

Services for Students
with Disabilities
Newsletter

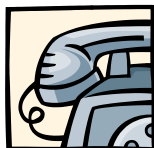
STAY INFORMED, STAY
AHEAD....A PUBLICATION FOR
STUDENTS WITH DISABILITIES

Spring 2016

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**Westchester Community College
Services for Students with
Disabilities
Main Office (Accommodations)
Library G51
(914) 606- 6287 - phone
(914) 606-7893 - fax**



Do we have your current phone numbers and address? If not, please call us with an update. (914) 606-6287. We want to make sure you don't miss out on our correspondence!

Newsletter prepared by:
**Professor Theresa Revans-
McMenimon**

SPRING 2016

The Counselor's Corner

Spring is a time for renewal and that also includes Westchester Community College. Under the direction and leadership of Dr. Belinda Miles, Westchester Community College has implemented a New Schools Initiative where WCC will follow the model of most 4 year college institutions by creating schools under the college umbrella. This will replace the division model WCC was using.

The four schools that comprise the New Schools Initiative are: the School of Business and Professional Careers, the School of Mathematics, Science, and Engineering, the School of Health Careers, Technologies and Applied Learning, and the School of Arts, Humanities, and Social Science. These schools also have new deans associated with them. They are, respectively, Dean Carmen Leonor-Martinez Lopez, Dean Kwesi Amoa, Dean Ronald Bloom, and Dean Jessica Sessel. This redesign will assist with improved graduation and retention rates for our students.

In addition, WCC will be offering a new collaborative program with College Steps for students with ASD. Information regarding this program is in this newsletter and packet mailed home. An open house has been

scheduled for March 29th from 12-1:30 pm in the Student Events Room of the Student Center. Parents, students, and all school personnel are invited to attend and learn about this exciting new program.

Please continue reading this newsletter to learn about the upcoming workshops offered by both the Students with Disabilities office and the Academic Support Center. *It is strongly advised that students attend at least one workshop offered by the Disabilities Services Office.*

Remember, staff in the Disabilities Office is available to help and answer any questions and concerns you may have. Please feel free to drop by to speak to us Monday through Friday from 9am-4pm. Remember to sign up for your accommodations for the Spring 2016 semester.

Welcome and good luck,

Theresa Revans-McMenimon

Services for Students with Disabilities

Contact Information:

Professor Sharon Massey
Coordinator, Disabilities Services
Office: LIB G47 Phone: (914) 606-6626

Professor Marcia Kalkut
Counselor for Students with Disabilities
Office: LIB G52 Phone: (914) 606-6552

Professor Barbara Begnal Scovotti
Coordinator of Accommodations for Students with Disabilities
Office: LIB G51 Phone: (914) 606-8585

Professor Angeliki Parashis
Counselor/Specialist for the Deaf, Hard of Hearing, and Visually Impaired
Office: LIB G52 Phone: (914) 606-6236

Professor Theresa Revans-McMenimon
Counselor/Specialist for Students on Autism Spectrum
Office: CLA 4 Phone: (914) 606-6336

Accommodations Office for Students with Disabilities
Maisa Andraws, Renee Balotti, and Kinga Toth
Office: LIB G51
Phone: (914) 606-6287
Fax (914) 606-7893

*Disabilities Services
Spring 2016*

Workshop Schedule

All workshops will take place in STC 111 from 12-1pm

Advocacy and Self-disclosure.....2/22/16

Students will learn how to speak with their professors regarding their accommodations. In addition, procedures will be reviewed on how to apply and request accommodations

Active Listening-“What did the teacher say? I missed that!”.....3/7/16

Students will learn how to improve their listening skills so they do not miss out on vital information provided by the teacher.

To withdraw or not to withdraw.....3/21/16

The deadline for withdrawing from classes is fast approaching and mid-term exams are completed. This group is for any student who is undecided if it is time to drop a class.

Putting it all together for final papers and exams.....4/4/16

Organize your time to prep for final exams and papers! This group will assist students in the final push to advance their academic success.

If you are not able to attend these groups, please speak with Theresa Revans-McMenimon in CLA 4.

TOOLS AND TIPS

- **Use a planner to keep track of your assignments.** More than one can be really helpful. Enter your assignments in your phone calendar in addition to a “paper” planner
- **For large written assignments, start writing in advance the number of days equal to the length of the paper.** For example, start writing a 10 page paper 10 days before it is due. Write one page each day. Breaking down large assignments into smaller ones can help reduce stress.
- **Don’t talk to yourself when you are reading.** This will slow down your reading speed.

E-newsletter

In addition to sending this newsletter to your MYWCC email address, paper copies of this newsletter can be picked up in Library G-51.

**Academic Support Center
Spring 2015**

No appointment is necessary to use the Academic Support Center (ASC). The ASC is located in the Library G-31 (Ground Floor). You can get help with Pre-Algebra, Beginning Algebra, College Algebra w/Trig, College Algebra: Functions & Models, Foundations of College Readings, Analytical Reading and ESL courses. You may contact them by calling 606-6470.

