

Advising Syllabus: Prof. Trimmer

Fall 09-Spring 10

Professor: Elizabeth Trimmer
Office: Science 2007
Phone: (641)-269-4398
Email: trimmere@grinnell.edu

Office Hours: My office hours each semester will be posted outside my office door. Please come to my office hours or make an appointment (contacting me by email is best).

Advising Web Page: accessed at ___
Here you will find this advising syllabus including important dates, links to other important Grinnell websites, etc.

Required Materials: -Schedule of courses
-Academic catalog
-Academic planning handbook
-Student handbook with Academic policies section
-Elements of a Liberal Arts Education
-College Mission Statement, Core Values

My Advising Philosophy:

I have arrived at my advising philosophy based on my own experience being advised at a liberal arts college similar to Grinnell, advising Grinnell students for 9 years, and in discussion with other Grinnell faculty and staff members. I feel that I can help you in the choice of your Grinnell courses in your major and in the liberal arts generally, as well as in the shaping of your personal goals and career choice. Of course, although I will be your formal academic advisor, I recommend and encourage you to seek out other professors/individuals for mentoring and advising.

In helping you devise your 4-year plan, I will use as a guide the following:

1. Requirements of your major.
2. Depth and breadth within the Liberal Arts. We will follow the Elements of a Liberal Arts Education. I recommend taking 100-level courses in interested areas in the first two years. Then, take 200-level courses in at least 2 different departments in the next two years. I'll also recommend parity in courses between the two other divisions.
3. Off-campus study – thinking how fits into your overall 4-year plan.
4. Double majors or concentrations – These will limit the courses available to you. Think about advantages vs. disadvantages.

In helping you decide post-graduate plans and career, I will suggest the following:

1. Go to the Career Development office during your first year to get ideas for a possible career.
2. Do shadowing of alumni in various careers.
3. Obtaining research experience during the summer or academic year- to help you understand what research

is about and prepare you for graduate school in the sciences, if you choose to pursue that.

4. Other work experience during the summer or academic year to help you in a possible career choice (e.g. working in a hospital if medicine is a possible career)
5. Prepare to take any entrance exams – GRE, MCAT

My Preparation for Advising Preregistration Appointments:

It is my responsibility to come to our appointment **on time** and **prepared**. I will do the following:

1. Have a thorough knowledge of the Grinnell curriculum
2. Be ready to refer you to appropriate resources within the college

Your Preparation for Advising Preregistration Appointments:

It is your responsibility to come to your appointment **on time** and **be prepared**. At the minimum, this means the following:

1. Prepare and bring to your appointment a list of classes for the next **two** semesters, with at least 2 alternate courses.
2. Reexamine your 4-year plan and make any necessary adjustments. Remember, this is a work in progress. Bring it to your appointment, and be able to provide a rationale for any changes and to discuss your thoughts/coherence behind your plan, as it relates to you as a person, your career choice.
3. Be prepared to discuss your thoughts on going off-campus in the future, if applicable.
4. Be prepared to discuss your thoughts on obtaining summer employment.
5. Be prepared to discuss your current thoughts on your post-graduate plans, career choice, and what steps you've made or plan to make to reach your career goal(s). e.g. appointments with the CDO, shadowing experiences, etc.

Important Advising Dates for 2009-2010 Academic Year

(see Registrar's web page <http://www.grinnell.edu/offices/registrar/courseinfo/2009-2010/datestoremember/> for a full page of important dates.)

Fall Semester 2009

Week	Date	Topic
1	Th, Aug. 27	First day of classes
	F, Sept. 18	Last day to add a course or drop a course without transcript entry
	M, Nov. 2	Preregistration begins (ends Th Nov 12)
	F, Nov. 6	Last day to withdraw from a course with W transcript entry
	F, Dec. 11	Last day of classes
	T, Dec. 15	Final Exams begin

Spring Semester 2010

Week	Date	Topic
1	M, Jan. 25	First day of classes
	F, Feb. 12	Last day to add a course or drop a course without transcript entry
	M, Mar. 1	Begin thinking about major declaration and choosing a major faculty advisor
	M, Apr. 5	Last day to declare a major before preregistration
	M, Apr. 19	Preregistration begins (ends Th Apr. 29)
	F, Apr. 9	Last day to withdraw from a course with W transcript entry
	F, May 14	Last day of classes
	T, May 18	Final Exams begin