

**The Adrian College M.A.P. to Success
in your first year and beyond**

Making Your
Academic
Plan



ADRIAN COLLEGE

Created by: Linda Jacobs, Janna D'Amico, Katie Hammond, Jason Hartz, Bridgette Winslow,
Sheri Wilt, Melissa Freshcorn, Keith McCleary

Written and Presented by: Agnes Caldwell, VPAA 2011

Welcome Class of 2015!

While 2015 seems a long way from today, the next four years will fly by. During your time at Adrian College you will transform yourself academically, personally and professionally. College is, in many ways, the most important four years of your life.

People who earn college degrees live lives that are different from others who choose not to attend college or sadly, do not finish. Today, many people in and out of higher education question the worth or a value of a college education. Let me tell you what research shows:



- Over a lifetime, the average individual with a four-year degree will earn \$1.6 million more than a high school graduate¹.
- On average, college graduates live healthier lives².
- On average, college graduates report higher levels of satisfaction with their careers³.
- On average, people who earn a college degree make more a year than those with only a high school diploma. Workers 18 and over with bachelor's degrees earn an average of \$51,206 a year, while those with a high school diploma earn \$27,915.⁴

Why else does a college education matter? At Adrian College we are motivated by values that are woven into academics, student life and athletics. These values also inform the importance of college education and what we believe our graduates should be known for. We call these the Ribbons of Excellence and you will hear a lot about these aspirations over the next four years. Adrian College graduates will be known as people who:

- Care about humanity and the world we live in
- Think critically
- Cross boundaries and disciplines
- Are creative
- Are lifelong learners

With these values in mind, this handbook exists to support your journey from high school through Adrian College. This handbook helps prepare you for academic life at Adrian College, describes important processes and procedures for advising and success in academics and provides a concise place for resources you will use in support of academic success.

I am so pleased you've chosen Adrian College to spend your next few years. You have chosen well.

Regards,

Agnes I. Caldwell, Ph.D. Vice President and Dean of Academic Affairs

¹ The College Payoff: Education, Occupations, Lifetime Earning. 2011. Georgetown University, Center on Education and the Workforce.

² Education Pays 2010: The Benefits of Higher Education for Individuals and Society. 2010. The College Board Advocacy and Policy Center.

³ Education Pays 2010: The Benefits of Higher Education for Individuals and Society. 2010. The College Board Advocacy and Policy Center.

⁴ Current Population Reports. "Educational Attainment in the United States." 2004. U.S. Census Bureau.

Good-bye High School...Hello College

In high school.....	In college.....
You were dependent on others, mostly your parents.	You are independent and responsible for all aspects of your life: planning daily tasks, eating, exercise, free time, going to class, completing assignments on time, etc.
You had little choice in what classes you took. Math, English, Science, etc.	You have amazing choices for courses in the general education or liberal arts portion of the curriculum. Furthermore, majors have requirements but an ability to develop your area of interest and pursue through a capstone experience.
Your goal was getting into college. Congratulations! You've accomplished this!	Your goals for your future may not be as clear. THAT IS OK AND JUST FINE! College is a time to explore, try areas of study and develop yourself in preparation for your future.
You thought you were going to be a [insert job].	You may realize that your idea of that career is not of interest any longer. You may also discover other studies you love.
Everyone basically took the same classes. The state and your school district determined the curriculum.	Everyone's course of study is different depending on interests, majors/minors and other requirements, but all students must take basic educational proficiencies (writing, speaking, wellness, mathematics and foreign language).
There was no major to declare.	It is advisable to declare you major no later than the spring of your sophomore year. You can however change your major too if you change your interests. Faculty advisors and staff are available to work with you in this process.
Everyone was in one space. The high school.	Learning occurs in various spaces including: academic buildings, residence halls and also throughout the community.
Guidance counselors reached out to you to offer their support.	You are responsible for seeking out resources and support you need from tutoring, career advice, and course planning to personal support. Of course, we are here to help you, but you need to take steps when needed for your success.
You were planning for college.	You are planning for life. College not only teaches knowledge for success in life, but attitudes and behaviors for success.

Why the liberal arts?

The term liberal arts does not refer to a political label, but dates back to the Middle Ages when liberal meant “well rounded.” This idea continues today at Adrian College where 25% of your studies are geared to prepare you to be a well-rounded graduate.

