Vermont Independent Colleges.

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HOW TO USE THIS BOOKLET

This booklet introduces you to the courses and special programs at SVC <http://www.svc.edu/>. The sooner you read this booklet, select what you want to study, and register (sign up), the more likely you'll get the courses you want. Follow the steps below... one-by-one. Put a checkmark (✓) next to each step you complete.

| STEP: | TO DO: | DONE ✓ |
|-------|--|--------|
| #1 | <p>Skim through this booklet, from cover-to-cover. Then, re-read everything more carefully. Use a highlighter to identify important information and anything that's unclear to you. Remember: There's <u>no</u> such thing as a stupid question!</p> | |
| #2 | <p>Look at our degree programs (page 6) and select the Academic Division(s) that interest you (starting on page 6). Then, look at the majors within these divisions or at http://www.svc.edu/academics/degree.html.</p> <p>If you're not ready to declare ("undeclared") the division you want to be in or your major within a division, don't worry. Many students are undeclared and want to explore their options. See the boxes on pages 7 and 10 for more information about "undeclared" and "majors".</p> | |
| #3 | <p>Review page 13 which lists the course requirements for the Bachelor's (4-year) and Associate's (2-year) degrees.</p> | |
| #4 | <p>Review the courses that are required or recommended first semester freshmen on pages 11-12 and write them down. (If you are a transfer student bringing transfer credits with you, make sure you have completed these courses successfully. If you have more than 12 transfer credits, you do not need to take a QFS course.)</p> <p>Compare these recommendations with next semester's course schedule which can be found on SVC's website: http://www.svc.edu/registrar/schedules.html. Write down any other courses that interest you ("electives"). Find more information on page 14.</p> | |
| #5 | <p>Until spring semester ends (May 6th), the following faculty members (or their designees) will call you. S/he will answer questions and register you for courses. If you are not at home, you will receive a message.</p> <p>Students who are not ready to declare their majors ("undeclared") will also hear from one of these faculty members.</p> <ul style="list-style-type: none"> • Social Sciences (Criminal Justice, History & Politics, Psychology) — Professor Scott Stein (802-447-6349 and sstein@svc.edu) • Humanities (Communications, Creative Writing, Creative Writing & English Studies, English, and Liberal Arts) — Professor Scott O'Callaghan (802-447-6359 and socall@svc.edu) • Nursing (Associates and Bachelors) — Professor Mary Wicker (802-681-2860 and mwick@svc.edu) <p><i>continued...</i></p> | |

| | | |
|----|--|--|
| | <ul style="list-style-type: none"> • Business (Business Administration/Management, Business Administration/Sports Management, Liberal Arts/Management) — Professor Eric Drouart (802-681-2898 and edrouart@svc.edu) • Business (Entrepreneurship and Management/Build The Enterprise) — Professor Charles Crowell (413-654-8980 and ccrowell@svc.edu) • Science & Technology (health management & advocacy) — Professor Barry Flanary (802-447-4312 and bflanary@svc.edu) • Science & Technology (radiologic technology) — Professor Linda Lippacher (802-447-6338 and llippacher@svc.edu) | |
| #6 | <p>After May 6th, you may contact the following faculty or staff to answer your questions and register you for courses.</p> <ul style="list-style-type: none"> • Business and Undeclared — Professors Eric Drouart and Charles Crowell (as above) • Pre-Nursing, Nursing (Associates and Bachelors) and Undeclared — Professor Mary Wicker (as above) • Science & Technology (health management & advocacy) and Undeclared — Professor Barry Flanary (as above) • Science & Technology (radiologic technology) and Undeclared— Professor Linda Lippacher (as above) • Humanities, Social Sciences and Undeclared: Jim Frederick, Registrar (802-447-6324 and registrar@svc.edu) and Rosalie Fox, Academic Counselor (802-447-6397 and rfox@svc.edu) | |
| #7 | <p>Throughout the spring and summer, you may also register with Rosalie Fox, the Academic Counselor (802-447-6397 and rfox@svc.edu) and Jim Frederick, Registrar (802-447-6324 and registrar@svc.edu).</p> | |
| #8 | <p>Find your required textbooks listed on our online bookstore (directions on page 13) on our website (http://www.svc.edu/bookstore/index.html) and then place an order as soon as possible (directions on pages 14-15).</p> <p>You may order texts online through SVC or (<i>at your own risk!</i>) through a used text or rental website (see page 15). For more detailed information, read Sac’s Course Catalogue http://www.svc.edu/academics/cat10-11.pdf.</p> | |

WHY ARE YOU AT COLLEGE?

To “*get an education*”... “*get a good job*”... “*because my parents said I had to*”. These are a few of the many reasons why students say they come to college.

No matter what your reason, you will develop seven core competencies — essential to success in life — through your studies at SVC.

- **Reading...** to apply active strategies to texts with purpose, understanding, and critical awareness,
- **Writing...** to vary techniques (using Standard English conventions) that are appropriate to audience, purpose, and context.
- **Speaking...** to demonstrate skills using the basic principles of audience, organization, development of ideas, and delivery.
- **Information Literacy...** to define, access, evaluate, and synthesize information from a variety of resources and technologies.
- **Critical and Creative Thinking...** to integrate a self-directed thinking process to analyze, synthesize, evaluate, and conceptualize both qualitative and quantitative information; and to interweave existing knowledge with original ideas to create unique products.
- **Ethics...** to make informed decisions using ethical values and respect for individual differences.
- **Global Citizenship...** to understand and recognize the diverse contributions of the world's natural, economic, political, and cultural environments.

STAY CONNECTED WITH “SVC.EDU”

Some of us “yahoo”...or use AOL or gmail... or text or IM.
At Southern Vermont College, we “svc.edu.”

SVC email is how we communicate when we need to reach each other electronically. Whether it’s an important message to/from your instructor or a notice about a special event, it’s critical that you check your SVC email each day.

What’s your SVC email address?

Typically, it’s the **first letter of your first name** followed by **your last name @ svc.edu**.
For example, **jdoe@svc.edu**.

If there’s someone on campus who has the same first and last name you have, one of you will be given a second letter (usually the first letter of your middle name) to follow the first letter of your first name (for example, **jrdoe@svc.edu**).

Keep connected to stay connected. Be sure to “svc.edu” each day!

DEGREE PROGRAMS

Look at the chart (below) to review the degrees you can earn at SVC. Notice that there are fourteen (14) Bachelor Degree programs and six (6) Associate Degree programs. In the section below, read about the Academic Divisions that offer these degrees.

BACHELOR DEGREE PROGRAMS

ASSOCIATE DEGREE PROGRAMS

MINORS

Business Administration/Management (B)

Business Administration/Sports Management (B)

Communications (H)

Creative Writing (H)

Creative Writing and English Studies (H)

Criminal Justice (SS)

English (H)

Entrepreneurship and Management (B/BTE)

Healthcare Management and Advocacy (ST)

History and Politics (SS)

Liberal Arts (H)

Liberal Arts/Management (B)

Nursing (N)

Psychology (SS)

Radiologic Science (ST)

Business (B)

Criminal Justice (SS)

Human Services (SS)

Liberal Arts (H)

Nursing (N)

Child Development (SS)

Communications (H)

Creative Writing (H)

Criminal Justice (SS)

English (H)

Entrepreneurship and

Management (B/BT)

Environmental Studies (ST)

History and Politics (SS)

Human Services (SS)

Humanities (H)

Information Technology (S'

Management (B)

Music (H)

Psychology (SS)

Public Relations (H)

Visual Arts (H)

B = McCormick Division of Business

B/BTE = Business/Build The Enterprise

H = Hunter Division of Humanities

N = Division of Nursing

ST = John Merck Division of Science and Technology

SS = Donald Everett Axinn Division of Social Sciences

MAJORS AND MINORS

They sound like baseball teams or musical keys — but they're not! A **“major”** is a student's field of concentration or specialization — his or her academic “home” — during undergraduate studies. This field of concentration includes:

- (1) a certain number of required courses in the area of specialization
- (2) a “core” curriculum that every college student has to take
- (3) a certain number of freely chosen courses (“electives”)

A **“minor”** is a smaller number of courses that are taken in a secondary field of study.

