

Mechanical Engineering

“Mechanical Mondays”

First Year Student

Advising Meeting

October 10th, 2011

ME Academic Advisors

Danise Jarvey

dnjarvey@mtu.edu

B.S.M.E.

M.S.O.M.

Ryan Towles

ratowles@mtu.edu

B.S.E.

Advising Office Hours

8:00 am–5:00 pm

(8:00am–4:00pm in the summer)

Monday – Friday

204A/205A (203) R.L. Smith ME-EM

(inside the Engineering Learning Center)

906.487.2564

walk-in or by appointment

Agenda

- Mid-Term Progress Grades
- Registration/Scheduling
- Foundations Concentration
- Academic Planning

For quizzes, follow texting instructions on screen, or have

pollev.com/mtumeadvising
open in a browser

Academic advisor's role (handout)

Assist students with:

- ▣ developing an educational plan
- ▣ course scheduling
- ▣ interpreting University policies and procedures
- ▣ seeking out services/resources as needed
- ▣ co-op and study abroad opportunities
- ▣ clarification of career and life goals
- ▣ review of earned credits (including transfer/AP)
- ▣ discussing academic problems or concerns
- ▣ discussing concerns about major and find out how to change majors
- ▣ identify other applicable advisors.

Student Responsibilities (handout)

- Take the initiative to meet with your advisor
- Gather all relevant decision-making information
- Work out a tentative schedule of preferred and alternate courses for the upcoming semesters
- Come prepared with a list of questions or concerns that you would like your advisor to address
- Take responsibility for decisions made and follow through with them
- Use campus and community resources available to you to help you succeed!

Student Responsibilities (handout)

- **Keep a Personal Academic File**
 - Copies of documents from academic advisors, Student Records, Degree Services, Transfer Services, etc.
 - Copies of transcripts
 - Flowchart for your major (showing progress)
 - Reference letters
 - Academic Plan
 - Resume/Cover Letter

Your academic advisor is here to assist you in your journey through college. Prepare for advising in advance and make your advising time together count.



Time Management

- How has the semester been going?
- How many hours a week have you been studying - 2 hours for each hour in class?
- 15 credits means 15 class hours + 30 study hours or 45 hours minimum per week.
- Work ahead and keep track of your time!

Time Log

- How are you spending your time?
- Keep log for two weeks (handout). Have you tried?
- Analyze your results:
 - Are you sleeping 7-8 hours per night?
 - Trying to 'catch up' on sleep on the weekend stresses your system – try to wake up within the same hour each day
 - Are you getting enough exercise?
 - Are you attending ALL of your classes?
 - Are you studying 30-45 hours per week?
- Are you surprised by the results of this self-study?

Campus Resources – use them!

- Faculty
- Learning Centers
- Upper class students
- Resident assistants
- COMPASS
- Counseling Services
- Career Services
- Academic Advisors

Mid-semester grades

- AVAILABLE NOW!
(Monday, October 10th after 5:00 p.m.)
- Check on BanWeb
- Grades are “satisfactory” (SA) or “unsatisfactory” (UN)
 - SA = ‘C’ or better progress
 - UN = lower than ‘C’ progress (‘CD’, ‘D’, ‘F’)
- ME Advisors will contact you if you receive 2 or more ‘UN’s

Dropping a class

The last day to drop full fall semester classes with a 'W' is Friday, October 21 at 5:00 p.m.-No Refund

The last day to drop track B classes (classes that begin on October 17) with a refund is Thursday, October 20, with a "W" grade is Friday, Nov. 11.

All drops must be done in person in the Registrar's Office (Student Service Center, 1st floor Admin Bldg). Drops cannot be done via the web.

Orange slip – signed by instructor and advisor

No late drops will be granted to avoid poor grades.

What is an EnGPA?

