

Welcome to Fall Classes! Most classes start this week, 8/17. Next semester will start in January 2010.

FROM ADMISSIONS & RECORDS

Opening Day Rosters for full-term classes accessible online for faculty today.

Faculty may begin to order Add Authorization numbers starting 8/15/09 on Web for Faculty Opening Day Roster via CLASS Web. Add Numbers are active until September 6.

Fall Attendance Deadlines for full-term classes

Last Day to Add or Drop in-person (NGR - No Grade of Record) - **September 4**

Last Day to Add or Drop online (NGR - No Grade of Record) - **September 6**

Census for full-term classes - **September 8**

Last Day to Apply for Pass/No Pass - **September 18**

Last Day to Drop with a "W" (Withdraw) in-person or online - **November 6**

You can find deadlines for short-term classes on CLASS-Web or from the Instructor

A&R Hours for Faculty & Staff

Monday through Thursday 7am to 9pm & Friday 7am to 5pm and Saturday, August 22, 9am to 1pm

A&R Hours for Students & Community*

Monday through Thursday 9am to 7pm & Friday 9am to 12N and Saturday, August 22, 9am to 1pm

* Hours subject to change beginning September 14

Note: A&R will be OPEN on Sat Aug 22 from 9am-1pm.

Summer evaluation requests & IGETC certifications will be completed by September 1st.

STILL NEED CLASS(ES)?

Learn while you Earn! **Business Work Experience 95 & 96** offers up to 4 CSU transferable units via a 1 unit Online class per week plus 1-3 units of work in a business related occupation. Contract to accomplish new learning objectives or broaden experiences in the work field, through the cooperation of the work supervisor. These classes are co-requisites (i.e. you must take them together). You must work at least 5 hours per week. CRN#21071 and 21072

Consider taking one or more of the **Computer Application Systems (CAS) 72** series classes, 1 unit each. These units are CSU transferable, and you can learn about Microsoft Word, Excell, Power Point, Access, etc. For the CAS 72 classes for Office 2007 (Word, PowerPoint, Excel, Access) students have the option to either work on their classes at home (if they have the software) or they can come to the Chabot Computer Lab. Students can also work in the library if they want as well. As far as the CAS 72A,B and C classes (keyboarding) students have the option to take an online keyboarding class (with Anne Brichacek) or come to the lab and work on their assignments in a self-paced keyboarding class.

ADDING CLASSES

You must attend the first class meeting and obtain an ADD AUTHORIZATION NUMBER and register by the Add Deadline (See your instructor or CLASS-Web for deadline dates). Use the CLASS registration system to enroll with your Add number and CRN# before the Add Deadline.

DROPPING CLASSES

You can use CLASS-Web to drop any course. If a class is cancelled or you withdraw before the NGR (No Grade of Record drop) deadline, you may leave the resulting credit on your account to be used for future terms, or submit a refund request at the Office of Admissions & Records.

CLASS WITHDRAWALS

STUDENTS ARE RESPONSIBLE FOR DROPPING ANY CLASS IN WHICH THEY ARE REGISTERED BUT ARE NOT ATTENDING. NEVER ASSUME THAT YOU WILL BE AUTOMATICALLY DROPPED. IT IS THE STUDENT'S RESPONSIBILITY!

If you drop a class after the NGR deadline, you will receive a grade of "W". Full payment of enrollment (and tuition fees, if applicable) is required for courses dropped with grades of "W".

ATTENDANCE

Instructors have the option of dropping students who do not attend either of the first two class meetings or because of excessive absences (four consecutive class meetings or six cumulative hours of instruction).

FEE INCREASE

Student Enrollment Fees were increased to \$26 per unit (from \$20). Go to CLASS-Web for student account updates: www.chabotcollege.edu . PAY FALL FEES BY October 1st. Consider the Online Deferred Payment Plan - FACTS: www.chabotcollege.edu/Admissions/Fees/FACTS.asp . You may be eligible for Financial Aid: www.chabotcollege.edu/FinAid/

PARKING ENFORCEMENT

There will be a two week grace period for permit parking enforcement starting on Monday August 17th and ending on Friday August 28th. Please remember that other parking infractions such as parking in red zones, students parking in staff lots, parking in handicapped spaces, speeding, etc. will still be enforced everyday.

If you have any questions please contact the Department of Campus Safety at 723-6923

FREE STUDENT HANDBOOKS

The ASCC is scheduled to pass out 2009-2010 Student Handbooks **NEXT WEEK** on **8-25-09** (Tuesday) in the Lobby in Building 2300.

