

First Year Newsletter

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Produced by
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Greetings from the Dean for First Year Students

Welcome Class of 2007!

I am excited to finally see you on campus and am ready to kick off this exciting new year with you. This is the first in a series of newsletters that I will be sending to you throughout the year so that I can stay in touch with you and keep you informed about important events, deadlines, issues and opportunities. The topics will depend on *your* questions and concerns as well as on mine. So please feel free to stop by my office in Baker 102 so that we can chat. Let me know what you would like to know more about. You can also reach me at my e-mail address:

deanamon@cwru.edu

Open Invitation

I've written to all of you, talked on the phone with many of you, e-mailed you and met some of you. As your class dean, I am looking forward to getting to know each of you. I invite you to stop by my office in Baker 102 to introduce yourself and to let me know how things are going.

The Common Reading, the Academic Community and You

An Anthropologist on Mars: Seven Paradoxical Tales by Oliver Saxe

The author of this year's common reading, **Oliver Saxe**, will present the keynote address at the University Convocation on Thursday, August 28th at 4:30 p.m. in Severance Hall. A clinical professor of neurology at the Albert Einstein College of Medicine, adjunct professor of neurology at the New York University School of Medicine and consultant neurologist to the Little Sisters of the Poor, Saxe is a world-renowned author and neurologist who has studied the paradoxes of neurological disorders for more than 25 years (Campus News, July 31, 2003)

The Case community will begin the discussion of this reading at Tuesday's Share the Vision Program when students will learn the winners of the Essay Contest, and be able to join their community members in engaging and interesting dialogue and debate about this book.

Academic Resources in the Residential Colleges

Meet Ms. Loretta Sexton

Another resource in the Office of Undergraduate Studies is Loretta Sexton, Assistant Director of Residence Life and First Year Academic Advising. Loretta has been at Case for several years and has extensive experience in working in both first year student initiatives, as well as residence education. Loretta and I will work as a team to meet the academic needs of all first year students. Loretta is responsible for the ongoing programmatic development of the Residential Colleges, being a resource for first year students' academic advising questions and working with academic initiatives for first year students. She works out of three office locations (4 Yost Hall, Baker 102 and RUSS in the Wade Commons Green Room) but you can always contact her via email at loretta.sexton@cwru.edu.

RUSS

Stop in and Get to know a New Friend in the North Residential Village

The Residential Undergraduate Studies Satellite (RUSS) will be located in Wade Commons in the Green Room. As an extension of the Office of Undergraduate Studies, you will be able to stop by RUSS for quick advising information and academic resources. The space is still being completed - we hope to have a grand opening around the third week of classes. Look for more information soon about hours of operation.

Learning Assistant (LAs)

If you live on campus, hopefully you have met your Learning Assistant. Learning Assistants are undergraduate students who as academic consultants provide academic resources, referrals and opportunities to first year students. LAs work for a variety of offices: Undergraduate Studies, Educational Support Services and Housing, Residence Life & Greek Life. The LAs are here to help you - please take the time to meet your LA and attend their Meet the LA program during the first week of classes!

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Explore

The possibilities

The campus

The city

The opportunities

The academic degrees, majors and minors at Case

Your values, beliefs, dreams and passions

Enrich

Yourself

Your relationships

Your community

Engage

In the classroom

Out of the classroom

Your peers, your professors, the staff, your family, your friends, your communities

Enjoy

The unknown

The differences

The freedom

The challenge

The beauty

The privilege

The limitless possibilities

Case

CONGRATULATIONS & WELCOME

Meeting Your First Year Adviser

After Tuesday's Share the Vision Program, you will go to meet your First Year Adviser. The Advising Appointment Card that you received at Monday's Meet the Dean Session identifies who your adviser is and where to meet your adviser prior to going to the picnic dinner.

Your First Year Adviser is a resource not only for academic advice, but also for connecting to the Case community as well. It is important to develop a good relationship with this individual. First Year Advisers can guide you to strategies for academic success and help refer you to resources and opportunities across campus.

You will have an individual appointment with your adviser on either Wednesday or Thursday. At this time you will receive a copy of your first semester schedule. You should not only discuss any changes that you are considering, but also what your academic interests and goals are.

Your First Semester Schedule

When you receive your first semester schedule from your adviser carefully review it with your adviser and make sure to ask any questions that you might have. Your schedule might have been adjusted to accommodate AP, IB or transfer credit. Your schedule was also adjusted to reflect appropriate placement in English, Math and enriched courses in physics and calculus.

Many students did not list a Physical Education Activity course on their schedule. If PHED is not on your schedule, please try to add at least one activity course.

Ultimately, all students should be registered for at least 12 semester hours. Most first semester students will have schedules totaling 14-18 semester hours including 4 or 5 academic courses as well as a PHED activity class.

Making Changes, Additions, or Deletions to your First Semester Schedule

ALL SCHEDULE ADJUSTMENTS MUST BE DISCUSSED WITH YOUR FIRST YEAR ADVISER.

First year students have a special drop/add period*:

Friday, August 22
9:00 AM – 12:00 PM

You should make simple switches electronically using SOLAR; other changes requiring special permission, such as admission into a "Permit" class or a closed class, must be made on a Drop/Add form and be processed at the Registrar's Office - Yost Hall, Room 110.

* The Drop/Add continues through the 2nd week of classes.

Placement and Proficiency Exams

Placement and proficiency examination details are described in your *FYI Guide* and also your Orientation Schedule. Please review these documents for important details.