- Grade point average based on the Foundations Concentration courses
- Courses included in the EnGPA:
 - CH 1150 (3), CH1151 (1)
 - ENG 1101 (3) or ENG 1001/1100 (4) , ENG 1102 (3)
 - MA 1160/1161 (4/5), MA 2160 (4)
 - PH 1100 (1), PH 2100 (3)
 - UN 1001 (3)

ME Milestone

- EnGPA ≥ 2.75 , OR
- EnGPA ≥ 2.50 and grade ≥ 2.00 (C) in MA 1160/1, MA 2160, and PH 2100, and cumulative GPA ≥ 2.50
- Plan to immediately repeat any grades below 'C' in the next semester.
- Repeating course(s) w/ 'CD' or lower:
 - New grade **always** replaces prior grade (even if new grade is lower)

Calculating EnGPA (worksheet-handout)

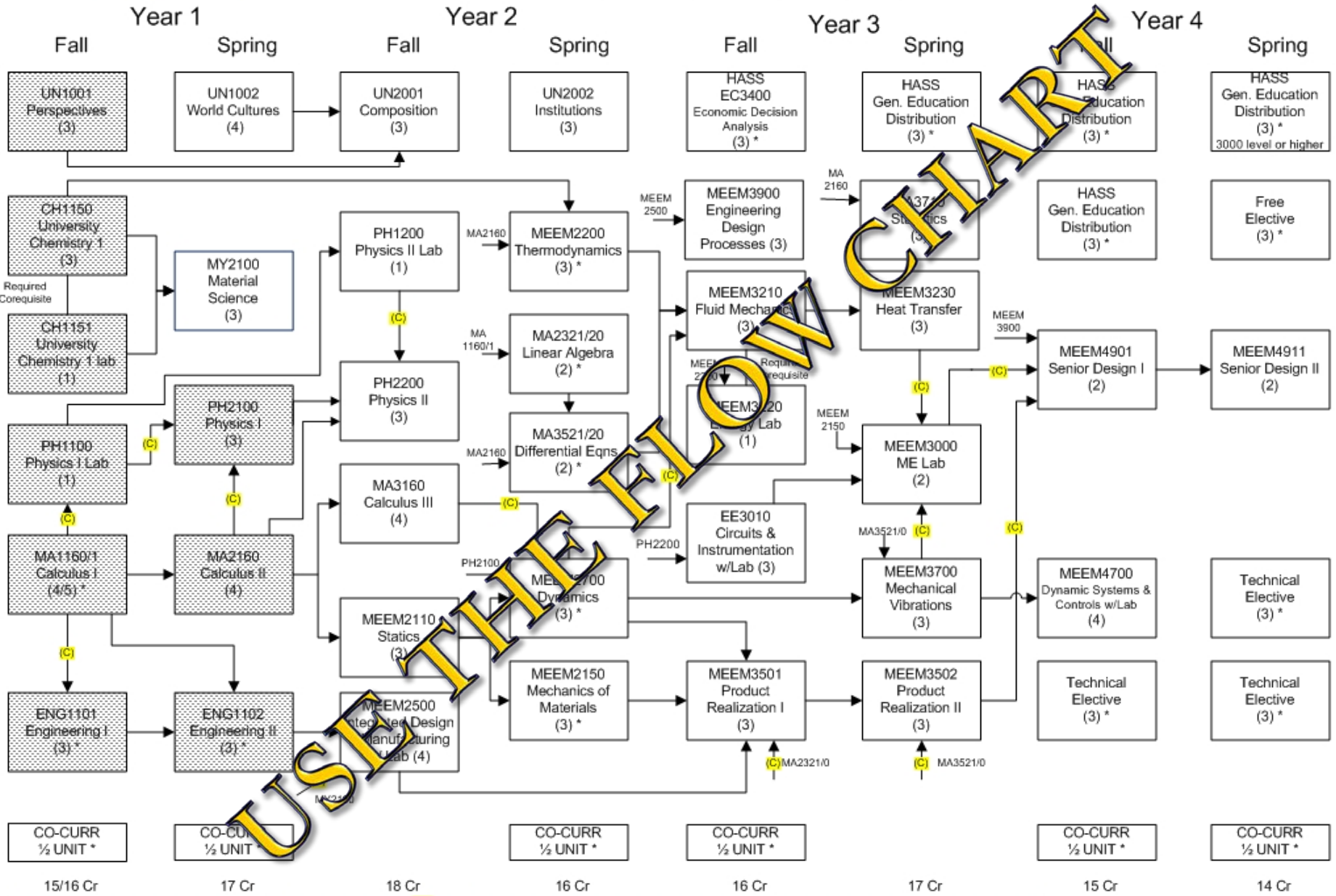
<u>course</u>	<u>credits</u>	<u>grade</u>	<u>quality points</u>	<u>Total quality points (qp x cr)</u>
CH 1150	3	B	3.0	9.0
CH1151	1	B	3.0	3.0
ENG 1101	3	A	4.0	12.0
ENG 1102	3	AB	3.5	10.5
MA 1161	5	BC	2.5	12.5
MA 2160	4	B	3.0	12.0
PH 1100	1	A	4.0	4.0
PH 2100	3	C	2.0	6.0
UN 1001	3	AB	3.5	10.5
Totals	<hr/> 26.0			<hr/> 79.5