At Adrian College this means:

- Developing an appreciation and understanding of the *Arts*.
- Developing an understanding of human behavior and structures of *Social Sciences*.
- Developing an understanding of the natural world and the scientific method of the *Natural Sciences*.
- Developing an understanding of questions that are bigger than the individual experience of *Philosophy/Religion*.
- Developing an appreciation for both Western and *Non-Western* ideas and perspectives.
- Developing an ability to write better through intensive writing.
- Developing an understanding of human history, literature and communication from a broad perspective of *Humanities*.

Additionally, a “liberal arts college” such as Adrian College is driven by the following philosophical tenets:

- Intellectual growth in all areas of study.
- Appreciation of cultural diversity.
- Network development with peers.
- Broader education is appreciated more than a narrowly focused one.
- Development of multiple skill sets.
- Learning similar concepts from different points of view.

Academic Advising

Academic advising is the process where students work with faculty and staff to live the mission of Adrian College, explore the Ribbons of Excellence and position themselves for successful future by creating a plan that includes academic courses, a major and/or minor and develop experiences and opportunities designed to help you make the most of your Adrian College years.

Process of Academic Advising

- Meet/contact academic advisor in late September for check-in.
- Contact advisor for advising appointment after midterm grades.
- Pay account in full by advising period in order to register for classes.
- Meet and schedule classes during two weeks of advising each semester.
- Develop a 4 year academic plan for courses during your first year and evaluate yearly with advisor.

Preparation before attending Advising Session with advisor:

- Verify your bills are paid in full. Students with HOLD on accounts will not be permitted to select courses and register.
 - See Financial Aid for assistance with grant, loan and/or scholarship assistance.
 - Students who register late may lose seats in courses and thus delay academic progress.
- Review schedule on-line and develop plan for next semester.
 - Verify courses, including pre-requisites in course catalog.
- Select courses by logging into Net Classroom
- Schedule an appointment in the two week advising period posted each semester. Seek out your advisor to do this if you have not heard from them. Drop in advising is difficult, so please plan ahead.
 - Registration for May and Summer Terms occur in spring semester.
- Print a copy of your proposed schedule.

During each advising session:

- Bring your catalog, copy of schedule and a list of questions to advising session.
- Review your 4 year academic plan
 - See Office of Career Planning for assistance with determining your major, internship information, resume assistance, cover letter assistance, job search support, graduate school information, etc. See website for additional services and support offered FREE to students.
- Discuss proposed course selections in light of academic plan.
 - Advisor will submit approved schedule.

- Be sure if you are a student athlete, have financial aid and/or live on campus to take at least 12 credit hours to maintain eligibility.

Questions?

See the Registrar's Office located in the Stanton Administration Building.

Forgot or Lost Your Password to Net Classroom?

See Chris Adams at cadams@adrian.edu

Your Checklist for Success

(Note: this checklist is only intended to identify key points to success. It is a supplement to the course catalog, which details all policies and procedures attached to the following points)

Your ability to graduate includes the following criteria:

- 124 credit hours in all courses required for study
 - Taking at least 15.5 credits each semester
 - Passing all courses
 - Maintaining an overall 2.0 to graduate in all courses (note: some majors require higher GPA's)
- A major with all requirements fulfilled as outlined in the college catalog
 - All requirements fulfilled for accredited programs as outlined in the college catalog.
- Good financial standing with Adrian College

Additionally, the college strongly suggests that each student complete the following (note: some majors and programs require these experiences already):

- Two internships in different sponsoring organizations
- Community service and/or volunteer work in a relevant area of interest
- Regular involvement in a professional organization
- Active involvement in a student organization

In addition to these criteria and recommendations, the following steps will assist in your graduation and success:

First Year/Freshmen Year:

- Meet with Office of Career Planning to assess your interests, values and skills to identify a major or area of academic interest.
- Seek tutoring support in the Office of Academic Services when needed.
- Attend campus organization events to determine possible interests.
- Speak with your academic advisor about taking an internship, study abroad or domestic study for academic credit in the next year or two.
- Develop a four year plan for courses with academic advisor in spring.

Second Year/Sophomore Year:

- Meet with Office of Career Planning to develop your resume or have it reviewed.
- Declare your major by spring (remember you can change it at a later date also).
- Join organization(s) that support your major and increase your network.
- Begin attending career or graduate school events on campus; workshops, department offerings, career fairs, etc.
- Develop a plan for internships, study abroad, domestic study, etc. with academic advisor.

- Research your major for career opportunities. Meet with Office of Career Planning and academic advisor to discuss findings. Make changes to course in third or fourth year plan with advisor, as appropriate.