All students without AP, IB or transfer credit for Calculus I (MATH 121/125) will take the Math Placement exam on Tuesday morning. Exam results will be sent to your adviser. If exam results necessitate a schedule change, you will be able to discuss these changes with your adviser and make changes during the First Year Student Drop/Add on Friday, August 22nd.

Students wanting to take courses in French, German or Spanish should take the CAPE Modern Language computerized placement test. This test takes only 15-30 minutes and will be given Friday morning in the Kelvin Smith Library.

Proficiency exams are completely optional and are free to students. Students who feel that they have an extensive background in a subject for which they did not previously earn credit may take a proficiency exam. Successful completion of a proficiency exam will result in the awarding of Case credit.

Course Offerings Update

Physical Education - All students must complete two full semesters of physical education activity courses for zero credit hours. You were instructed to include at least one full semester or half semester course in their fall schedules. (Music students will be registering this week for MUSC 153 and varsity athletes should make sure that you registered for your Varsity Sport.)

Seats have been added to almost all PHED courses this week so, during the Drop/Add day, make sure to try to add a PHED to your schedule.

Spanish - The Modern Languages & Literatures Department is attempting to add additional seats to its courses and/or another section. If you were unable to get in to a 100 or 200 level Spanish this fall, check out the Spanish department courses offerings during the drop/ad period.

Chemistry 113 - Students wanting to try to get signed in to CHEM 113 should visit Doc Oc during Drop/add on Friday. If you cannot get into CHEM 113 this fall, there will be plenty of openings in the spring semester.

MATH 125 - Many of you wanted to get into this course this fall and found that it was closed. Additional seats in MATH 125 are likely to be available toward the end of the week. So, try to register on SOLAR during drop/add or stop by and see Chris Butler during the First Year Student Drop/Add in the Registrar's Office on Friday morning.

Other MATH classes - Students wanting to get signed in to a closed math course or having any questions about which math course is appropriate for his/her interests should also stop by to see Chris Butler during Drop/Add on Friday morning. Chris Butler can also be reached at chris@cwru.edu or x2881.

IMPORTANT NOTICE ABOUT ENGLISH 150

ALL STUDENTS ENROLLED IN ENGLISH 150 WILL GO TO STROSACKER AUDITORIUM FOR THEIR FIRST ENGL 150 CLASS. Students must attend this 1st class in Strosacker Auditorium in order to receive important details about class enrollment and organization.

Pre-Medical Students

Be sure to attend the special meeting on Pre-Medical education and opportunities at Case, with Dr. Joanne Westin, Pre-Medical Adviser, on *Thursday, August 28, from 7:00 - 8:00 PM in Schmitt Auditorium in Millis Hall.*

Buying Textbooks

Many students are eager to purchase textbooks as soon as they arrive on campus. However, you should wait to purchase textbooks until your fall schedule is set. Since different sections of classes often require different texts, it is essential that you know which classes in which you are enrolled. When you have finalized your schedule, take a printed copy of your schedule to the bookstore and look for your required texts. The books are arranged by school or college and then alphabetically by department. You will see cards on the shelves which tell you which books go with which courses and which sections. Read the cards carefully and make sure to ask the friendly Bookstore staff for assistance if necessary.

** However, you should keep in mind that it's OK to wait until you attend the first class meeting before purchasing your textbooks. It is often helpful to review the syllabus and ask questions of the instructor before making your purchases.

Activate Case E-Mail

Make certain to have activated your Case e-mail account. Important, official correspondence (responses to special requests and petitions, dates and deadlines, opportunities, and this newsletter) will occur over e-mail.

Class Meeting Reminder - Monday - 7:00 - 9:00 PM

This year's class meeting is of great importance to the creation of a successful, vibrant, and intellectually engaging academic community. As recent events in the business world have taught us, integrity, honesty and trust are the foundations of a successful community. Make your voice and opinions be heard at this important dialogue about moral leadership and living a life of integrity.

Class Attendance

You are expected to attend your classes regularly. Be sure to note your instructors' office hours and go see them if you have questions or concerns related to course material and/or expectations. If you are ill, contact University Health Services, 2145 Adelbert Road (368-2450). If you miss classes because of illness, it is your responsibility to discuss your situation with the instructor and arrange for make-up work (if allowing make-up work is consistent with the instructor's course policy). If a family emergency makes it impossible for you to attend classes, please notify the Office of Undergraduate Studies, Baker 102, at 368-2928, immediately.

Syllabus 101

Course syllabi are among the most important university documents that you will receive each semester. Your course syllabus is viewed as a contract between you and your professor. You are responsible for knowing the information contained within the syllabus, for reviewing the syllabus on a regular basis and for noting any changes that an instructor makes to his/her syllabus. It is essential that you review your syllabus after your first class to become familiar with course requirements and instructor information. Read all course syllabi carefully and look especially for the following information:

- Instructor Name
- Instructor Email, Phone & Office Location
- Instructor Office Hours
- Required Books & Materials
- Assignments & Due Dates (put the important dates in your calendar/planner during the first week of classes)
- Attendance/Absence policy
- Final Exam Schedule

Highlight any questions that you have about the information contained in the syllabus and ask for clarification at the next class meeting!

Classroom Etiquette 101

- Arrive at class on-time.
- Come to class prepared.
- Bring paper and pen to take notes.
- Be respectful of your instructor and your peers.
- Turn off cell phones and pagers...better yet, don't bring them.
- Talk to your instructors in advance if you will have to miss a class.
- Ask questions.
- Come with a passion to learn!