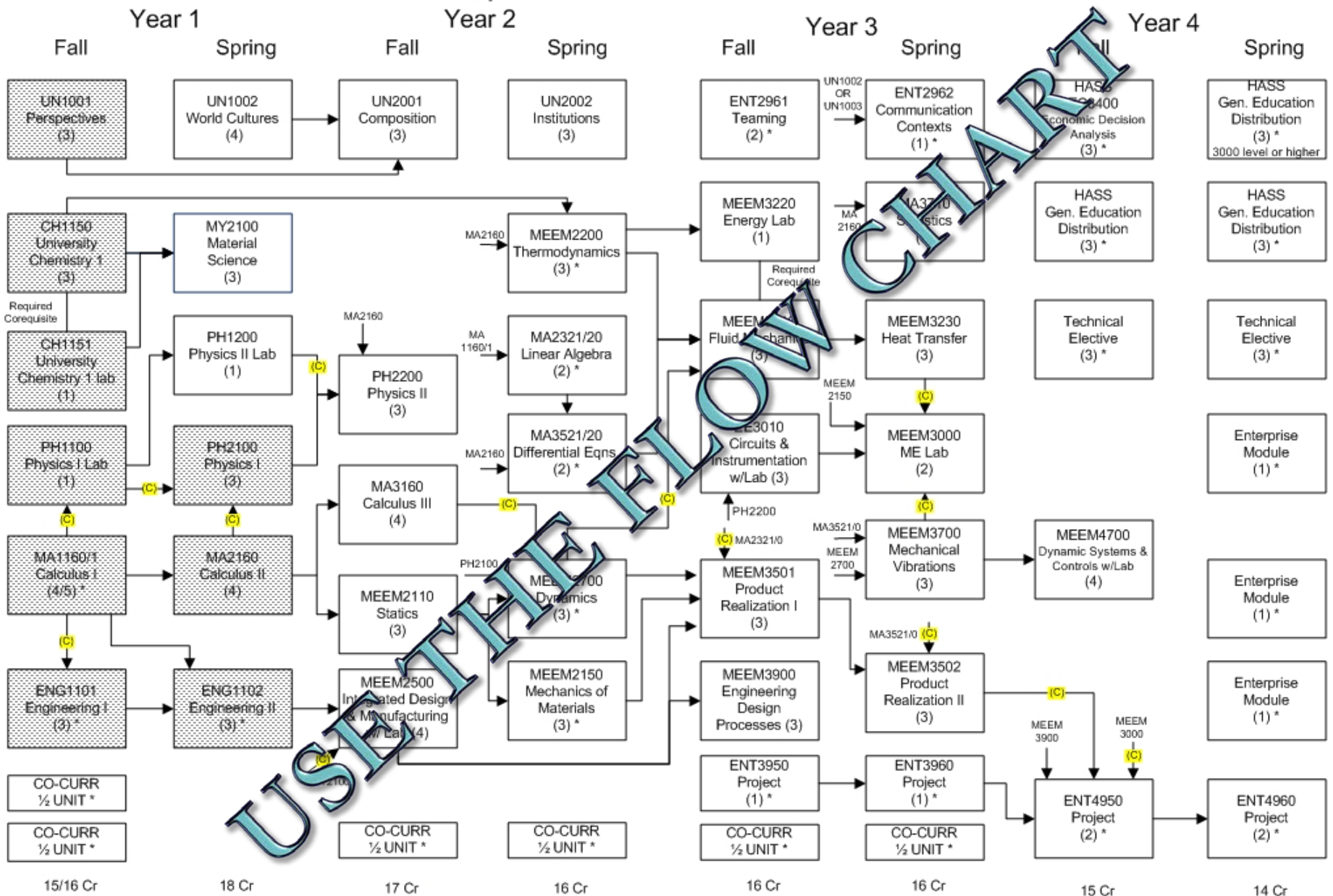
Calculating EnGPA

- $\text{EnGPA} = \text{Total Points} / \text{Credits}$
- $\text{EnGPA} = 79.5 / 26 = 3.06$

Spring & Summer Registration

- What should I register for?
- Priority schedule
- Contacts for filled sections
- Summer semester





Foundation Course *

Prerequisite
(Course must be completed prior to enrollment)

Concurrent Prerequisite
(A prerequisite course that may be taken concurrently)

Required Corequisite
(Courses must be taken together)

() Course Credits

* See notes on back

Currently in MA 1032/ENG 1001

Course options for spring:

- ENG 1100 (definitely register for this, completes substitution for ENG 1101) 2
- PH 1100 1
- MA 1161 (definitely register for this) 5
- UN 1002, **UN 1001** or language & UN 1003 3 or 4
- CH 1150/1 (definitely register for this if needed) or MY 2100 3 or 4
- Co-curricular/s (optional) 0.5 or 1

Don't overload! If a lower credit load works for you, then don't register for all of this.

Currently in MA 1160/1, ENG 1101 & PH 1100

Course options for spring:

- ENG 1102 (definitely register for this) 3
- PH 2100 (definitely register for this) 3
- MA 2160 (definitely register for this) 4
- MY 2100 3
- UN 1002, UN 1001 or language & UN 1003 3 or 4
- Co-curricular/s (optional) 0.5 or 1

Don't overload! If a lower credit load works for you, then don't register for all of this.

Note on ENG 1102

- Different design project dependent on section
- Topic/section number/days/times information will be sent through e-mail and/or announced in ENG 1101/1100 sections

Note on UN 1001

- Different topic dependent on section (see handout)
- Strongly suggest that you take UN 1001 during spring or summer if not currently registered for it.

UN 1002 – World Cultures

- Required course taken in first year
- All sections are the same topics (not like UN1001)
- Register for lecture and lab that are linked together:
 - OA with Lo1, OB with Lo2, etc.

UN 1002 – World Cultures

- Modern Language option:
 - UN 1003 + 2 semesters of language (7 total credits) substitute/used for:
 - 4 credits - UN 1002
 - 3 credits - HASS General Education distribution
 - Spanish, French, German, and Mandarin available
 - If you have previous language experience, you can place into higher language courses than I-A level.

UN 1002 – World Cultures

- Online Modern Language placement test (handout).
 - If you place into an advanced course, placement credits can be earned for previous courses with a 'BC' or better in first course taken.
 - For UN 1002 substitution, all 6 language credits must be taken at Michigan Tech (or transfer credit). Cannot use placement credits for this purpose. Placement credits do count towards HASS and/or minor requirements.

