



Department of
Biology



Spring 2014
Important Dates

March

3- Fall 2014 class schedule available on RAMweb

10- Registration Ready turned on—you can now complete it

14- Spring Break begins; no classes next week

24- End of course withdrawal period. Last day to exercise repeat/delete option

25- Summer 2014 registration begins. Check RAMweb for your designated time

April

Remember: Registration times are assigned by the number of credits you have completed.

8- Senior fall registration begins

11- Junior fall registration begins

18- Sophomore fall registration begins

25-Freshman fall registration begins

May

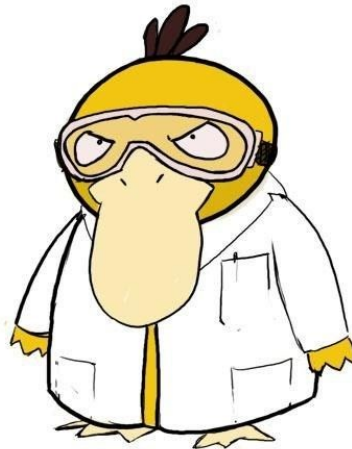
9- Last day of spring classes

12-16- Final Exams

16-17- Commencement Ceremonies

To learn more about what faculty, staff, and students in the Department of Biology are up to, check out our website: <http://www.biology.colostate.edu/>.

THIS LOOKS
LIKE A JOB



FOR SCIENCE

Walk-In Wednesdays!

Do you have a quick, 5-10 minute question? Come to Walk-Ins!

Wednesdays,
9:00 - 11:00
and
1:00 - 3:00.

They are first-come, first-serve.

There's something for everyone in the Newsletter!

Email Etiquette—everyone read this now... Page 2

Concentration? Selected Field? I'm so confused... Page 3

On Academic Probation?... Page 3

Registration... Page 5

Career Connections... Page 6

Biology Club... Page 7

Job Opportunity... Page 7

Seriously, go back and read about email etiquette... Page 2



THE ACADEMIC SUPPORT CENTER IS ON FACEBOOK AND TWITTER!

Like us on Facebook and follow us on Twitter and get

daily updates about advising, policy changes, registration and more!

Like us on Facebook: <https://www.facebook.com/pages/Colorado-State-Biology-Academic-Support-Center/291242517619899> Follow us on Twitter: [@CSUBioAdvising](https://twitter.com/CSUBioAdvising)



Email Etiquette

(Very important, and your professors will all appreciate you reading this)

- You are not texting a friend! You are emailing a professional! Do not use abbreviations such as IDK or FYI.
- Make sure your e-mail includes a courteous greeting and closing. It is never appropriate to begin an email with “Hey”
- Address your contact with the appropriate level of formality and make sure you spelled their name correctly.
- Include your full name and CSU ID.
- Use proper spelling and grammar.
- Use appropriate capitalization and punctuation.
Again – this is a professional email, NOT a text.
- Be sure you are including all relevant details or information necessary to understand your request or point of view.
- Always end your emails with "Thank you," "Sincerely," "Best regards" - something!
- Read the email before you send it—does it make sense?
- If you have multiple questions that are lengthy and in-depth, perhaps it is better to make an appointment with an Academic Support Coordinator.



- Keep in mind that it is Peak-Advising time, and the Academic Support Coordinators are very busy – are you emailing to ask a question that you can find out on your own? Can you do research on the CSU website to find the answer? Then do this! Be proactive and find the answer on your own – it saves time!

What is the difference between a Concentration and a Selected Field?

Concentration

- The Biological Science major has 2 Concentrations:
 - Biological Science
 - Botany
- The separate Concentrations are a way for us to distinguish the Botany students

Selected Field

- Your Selected Field is not your Concentration - it is an area of specialization
- It is not listed on your transcripts or your diploma
- You can find it listed in your DARs (Degree Audit Report)
- The Biological Science major has 9 different Fields to choose from:
 - *Anatomy/Physiology, *Aquatic Biology, *Behavioral Biology, *Cellular, Molecular & Genetic Biology, *Ecology, *Evolution, Genetics & Systematics, *Microbiology, *Integrative Organismal Biology, and *Self-Designated Field.
- When ready to declare your Selected Field, meet with your Advisor!

ATTENTION STUDENTS ON ACADEMIC PROBATION:

If you are on academic probation, you will need to get your advising code from an Academic Support Coordinator before you can register!

Probation I: You are required to watch the Probation video, complete the Self-Assessment, and make an appointment with an advisor in March (before your registration date). Please email an advisor if you need the link to the video again. We would be happy to re-send it.

Probation II: Two appointments are required - one at the beginning of the semester, and one in March (before your registration date).

Our goal is to meet with every probation student to discuss your status, give you your advising code, plan for spring semester, and offer additional help/support for getting off of Academic Probation. Plan ahead - make your appointment now! We fill up quickly, and you will not be able to register without your advising code. Codes will not be given out during walk-in appointments, or over email - a full appointment must be made.

To make an appointment with an ASC, please visit:

<http://www.biology.colostate.edu/undergraduates/schedule-an-appointment/>

stages of procrastination

chibird.tumblr.com

1. false security



2. laziness



3. excuses



4. denial



5. crisis



6. repeat

chibird @ tumblr

Have you started planning your fall schedule?

Don't Procrastinate!

Start now, so you're prepared to register on time!

Feel free to make an appointment with an Academic Support Coordinator to talk about your fall schedule:

<http://www.biology.colostate.edu/undergraduates/schedule-an-appointment/>

Come to Walk-Ins! Every Wednesday from 9:00 - 11:00 and 1:00 - 3:00.

Come to the appointment/walk-in prepared with a list of classes you are planning to take!