Third Year/Junior Year:

- Apply for graduation semester before you graduate (so December grads apply in spring)
- Take internships, study abroad or domestic study. (Note: Summer is a great time to explore these opportunities.)
- Interview others who hold positions you would like to hold some day. Meet with Office of Career Planning and academic advisor to discuss changes to your academic plan as appropriate.
- Continue attending career or graduate school events on campus; workshops, department offerings, career fairs, etc.
- Update your resume to reflect your involvement in organizations, coursework and internships/study abroad or domestic study.
- Meet with Office of Career Planning and/or academic advisor to develop job search plans.
- Meet with Office of Career Planning and/or academic advisor to develop graduate school plans.
- Identify schools of interest and gather application information.
- Take exams in summer before senior year for graduate and professional school entrance (GRE, GMAT, MCAT, LSAT, etc.).
- Write admission essay and schedule review with faculty.
- Determine letter of recommendation writers. Ask for their ability to write a supportive letter. Provide resume, letter requirements, etc. with plenty of time to meet deadline.

Fourth Year/Senior Year:

- Apply for graduation during fall term (for spring graduation)
- Meet with Office of Career Planning and/or academic advisor to develop job search plans, if you haven't done so.
- Meet with Office of Career Planning and/or academic advisor to develop graduate school plans, if you haven't done so. Please note: for some graduate and professional schools it may be too late to apply. Check with your advisor to stay on track.
 - Identify schools of interest and gather application information.
 - Take exams in summer before senior year for graduate and professional school entrance (GRE, GMAT, MCAT, LSAT, etc.).
 - Write admission essay and schedule review with faculty.
 - Determine letter of recommendation writers. Ask for their ability to write a supportive letter. Provide resume, letter requirements, etc. with plenty of time to meet deadline.
- Meet with Career Planning to go over resume, cover letter and references.



ADRIAN COLLEGE

First Year Advising Sheet

Name: _____

Major: _____

STN: _____

Minor: _____

First Year- Academic and Personal Goals

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____

First Year Success Checklist- Fall 2011



1. Have my course catalog copy
2. I know I need 15.5 credits per semester to graduate in 4 years
3. Have my copy of the Student Handbook
4. Purchased all books and materials for classes
5. Have an appointment with my academic advisor by September 30th to introduce myself.
6. Meet for advising for Spring 2012 in late October.
7. Have an appointment with Office of Career Planning to discuss services.

Courses for Fall 2011

1. _____
2. _____
3. _____
4. _____
5. _____

Courses for Spring 2012

1. _____
2. _____
3. _____
4. _____
5. _____

BLACKBAUD NET CLASSROOM

The Student Information System of
Adrian College

Click arrow to proceed
throughout the slideshow

This Presentation Contains:

- = Information on how to log into Blackbaud's Student Information System (aka NetClassroom)
- = How to view the course catalog for descriptions of courses
- = How to "build a schedule" before meeting with your academic advisor
- = How to register (submit the schedule to your advisor)
- = How to add/drop courses

Getting Started www.adrian.edu



Click on the "Current Students" Link

Current Students



Click on the link for "Net Classroom"

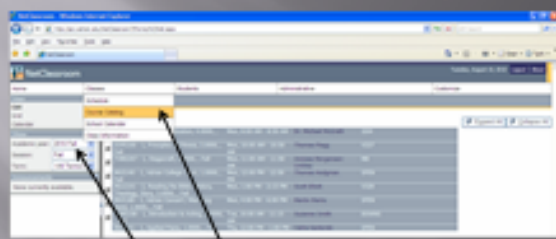
Student Login



First login with your
username and password
sent to you via your
Adrian College email

*Your User ID and
password are located on
your Student Schedule. If
you lose this information,
contact Christine Adams-
cadams@adrian.edu

View Course Catalog



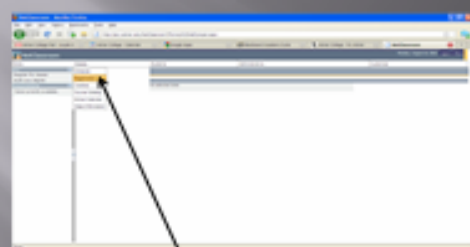
1. Check Academic year
2. Click on the Classes tab
3. Click on Course Catalog

View Course Catalog



Click on a course to see the details below
Click on the Instructor name to see the Instructor schedule

