TO: MAC Faculty and Staff
FROM: Elaine Belovich, Director, EXCEL
Matt Sopko, Assistant Director, EXCEL
SUBJECT: EXCEL Fall 2011 Highlights
DATE: August 19th, 2011

Welcome to the Fall 2011 semester. For those faculty and staff who are new to Mineral Area College (MAC), EXCEL/Student Support Services (SSS) is a federally funded TRiO program whose objectives include student retention, graduation, and transfer to a four-year university. EXCEL is just entering the second year of a five-year grant funded by the Department of Education. In order to be eligible for participation in EXCEL, students must be low-income, first-generation, and/or have a disability which impacts the academic experience. All students must be citizens or nationals of the United States or meet the residency requirements for federal financial aid and, finally, all students must demonstrate need for academic support in order to be successful at MAC. We accept referrals from faculty and staff throughout the year.

Here is a quick overview of the services and activities for the fall semester.

*SERVICES*: Professional tutors, hourly peer tutors, and advisors provide a variety of services key to academic success. These include ***tutoring*** in all general education courses and many academic electives, including literature courses, trigonometry and calculus, accounting and economics, and chemistry and physics; and ***advising*** including academic, financial/personal finance, transfer, career, and personal development advising. Advising and tutoring are provided by appointment, primarily on a one-to-one basis. Email and phone tutoring and advising are options when necessary.

Our primary advising goal is to help students succeed at MAC by providing the information they need to choose a major appropriate for their career goals, apply for financial aid and scholarships, prepare long-range degree plans, graduate in a timely manner, and transfer to a four-year institution. Our primary tutoring goal is to provide students with the study skills and techniques to become independent learners and to succeed.

*FACILITIES & EQUIPMENT:* A Computer/Study Lab is available for EXCEL students adjacent to the EXCEL offices (Room C-2, A & S). Laptops, financial calculators, and tape recorders are available for short-term loans.

*ACTIVITIES:* The schedule following outlines the Wednesday Workshop Series and the educational/cultural trips that are planned. Please urge your EXCEL students to attend workshops and events that are relevant to your classes. If you offer students credit for attendance at special events, we are happy to sign the Special Event Cards. It is EXCEL policy that students not miss scheduled classes for our workshops, field trips, or other activities.

*FINANCIAL SUPPORT:* The EXCEL grant includes $15,000 in SSS Supplemental Grant Aid to be awarded to 25 students in the 2012 spring semester. Additionally, two $500 scholarships funded by Mineral Area College will be awarded this fall.

*MAC FACULTY/STAFF & EXCEL:* EXCEL depends on MAC faculty and staff to help us achieve our objectives in two important ways. First, please refer students to us if you think they need tutoring or advising support. You may call us in advance (EXT 2131) if you are referring a student to us or you may simply suggest the student drop by our office, Room C-3, Arts and Sciences, to apply. We cannot guarantee that all

students who apply will meet the federal eligibility requirements and EXCEL's requirements, but most students do.

Second, you may list EXCEL as a student resource on your syllabus. Some instructors already do this, and most of our students are referrals from faculty, staff, or other students. The earlier a student begins tutoring, the more likely he/she will benefit from it. Finally, don't hesitate to call us to discuss an EXCEL student's progress if you think this will benefit the student. All students accepted into EXCEL sign a contract permitting us to communicate with their instructors.

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| EXCEL 2011 Fall ACTIVITIES | | |
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| ACTIVITY | DATE | PRESENTER |
| Workshops (All workshops are on Wednesdays from 10:00 – 10:50 AM in RM C9.) | | |
| Dealing with Math Anxiety | August 31st | Rachel Neumeier |
| Succeeding in Your Classes | September 7th | Rachel Neumeier |
| Money 101: Personal Finance Management | September 21st | TBA |
| Writing Successful Comp I Papers | October 5th | Bernie Ratliff |
| Preparing for a Test | October 12th | Rachel Neumeier |
| Critical Thinking (In Your Classes and in Life) | October 19th | Rachel Neumeier |
| Increasing Your Self-Confidence | October 26th | Mark Easter |
| Beating the Odds in a Tough Economy | November 16th | Jenny Campbell, Workforce |
| Field Trips (Trips to other four-year universities will be on a request-basis; students meet in the EXCEL Office.) | | |
| SEMO Show-Me Day | Saturday, October 8th | Elaine Belovich |
| UMSL Day | Saturday, November 12th | Matt Sopko |
| Miscellaneous Activities | | |
| EXCEL Open House (Refreshments in the EXCEL Office; faculty and staff are invited!) | Monday, August 22nd 9:00 AM – 1:00 PM | EXCEL Staff |
| Finals Week Breather (Refreshments in the EXCEL Office; faculty and staff are welcome!) | Wed., December 12th 9:00 AM – 1:00 PM | EXCEL Staff |
| All services and activities offered by EXCEL are free to our participants. Lunch or dinner is provided on field trips. | | |
| If you have special needs as addressed by the Americans with Disabilities Act and need this publication in an alternative format, notify us at (573) 518-2131. Reasonable efforts will be made to accommodate your special needs. | | |