ACADEMIC DIVISIONS

THE DONALD EVERETT AXINN DIVISION OF SOCIAL SCIENCES offers bachelor's degrees in these majors:

- Criminal Justice
- History and Politics
- Psychology

Two associate's degrees — Criminal Justice and Human Services — are also offered. Students can minor in Child Development, Criminal Justice, History and Politics, Human Services, and Psychology. For details, visit <http://www.svc.edu/academics/degree.html>.

Career Opportunities and Graduate Study: Depending on their major, students are prepared to enter fields such as human services; human services management; federal, state, and local law enforcement; education; government service; nonprofit organizations; and business. Students are also prepared for graduate study in psychology, social work, and criminal justice as well as admission to law school.

Division Chair:

Scott Stein, Assistant Professor — sstein@svc.edu — 802-447-6349

THE HUNTER DIVISION OF HUMANITIES offers bachelor's degrees in the following majors:

- Communications
- Creative Writing
- Creative Writing and English Studies
- English
- Liberal Arts

The Division also offers an associate's degree in Liberal Arts. Any student may decide to minor in Communications, Creative Writing, English, Humanities, Music, Public Relations, and Visual Arts. For details, visit <http://www.svc.edu/academics/divisions/humanities/>.

Career Opportunities and Graduate Study: Depending on their major and perhaps minor, students can enter fields such as publishing, public relations, advertising, marketing, media management, mid-level management, and journalism. Students are also prepared for graduate study in literature, law, education, library science, marketing, advertising, journalism, creative writing, and public relations.

Division Chair:

Scott O'Callaghan, Associate Professor — socall@svc.edu — 802-447-6359

**“UNDECLARED”:
ONE OF THE MOST POPULAR “MAJORS”**

It's perfectly normal to be “undeclared.” In fact, many first-year college students don't know what they want to major in; and they are likely to change their minds more than once during the first 3 or 4 semesters before they have to declare a major. Students with undeclared “majors” value the opportunity to be exposed to fresh ideas and new ways of viewing the world. By keeping their options open, they uncover unanticipated interests in the learning process; and new passions are what drive the choices we make — from the way we spend our time to what we ultimately decide to do in our careers.

So, if you're “undeclared,” embrace it... try new things... keep on learning... stretch yourself... and use your early years at SVC to find your passions and your way in life!

THE McCORMICK DIVISION OF BUSINESS offers bachelor's degrees in the following majors:

- Business Administration/ Management
- Business Administration/Sports Management
- Liberal Arts/Management
- Entrepreneurship and Management

The Division offers an associate's degree in Business and a minor in Management to any interested students. For details, visit <http://www.svc.edu/academics/divisions/business/>.

Career Opportunities and Graduate Study: Depending on their major and minor fields of study, students are prepared to enter career fields such as business administration and management. Students are also prepared for graduate study, **with advanced status**, in many business degree programs, including an MBA program at Union University and Clarkson University.

Division Chair:

Eric Drouart, Associate Professor — edrouart@svc.edu — 802-681-2898

BE AN ENTREPRENEUR AND MANAGER!

Build the Enterprise (BTE) is a highly focused and innovative four-year degree program that empowers and nurtures entrepreneurial and managerial skills.

BTE was designed for learners who want to practice and test what they are learning in the classroom as they respond to the needs of contemporary organizations that require highly entrepreneurial managers to continually re-invent their products and services. Within the McCormick Division of Business, BTE began offering courses in spring 2009 and will award a Bachelor of Science degree in Entrepreneurship and Management.

In the third year of study, learners will select an area of concentration: (1) Knowledge Organizations and Knowledge Management, (2) Building New Sustainable Enterprise and (3) Doing Business in Global Environment. Learners will also create and manage new enterprises — supported by SVC and experienced practicing mentors — and run them as a laboratory in order to test, explore, expand, and affirm their learning.

Some of the unique features of this program include:

- providing learners with Kindles, an eBook reader to replace textbooks and enhance digital learning
- web-enhanced and online instruction through the knowledge management software Moodle
- opportunities to participate in entrepreneurship laboratories
- study in China in the “Doing Business in Global Environments” concentration
- participation in annual business plan competitions with monetary prizes
- Global Issues Seminars (GIS) focused on critical climate, scarce resource, and ecological economic issues
- exploring opportunities in the “creative economy”, sustainable enterprise, knowledge management, and “green” economy initiatives
- access to venture capital
- the opportunity to keep, close, or even sell student enterprises at the end of the program.

If you're interested in learning more about this new interdisciplinary program, contact Professor Charles Crowell at ccrowell@svc.edu. Given the program's evolving nature, see www.mybte.org for details.

THE DIVISION OF NURSING offers the following degrees in the nursing major:

- Bachelor of Science (BSN)
- Associate in Science (ADN)

Nursing majors are considered pre-nursing until the completion of the prerequisite science courses of Anatomy and Physiology I and II with a grade of C+ or higher, with a cumulative GPA of 2.8. There are special requirements for transfer students and Licensed Practical Nurses (LPN's).

For students who do not feel strong in science, faculty members strongly recommend an alternative plan for the first semester. A student can take Human Biology (Ns120) in the first semester. The second (spring) semester, the student takes Anatomy & Physiology I and, in the summer, Anatomy & Physiology II. By doing so, the student enters the Nursing I class on schedule in the fall of his or her sophomore year, with a greater chance of success through A&P courses and a strong science foundation. Human Biology (Ns120) counts as an elective toward the BSN degree.

For details, see <http://www.svc.edu/academics/divisions/nursing/>.

Career Opportunities and Graduate Study: The ADN degree enables students to apply to take the licensing exam through any Board of Nursing in any state in the U.S. Registered Nurses (RNs) have a wide range of job opportunities in acute care, long-term care, home care and hospice. With the BSN degree, RNs have the potential for supervisory and leadership roles and increased career options.

Interim Chief Nursing Administrator:

Mary Wicker, MSN, RN — mwick@svc.edu — 802-681-2860

THE JOHN MERCK DIVISION OF SCIENCE AND TECHNOLOGY offers the following areas of concentration:

- Radiologic Science (Bachelor's degree)
- Health Care Management and Advocacy (Bachelor's degree)

The Division also offers minors in Environmental Studies and Information Technology. For more details, see <http://www.svc.edu/academics/divisions/technology.html>.

Career Opportunities and Graduate Study: **Radiologic Science** is the art and science of using radiation as a diagnostic tool. Radiographers use their knowledge of anatomy, physiology, positioning, radiographic technique, and radiation biology to perform medical x-ray examinations. Radiologic technologists have a variety of career and educational options including completion of a Bachelor's degree elsewhere and specialization in the field. Radiographers are employed in various health care facilities, including hospitals, specialized imaging centers and private physicians' offices. They may also be employed as imaging department administrators or educators.

Faculty Advisor (Radiologic Science)

Linda Lippacher, Assistant Professor — llippacher@svc.edu — 802-447-6338

The **Healthcare Management and Advocacy (HMA)** program produces professionals who are trained to help individuals, families, and organizations navigate the healthcare system effectively. This new program — one of the few in the country — is ideal for students who are drawn to the healthcare field but do not wish to pursue hands-on patient care and clinical study. This major prepares students to work in varied settings, including hospitals, doctors' offices, clinics, insurance companies, nursing homes, pharmaceutical companies, and government agencies (ex. aging).

Director (Healthcare Management & Advocacy)

Dr. Barry Flanary, Assistant Professor — bflanary@svc.edu — 802-447-4312

WHAT COURSES WILL YOU TAKE FIRST SEMESTER?

Your first semester is designed to give you the essential (“core”) skills that you’ll need to make good progress throughout your college career. That’s why we recommend that you start by taking your “core” courses (listed below). As you progress toward graduation, you’ll have the opportunity to choose more “electives” along with the courses that are required for your major and minor.

UNDECLARED MAJORS. If you’re entering college as an “undeclared,” student, you’re in good company! Many students are undeclared. In fact, you have until you’ve earned 45 credits (3-4 semesters) before you have to select a major.

Take advantage of your first few semesters to expand your horizons. Discuss your interests (and dislikes) with your Faculty Advisor or the Academic Counselor who are there to help you clarify your academic focus and course of study.