Register/Drop/Add Classes



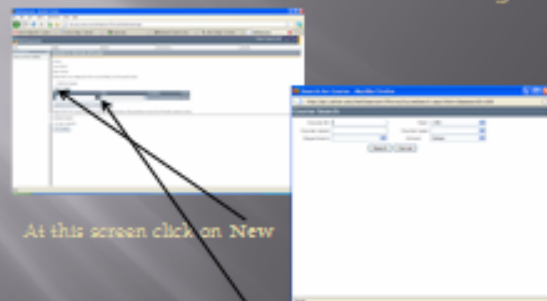
During the Registration period and Drop/Add period you will use the Registration menu choice from the Classes Menu

Edit Registration



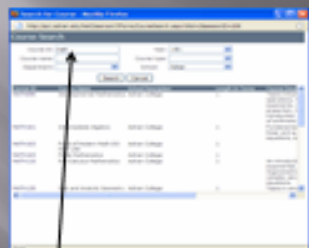
At this screen click on Edit Registration

Select a Course for Scheduling

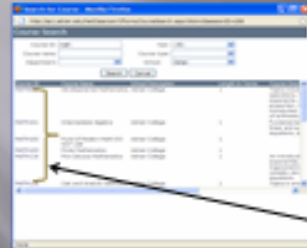


At this screen click on New

Click the binoculars icon to search for courses



Type in the prefix for the courses you would like to see (MATH, BIOL, CHEM, B AD, T ED, etc.) and click Search

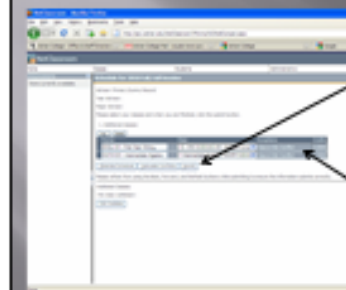


Then click on the Course ID

Choose a Section



- Click the drop down arrow to see the available sections - click on the one you would like



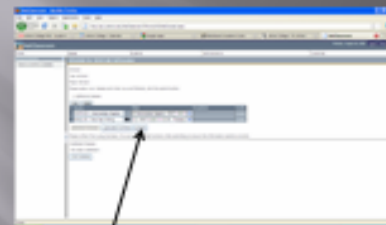
- At any time after choosing a section, click the **submit** button.
- If the section is full or conflicts with something else in your schedule, you will see a message in the exceptions area
- This means you will have to choose a different section
- Click **Edit Registration** to go Back if there are no exceptions

Remove a Course from your Schedule

- Click the small space to the left of the course name you would like to remove from your schedule
- Click the Delete button
- You will receive a confirmation prompt.



Make Sure to Submit



Make sure you **Submit** when you are finished with your schedule and as many times during the process as you would like to see accepted classes! Click **Edit Registration** to get back to the NEW/DELETE screen.

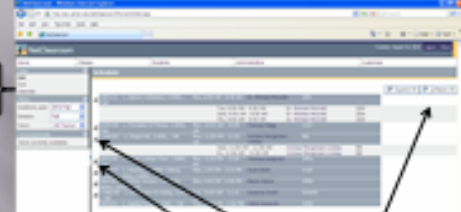
View Your Schedule



- Click on the **Classes** tab
- Click on **Schedule**

View Your Schedule

View your schedule using the **Use, Grid or Calendar View**



Print the screen for a copy of your schedule

Use the + and - to Expand and Collapse the schedule for each course or the Expand All/Collapse All

FALL FRESHMAN YEAR			
DEPT	COURSE NUMBER	COURSE NAME	CREDITS
	TOTAL HOURS/SEMESTER		

SPRING FRESHMAN YEAR			
DEPT	COURSE NUMBER	COURSE NAME	CREDITS
	TOTAL HOURS/SEMESTER		

FALL SOPHOMORE YEAR			
DEPT	COURSE NUMBER	COURSE NAME	CREDITS
	TOTAL HOURS/SEMESTER		

SPRING SOPHOMORE YEAR			
DEPT	COURSE NUMBER	COURSE NAME	CREDITS
	TOTAL HOURS/SEMESTER		

FALL JUNIOR YEAR			
DEPT	COURSE NUMBER	COURSE NAME	CREDITS
	TOTAL HOURS/SEMESTER		

SPRING JUNIOR YEAR			
DEPT	COURSE NUMBER	COURSE NAME	CREDITS
	TOTAL HOURS/SEMESTER		

FALL SENIOR YEAR			
DEPT	COURSE NUMBER	COURSE NAME	CREDITS
	TOTAL HOURS/SEMESTER		

SPRING SENIOR YEAR			
DEPT	COURSE NUMBER	COURSE NAME	CREDITS
	TOTAL HOURS/SEMESTER		

WHO CAN HELP YOU WITH MAKING YOUR M.A.P.?

