

The Office of

Academic Advising

October, 2008

College of Saint Benedict/

Meet Michelle Sauer, Associate Director

Greetings! My name is Michelle Sauer and I am blessed to have served as the Associate Director of Academic Advising for the past 22 years. I graduated from CSB in 1981 with a Psychology major and Associate of Arts degree in Music. At that time, my aspiration was to be a counselor so I embarked upon the Community Counseling Master's program at St. Cloud State, graduating in 1983. Upon completion of the program, it was evident to me that while counseling was no longer my specific calling, I knew I wanted to be in a setting where I could work with people and have an impact on their lives. So armed with a Master's degree and a facing limited job market, I worked at

Fingerhut for about a year before securing a job as a rehabilitation counselor for State Services for the Blind and Visually Impaired. What a fabulous experience! I learned so much about teamwork, coordination of services and the grace, dignity and sheer determination of individuals who experienced extraordinary challenge in their lives. I would probably still be there had my dream job for an academic advisor position not become available. I had always wanted to be an academic advisor though I honestly did not know what it was all about. I was very fortunate to secure the position and can honestly say I have truly

enjoyed coming to work every day for the past 22 years. It is an honor and pleasure to work with CSB/SJU students, their families, faculty and staff and knowing that my service might play a small part in shaping students' lives. In short, I love my job. Now, if you've read this far, you might be wondering, where is she going with all of this? I share this bit of my experience to encourage you as students to always keep in mind the following: Research and pursue academic, career and personal goals that are meaningful and important to you, even when parents or peers may not always support or understand your choices. Embrace the unexpected detours of life and use them as



Michelle Sauer, in her office at CSB

moments of opportunity to further enrich your life. And above all, develop and use your voice and utilize the resources around you to fashion your future. It will be a fun and fascinating journey!

Meet Mai Moua, CSB Student Team Manager

My name is Mai Thao Moua, but everyone knows me as Nanoo. I am the Team Manager of Academic Advising. I have been working in the Office of Academic Advising for three years now and I love it. What I do is I make the schedules, do hand outs for the first-years, plan sophomore events, and I also help out with this newsletter. You can also catch me sitting at our front desk answering phones, emails, and making appointments.

I am a senior psychology major with a minor in peace studies here at the College of St. Benedict. Before college I attended

two high schools, the first school I attended was Eastview High School for my first and second year. I then attended Arlington Senior High for my third and last year of high school. After college I hope to work for Admission Possible, then go on to graduate school. Right now I am still in that search mode for what I really want to do.

Outside of school and working at Academic Advising, I have family and friends that I love hanging out with. I was born in Minneapolis, MN, but I was raised in St. Paul and Apple

Valley, MN. I grew up with nine siblings, five boys and four girls. I am the ninth child in my family, while the youngest (10th child) of the family attends St. John's University. Though my family is big, we all have a blast hanging out together. In addition to family, I will be getting married in the summer of 2009 to the love of my life, Pheng Xiong. We have been together for six years.

Also back at home, I work at the Woodbury Sam's Club. in my spare time I enjoy running,



Mai and fiancé, Pheng

swimming, and playing volleyball. I am always up for doing anything new and fun. I am excited for the year and I am excited to graduate. Go Class of 2009!

Meet Courtney Tieg, SJU Student Team Manager

My name is Courtney Tieg and I am the Team Leader at the St. John's Academic Advising office. I am a native of the small town of Morris, MN, about an hour and a half northwest of St. Cloud, where I grew up with my parents Ross and Sherry Tieg. I am the second person in my family to attend St. Ben's/ St. John's as my sister, Amanda, graduated from here with an art and computer science major. My brother-in-law also attended and received a degree in computer

science.

I am fascinated with science, problem solving, and the criminal justice system. My goal in life is to work in a forensics laboratory, which is why I decided on a degree in biochemistry. Right now, I am applying for internships, which include the Bureau of Criminal Apprehension in St. Paul and the FBI forensics internship in Quantico, Virginia.

Currently, I am a junior starting

my third year working in the office, including two summers, and I could not ask for a better job. The people I work with, both faculty and students, are amazing individuals who are supportive and hard working. I have enjoyed working with everyone for the past two years and I look forward to the next two.



Courtney Tieg

Attention Management Majors!