Here’s what a typical first semester might look like for a student with an “undeclared” major:

- Quest for Success (Fy100) (**See box below. Typically offered in the fall.**)
- English Composition (usually En101 or En150)
- Introductory (100 level) course from one of the majors
- Exploratory course or “core” course
- A “core” course to get more familiarized with technology or college academic expectations (For example, Introduction to Academic Computing IT150 or Effective Speaking En100)

DECLARED MAJORS. If you are entering college and want to focus on a specific course of study (major), read this section. Here’s what your first semester might look like:

- Quest for Success (Fy100) (See box below. Typically offered in the fall.)
- English Composition En101 or En150
- Introductory course in your major (if you know what your major will be) or an elective course
- Core classes (2)—to help you navigate college (such as IT150, a computer class), or to expand your knowledge in an area of personal interest (such as a music, art, or history). Look at the catalogue <http://www.svc.edu/academics/catindex.html> for “100” level classes to take.¹

WHAT IS *QUEST FOR SUCCESS*?

The first-year experience course, *Quest For Success (QFS)*, is typically required of all students with fewer than twelve (12) academic credits on the undergraduate level during their first semester at Southern Vermont College.

QFS familiarizes students with a range of essential core skills and knowledge necessary for success at all levels in a college setting while providing them with significant and stimulating learning experiences and challenges in a supportive and closely supervised educational endeavor. At its core, the course offers a structured academic and interpersonal educational experience with an integrated service-learning project either on or off campus as an essential element.

This three-credit course is letter graded and is instructed by specially selected and trained SVC core and adjunct faculty.

¹ See the “Questions and Answers” section at the end of the booklet for an explanation of the class levels.

If you **know** what you want to study, see the following recommended courses for each of the college's majors:

In general, new **Business** majors pursuing the Associate degree take these courses: Quest for Success (Fy100)... Management (Mg150)... English Composition I (En101)... Fundamentals of Academic Computing (IT150) or Math Core... Elective

In general, new **Business Administration/Sports Management** majors take these courses: Quest for Success (Fy100)... Fundamentals of Academic Computing (IT150)... Sports Management (Mg120)... English Composition I (En101)... Elective

In general, new **Business Administration/Management** majors take these courses: Quest for Success (Fy100)... Fundamentals of Academic Computing (IT150)... Management (Mg150)... English Composition I (En101)... Math Core... Elective

In general, new **Communications** majors take these courses: Quest for Success (Fy100)... Introduction to Mass Communications (Cm101)... English Composition (En101 or En150)... Effective Speaking (En100) *OR* Fundamentals of Academic Computing (IT150) *OR* Math Core... Elective

In general, new **Creative Writing** majors take these courses: Quest for Success (Fy100)... Introduction to Creative Writing (Cw100)... English Composition (En101 *OR* En150)... Effective Speaking (En100) *OR* Fundamentals of Academic Computing (IT150) *OR* Math Core... Elective

In general, new **Creative Writing and English Studies** majors take these courses: Quest for Success (Fy100)... Introduction to Creative Writing (Cw100)... Introduction to Literature (En103) *OR* another Literature course... English Composition (En101 *OR* En150)... Effective Speaking (En100) *OR* Fundamentals of Academic Computing (IT150) *OR* Math Core *OR* Elective

In general, new **Criminal Justice** majors (Bachelor's and Associate's) take these courses: Quest for Success (Fy100)... Introduction to Criminal Justice (Cj101)... Fundamentals of Academic Computing (IT150)... English Composition I (En101)... Math Core

In general, new **English** majors take these courses: Quest for Success (Fy100)... English Composition (En101 *OR* En150)... English (En103) *OR* (En220) *OR* (En221) *OR* (En222)... Effective Speaking (En100) *OR* Fundamentals of Academic Computing (IT150)... Math Core

In general, Build the Enterprise students pursuing an **Entrepreneurship and Management** major take these courses²: Quest for Success (Fy100)... Macroeconomics (Ec200)... Introduction to Accounting/Financial (AC101)... Organizational/Management Theory (Mg150/Be150)... English Composition I (En101)

In general, new **Healthcare Management and Advocacy** majors take these courses: Quest for Success (Fy100)... Introduction to Healthcare (Hc101)... English Composition I (En101)... Psychology (Py150)... Human Biology (Ns120)

In general, new **History and Politics** majors take these courses: Quest for Success (Fy100)... American History (preferred) *OR* Western Civilization *OR* Sociology... Fundamental of Academic Computing (IT150)... English Composition I (En101)... a Math core

In general, new **Human Services** majors pursuing an Associates degree take these courses: Quest for Success (Fy100)... Interviewing and Counseling (Py103)... Psychology (Py150)... Fundamentals of Academic Computing (IT150)... English Composition I (En101)

In general, new **Liberal Arts** majors (Bachelor and Associate degrees) take these courses: Quest for Success (Fy100)... English Composition (En101 or En150)...two (2) of the following: Math Core *OR* Fundamentals of Academic Computing (IT150) *OR* Effective Speaking (En100)... Elective (related to the major)

² BTE students select one of three concentrations — Building The Sustainable Enterprise, Doing Business in the Global Environment, or Knowledge Organizations and Knowledge Management — at the beginning of their third year of study.

In general, new **Liberal Arts/Management** majors take these courses: Quest for Success (Fy100)... Management (Mg150)... Fundamentals of Academic Computing (IT150)... English Composition (En101)... Psychology (Py150) *OR* Sociology (So100) OR elective

In general, new **Nursing** majors take these courses: Nursing I (Nu150)... Medical Microbiology (Ns240)... other general core requirement

In general, new **Pre-Nursing** majors take these courses: Quest for Success (Fy100)... Anatomy and Physiology I with Lab (Ns235)... Math Core... English Composition I (En101)... Fundamentals of Academic Computing (IT150)

In general, new **Pre-Radiologic Science** majors pursuing a B.S. degree take: Quest for Success (FY100)... English Composition I (EN101)... Introduction to Academic Computing (IT150)... a humanities or social science course... Introduction to Algebra (if not prepared sufficiently for College Algebra)

In general, new **Psychology** majors take these courses: Quest for Success (Fy100)... Introduction to Psychology (Py150)... English Composition I (En101)... Fundamentals of Academic Computing (IT150)... Math Core

GRADUATION REQUIREMENTS

The requirements for successful completion of a **bachelor's degree** include:

- ✓ 120 credits in a program of study, including 45 in the general core (see p. 12)
- ✓ a minimum grade-point average of 2.0 (C); some majors have a higher GPA requirement
- ✓ a minimum of 60 graded credits earned at Southern Vermont College



Students who plan to earn a bachelor's degree must declare their major prior to the completion of 45 credits. Students must declare a minor no later than the completion of 60 credits.

The requirements for successful completion of an **associate's degree** include:

- ✓ 60 credits in a program of study, including 24 credits in the general core (see p. 12)
- ✓ a minimum grade-point average of 2.0 (C); some majors have higher cumulative requirements
- ✓ a minimum of 30 graded credits earned at Southern Vermont College

Students must be enrolled in an associate's degree program or declare their major upon earning 45 credits. If a student has exceeded 45 credits, s/he must file a written appeal with the Provost.

“NO SHOWS” ARE A NO-NO!

Think you can get good grades if you're a casual class attendee?

Think again!

“Showing up” is a critically important part of doing well in college. When you're absent or late for class, you miss out on what's going on. In addition, your classmates learn less because you aren't there to add your voice to the discussion.