PACE COUNSELING

PACE Counseling appointments are available on most Mondays and Thursdays from 1:30-7pm (7pm is the latest appt). Students unsure about their next classes should plan to see PACE

Counselor Julie Machado BEFORE the end of October, as we will be registering for next semester's classes in November. To schedule an appointment, contact Ginger at griplinger@chabotcollege.edu or 510-723-6699. Appointments are on the half hour; if you need extra time, or have a complication situation, ask for a full hour.

Quick questions? Julie is often available by email at jmachado@chabotcollege.edu or phone at 510-723-6619. I am only in the office twice a week, though, so please be patient if the answer is not as "quick" as your question was!

JOB OPPORTUNITY FOR STUDENTS

This is our second year in partnership with San Leandro Unified School District, in which Chabot plays a major role (40% of the program actually) by implementing a tutoring program for San Leandro Middle School students. I am seeking tutors, who will be PAID (\$10.75 Hourly), and would appreciate it if any of you can spread the word. I have attached a Word document and PDF file of the GEAR-UP Tutor application (Flyer, Questionnaire, and Weekly Schedule). For the first week or two of the semester I will be tabling in front of the cafeteria during the noon time hours if students have questions or want to turn in/pick up applications.

If you or anyone interested in a position have any other questions/need more details feel free to email me at ravitia@chabotcollege.edu or call me at 510-723-7675. There is a preliminary application that we will be using to select tutors. Once tutors have been selected they will be hired as student assistants and will need to fill out the Student Assistant application, which I will have available once tutors are selected for employment.

THE LEARNING CONNECTION CAN SUPPORT YOU!

PATH – Peer Academic Tutoring Help

(Bldg. 2300, Rm. 2351)

- Weekly 50-minute appointments with peer tutors, study groups, drop-in tutoring
- Tutors available for most subjects across the curriculum

Language Center – Support for ESL students (Bldg. 2300, Rm. 2351)

- Drop-in tutoring – Peer tutors assist with English Language learning
- Computer software programs and DVDs to practice pronunciation, grammar, listening/speaking, vocabulary, editing, and study skills
- Lending library and Weekly conversation groups
- ESL 127, a 0.5 unit, computer-based course for developing pronunciation
- ESL 128, a 0.5 – 2 unit course; an ESL instructor provides one-on-one help

World Language Center (Bldg. 2300, Rm. 2351)

- Drop-in & scheduled tutoring; Conversation groups
- Rosetta Stone in Spanish & French
- FORE 1L, a 0.5 – 1 unit independent tutorial program for developing your Spanish and French language skills
- Room 309—a fully equipped language lab! Ask your world language instructor for more information

WRAC Center and Chabot Communication Coaches (Bldg. 100, Library Mezzanine)

- Drop-in tutoring – Peer tutors assist with reading & writing assignments; coaches assist with oral presentations
- English/GNST 115, a 0.5 – 3 unit course; an instructor provides one-on-one, self-paced help tailored to students’ writing and reading goals
- NEW: General Studies 115 sections dedicated to History and Psychology provide students with one-on-one faculty assistance in their discipline classes, workshops, peer tutoring
- Computers available for classes & individual student use

The Math Lab (Bldg. 3900, Rm. 3906)

- Drop-in support from peer tutors & math instructors
- Computer software support
- Math 122, a 0.5 – 1 unit course to support math learning

Peer Advisors can help students negotiate the Chabot campus, programs, and services; look for them at their green carts or in the TECS Center (Bldg. 100, Rm. 146) • The Learning Connection, upon instructor request, also provides tutors who work with students right in the classroom • All Learning Connection peer tutors and advisors are recommended and trained by Chabot instructors • All tutoring services are free to Chabot students. **Questions? Call 510.723.6920, or visit our website at:**

www.chabotcollege.edu/learningconnection.

TRANSFERRING?

Students wishing to transfer to CSU in Fall 2010, should apply during the **Priority Application Filing Period, which is October 1-November 30, 2009**. Apply by going to www.csumentor.edu and following the instructions for transfer students (not Freshmen).

We recently heard that CSU is not accepting additional applications for Winter or Spring 2010 due to budget cuts, except for certain majors: Business Administration, B.S., Engineering, B.S., Geology, B.A., B.S., Mathematics, B.S., Physics, B.A., B.S., Statistics, B.S.

Alert!

Winter 2010 Term: The California State University will not accept any more applications for the Winter 2010 term. Applications already on file will be reviewed.