- Faculty who serve as academic advisors
 - Other faculty from courses or departments are also useful resources
- Office of Academic Services
- Office of Career Planning
- Financial Aid Office
- Cashier's Office
- Registrar's Office
- Counseling Office
- Institutes

FACULTY ADVISORS:

- All full- and half-time faculty serve as academic advisors
 - No other personnel can serve as academic advisors, only the faculty
- They are your **PRIMARY** source of support in selecting courses and directing you to other areas of support.
- They get to know you personally and are experts in their fields with contacts and influence. As a result, they play an important role in your future aspirations.

Are available via appointment for the following:

- Discussions on the curriculum and courses of study.
- Discussions on academic concerns of performance in courses.
- Discussions on career or graduate school aspirations.

Office of Academic Services

Director: Linda Jacobs

OFFICE LOCATION: Jones Hall

PHONE: (517) 265-5161 Ext. 4413

EMAIL: ljacobs@adrian.edu



The members of the Academic Services staff are here to support your success. We are open every evening except Friday and Saturday, and invite you to stop in to learn more about how we can help you achieve your goals.

SERVICES INCLUDES:

- FREE tutoring in most classes by trained peer tutors
- Learning and study skills consultations
- Disability services for qualifying students
- Special programs for qualifying students including:
 - EXCEL
 - Operation Education
 - Adrian College Educational Success (ACES) for first generation college students
 - Adrian Summer Admissions Program (ASAP)
 - Enrichment

Office of Career Planning

Director: Janna D'Amico

OFFICE LOCATION: Stanton Administration Bldg.

PHONE: (517) 265-5161 Ext. 4392

EMAIL: careerplanning@adrian.edu

On behalf of the Career Planning staff, I would like to welcome you to Adrian College! We are thrilled to be your resource for graduation preparation. Your interaction with the Office of Career Planning starts the moment you arrive on campus.



SERVICES INCLUDE:

- Exploring Majors & Career Paths
- Career Advice
- Internship Information & Guidance
- Graduate School Guidance
- Resume Preparation
- Mock Interviews
- Workshops
- Volunteer Opportunities
- Information on upcoming opportunities such as:
 - Career Fairs
 - Graduate & Professional School Fairs
 - Jobs
 - Internships

Office of Financial Aid

Director: Andy Spohn

OFFICE LOCATION: Stanton Administration Building

PHONE: (517) 265-5161 Ext. 3109



The Financial Aid office assists students in:

- Determining eligibility for Adrian College grants and aid
- Insuring compliance with federal regulations governing student financial aid
- Supporting academic progress to secure aid
- Notifications for annual FAFSA applications
- Answering questions about aid, scholarships, grants and loans.

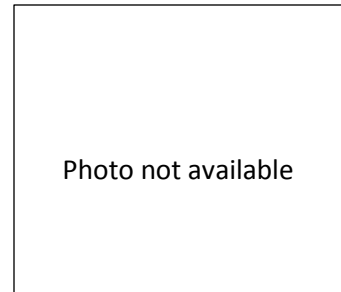
Business Service Center's Office

Director: Nancy Close

OFFICE LOCATION: Caine Student Center

PHONE: (517) 265-5161 Ext. 3151

EMAIL: cashier@adrian.edu



Part of the Division of Business Affairs, the Student Business Service Center is responsible for:

- generating student statements
- managing accounts receivable and payments
- managing Perkins Loan accounts
- process all invoices for vendor payments on student accounts
- manage all Educational Computer Systems Inc. (ECSI) payment plans

The Student Business Service Center is located in Caine Student Center.

Student Business Service Center hours are 8:30 a.m. to 5:00 p.m. Monday through Friday.

Office of the Registrar

Director: Bridgette Winslow

OFFICE LOCATION: Administration Building

PHONE: 517-265-5161 x 4313

EMAIL: bwinslow@adrian.edu



The Registrar's Office supports students, faculty, and staff as each student pursues their baccalaureate degree. They assist students in class registration and are the official source of information for academic records.