SVC's instructors have policies that set standards for class attendance. Students who do not meet those standards may receive a reduction in grade or may be withdrawn from the course. Be sure you understand these policies before you decide to skip class, no matter what the reason!



| COURSE REQUIREMENTS FOR THE BACHELOR'S DEGREE | Credits |
|--|-----------------|
| Quest for Success: The First Year Experience (Fy100) – See below | 3 |
| Fundamentals of Academic Computing (IT150) | 3 |
| Macro-Economics (Ec200) | 3 |
| Effective Speaking (En100) | 3 |
| English (En 101 and En102 or En150 and approved En or Cw course) | 6 |
| Environmental Issues Requirement (select 1): *Ev102 *Ev200 *Ev220 *Ev250 *Ev302 *Ev303 | 3 |
| History and Politics (select 1): *Hp200 *Hp201 *Hp206 *Hp207 *Hp208 *Hp209 *Hp210 | 3 |
| Humanities (select 2): *Ar201 *Ar202 *Cm101 *Cm110 *Cw100 *Cw200 *Cw215 *En103 *En203 *En204 *En205 *En206 *En209 *En215 *En220 *En221 *En222 *En223 *En250 *En260 *En311 *En315 *En316 *En317 *Hu200 *Hu204 *Hu240 *Mu107 *Mu210 *Mu215 *Mu216 *Mu217 | 6 |
| Math (at or above 100 level) | 3 |
| Natural Sciences (select 1): *Ev102 *Ns101 *Ns102 *Ns200 *Ns235 | 3 |
| Philosophy/Ethics (select 1): *Ev308 *Mg320 *Ph200 *Ph240 *Ph250 *So206 | 3 |
| Social Sciences (select 2): *Cj101 *Py150 *So100 *So150 *So201 *So202 *So250 | 6 |
| Total General Core Credits | 45 |
| Major | Variable |
| Minor (required in some majors) | 18 |
| General Electives | Variable |
| Total Minimum | 120 |

| COURSE REQUIREMENTS FOR THE ASSOCIATE'S DEGREE | Credits |
|---|-----------------|
| Quest for Success: The First Year Experience (Fy100) – See above | 3 |
| Fundamentals of Academic Computing (IT150) | 3 |
| English (En 101 and En102 or En150 and approved En or Cw course) | 6 |
| Humanities (select 1): *Ar201 *Ar202 *Ar230 *Cm100 *Cw101 *Cw110 *Cw215 *En100 *En103 *En203 *En204 *En205 *En206 *En209 *En215 *En220 *En221 *En222 *En223 *En250 *En260 *En311 *En315 *En316 *En317 *Hu200 *Hu204 *Hu240 *Mu107 *Mu210 *Mu215 *Mu216 *Mu217 | 3 |
| Math (at or above 100 level) | 3 |
| Natural Sciences (select 1): *Ns101 *Ns102 *Ns200 *Ns235 | 3 |
| Social Sciences (select 1): *Cj101 *Hp200 *Hp201 *Hp206 *Hp207 *Hp208 *Hp209 *Hp210 *Py150 *So100 *So150 *So201 *So202 *So250 | 3 |
| Total General Core Credits | 24 |
| Major | Variable |
| General Electives | Variable |
| Total Minimum | 60 |

CREATING YOUR USER NAME AND PASSWORD

1. Visit the SVC Scholar Portal http://www.svc.edu/pr/index.html?release_id=614 and read the directions to **create your user name and password**. The Scholar Portal can also be found on SVC's Home Page on the left, under "Current Students".

Remember: Your user name and password are **case-sensitive** — so always use the upper/lower case letters you originally created each time you log in.

2. **Write down** your user name and password and keep them in a handy place.
3. If you've **forgotten your password**, repeat step #1 (above) and, in the lower left of the box, click "*recover password*." The system will send a new password to the email address on your record. Copy and paste the new number onto the password section of the login screen. Enter your user name and click "*submit*." You may change your password again after you login.

Note: You will use the same user name and password for Moodle, the college's learning management software.

FINDING YOUR COURSE SCHEDULE ONLINE:

1. Once on http://www.svc.edu/pr/index.html?release_id=614, click "*Online Registration: SVC Scholar Portal*" and input your user name and password.
2. Your welcome page, with your name at the top left, will pop up. Make sure that "*2011 Fall*" (or appropriate semester) is in the box labeled "*Semester*." If not, click the down arrow (↓), put your cursor on the correct semester, and click your selected semester with your mouse.
3. You will see your registered courses under "*My Courses*." To make a hard copy, click "*printable version*" (lower left).
4. "*Log out*" to protect your personal records.

WANT (OR NEED) TO CHANGE YOUR COURSE SCHEDULE?

1. On far left vertical NAV bar, **click** "*All Courses*" to see the course roster for the semester you have selected. All first semester freshmen must contact their faculty advisor or the Registrar before making any online changes to their schedule or if there are any further questions.

Consult with your faculty advisor about course selections each and every semester throughout your college career before you register for courses. This will ensure that you are meeting all requirements, both for your major and for graduation.

ORDER YOUR TEXTBOOKS:

If you decide to order your textbooks through SVC, follow these online directions:

1. Go to the SVC home Page (<http://www.svc.edu/>) and click on the "*SVC Bookstore*" on the left-hand vertical NAV bar.
2. On the "*Bookstore and Campus Shop*" page, click on the "*Virtual Bookstore*" <http://www.svc.edu/bookstore/index.html> and click the blue "*Order my Books*" tab.
3. If you're paying by credit card, make sure that there's a dot (•) in the circle next to "*credit card*" before pressing "*continue*."
 - Click the down arrow (↓) and put your cursor on the correct semester (also called "*term*"). Click with your mouse and then press "*continue*."
 - Using the hard copy of "*My Courses*", click the "*add*" square to insert a checkmark (✓) next to your fall courses and (at the far right) click "*Submit Course Selections*."



- Your order will be placed automatically and securely charged to the credit card on file.
4. If you will be paying for your textbooks using a “*School Voucher/Student Financial Aid*,” click that circle so that a dot (·) appears in the circle.
- Enter your **STUDENT ID** and **VOUCHER ID** (in **ALL CAPS**) to access your SVC Student Financial Aid. (Include any leading zeros in your STUDENT ID.) You may then place your order. If the amount exceeds your available funds or is not covered, you will be asked to enter your credit card information in order to complete the purchase.
 - Please call 800-325-3252 if you require further assistance.

Do we have your correct contact information? In the left-hand vertical NAV bar, click “*Profile*” to confirm that our records are correct. If not, make the necessary changes and then click “*Update Settings*” at the bottom (left) of the page. Click “*Return to Your Courses*” to get back to your course schedule.

If you decide to rent or purchase used textbooks:

- For example, to rent textbooks: Chegg.com, Skoobit.com, CampusBookRentals.com
- For example, to buy used textbooks: half.com, abebooks.com, amazon.com

While SVC cannot recommend or endorse a particular site, students at other colleges report having used the above (among others) at their own risk.

SPECIAL STUDIES PROGRAMS

Students in good standing can take advantage of these special program opportunities.

- **Individualized Degree Programs:** for the student who has special academic interests or career goals and has typically completed college-level work elsewhere. Such a student creates a degree program from courses within the scope of the College’s academic offerings.
- **Independent Study Programs:** for the serious student who meets certain academic requirements and wants to pursue a subject area in far more depth than would ordinarily be possible. These research-oriented courses require frequent communication between the student and instructor.
- **Accelerated Law Degree (Juris Doctor) at New York Law School Program,** with an accelerated (3-year) undergraduate program at SVC. See http://www.svc.edu/academics/ny_law_school_accel_prep.html for the demanding entry and course requirements.
- **Service-Learning Program:** for the student who wants to apply newly acquired skills and knowledge to real-life situations in their own communities. These organized service experiences meet actual community needs while satisfying a course’s learning objectives.
- **Internship and Practica Programs:** for the student who wants field experiences while building professional networks along with their resumes. Requirements, procedures, and academic credits vary by department. (See also page 17.)
 - **An internship** provides a student with an opportunity to experience “real world” professional work while in an academic setting. These are typically done in the fall or spring.
 - **A practicum** allows a student to integrate an advanced seminar with professional experience and is designed to give him/her academic guidance and support in a professional area.
- **Study Abroad Programs:** for the student who wants an international experience (usually the spring of junior year or the summer between junior and senior years) within the major.

Build the Enterprise (BTE) students in the “Doing Business in the Global Environment” concentration are able to travel as a group to China to work in Chinese business during the academic year.



ARE YOU A HIGH SCHOOL STUDENT?

The **Vermont State Colleges Dual Enrollment Program** allows academically prepared high school seniors (and highly qualified juniors) to earn college credit while still in high school or the summer after they graduate. Through the program, eligible students may take one college course, tuition free at Southern Vermont College. High school students who are interested in taking courses at SVC through the Next Generation Initiative should contact their guidance counselor or SVC.

THE LIBRARY AND INFORMATION RESEARCH LABORATORY

The library provides both and electronic resources to support the curriculum, and houses the Webster Information Research Laboratory (WIRL), a gift from The Edwin S. Webster Foundation. Friendly, accessible library staff is available to assist research and to teach lifelong information gathering skills.

This elegant space provides quiet places for research, study, and reading, aided by a wireless computer network and high-quality printing. It is also a popular location for group study. The library also houses numerous textbooks on reserve that can be used, as needed, in its rooms; check the list at the library's front desk to see if a textbook that you need is on reserve.