Language Minor Advisors

- French/Modern Languages Director –
Diane Shoos (dshoos) 328 Walker 487-3247
- German – Dieter Adolphs (dadolph) 308 Walker
487-3231
- Spanish Sandra Boschetto-Sandoval (smbosche)
321 Walker 487-3241
- International language minor options

Spring/Summer 2012 Registration

Oct 30th – Nov 9th

Registration priority based on number of credits earned at the time of registration (see handout)

- Does not include current enrolled credits unless you have taken track A courses this semester).
- Check BanWeb for current earned hours.
- Registration begins online at 10 pm or 11 pm on date indicated unless noted otherwise.
- *Check BanWeb for registration status.*
- *Web registration closed 2-2:30 am daily*

Contacts for filled sections

- By subject
- Use handout
- Intended for situations where scheduling conflicts cannot be avoided unless added to an already filled section (not for time/instructor preferences).
- For MEEM courses, see Danise or Ryan to be added to sections and/or added to a waiting list.

Summer classes at Tech

- Can register for summer along with spring (or later)
- Summer registration open online until summer semester begins (May 7th, 2012)
- Tracks A and B (5/7-6/22 & 6/25-8/10; F12 starts 9/4/12)
- Pace is fast – plan wisely
 - Example: 3 credit class meets 6 hours/week for only 7 weeks. Covers same material as full-semester version.
 - Usually no more than 2 courses (~6 credits) per summer track.
- Almost all ME courses offered in the summer
Exceptions: MY 2100, MEEM 2500, MEEM 3000, MEEM 4700, MEEM 4901, MEEM 4911

Transfer credit

- Transfer equivalencies:
 - Online (Transfer Equivalency System/Transfer Services)
 - Grade of 'C' or higher required to transfer back to Tech (TR)
- Attending another Michigan school:
 - See Transfer Services for guest application
- Repeating courses with 'CD' or lower:
 - Credit transfers if 'C' or higher is earned (IT)
 - Prior grade is no longer factored into GPA (zero quality points, zero GPA hours)
- Note: Once you have begun classes on campus at Michigan Tech, **UN 1001 and UN 1002 may not be transferred in.**

Don't equate your **education** to just what you have to take to get a mechanical engineering degree at Michigan Tech.

“Mechanical Mondays” will help you find enrichment opportunities and provide a forum to ask questions.

Future Mechanical Mondays sessions will provide more information on topics like:

- Enterprise
- Senior Design
- Study Abroad
- Co-op/Internships and Career Services
- Undergraduate Research
- Double Majors and Dual Degrees
- Minors and Certificates
- Extra-Curricular Activities (ME-related)

Watch your email for notices of these meetings.

Personal Academic Plan

Things to consider:

- Course load and semester offered
- HASS distribution, co-curricular (PE) and Technical Electives (tentative)
- Certificates and minors
- Second degree or double major
- Study abroad
- Senior design or Enterprise path
- Co-ops/internships
- Volunteer and extra-curricular activities

Attend future sessions, see information and/or advisors in ME Advising Center to assist you

Why an Academic Plan?

- Plan for your ME career
 - How will you enhance your BSME degree to set you up for the career that you want?
- Plan for your (BS)ME curriculum
 - Necessary prerequisites met
 - Elective courses offered in desired semesters
 - Graduate when planned

Academic Planning Materials

- Flowchart for BSME or
BSME – Enterprise Concentration (handouts)
- General Education HASS distribution and
co-curricular lists (handouts)
- Schedule of classes – online
(www.banweb.mtu.edu)
- Scheduling worksheets (handout)

Thinking about a major change or double major/dual degree?

- Talk with advisor for new major/degree
 - Electrical/Computer Eng. – Judy Donahue (eceadvise)
 - Biomedical Eng. – Mike LaBeau (malabeau)
 - Materials Sci & Eng. – Ruth Kramer (ruthie)
 - Civil/Environmental Eng. – Julie Ross (jzross)
 - BSE/Service Systems Eng. – Amy Monte/AJ Hamlin (engadvisor)
- Fill out curriculum add/drop form with new department
- Changes after first week of a semester go into effect for the next semester

ME Academic Advisors

Danise (dnjarvey) and
Ryan (ratowles)

487-2564

ME Advising Center

204A/205A (203) MEEM

<http://www.me.mtu.edu/advising.htm>