



Dean of Studies Newsletter

Student Advising and Support

Your success is our priority



COVID-19 Remote Advising and Services

The College is here to support you as we manage the transition to remote instruction, advising, and support. We know that as a community we can do this if we continue to be informed, responsive and engaged with each other.

Resources for Remote Learning and Advising

- Virtual Advising and Services: Beginning March 30th, all students can access their Class Deans and Student Access and Disability Services via Google Meet/Hangout Chat, as well as phone.
- To schedule an appointment contact The Dean of Studies Office: 207.859.4560 or email your Class Dean directly.



- Student Access and Disability Services Contact Kate McLaughlin at kmclaugh@colby.edu
- The Dean of Studies office will also provide virtual open hours for additional support.
- Learning Consultants will continue to be available virtually. To set up an appointment please email Lyn Lary <lmclary@colby.edu> and copy your Class Dean.

UPCOMING VIRTUAL PROGRAMS

- Advise the Deans
- Time Management for Online Learning
- Managing Anxiety and Stress
- Failure and Resilience Panel
- Virtual Yoga Class

Resources for Remote Learning and Advising

Success with Remote Learning: tips, technology & resources

1. Treat Remote Learning like a job.

The largest barrier to successful remote learning is time management. Creating a dedicated space for remote learning, becoming familiar with the technology ahead of time and dressing for a job can ensure productivity. Send pics of your space to kmclaugh@colby.edu to share!

2. Set a detailed schedule.

Many otherwise successful students struggle with remote learning due to the lack of a schedule. Under the current climate, a schedule is even more important for supporting your mental health. Consider the following when creating your schedule:

- Have you included a half hour before and after each class to prepare/review what was learned?
- Have you included dedicated time for reading/ preparing for class? for homework and assignments?
- Are you spacing your time so as to decrease anxiety?
- Have you included breaks for exercise? Snacks?

3. Stay Connected from the Start.

It is easy to underestimate how important, talking with professors, classmates and peers about content and assignments helps us to process and better understand. Set up study groups now and reach out to students you don't know to make sure everyone is included! Set up appointments with your professors now to ensure consistent check-ins.

Resources for Remote Learning and Advising

FAQ's

Academic Emergency Funding/Resources: If an emergency arises during the semester and you remote learning resources please complete this link: <https://forms.gle/hgvcGuSa1rNNLBNT7> and email Steve Moran samoran@colby.edu.

Accommodations: Contact Kate at kmclaugh@colby.edu. Resources specific to remote learning for students with disabilities can be found at <https://www.colby.edu/studentadvising/student-access-and-disability-services/>.

Counseling Services: The College has expanded remote mental health services. Students can download the **My SSP app** at the Apple App Store or Google Play. You can also access the same support services 24/7 by calling 1-866-743-7732. Please contact Counseling Services at 207-859-4490 or counseling@colby.edu with additional questions.

Dining (on-campus): Food allergies? Dietary needs? Contact Marietta Lamarre at malamarre@colby.edu. Check out options at <https://colby.cafebonappetit.com/>.

Financial Aid: Please contact Student Financial Services sfs@colby.edu.

Grading: This semester students will have the option to take their courses as Satisfactory/Unsatisfactory, and any S/U elections they make will not count toward the existing college limit of 16 S/U credits. These courses will count for distribution requirements and towards majors and minors. Students will have until May 8th to make this election for their courses. The election of S/U will be moved to an online form that will not require faculty advisor approval. For questions on this process please consult with your Class Dean. Please visit <https://www.colby.edu/registraroffice/> for other critical dates and announcements.

Resources for Remote Learning and Advising

Other important dates to remember:

- April 10th Last day to drop a spring course.
- May 8th Last day to declare or revoke S/U designation.
- May 8th Last day for Class of 2023 to withdraw from a spring course

Commencement and Summer: Please visit:

<http://www.colby.edu/covid-19/faqs/#toggle-id-7> for more information.

Housing: More information on housing processes will be coming out soon from the Campus Life Office.

ITS/ Internet questions: For issues related to connectivity and computer issues please contact:

<http://www.colby.edu/acits/continue-learning/>

Study Abroad: If your away program was canceled and you returned home early, we strongly advise that you to pursue the program's alternate academic accommodations to ensure you stay on track academically, if you haven't already done so. Only if your program did not offer alternative options may you pursue other options that take place either this spring or summer, or during both simultaneously. In this case, we will collaborate with you and do our utmost to help you. We recommend that you research options in consultation, with Nancy Downey in the [Office of Off-Campus Study \(OCS\)](#) and your Class Dean. It is essential that you have the approval of these offices before commencing an alternative course of study.

For Colby students planning to study abroad next year, we are monitoring the situation closely and Off-Campus Study will communicate regularly with students about the process.

Resources for Remote Learning and Advising

Technical support: If you need help addressing computer problems, contact ITS at support@colby.edu

Work Study Positions/ Tutors: The College will provide additional updates soon.