BALANCING WORK WITH “PLAY”

College is also about enhancing your experience through involvement in campus activities, embarking on new adventures, and forming friendships to last a lifetime. Although SVC's campus is small, we offer a wide variety of the social, cultural, and educational activities you would expect from any college or university.

*Adventure Club... Alpha Chi (Honor Society)... Alternative Spring Break (ASB)... Big Brothers Big Sisters...
Colleges Against Cancer... Criminal Justice Club... Environmental Club... Everett Edition... Golf Club...
Japanese Culture and Animation Club... Mad Hatters Drama Club... MooseCorps...
Mountaineers Committed to Leading Others to Valuable Information Now (MCLOVIN)...
Mountaineer Maniacs... Nursing Club... PRIDE... Radiology Club... Ski & Snowboarding Club...
Student Activities Squad... Student Government Association (elected)*

Do you want to learn more about a club or an organization? Are you interested in starting one yourself?
Contact the Office of Student Involvement and Leadership at 802-447-6328 or ksears@svc.edu.

DIVISION III ATHLETICS (“MOUNTAINEERS”)

*Basketball, soccer, volleyball, baseball, softball, cross country
Rugby (club sport)*

**For information about athletics,
contact Coach Michael McDonough at (802) 447-4658 or mmcdonough@svc.edu.**



ACADEMIC SUPPORT SERVICES

ACADEMIC ADVISING

There are many professionals who are ready and able to help you on the path toward academic success. Two of the most important are your Faculty Advisor and the Academic Counselor.



Your Faculty Advisor is an instructor in your major who helps you shape a college career that moves you toward your future goals. (See page 18 for more information.) Faculty Advisors and advisees (you!) are partners in the advising process. Here are the responsibilities you have as an advisee:

- **Make — and keep — appointments with your advisor.** Be prompt and come prepared with all necessary information and documents.
- **Develop your own personal advising file.** This will contain the *College Catalogue* and copies of all documents related to your academic history at SVC (e.g., semester course schedules, submitted add/drop forms, submitted course withdrawals forms, etc.)
- **Ask questions, even if you think they are “stupid”.** If you don't understand a policy or procedure, keep asking until it's crystal clear. Know who's responsible for implementing the policy or seeing that the procedure is carried out.
- **Develop a long-range plan of study — but don't do it alone.** Consult frequently with your advisor who can guide course selection over multiple semesters.
- **Understand all requirements** of your major, minor, and other programs of study — whether it's for your degree or college recognition. Meeting those requirements is your responsibility.
- **Observe deadlines** for registration, dropping/adding classes, application for graduation, etc.
- **Keep your advisor informed** about changes in your academic progress, course selection, and academic/career goals.
- **Make sure your records are accurate.** Review your “degree audit” with the Registrar to make sure you are on academic track.
- **Stay connected!** Go to your college mail box and also read email on svc.edu every day.

The Academic Counselor, a member of the Success Center, is a “bridge” between students with academic (and related) challenges and their instructors and/or college administrators. As your advocate, the Academic Counselor works hard to make sure that things turn out “OK” for you. Whether you make regular appointments or drop in, this professional offers a sensitive listening ear and keen problem-solving skills when the need arises.

More serious issues that require professionally-trained therapists are referred to the Wellness Center.

AGREEMENTS WITH COMMUNITY COLLEGES AND GRADUATE SCHOOLS

Southern Vermont College has transfer/articulation agreements with a number of **community colleges**. Students who plan to transfer to SVC after community college can select courses at these community colleges, thereby allowing students to transfer any many credits as possible into the corresponding programs at SVC in order to meet our curricula requirements.

SVC also accepts Assessment of Prior Learning credits from Community College of Vermont, thereby giving students an opportunity to earn college credit at SVC for prior learning acquired either on the job or in other settings.

SVC also has transfer/articulation agreements with numerous **graduate schools** for advanced study in business, organizational management, physical therapy, health services, counseling and community psychology, and law (see page 14). For detailed information, contact our Admissions Office or speak with our Registrar.

THE SUCCESS CENTER

Since 1978, the Success Center has helped thousands of students realize their dreams of earning college degrees. As the primary office of academic support at Southern Vermont College, the Success Center provides a wide range of services that help students get the most out of their college years — whether they are struggling in class or want to progress from “good” to “great.” With our main office in Room 340 on the third floor of Everett Mansion, the Success Center’s services — provided **free of charge** — are delivered by a sensitive, dedicated, and skilled staff.

According to the American Council on Education, college students who use academic support services on campus have demonstrably increased grade-point averages (GPAs) than students who go it alone.

The Success Center also houses TRiO, a federally-funded program that provides enhanced support to targeted individuals — the first in their families to go to college, from low-income households, and/or having a documented disability — as they progress toward graduation.



SUPPORT SERVICES

The Learning Cooperative provides tutoring and writing help for students who ask for assistance. It also offers an online discussion board where students share study tips and ask questions.

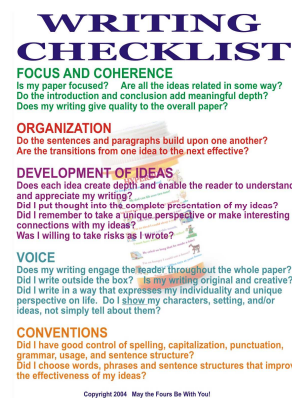
- **The Tutorial Program:** free tutoring for all students who request assistance. Peer tutors are students who have been recommended by SVC faculty and trained by the Tutor Coordinator.
 - **Walk-In Tutorials:** provided by the Tutor Coordinator and peer tutors who are proficient in a wide variety of subjects. Walk-in tutorials are available five days a week and some evenings. No appointments are needed.
 - **Study groups:** organized by the Tutor Coordinator for several core courses and facilitated by a student leader who meets regularly with the group to review class work and prepare for tests. Students can speak to the Tutor Coordinator if they would like to have a study group added for a particular class or if they would like to start a study group.
 - **Workshops:** for special skills review such as proofreading, note taking, textbook reading, spelling, and study techniques. The dates and times are announced in advance.
- **The Writing Center:** staffed by professionals and peer writing tutors, working with students who are at any stage in the writing process — from selecting a topic and developing an outline to writing the first and final drafts of a paper.

The Peer Mentor Project, a student leadership initiative, helps incoming students become acclimated and adjusted to the campus and college life. New students are matched with peer mentors (upper-class students) who have demonstrated solid academic achievement and leadership skills throughout their careers at SVC. This special relationship gives new students a shoulder to lean on while learning the ropes on campus.

If you haven't been assigned a peer mentor and would like one, call the Success Center 802-447-6375.

The Learning Differences Support Program (LDSP) offers a supportive environment for students with special educational needs or disabilities that are documented. A student should disclose this information within the first two weeks of the semester to ensure the best use of these resources. Note that information related to a student's special need or disability will be kept confidential.

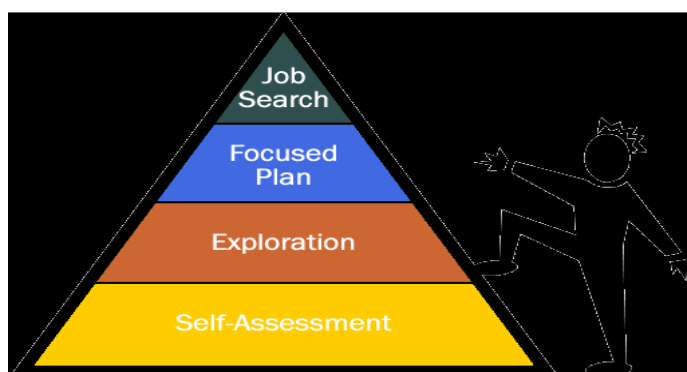
Tailored to individual needs, services may include regularly scheduled tutorial sessions; content area academic support; exploring individual learning styles and compensatory strategies; study techniques, note taking strategies, and time



management/organizational skills; extended time for exams; access to textbooks on tape; academic pre-advising; and a reduced course-load option.