Spring 2010 Term: The California State University will not be accepting applications for admission to the Spring 2010 term.

Fall 2010 Term: The priority application filing period for Fall 2010 will be October 1 - November 30.

Due to the \$584 million reduction in CSU's 2009-10 budget, CSU is required to reduce its enrollment. For more information, see: <http://www20.csueastbay.edu/prospective/how-to-apply/admission-winter-spring.html>

FROM THE BOOKSTORE

Chabot Bookstore saves our students money on books! Attached is a list of digital books available for fall classes. We offer many textbook choices for students:

New books: full price- very expensive

Used books: 25% less than full price

Custom books and brief editions: 30-35% less than new or used price

Rental books: 30 copies of Health 1 is available and is priced 70% off. The Chabot Foundation just funded 50 copies of Business Law, 30 copies of Political Science, and 55 copies of Statistics for fall.

Open Educational Resource books- Ming Ho is using a free Linear Algebra book for Math 6 for fall. Students may access the url from our textbook site or purchase an inexpensive print copy in the bookstore.

E-books: 40-50% less than full price- 70 titles available for fall! This is our biggest selection ever.

I Chapters- 24 titles for fall: Students can buy one chapter at a time which will save money if they only need a few chapters. This is available only from Cengage learning. Students may download the first chapter free. This is a handy feature if a student thinks they may drop the class. They do not have to purchase, and then return the book if they drop.

Students may purchase iChapters titles for fall on our website. Go to <http://www.chabotbookstore.com> and click on the iChapters, Fall 09 link on the left side. I set up this incredible page with class, section number, and professor to make it easy for students to order.

70 other digital titles for 158 sections for fall are available from Cengage, Pearson, McGraw-Hill, and Elsevier. Students may purchase them off our website by clicking the Textbooks link on our web page. Registered students may access their personal book list of titles and prices by signing on to CLASS-WEB, clicking on "Student Detail Schedule," and then clicking on the link to "Order my Chabot books." Digital books appear as an optional choice.

Please inform your students that these less expensive digital options are available. Perhaps only a few students may want digital books, and for that reason we continue to stock new and used books. We are one of a very small group of college stores in the country offering digital textbooks and ichapters in a big way. One reason is that it takes a lot of extra work to offer these titles in the store and on our website. Chabot Bookstore does it because we deeply care about the success of our students.

BUILDING NUMBERS - Head's Up

For every building on the Chabot campus except the 800 building, the even numbers are on the first floor, odd numbers upstairs... not so the 800 building. I'm not sure exactly how it works, but I recall something like 851-861 is upstairs... lower numbers (odd and even) are downstairs.

For ACOE PARAEDUCTOR GRANTEES

FYI, paraeducator Grantees are NOT required to take a Full-Time Student Load (which would be about 12 or more units). You are ENCOURAGED to take at least 18 units per YEAR. See Joelle or Julie if you have questions.

For NURSING STUDENTS

The Chabot Nursing Program office is again open for the school year.

Quick Notes

Next **Information Meeting September 1, 2009** - Room 2223 12:00 - 1:00

Application opens 10/15/2009

Application closed 01/15/2010

Brochures are available online www.chabotcollege.edu/nurs Click RN Program or LVN-RN.

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## SF MIME TROUPE COMING!

The San Francisco Mime Troupe will be coming to Chabot again. This Fall – **September 23** in the magnificent Chabot performing Arts Center. Music starts at 6:30 and the show begins at 7pm

As is to be expected, the show tackles some of the issues of our time. The show, entitled "Too Big To Fall", is about guess what? The economic crisis. This time it is an allegorical play, set in a mythic village in Africa. In addition to seeing a good show and experiencing the country's oldest political theater troupe (50 year anniversary is this year), this should provide opportunities for class discussion (if you are thinking of integrating it into your curriculum). For further info go to: <http://www.sfmt.org/> or look at Bay Area publications for reviews.

If any of this interests you or a student wants to volunteer, please have them contact me [kwaldo@chabotcollege.edu](mailto:kwaldo@chabotcollege.edu) and I, or someone in the Students for Social Justice club, will contact them.

This event does bring other members of our community to the college. Last year we had 750+ in attendance. At least 100 of them were from area high schools. This year, on the 50th anniversary, it would be nice to break 1000.

Lastly, without the support of the staff of the PAC, this would be impossible. And this year the Co-curricular Committee has provided some funding to support the event. The event is "Free" but it is a "pay as you leave" affair, so remember to bring your folding green and make a generous donation to this precious Bay Area resource. They survive on our contributions.

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