Registrar's Office Main Roles:

- Compiling and publishing the class schedule with the assistance of academic departments and the Assistant Dean of Academic Affairs
- Assisting in maintaining the University's registration system and all student class schedules
- Evaluating the award of Advanced Placement Credit and Transfer Credit
- Certifying completion of College requirements for graduation
- Certifying enrollment for insurance purposes, student loans, or benefits under the Veterans' Education and Social Security Acts
- Certifying eligibility for participation in athletics
- Readmitting former students
- Monitoring College Academic Progress Standards

Important Forms found in the Registrar's Office:

- Declaration of Major Forms
- Department Four Year Plans
- Schedule Change Forms
- Michigan Undergraduate Guest Applications
- Academic Appeal Forms
- Change of Advisor Forms
- Transcript Request Forms (returned to the Cashier's Office)
- Application for Graduation

Counseling Office

Director: Monique Savage

OFFICE LOCATION: Room 210, Caine Student Center

PHONE: 517-265-5161 x 4518

EMAIL: msavage@adrian.edu

Hours: 9:00 AM - 4:00 PM

M-F while College is in session



Services offered by the Counseling Office include:

- Response to emotional emergencies
- Referrals to local psychiatrist
- Referrals to support groups including Alcoholics Anonymous and Women of Color Support Group
- Hall presentations and special topics presentations to other student groups, such as Residence & Greek Life staff training

Institute for Health Studies

Director: Marcia Boynton

OFFICE LOCATION: Peelle Hall 204

PHONE: 517-265-5161 x 4079

EMAIL: mboynton@adrian.edu



The Adrian College Institute for Health Studies supports students from any major in securing:

- a broad knowledge of health care, and the issues faced in its delivery,
- a deep understanding of how the liberal arts affect and benefit scientific analysis, patient service and health policy,
- awareness of future alternatives, and the insight essential to accurately focus personal academic interests and career selection,
- a wide range of experiential learning opportunities in health care,
- a structure for exploring global health issues through service learning around the world, and to experience health services as they are now delivered in underserved rural and urban areas of the United States
- support for research initiatives that will sharpen their skills in analysis.

A key mission of the Institute for Health Studies is to position our students to secure their academic, professional and personal goals. To accomplish this result, we seek opportunities for the scientific and liberal arts to inform each other, for students to develop the capacity for innovation, to practice critical assessment of risk and risk taking, and to find that combination of focus and flexibility that permits life and career satisfaction.

Delivery of health care, research in the life sciences and development of innovative biomedical technologies are broadly understood as complex tasks requiring concrete skills. The technical skills on which these services depend are, however, only one component of quality care.

These skills are best applied by an individual who habitually connects ideas across disciplines, who extends critical analysis to each task, who communicates effectively within and across cultures, and who is skilled in written communication – in short, the precise capacities one acquires in a quality liberal arts education.

Each year, 40-50% of our entering freshmen express an academic or career interest in life science and health related fields – yet, they have enrolled at a liberal arts college. Simply stated, our students understand that a technical degree would provide only one skill set. Given the pace of technological and social change in their lives, they know intuitively that a liberal arts education is a valuable commodity. Some of our current students will work in roles we cannot imagine today, and they will need every skill we can provide to build a sustainable and creative future. The Adrian College Institute for Health Studies anticipates this future.

Institute for Entrepreneurial Studies

Director: Dr. Oded Gur-Arie

OFFICE LOCATION: Jones Hall Room 203

PHONE: 517-265-5161 x 3859

EMAIL: ogurarie@adrian.edu



Are you interested in commercializing an idea? Can you envision yourself perhaps starting your own business? Possibly you just have an interest in building a foundation of business knowledge, or is it social entrepreneurship that you are interested in?

The purpose of the Institute is not to just to help business students become entrepreneurs but rather help address some of the general disconnect between ideas and business creation. We would strive to provide a forum and an opportunity for students from different fields, no matter what their major is, who may be interested in bringing an idea, a product, or even just talent to the market, to share those ideas and built the necessary required foundations.

Emphasis in business education has traditionally been placed mostly on the corporate models with relatively scant attention given to entrepreneurial and start-up ventures. We believe that today's economic environment favors entrepreneurial and start-up ventures and we would like to prepare our students and help them develop the necessary skills and tools.

Mission and Objectives:

The Institute has 3 primary missions:

- To create and provide an academic environment at Adrian College in which students will be exposed (through classes, seminars, lectures, guest lecturers and active participation in various entrepreneurial activities) to the entrepreneurial environment. Entrepreneurship training calls for the development of both multi-disciplinary skills and non-traditional business skills. We will strive to help students develop the skills that will prepare them to deal with challenges of operating in a business environment that favors creativity and risk-taking.
- To help develop and promote entrepreneurial ventures (such as business incubators) for). This effort will strive to provide an environment that will be a catalyst for the development and success of clean/green tech technology startups. By doing so we will help the companies, the college our students and the local economy.
- Community Outreach: to provide a link to the community. Resources and human talent will be made available to work with local businesses and institutions and provide consulting services and facilities that will help the community and at the same time will allow students to gain valuable practical experience.