The Learning Differences Support Program has a variety of technologies that can assist students with a documented disability. These technologies include **Livescribe pen** (recording sounds while you write); **iPod touch** (with programs related to flashcards, alarm clocks, calendars, and “to do” lists); **iPod nano** (to combine a visual image with a verbal description); **Kurzweil 3000** (converting scanned or downloaded computer-based text into speech and highlight or adding notes to text); **digital voice recorders**; **Dragon Naturally Speaking** (converting voice into text); and **Bose noise-cancelling headphones**.

The Career Development Office assists students and alumni/ae during their college and afterwards, at any stage of their career. Students are encouraged to visit this office early in their college experience to assess their interests and begin to explore career options. Services include career assessments (Strong Interest Inventory, and Myers Briggs Type Indicator), career planning, summer and part-time employment postings, academics (choosing or changing a major, graduate school counseling); and job search (strategies, resume and cover letter writing, interview skill-building and mock interview sessions).



Internships and practica are coordinated to assist students in gaining real world experience in the fields they are interested in for academic credit. Students may take an internship during the semester, or over summer break. Internships help students develop skills that employers value, enhances the resume for full-time positions, and builds a network of professional contacts. The office of Career Development also hosts a graduate school fair in the fall, and career & internship fair, and mock interviews in the spring.

THE SUCCESS CENTER WORKS!

Two decades of data show that students who use our services have a better chance of completing their college degrees successfully.

Staff:

Sylvia Jimison, Success Center Director, Associate Academic Dean — sjimison@svc.edu (802-447-6372)

Kitty Farnham, Administrative Assistant — kfarnham@svc.edu (802-447-6375)

Catherine Burns, Tutor Coordinator — cburns@svc.edu (802-447-4674)

Rosalie Fox, Academic Counselor — rfox@svc.edu (802-447-6397)

Denise Spencer, Director of Career Development and Internships/Practica — dspencer@svc.edu (802-447-4631)

David Lindenberg, Learning Differences Coordinator — dlindenberg@svc.edu (802-447-6360)

Stefano Donati, Learning Differences Assistant — sdonati@svc.edu (802-447-6364)

Jennifer Nelson, Professor of Mathematics and Math Tutor — jnelson@svc.edu (802-447-6327)

Michael Goodwin, Director of Counseling Services — mgoodwin@svc.edu (802-447-6343)



QUEST FOR SUCCESS (QFS): The First-Year Experience

, the first-year experience course, is required of all students who enter Southern Vermont College with fewer than twelve undergraduate credits. The course provides students with significant and stimulating learning challenges in a small, supportive, and closely supervised educational endeavor. *Quest for Success* asks students to confront important questions, to engage one another, their professors, and community partners in dialogue, and to synthesize all they experience academically, socially, and psychologically. At its core, the course offers a structured academic and interpersonal experience with an integrated on-campus or off-campus service-learning project. This three-credit course is letter-graded and is instructed by specially selected, prepared SVC faculty.

Staff

Daniel Cantor Yalowitz, Ed.D, *Associate Dean and Director*
Albert DeCiccio, Ph.D., *Provost*

Faculty

Albert DeCiccio, Ph.D., *Provost*
Eric Despard, *Adjunct Professor, Humanities Division*
Tracey Forrest, *Adjunct Professor, Humanities Division*
David Lindenberg, *Coordinator of the Learning Differences Support Program, SVC Success Center*
Greg Winterhalter, *Associate Professor, Humanities Division*

QFS Sections for Fall Semester, 2011

SECTION FY100/01: EXPLORING FACES OF DIVERSITY: BUILDING THE “I AM...I AM FROM...” EXHIBIT AT THE BENNINGTON MUSEUM

Instructor: Al DeCiccio

Class meeting times: Mondays (9:10-11:15am)
and Wednesdays (9:10-10:05am)

Campus meeting location: Hunter Hall Conference Room

Service-learning site: The Bennington Museum,
75 Main Street



Exploring the Faces of Diversity will be a collaborative effort on the part of students, their professor, and The Bennington Museum — all proud partners in this first-in-the-nation project. Students will benefit from the assistance provided by the staff at The Bennington Museum, particularly its executive director, Stephen Perkins. The class will also be helped by the support of Ancestry.Com and FamilyTreeDNA.com as well as by Dr. Henry Louis Gates, Jr., a world-renowned scholar and professor from Harvard University.

The displays in the exhibit will be finished products of a process that will take students on a dynamic exploration of their personal and family roots. This journey will resemble those Gates reported for the individuals highlighted in his own PBS documentaries *African American Lives* (2006), in *Finding Oprah's Roots*, *Finding Your Own* (2007), and in the more recent documentaries *Faces of America* (2010). All exhibitors will trace their roots by recording oral histories and documenting them through genealogical research, which will include vital records searches and online investigations. Finally, you will undergo DNA swab testing; and the DNA results will provide scientific of your ancestries.

Join us for a fantastic trip into your past, present, and future.

SECTION FY100/02: STORIES, GLORIES, AND CHALLENGES OF AGING: AT WORK AND AT HOME WITH BENNINGTON'S PROJECT INDEPENDENCE AND THE VERMONT VETERAN'S HOME

Instructor: Greg Winterhalter

Class meeting times: Mondays (9:10-11:15am) and
Wednesdays (9:10-10:05am)

Campus meeting location: Bennington Center for the Arts
(Gallery 4), 44 Gypsy Lane

Service-learning site: Vermont Veterans Home,
325 North Street, Bennington



This class will enable students to get to know elders at one of two venerable Bennington sites (a day care program and a residential program) through shared stories and opportunities to talk, walk, and create as they develop meaningful relationships.

In developing an intergenerational connection between themselves and the senior citizens, students will develop and refine a range of excellent interpersonal communication and helping skills. As students actively explore their lives in a new milieu, so, too, will they have this very special opportunity to understand, appreciate, and acknowledge the lives of others quite different from theirs?

In getting to know program participants in these two settings, students will become intimately more familiar with the ethnic, social, historical, and cultural backgrounds they share. Stories, Glories, and Challenges of Aging creates a very special opportunity through which oral stories of growth, life, change, and aging are explored beyond books to deepen the human connection.

SECTION FY100/03: BRIDGING GENERATIONS: PAW PALS: DEVELOPING PERSONAL RELATIONSHIPS WITH ELEMENTARY-AGED CHILDREN AT POWNAL ELEMENTARY SCHOOL

Instructor: Eric Despard

Class meeting times: Mondays (10:25-11:15) and
Wednesdays (10:20-12:25)

Campus meeting location: Bennington Center for the Arts (Gallery 5),
44 Gypsy Lane

Service-learning site: Pownal Elementary School,
94 Schoolhouse Road, Pownal



Become a PAW PAL (a mentor to a student at Pownal Elementary School, VT) and experience the rewards of building a relationship that impacts both the student and the greater community. Students in this class will have opportunities to share in the joy of activity-centered learning, one-to-one tutoring, social or emotional guidance, and athletic development.

Each PAW PAL will be assigned a child or a classroom of children and will engage in hands-on, educational experiences throughout the semester. The Pownal class meets weekly during lunch and recess, a time when children benefit most from positive interactions and attention. Readings based on the impact of mentoring, positive role-modeling, public education, and child development further support and underscore the importance of this form of service learning that “bridges generations.”

If you are particularly interested in working with young children and learning about their interests and lives, this service-learning project is for you!

SECTION FY100/04: LIGHTS, CAMERA, ACTION: LEARNING TO WORK IN A DIGITAL TV WORLD

Instructor: David Lindenberg

Class meeting times: Wednesdays (10:20-12:25pm)
and Fridays (10:20-11:15am)

Campus meeting location: Bennington Center for the
Arts (Gallery 4), 44 Gypsy Lane

Service-learning site: CAT-TV, 625 Main Street, Bennington



In collaboration with Catamount Access Television (CAT-TV) of Bennington, students in this QSF section will learn to film and edit short pieces. They will address how this technology is used to communicate a range of community issues and information while serving the SVC campus as apprentice directors, producers, and screenwriters. Using digital video, students will develop new and multiple perspectives to address various concepts and challenges, both personal and professional.

This class represents a special opportunity for students to become familiar with professional-quality television and video technologies. At the same time, Lights, Camera, Action will show students how to use these technologies to provide quality stories and information for large audiences. Staff from CAT-TV will serve as mentors to students in this section as they develop the intellectual, social, and physical skills to become knowledgeable about vital facets and aspects of digital television and video technologies in a community setting.