Watch for information about all the exciting events in October. Some dates to keep in mind:

October 15th – Business Information Session, 7:00-8:00 pm, Quad 346 (For those interested in MGMT, ECON, or ACFN).

October 16th & October 29th – Sophomore Management Major Information Sessions (Sign up for session via academic advising website).

October 28th – First Year Management Information Session, 7:00-8:00, Quad 170.

Important Dates for October/November

- * Oct. 10-12—Family Weekend
- * Oct. 15th—Mgmt. event—see ad on this page.
- * Oct. 16th—Mgmt. event—see ad on this page.
- * Oct. 20th—Mid-Term grades for First-Year Students due.
- * Oct. 21st—Mod C1 Begins
- * Oct. 27th—REGISTRATION BEGINS
- * Oct. 27th—Last day to receive a permanent drop on C1 mod courses.

- * Oct. 28th—Last day to receive a permanent on CD2 mod courses.
- * Oct. 28th—Mgmt. event—see ad on this page.
- * Oct. 29th—Mgmt. event—see ad on this page.
- * Nov. 4th—Last day to receive a W on C1 mod courses and receive a permanent drop on CD1 mod courses.
- * Nov. 5th—Last day to receive a W on C2 mod courses and receive a permanent drop on CD2 mod courses.

ATLAS

(Achieving Through Learning and Searching)

Individuals come to college with dreams, expectations from their families, work experiences and ideas about the future. Many are not sure how to acknowledge and utilize this information. The CSB/SJU **ATLAS** is available to help you design your education and life/work plans.

ATLAS will take you through a process of decision-making you will find useful, not only for choosing a major and your first career, but also for the subsequent career changes you are likely to make during your life. It is important to explore your passions and dreams, as well as those important values that bring meaning and satisfaction to your life. As you clarify your goals, it is typical to move back and forth in the decision-making process.

You will receive your copy of **ATLAS** in your First-Year Seminar class soon!



Registration isn't too scary!

GET READY...

Begin by scheduling a meeting with your faculty advisor and gathering these resources.

Academic Catalog (<http://www.csbsju.edu/catalog>). Click 2007-2009 then Academic Departments. Select the appropriate departments for information about the department, major requirements and course descriptions.

Academic Planning Sheet (<http://www.csbsju.edu/academicadvising>). Select A.T.L.A.S. and Academic Planner under "Fall 2007 and Beyond." Includes a checklist of Common Curriculum requirements and space to create lists of major/minor/pre-professional requirements.

Departmental Web Pages: From the homepage, choose Academics and then Undergraduate Departments and Programs. Course information appears under "curriculum."

Class Schedule Booklet (Sent to your PO Box and online at (<http://www.csbsju.edu/registrar>)). Select Class Schedules, Spring 2008/Spring 2008 updates. Pg. 16 describes Common Curriculum requirements and lists spring courses that fulfill these. Inside back cover includes a grid for mapping your classes for spring.

GET SET...

Prepare for your advising meeting by following these steps.

STEP 1: Take the **Academic Planner** from your **ATLAS** or print one from the Academic Advising website.

STEP 2: List requirements for your major in the appropriate column of your Academic Planner. Major requirements appear in both the academic catalog and each department's website. (Repeat steps 3 & 4 for second majors, minors or pre-professional programs.)

STEP 3: Mark the requirements you have completed or that are in-progress this semester. Review your transcript or On-Track records in Banner Web for Common Curriculum designations of completed and in-progress courses.

STEP 4: Using your academic plan and the registration booklet, **select courses** from your major, minor and Common Curriculum checklists to begin to form your spring schedule. Be sure to pay attention to listed prerequisites.

GO!

Meet with your faculty advisor in person and register online.

Take your academic plan, your proposed spring schedule and a list of questions to **your faculty advising meeting**.

Practice logging into and navigating Banner Web so it will be familiar you register.

Use Look Up Classes in Banner to **watch enrollments in the classes you hope to take**. Prepare back-up courses for any that are likely to fill prior to your registration time.

You should not have to miss class to register for spring. Plan ahead and be at a networked computer at the beginning of your assigned time to register.

Keep your registration PIN label (that you will receive from your faculty advisor) in the event that you wish to make changes to your schedule up through the fourth day of classes next semester.