Institute for Study Abroad

Director: Dr. Robin Bott

OFFICE LOCATION: Valade Hall Room 116

PHONE: 517-265-5161 x 3908

EMAIL: studyabroad@adrian.edu

Adrian College offers a wide variety of study abroad opportunities. Whether you want to go abroad for as much as a whole academic year, or just for a couple of weeks; we'll help you figure out what works best for you! Below you'll find just some of the ways in which you can enrich your studies by going abroad. If you'd like more information about any of these, contact the Institute for Study Abroad at studyabroad@adrian.edu.



Traditional

Study for a semester or year in: France, Spain, Germany, Japan, China, England, Australia, New Zealand, India, Mexico, Italy, Hong Kong, Argentina South Korea, Austria, Greece, South Africa, and more!

Oxford / York Program

This two-part course is a rare opportunity for students to experience the rich history and culture of two famous English cities.

May Tour

Leave your books behind – travel to a variety of destinations for 1-2 weeks, experiencing the sights and sounds, history and culture of the Old World. Past May Tours have included Egypt, Italy, Greece, France, Denmark, and more! This tour is open to students, friends, alumni, family, and other interested travelers. For more information about the May Tour – please contact Dr. Bryan Bott at bbott@adrian.edu.

George Romney Institute for Law and Public Policy

Director: Professor Nathan Goetting

OFFICE LOCATION: Jones Hall

PHONE: 517-265-5161 x 3261

EMAIL: ngoetting@adrian.edu



The George Romney Institute for Law and Public Policy will work to weave legal and public policy considerations into the academic fabric of Adrian College. Specifically, the Institute will enhance pre-law and graduate opportunities for students, increase opportunities to study legal and policy issues, bring speakers to campus, promote interdisciplinary exploration of law and public policy and explore the opportunities for practitioners and academics to work together on these issues.

The Institute is named for George Romney, former governor of Michigan, presidential candidate and past Secretary of Housing and Urban Development in President Nixon's cabinet. He had a special relationship with Adrian College. He visited the campus numerous times. In 1968, he made a stop on his campaign trail to reelection of governor, and spoke to 600 students who gathered on short notice just to hear what he had to say as it was a defining time in our nation's history.

Romney, who ended up winning reelection in a landslide a short time later, asked those students to "consider doing something valuable for mankind or face the possibility of losing the liberties and values you hold dear."

A few years later, Mr. Romney gave the commencement speech to 245 graduates in 1974. During that address, Mr. Romney stated that it was most important to "take our citizenship seriously, that we work for a better, more responsible government."

Institute for Ethics

Director: Dr. Fritz Detwiler

OFFICE LOCATION: Valade Hall, Room 320

PHONE: 517-265-5161 x 3960

EMAIL: ethics@adrian.edu



The Institute for Ethics was established in 2009 to promote ethical reflection and conversation throughout the College and into the larger communities of Adrian and Lenawee County. The Institute offers services and resources for faculty, staff, and community leaders who are interested in the exploration of ethical issues in the disciplines and professions.

Codes of Conduct

Using the list created by the former Center for Ethics at Vanderbilt University as a starting block, we have checked and edited all links and information on that list. We have also added new links to create a now more reliable and periodically updated list. For additions, corrections or to report an inactive link, please email the Institute at ethics@adrian.edu.

Adrian College Ethics Policies:

Student Affairs

http://www.adrian.edu/student_life/office/student_handbook.php

Athletic Department Code of Conduct http://adrian.prestosports.com/code_of_conduct

Professional Codes/Statements and discussions of Codes of Ethics in Adrian College Fields of Study **Links and Documents provided by Adrian College Faculty*

***Accounting:**

American Institute of CPAs

<http://www.aicpa.org/Research/Standards/CodeofConduct/Pages/default.aspx>

The Association for Accountants and Financial Professionals in Business

http://www.imanet.org/PDFs/Statement%20of%20Ethics_web.pdf

The Association for Accountants and Financial Professionals in Business Ethics Resources

http://www.imanet.org/resources_and_publications/ethics_center_helpline.aspx

Art:

College Art Association

<http://www.collegeart.org/guidelines/practices.html>

***Astronomy:**

American Astronomical Society

http://aas.org/about/ethics_statement

Biochemistry and Molecular Biology:

American Society For Biochemistry and Molecular Biology

<http://www.asbmb.org/Page.aspx?id=70&terms=code+of+ethics>

Chemistry:

Society of Environmental Toxicology and Chemistry

<http://www.setac.org/node/18>

Ecology:

Ecological Society of America

<http://www.esa.org/aboutesa/codeethics.php>

Economics:

Article” Economics Professors Will Consider Code of Ethics” Bloomberg

Businessweek <http://www.businessweek.com/news/2011-01-01/economics-professors-will-consider-code-of-ethics.html>

<http://www.businessweek.com/news/2011-01-01/economics-professors-will-consider-code-of-ethics.html>

Article: “Code or no code?” The Economist

http://www.economist.com/blogs/freeexchange/2011/01/economics_2

English:

Modern Language Association

http://www.mla.org/repview_profethics

***Exercise Science/Physical Education:**

National Athletic Trainers Association Code of Ethics:

http://www.hope.edu/academic/kinesiology/athtrain/prospectives/NATA_CODE_OF_ETHICS.pdf

http://www.hope.edu/academic/kinesiology/athtrain/prospectives/NATA_CODE_OF_ETHICS.pdf

Government/City:

City of Adrian Code of Ethics

<http://www.ci.adrian.mi.us/Reference-Desk/CommissionPackets/2009/090202-pdf.aspx>

<http://www.ci.adrian.mi.us/Reference-Desk/CommissionPackets/2009/090202-pdf.aspx>

Geology:

Geological Society of America

<http://www.geosociety.org/aboutus/ConductCode.htm>

History:

American Historical Association

<http://www.historians.org/pubs/Free/ProfessionalStandards.cfm>

Interior Design:

American Society of Interior Designers

<http://www.asid.org/about/ethics/>

Journalism:

Society of Professional Journalists

<http://www.spj.org/ethicscode.asp>

***Marketing:**

Qualitative Research Consultants Association

<http://www.qrca.org/displaycommon.cfm?an=1&subarticlenbr=1>

Mathematics:

American Mathematical Society

<http://www.ams.org/about-us/code-of-conduct.pdf>

Music:

Music Teachers National Association

<http://www.mtna.org/AboutMTNA/CodeofEthics/tabid/468/Default.aspx>

***Physics:**

American Physical Society

http://www.aps.org/policy/statements/02_2.cfm

***Political Science:**

American Political Science Association

http://www.apsanet.org/content_9350.cfm

***Psychology:**

American Psychological Association

<http://www.apa.org/ethics/code/index.aspx>

Articles, Research, & Resources in Psychology by Ken Pope

<http://kspope.com/index.php>

***Public Relations:**

Public Relations Society of America

<http://www.prsa.org/AboutPRSA/Ethics/CodeEnglish/>

***Social Work:**

National Association of Social Workers

<http://www.socialworkers.org/pubs/code/code.asp>

Sociology:

American Sociological Association

<http://www.asanet.org/about/ethics.cfm>

Teacher Education:

State of Michigan: Michigan Professional Educator's Code of Ethics

http://www.michigan.gov/documents/Code_of_Ethics_Layout_128009_7.pdf

Theatre:

The Association of Theatre Movement Educators

<http://atmeweb.org/resources/ethics.shtml>

***Various:**

From Eastern Michigan University Merlanti Ethics Program

<http://www.cob.emich.edu/include/templatesubpage.cfm?id=1213>

Institute for Education

Director: Dr. Andrea Milner

OFFICE LOCATION: Valade Hall

PHONE: 517-265-5161 x 3885

EMAIL: amilner@adrian.edu



The mission of the Institute for Education is to develop a collaborative model that brings "Best Practices" in teaching and learning to the Adrian College campus and the community. The Institute is apolitical, and strives to create an environment where the exchange of ideas and opinions are welcomed.

Goals of the Institute for Education:

The Institute for Education will support students as they develop to their fullest potential. The institute will equip students with an education grounded in innovation, research and practice of professional excellence. Students will be exposed through classes, seminars, guest lectures, experiential learning and activities to support their content areas and standards of excellence in their profession.

The primary objectives of the Institute for Education are to:

- Bridge the academy and professional life by bringing faculty, school administrators, teachers and students into a close relationship.
- Develop a partnership with schools in Lenawee County to develop innovative instructional models.
- Increase opportunities for students at Adrian College to learn about their profession through curricular and extracurricular experiences, including coursework, internships, student teaching, and volunteerism.

The Institute for Education will accomplish our goals and objectives by:

- Conducting research and disseminating findings,
- Sponsoring mini conferences,
- Developing and implementing new courses and/or programs,
- Sponsoring a lecture series,
- Sponsoring workshops,
- Facilitating collaboration,
- Forming partnerships.