SECTION FY100/05: TAKING THE NEXT STEPS: MAINTAINING AND SUSTAINING THE SCV/BENNINGTON MEDITATION GARDEN

Instructor: Tracey Forrest

Class meeting times: Mondays (12:40-2:45pm) and
Wednesdays (12:40-1:35pm)

Campus meeting location: Hunter Hall Conference Room

Service-learning site: SVC/Bennington Meditation Garden



Just in time to celebrate the Everett Mansion's 100th birthday, this class has the opportunity to rebuild, beautify, and create a plan that sustains one of the most special places on campus, the SVC/Bennington Meditation Garden, which is just to the side of the Mansion. In Taking the Next Step, students will work together to recreate the magic and the serenity of this space as originally conceived by a previous Quest for Success class and course professor several years ago.

Beyond creation, construction, and touch-up, the class will also reach out to both the campus and local communities in order to locate and orient "community partners" for assuming ongoing maintenance, sustenance, and stewardship responsibilities for the beautification of this sacred spot on our campus. The class will also create campus-wide and community events to highlight SVC's Meditation Garden and will generate printed materials toward this effort.

If you're interested in design, the arts, teamwork, and being out in the natural world, working in and with the elements, this Quest for Success project fits the bill perfectly!

GOT QUESTIONS ABOUT ACADEMICS?



As the saying goes, “there’s no such thing as a stupid question.” In other words, it’s likely that there are other new students who have the very same questions or concerns that you have about academics at SVC. Find a few questions (below) that come to mind.

How do I find out who my Faculty Advisor is? Every student has a Faculty Advisor.

If you enter SVC knowing your major, you will be assigned to a Faculty Advisor who is always a faculty member in your area of study. To find out who your Faculty Advisor is, be in touch with your division head. (See pages 5-7 for his/her contact information).

If you enter SVC with an “undeclared” major, you will be given a temporary Faculty Advisor assignment until you declare your major (no later than the end of your second year, if you are pursuing your bachelor’s degree). At present, members of the Humanities Division are advising these students.

What do the letters and numbers mean before the course titles? Courses are designated numerically as 100-level, 200-level, 300-level and 400-level to indicate increasing levels of difficulty. For example, 100-level and 200-level courses may be considered introductory and therefore appropriate for first-year and sophomore students. On the other hand, 300-level and 400-level courses are more advanced courses in a department and more appropriate for junior and senior majors and minors. That’s why 300-level and 400-level courses often have prerequisites.

What is a “prerequisite”? A prerequisite is a course (or courses) that you need to take before you can take certain other courses. Why? Because the higher-level course builds upon the knowledge you gained in the lower level (prerequisite) course.

What is a “syllabus”? A syllabus (pronounced “sill-eh-bus”) A syllabus is a document, written by a professor that contains an overview of a college course. It’s an important key to success. Use it as a time management tool and put every important date in your planner right away³.

Distributed on the first day of class, the syllabus usually contains the following information:

- the course title and days/times the course is held
- the professor’s name and contact information
- course expectations (including attendance and grading policies)
- course topics (including readings and homework assignments)
- Due dates (tests, reports, research papers, etc.)
- Required texts and other materials

What’s the “general core”? The general core courses provide the breadth of learning necessary to meet the challenges of a lifetime of independent and creative thinking. All students at SVC are required to take certain core courses in addition to the courses required by their chosen degree programs.

How many courses should I take? A course load of 12 or more credits is considered full-time. Traditional-aged students generally take five (5) 3-credit courses that total 15 academic credits.

What happens if I take only four courses? Since a load of 12 or more credits is considered full-time, a four-course (3-credit/each) schedule is a viable option for students who need to be full-time but have a lot of other commitments. Since 120 credits are needed to graduate, students who choose to take four courses during one or more semesters will have to make up courses during the summer session or in extra semesters of study.

Can I drop, add, or withdraw from a class during the semester? Yes, you can drop or add classes with no academic or financial penalty but only during the 10-day “Drop/Add” period. If you decide to withdraw from a class before the drop/add period ends, you will receive a “W” on your transcript; however, this “W” will have no impact on your GPA (but may affect your ability to receive financial aid if you end up with less than 12 course credits). If you withdraw after April 1, you will fail the course. Call your advisor and the financial aid office if you are thinking about adding, dropping or withdrawing from a class. Note that an instructor may withdraw a student from his/her course due to inadequate or non-performance without the student’s permission.

³ Adapted from <http://homeworktips.about.com/od/preparingforcollege/qt/syllabus.htm>

What should I do if something gets in the way of my studies? In a word, “communicate”! If an emergency occurs or something else affects your ability to attend class or turn assignments in on time, tell your faculty advisor and professor as soon as possible. You may be required to provide documentation and then develop a plan to make up anything you’ve missed.

May I complete my degree on a part-time basis? Yes, a student may elect to pursue his/her degree on a part-time basis (less than 12 credits) with guidance from the Faculty Advisor. Remember: If you choose to enroll on a part-time basis, you cannot live on campus in a residence hall.

How do I declare or change my major? Make an appointment with your faculty advisor to discuss your goals and, if approved, fill out a “Change of Major” form. Note that some programs require an application and acceptance process and have specific GPA requirements prior to admittance.

Why is my GPA important and how do I calculate it? Like it or not, your GPA (grade point average) is an indication of how much you are learning and retaining in your courses. Here are a few reasons why keeping your GPA as high as possible should be a top priority:

- Certain majors (notably, nursing and radiologic science) require that students maintain a minimum GPA in order to remain in those courses of study.
- Your GPA helps qualify you for financial aid, grants, scholarships, and awards.
- Students whose GPA falls below 2.0 are placed on academic probation which limits other opportunities such as eligibility to play on varsity sports teams.
- A high GPA also makes you more competitive for graduate school admission and other professional advancement opportunities.

To learn more about GPAs, see pages 21-23 and <http://www.svc.edu/academics/cat10/cat10-11.pdf> (page 129 of the Course Catalogue).

What does it mean if I get a “referral”—and what should I do about it? A “referral” is a heads-up from your instructor that you’d do better in class with some additional assistance. Maybe you’d be less anxious if you had a few tips on test-taking... or write a clearer paper with the help of an extra set of eyes...or get some tutoring help with concepts that you haven’t been able to understand. SVC has free services to help with academic challenges. Read your referral form carefully and take action immediately!

What if I fail a course? Can I repeat it? If you fail a class, you can retake that same course at Southern Vermont College. However, it’s important to note that, when you retake a failed course, grades for both attempts will show on your transcript but only the new grade will be calculated in your GPA.

How can I avoid academic difficulty? If you find that you can’t do it alone, come to the Success Center for academic support! The Center provides a variety of services that include writing support, tutoring, peer mentoring, career counseling, special needs services, academic counseling, internship placement, and special programs that build skills that are essential to success.

What’s an “academic warning”? A warning is given in an “Academic Status Report” the *first time* a student’s semester grade point average in a single course falls below a 2.0—the minimum standard of academic achievement. Although their overall grade point average may be above a 2.0, this early warning report alerts students that they are placing themselves in academic jeopardy, should their academic performance continue to remain below the college’s standard.

What’s “academic probation”? Academic probation is a time period when all parties—the student, his/her parents, course Instructors, and College Administration—come together to support and help the student get back on track. A student is put on academic probation when his/her GPA falls below a certain level. The Provost then directs the student to take certain action steps to improve his/her academic performance.

Final grades and the student’s cumulative GPA determine whether the student continues on probation for the following semester or is subject to possible academic dismissal. Note that if a student has signed a waiver, his/her parents would see the probation letter and information.

Students on academic probation become ineligible to play Division III sports or enjoy other College privileges; and academic failure can jeopardize their eligibility for financial aid. See our *Course Catalogue* <http://www.svc.edu/academics/catindex.html> for details.

Can I be dismissed due to poor academic performance? Yes, you can be asked to leave SVC — but let’s hope it never comes to this! A student will be academically dismissed from the College in cases of blatant neglect (too many absences from class, poor academic preparation for a course, failure to turn in assignments), a demonstrated inability to do college-level work, and/or poor academic achievement.

ANSWERS TO QUESTIONS ABOUT YOUR GPA

What’s a “GPA”? GPA is your “Grade Point Average” – the average of all the grades you earned in a semester. As the semesters go on, the Registrar calculates your **Cumulative GPA** -- the average of all of your GPAs for all semesters throughout your college career.