Academic Support Center hours:

Mondays and Thursdays from 7:30am-5pm
 Tuesdays and Wednesdays from 7:30am-6pm
 Fridays from 8am-4pm

Improve Your Study Skills & Reduce Test Taking Anxiety Workshops:

- 2/3: Manage Your Time, Learn to Read Your Text
- 2/10: Develop Your Note-Taking Skills
- 2/17: Improve Your Memory Techniques
- 2/24: Increase Your Multi-sensory Learning
- 3/2: Reduce Your Test Anxiety
- 3/9: Decrease Your Math Anxiety
- 3/23: Predict Test Questions
- 4/6: How to Take the Test
- 4/13: Review of Study Skills & Test
- 4/27: P.L.A.N. for final exams

Accounting Tutorial

Assistance in conceptual matters and practical applications for students in all

accounting courses. Location: Gateway 225. See schedule posted in the Accounting tutorial.

CIS Tutorials

Tutoring for students in word processing, spreadsheet, database programs, programming languages and CIS courses. Location: Tech Building 25B. Drop in or phone for hours, 606-6791, or 6557.

Mathematics & Physics Tutorial

Location: Tech. building room 37.
 Hours: Mon–Thu 9:00 am – 6:00 pm;
 Fri 9:00 am–3:00 pm, Sat 10 am–3pm.
 For more information call 606-6787 or Prof. Langer 606-8565.

Science Tutorial

Tutoring in Biology, Chemistry, Anatomy and Physiology and Microbiology. Location: Sci. Bldg. 219. Hours: Mon & Tues 9 am–4 pm
 Wed & Thu 9am-4pm, Fri 9am-3pm Sat & Sun 10-2
 Joanne Gala 606-6906.

Writing Center

Tutoring in writing across the curriculum. Location: Library G13 (Ground Floor). Hours: Schedule posted in Writing Center. Hours Mon – Thu 9am-4pm, Fri 9am-2pm. Contact: Beth Holden, 606-7853.

Mt. Vernon Extension Center Tutoring Schedule

Tutoring is available in Reading, English, All papers, ESL level 6 and above, and Math during the following hours:
 Monday, Tuesday, Wednesday, and Thursday from 11am-8pm.
 Friday from 12pm-4pm
 Saturday 11am-4pm
 Tutoring in Financial and Managerial Accounting is also available on Saturday

It's official!



WCC now has an ASL Club, the first ever in WCC's history. The club is open to any WCC student or staff interested in learning about Deaf culture, Sign Language, bridging the gap between the Hearing and Deaf Communities, and having some fun!!

Meetings will be:
 Wednesdays 12pm-1pm
 Gateway Building room 135.

Come be a part of a different world!

Any questions please e-mail: Angeliki Parashis, advisor, at ap16@sunywcc.edu.

SUPPORT FOR STUDENTS

The personal counseling staff of Westchester Community College will be offering an Anxiety Support Group for students scheduled to run on Mondays at 1pm in room 111 in the Student Center. The workshops will begin on Monday, February 15th. **PLEASE CALL 914-606-7784 OR E-MAIL PERSONALCOUNSELING@SUNYWC.C.EDU TO RSVP & RESERVE YOUR SPOT!**

Announcements

IMPORTANT DATES FOR SPRING 2016

January 19th -On-campus Instruction begins

January 23rd-Off-campus Instruction begins

January 18th-No refunds after this date for on-campus classes

January 22nd-No refunds after this date for off-campus classes

March 28th-Final day to withdraw with a “W”

March 18th-Application deadline for May graduation

March 14th-20th-Spring Recess (no classes)

March 21st-Mid-term grades

March 27th-No classes

May 6th-Recognition Day (no classes 12pm to 3:30pm)

May 8th-Instruction ends

May 9th –May 15th -Final Course Assessment

May 16th-Final Assessment Make-up Day

May 19th-Commencement

This may seem a bit early to think about final assessments since you just began the semester, but we wanted you to be aware of how the finals process works at WCC.

FINAL ASSESSMENT PROCEDURES FOR
STUDENTS WITH DISABILITIES

- FINAL ASSESSMENTS ARE SCHEDULED **IN CLASS** WITH YOUR PROFESSOR.

- Final assessment arrangements should be discussed with each of your professors as soon as possible.

- Make sure you have given each of your professors a green sheet (letter to request testing accommodations).

- Your professors will be providing extended time accommodations, either in class or during another specified time. **Note date and time on this grid.**

- If your professor cannot provide extended time or if you have a conflict, you will be testing in the Alternate Testing room (LIB G01). **You and your professor must make these arrangements together by completing a WHITE FORM that was emailed to your professor. This form can also be found on your professor's MYWCC page.**

- Disabilities Services will be using a **PINK FORM** for accommodations for students needing **assistive technology**.

After discussing your needs with your professors, it is **your** responsibility to:

- keep a complete list of when and where your finals are being given – **use grid sheet on back**

- plan carefully to avoid conflicts and last minute confusion

- make arrangements with our office if you require assistive technology

REMEMBER! **YOU ARE RESPONSIBLE FOR ARRANGING YOUR ACCOMMODATIONS!** AND
STUDY, STUDY, STUDY

Final Assessment Schedule

Student Name:

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
6-7					
7-8					
8-9					
9-10					
10-11					
11-12					
12-1					
1-2					
2-3					
3-4					
4-5					
5-6					
6-7					
7-8					
8-9					