Let's Check In!

How are you doing in your classes?

You've already had your first exams - how did they go?

Are you a bit surprised by how different college is from high school?

Would you like extra help?

There are great resources available to support you!

TILT—The Institute for Learning and Teaching
Arts and Sciences Tutoring Schedule:
<http://tilt.colostate.edu/learning/tutoring/PDFs/tutorSched14sp.pdf>
Study Group Schedule:
http://tilt.colostate.edu/learning/tutoring/PDFs/SG_scheduleSP_14_feb11.pdf
Academic Skills Workshop Schedule:
<http://tilt.colostate.edu/learning/skills/PDFs/skillsSched14sp.pdf>

Have you met with your professor yet?
 Professors and TAs are great resources, and no one knows the class material better than them! Go to office hours prepared with specific questions to ask.

The Counseling Center is Amazing!
 They offer 3 series of Study Gyms, with topics such as Motivation, Time Management, Kicking the Procrastination Habit, and Changing Negative Self-Talk.
<https://webcom.colostate.edu/health/files/2014/01/GroupsSp14Long.pdf>

Let's Talk About Registration!

Course Withdraw Date is Approaching– March 24

Students who wish to withdraw from a Spring 2014 course must do so by March 24 at midnight. Course withdraw is done via RamWeb and results in a “W” on a student’s transcript.

Also, students who are currently **Repeat-Deleting** a course must turn in the Repeat-Delete Request Form to the registrar’s office by March 24. The required repeat-delete form can be found at: <http://registrar.colostate.edu/repeatdelete>

**The registrar’s office will NOT process any repeat-delete forms that are turned in after March 24.*

Special Walk-In Hours!

Last minute questions about withdrawing from a class?

Come to Walk-Ins on Monday, March 24th, from 9:00 - 11:00 and 1:00 - 3:00.

Summer Registration Begins March 25th!

Interested in taking summer courses? Registration begins March 25th at noon. All info (including course schedule) can be found here: <http://www.summer.colostate.edu/>

Spring Break Advising Hours March 17-21

During Spring Break, the Academic Support Coordinators will only be holding Walk-In Advising. Advising Appointments will not be available. If you need to be seen by an ASC during Spring Break, please come to Walk-Ins. The Hours are:
Monday - Friday 9:00 - 11:00 and 1:00 - 3:00

Two Late-Start Classes Available!

Need to withdraw from a class but this will put you below full time (12 credits)? Consider registering for a Late-Start Class!

SOC 100 General Sociology Section 005 TR 3:30 - 6:00 pm 3/10 - 5/11

MU 100 Music Appreciation Section 008 MW 2:30 - 5:00 pm 3/10 - 5/11

-If you have any questions about these classes, please meet with your advisor

How to Successfully Apply for Federal Jobs/Internships



Wednesday, March 5th 6:00 - 7:30 pm

Natural Resources - Room 113

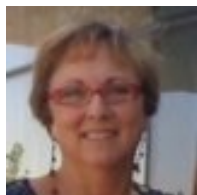
Guest Presenter: Vince Meyer, U.S. Fish & Wildlife

Learn About:

- How to search for jobs on USAJobs.gov
- Building a federal resume
- How to navigate the federal system
- Tips and tricks for effectively answering questions
- Secrets of the federal hiring process

For more information, contact the Career Center:

970-491-5707



Need help planning your future?

Judy Brobst, the Career Center Liaison for the College of Natural Sciences, can assist you with all aspects of your career development! Services offered: Internships & volunteer experiences, resume development, choosing/changing majors, graduate school, on-line assessments, job search skills, etc. **To set up an appointment** contact 970-491-5707.



Planning to apply to a health profession graduate program this year?

Everything you ever wanted to know about writing application essays and personal statements!

Save the Date:

Thursday, April 3rd 5:00 - 6:00 pm
Clark C146

or

Monday, April 14th 1:00 - 2:00 pm
Military Science 105

*You only need to attend one session; information is repeated

Come join the Biology Club!

You will fit right in with the diverse and interactive group of students who share a passion for the sciences. We put together numerous club activities, volunteering throughout the community, and much more. We even have a hospital visit coming soon!

Meetings are biweekly on Wednesdays at 5:30pm in Yates 306 with major events generally on the weekends. If you would like to join or would like more information, please email: biologyclubcsu@gmail.com.

Hope to see you at the next meeting coming up March 5th!

Job Opportunity!

Position Description

This position will assist a team of ecologists in research at the Aquatic Systems Biology Branch of the Fort Collins Science Center (principal duty station). Our current project is field-based and focuses on the effects of logjams on insect and fish communities in Colorado Rocky Mountain streams. Primary responsibilities will include the processing of field samples in the laboratory. There will be the opportunity to assist with fieldwork in both Rocky Mountain National Park and Roosevelt National Forest. The position will report to one primary supervisor and the project leader for the particular project they are working on at any given time.

Requirements

Please note that the following skills are *not required* for applicants to be considered for the positions. Preferred skills included experience in sorting and identifying invertebrate samples and a familiarity with taxonomic keys for insects. Undergraduate students with interests in ecology, entomology, and environmental biology are encouraged to apply.

Working Conditions and Hours

Laboratory work will *not require* the handling of hazardous materials. Any training and/or protective equipment for handling of chemicals (mainly Ethanol) will be provided. Field conditions will be physically demanding, sometimes requiring candidates to hike 10 mi per day carrying 50 lb packs. Candidates can work up to 20 hours per week during spring semester and up to 40 hours per week during the summer. Two positions are immediately available.

Please email (mvenarsky@usgs.gov) or call (970-226-9201) Mike Venarsky if you are interested in this position.