How do I translate my “letter grades” into “grade points”? Each letter grade you receive in a course is equal to a grade point number that’s used to calculate your GPA: A = 4... A- = 3.7... B+ = 3.3... B = 3.0...B- = 2.7...C+ = 2.3...C = 2.0...C- = 1.7... D = 1.0... F = 0 ... WF = 0.

The following symbols are also used on grade reports but carry no point value and are not considered in calculating the GPA: I (Incomplete); IP (In-Progress); NC (Non-Credit); P (pass); W (Withdraw); WX (Administrative Withdrawal); Z (EN101 continuing grade).⁴

How is my GPA calculated? Your GPA is calculated by dividing the total amount of grade points earned in a semester by the total amount of credit hours attempted that semester. (Each course is worth a certain number of credit hours.) A student’s GPA may range from 0.0 to a 4.0.

| Example Student Transcript | | | |
|--|--------------|------------------------------|--------------|
| Course | Credit Hours | Grade | Grade Points |
| Microbiology | 3 | B (= 3) | 9 |
| Micro Lab | 1 | B (= 3) | 3 |
| English 101 | 3 | C (= 2) | 6 |
| Mathematics | 3 | F (= 0) | 0 |
| | 10 | | 18 |
| 10 Total Credit Hours Attempted | | 18 Total Grade Points | |

To calculate this student's GPA, the total grade points (18) are divided by the total credit hours attempted (10).

⁴ A course with an “Incomplete” must be completed within six (6) weeks of the last day of final exams and is then assigned a grade by the instructor. A “Z” is a failing grade for English Comp (EN101) that remains on the student’s transcript without academic penalty; the grade for the course that’s repeated next semester becomes the student’s final grade. An IP (“In Progress”) grade also remains on the transcript without value; again, the letter grade earned in the second semester of the course becomes the final grade for the course.

| | | | |
|---------------------------------------|-------------------|----|--------------|
| Total Grade Points ⇒ | | 18 | |
| | <u>divided by</u> | | = 1.8 |
| Total Credit Hours Attempted ⇒ | | 10 | |

In this case, the student is on academic probation with a 1.8 GPA, because a 2.0 GPA (or a C average) is necessary to be in good academic standing

Why is it wise to retake a course you have failed? A failing grade can do serious damage to your GPA. That's why it's worth retaking that course (as soon as possible) for a higher grade. While the original "F" will remain on your official transcript, the newer (hopefully) higher grade will be used to re-calculate your GPA.

Let's look at the prior example and see what happens to this student's GPA when the math course is repeated and s/he gets a "B" that replaces the original "F". To calculate this student's GPA, the total grade points (27) are divided by the total credit hours attempted (10).

| Example Student Transcript | | | |
|--|------------------------------|----------------|--------------|
| Course | Credit Hours | Grade | Grade Points |
| Microbiology | 3 | B (= 3) | 9 |
| Micro Lab | 1 | B (= 3) | 3 |
| English 101 | 3 | C (= 2) | 6 |
| Mathematics | 3 | B (= 3) | 9 |
| | 10 | | 27 |
| 10 Total Credit Hours Attempted | 27 Total Grade Points | | |

| | | | |
|---------------------------------------|-------------------|----|--------------|
| Total Grade Points ⇒ | | 27 | |
| | <u>divided by</u> | | = 2.7 |
| Total Credit Hours Attempted ⇒ | | 10 | |

By repeating the math course and getting a "B", this student raised his/her GPA to 2.7 – much higher than the prior 1.8 GPA and well above the 2.0 GPA that's needed for most students to stay off academic probation.

Why is it wise to avoid failing a course? See the damage that an "F" can do to your GPA (above)! Do the best you can in every course so you don't have to waste time, money, and energy repeating a course!

Why is it important to have a high GPA? Having a high GPA helps you in many ways:

- You can keep merit-based scholarships.
- You can stay off academic probation and remain in activities (e.g., sports teams, student government, etc.) that are important to you.
- You can get into the major you want (if there's a minimum GPA that's required).
- You have a better chance of getting into the graduate school of your choice.
- You become more competitive in the job market. (Did you know that many employers ask job candidates about their college GPAs? A good GPA tells prospective employers that you can set goals and accomplish tasks.)
- You will feel pride in your accomplishments – important for positive self-esteem in life!

If I have others questions, who should I talk to? Faculty, staff and administrators can be reached in area code “802” at the “447” or “681” exchange followed by 4 digits. See below page!

| Question about: | Answer from: |
|---|---|
| Selecting courses | Your Faculty Advisor |
| Signing up for courses | Your Faculty Advisor for course permission and, if needed, the Registrar (802-447-6324) or Academic Counselor (447-6397). Online registration, UPON meeting with YOUR Faculty Advisor, after the FIRST semester. |
| Dropping, adding or withdrawing from a course | Your Instructor, Faculty Advisor and, if it impacts funding, the Financial Aid Director (802-447-6317) before contacting the Registrar (802-447-6324) |
| Selecting a major | Your Faculty Advisor and then the Chair of the Division in which you want to major. |
| Getting real-life experience in your field of study | Director of Career Development (802-447-4631) for internship placements and practica |
| Information on what you can do with your major after you graduate | Director of Career Development (802-447-4631) |
| Difficulty understanding course requirements | Your Instructor, the Division Chair and, as needed, the Success Center (802-447-6372 or 447-6375) |
| Academic assistance or difficulty | Your Instructor, Success Center (447-6372 or 447-6375) and, if needed, The Provost (802-447-6333) |
| Concerns about your student/teacher relationship | Your Instructor and, if needed, the Division Chair and, if needed, the Provost (802-447-6333) |
| Help with study skills, test prep or anxiety, writing assignments, make-up exams, etc. | Success Center (802-447-6372 or 802-447-6375) |
| Getting a peer mentor | Success Center (802-447-6372 or 802-447-6375) |
| Forming or joining a study group | Your Instructor or the Success Center’s Tutor Coordinator (802-447-4674) |
| Finding resource materials and reserve texts | Reference Librarians (802-447-6311) |
| A documented or suspected learning disability; special needs or accommodations | Learning Differences Support Program (802-447-6360) |
| Understanding your transcript | Registrars (802-447-6324) |
| Ordering textbooks | Bookstore (802-447-6366) |
| Resource materials | Librarians (802-447-6312) |
| Computer or internet problems | Computer Services (802-447-6344 and 802-447-6345) |
| Residential life questions or how to get involved in campus activities | Director of Residential Life (802-447-4013) and, if needed, the Dean of Students (802-447-6323) |
| Emotional or social issues that affect your studies | Counseling Services (802-447-6343) |
| Physical health problems | Health Services (802-447-4355) |
| Emotional issues that affect your studies and/or life on campus | Wellness Center /Counseling Services (802-447-4355) |
| Financial concerns that affect your studies | Director of Financial Aid (802-447-6317) |



ACADEMIC CALENDAR

Semesters

Fall 2011

- August 26----- Orientation for new students
- August 28----- Late registration, check-in, etc.
- August 29----- First day of classes
- August 29-Sept. 7----- Add/Drop Period
- September 5----- Labor Day (college holiday — no classes)
- October 8-10----- Fall Break (no classes)
- October 11----- Classes resume
- November 4----- Last day for students to withdraw with “W” or “WF”
- November 7----- Registration begins for spring semester
- November 23-27----- Thanksgiving Holiday (no classes)
- November 28----- Classes resume
- December 9----- Last day of classes (weekday and evening)
- December 12-16----- Final exams
- December 16----- Fall Graduation
- December 19----- Grades due to Registrar

SPRING 2012

- January 15----- Orientation for new students
- January 15----- Late registration, check-in, etc.
- January 16----- Martin Luther King, Jr., Day (no classes)
- January 17----- First day of classes
- January 17-26----- Add/Drop Period
- February 20----- President’s Day (no classes)
- March 3-11----- Spring break (no classes)
- March 12----- Classes resume
- March 30----- Last day for students to withdraw with “W” or “WF”
- April 2----- Registration begins for fall 2011 and summer 2012 semesters
- May 3----- Last day of classes
- May 4 - May 10----- Final exams; graduating student grades are due
- May 11----- Commencement
- May 14----- Grades due to Registrar