Dear Colleagues,

Happy New Year and start of the spring semester.

I hope the semester is off to a smooth start.

PATHWAYS

Many thanks to folks who have already logged on to Pathways, our new software to support our advising work, to set-up office hours and begin scheduling appointments with students. I will be using these monthly newsletters and some targeted emails to communicate about additional features in Pathways to support your work in the classroom and as advisors. This semester in particular, as we continue to roll-out and configure different features of Pathways and incorporate different offices and advising resources, we are eager to hear your feedback and experiences with Pathways. We are also soliciting feedback from students.

The Pathways web page is also a repository of training and “how-to” information; we will post one-page (ish) guides and short demonstration videos there as well. There are also drop-in hours available.

ACADEMIC HONOR BOARD

During the first semester this year we received 44 Academic Honor Code violation reports (34 were first violations, 4 warnings, 3 were expunged and 3 were second violations). Of particular note is that 20 occurred during our self-scheduled exam period or as part of final work submissions.

The vast majority of the violations were first incidents. As such, most students opted to have an individual meeting. These conversations on the whole were great. We talked about what factors lead to the problematic behavior (whatever it was), sometimes this revealed to a student that the student needed to take fewer credits, pull back on a co-curricular activity or, most frequently, connect with the professor sooner and get help. As always, the Board and I welcome your feedback on how to improve this process.

Best,

Amber
THE ACCOMMODATIONS PROCESS

Now that classes are in session, students with disabilities will be scheduling appointments with you to review the logistics of their accommodation letters. Here are some helpful suggestions:

♦ Make an announcement reminding students with disabilities to bring you their accommodation letters during your office hours, rather than before or after class, to ensure confidentiality. It is a good idea to ask the student to print multiple copies of the letter so that you both can retain a copy (students are reimbursed).

♦ If you have a lab instructor or co-teachers, be sure to inform them about student accommodations to ensure that all accommodations are implemented.

♦ Ask the academic coordinator for your department to reserve separate quiet rooms for those students with test accommodations, preferably in advance. If you don’t have administrative support, call Heather Tetrault at X2153 and she can reserve rooms for you.

♦ If a student is approved for course material in alternate format, please be sure to have it ready and usable at the same time that you post or distribute course material for students without disabilities. Please call LITS or AccessAbility Services with questions or for assistance as needed.

♦ Students who have been approved for accommodations by AccessAbility Services are entitled to accommodations. If you have a concern about an accommodation specified on a student’s letter, please contact AccessAbility Services to explain your concern and one of the Accommodation Coordinators will be able to assist you. Other methods of accommodation may be considered.

If you need assistance implementing any of the accommodations specified in a student’s letter from AccessAbility Services, please contact AccessAbility Services office for assistance at X2634 or email Access-Ability@mtholyoke.edu.

FELLOWSHIPS AT MOUNT HOLYOKE

Ryan Lexis, our Fellowships Advisor is hard at work recruiting for the next fellowship season. On Friday, February 2, Ryan will host a tea in the Stimson Room at the Library (6th Flr) from 3:30 - 5:00 PM for interested students.

In addition, he is connecting with students who were selected as semi-finalist in this year’s fellowship competition.

STUDY ABROAD DEADLINES

March 1: Deadline to apply for study abroad for fall or year, for students not applying for Laurel Fellowships (need-based financial aid) or for one of MHC’s own programs/exchanges.

March 31: Deadline to apply for Laurel Fellowships (need-based financial aid) for study abroad, and for most MHC programs/exchanges (with or without Laurel funding), for Spring 2019.
**MHC International Internship Program (MHC-IIP)**

Applications due February 25, 2018

MHC-IIP placements currently exist in approximately 20 countries and across a wide range of fields. Please see: [Internship details](#) and application guidelines. Students must apply for MHC-IIP positions on LyonNet by February 25. Applicants must meet with Kirk Lange, Director of International Experiential Learning, for an interview by February 22, before applying.

Questions and requests for interviews can be emailed to Kirk ([klange@mtholyoke.edu](mailto:klange@mtholyoke.edu)), or call (x2072). Whether applying for an MHC-IIP placement, a self-developed international internship, or faculty mentored international research -- to qualify for Lynk UAF funds a student must also complete Step 1 of the UAF application in MyMountHolyoke by February 16.

### Dates to Note

**Wednesday, February 1**

Priority deadline to apply to 12-College Exchange Programs

**Monday, February 5**

Last day to add classes

**Monday, February 12**

Last day to withdraw from a course without “W” notation recorded

**February 16—March 5**

Online Registration for Senior Symposium

**Friday, February 19**

**Deadline** for Lynk applications UAF funds and [MHC—IIP](#).

### Useful Links

- [Academic Calendar](#)
- [AccessAbility Services](#)
- [Degree Myths](#)
- [Proper Use of Sources](#)
- [Study Abroad](#)
- [Transfer & AP Credit](#)
- [Academic Honor Board](#)

### Looking Ahead

- **March 9** — Deadline for Sophomores to declare a major.
- **March 10-18** — Spring break
- **March 19-23** — Add drop period for second half-semester courses.

### Senior Symposium

Please encourage seniors to register and participate in the [Senior Symposium](#) (scheduled for Friday, April 13, 2018), if they are working on independent study projects this year. Students should register online February 16—March 5 in order to present at the Senior Symposium. Students’ independent work does not need to be completed in order to present at the symposium.

---

**Office of Student Success and Advising**

3rd Floor, Mary Lyon Hall

413-538-3610

[academic-deans@mtholyoke.edu](mailto:academic-deans@mtholyoke.edu)