



RIGHTS

1. To MAKE AN INDIVIDUAL APPOINTMENT with your advisor at a mutually convenient time.
2. To CHANGE YOUR ADVISOR when you either declare or change a major department.
3. To HAVE SUFFICIENT TIME, during a meeting, to have all your academic questions answered.
4. To EXPECT TO BE REFERRED to an additional resource person when your advisor cannot adequately address your needs.
5. To MAKE APPOINTMENTS with additional resource people as necessary.

RESPONSIBILITIES

1. To TAKE THE INITIATIVE in contacting your academic advisor.
2. To DEVELOP A TENTATIVE SCHEDULE prior to meeting with your academic advisor.
3. To PREPARE QUESTIONS and anticipate problems PRIOR TO MEETING with your academic advisor.
4. To SEEK ADDITIONAL HELP from either the department chair or appropriate dean's office if you feel your advisor is not meeting your needs.
5. To VIEW AND UTILIZE YOUR ADVISOR as a RESOURCE, not as someone who will make the decisions for you.
6. To NOT WAIT UNTIL THE LAST DAY of advising week to contact your advisor!

NOTE: A student can find out the name of the academic advisor by accessing the **Stagweb** account, clicking on **Academics**, scrolling to **Student Records**, and clicking on **Student Information**. Students may also check this by going to the Dean's Office of their school.

GENERAL REQUIREMENTS

- For the Class of 2006 and subsequent classes, completion of a **minimum** of 38-41 courses, and a **minimum** of 120-123 credits. The specific minimum of courses and credits depends on the student's school and major.
- An overall GPA of at least 2.0.
- An overall GPA of at least 2.0 in major.
- Completion of University core requirements.
- Completion of requirements of at least one major.
- Note: Having a minor is optional.
- Note: Electives may be used for credit toward a second major and/or minor(s).
- Residency Requirement – last 30 credits at Fairfield.

UNIVERSITY CORE REQUIREMENTS

- 2 Semesters of Mathematics, 1 including some Calculus.
- 2 Semesters of Natural Science – Biology, Chemistry, or Physics – including EV 150. Non-psych majors may take PY 261.
- 2 Semesters of History – HI 30 plus 1 200-level history course, or CL 115-116.
- 2 Semesters of Social Science – any combination of CO 100, CO 130, Economics, Politics, Psychology, Sociology, or Anthropology. **Effective Fall 2006: Social Science majors are not required to take core courses in another social science to fulfill this University core requirement.** School of Business students take EC 11 and EC 12. Nursing students take PY 163.
- 2 Semesters of Philosophy – PH 10 plus a 100-level PH course.
- 2 Semesters of Religious Studies – RS 10 plus 1 upper level.
- 1 Semester of Philosophy (200 level), Religious Studies, or Applied Ethics. School of Business students take AE 291.
- 3 Semesters of English – EN 11, EN 12 plus 1 literature course; *Note: EN/W courses do not fulfill CORE requirements.*
- 2 Semesters of Visual and Performing Arts – one must include a history component (AH, FM, MU, NM, RA, SA, TA, TL).
- 2 Semesters of Modern or Classical Language at least at the intermediate level (4 if begun with elementary level). *Note: 3 semesters of Latin and Greek fulfill the requirement - i.e., 1 elementary and 2 intermediate.*
- 1 U.S. Diversity Course (*may be double-counted*)
- 1 World Diversity Course (*may be double-counted*)

Note: Students in Engineering and Nursing should go over specific core requirements with advisor.

TOTAL OF 20-22 CORE COURSES

A POCKET GUIDE TO *Academic Advising*

Quick Tips to get the most out of Academic Advising

ACADEMIC ADVISING



PEOPLE TO SEE AND KNOW...

1. YOUR ACADEMIC ADVISOR
2. Professors who teach in your areas of interest
3. Your Major/Minor Department Chair or Program Director
4. Deans of your College or School
5. Other students in your areas of interest
6. Career Planning Center Counselors
7. **Dr. Robbin Crabtree**, *Dean, College of Arts and Sciences*
Dr. Elizabeth Boquet, *Associate Dean, College of Arts and Sciences*
Sue Peterson, *Assistant Dean, College of Arts and Sciences*
Dawn Quintiliani, *Assistant Dean, College of Arts and Sciences*
8. **Dr. Norm Solomon**, *Dean, Dolan School of Business*
Heather Logan Petraglia, *Assistant Dean, Dolan School of Business*
9. **Dr. Evangelos Hadjimichael**, *Dean, School of Engineering*
Dr. Bill Taylor, *Associate Dean, School of Engineering*
10. **Dr. Jeanne Novotny**, *Dean, School of Nursing*
Dr. Theresa Quell, *Undergraduate Student Services Director, School of Nursing*
Dr. Joyce Shea, *Undergraduate Program Director, School of Nursing*
11. **Dr. Debnam Chappell**, *Dean of Freshmen*
12. **Dr. Edna Wilson**, *Dean, University College*
Neil Landino, *Assistant Dean, University College*

If you are “undecided” about your major, you should see your Academic Advisor or appropriate department chairpersons for information about available majors and minors. In addition to your Academic Advisor, the following people are available to assist you.

- **MS. PETERSON**, and **MS. QUINTILIANI** are available to assist upper-level Arts and Sciences students with issues that extend beyond the normal advising process. Their offices are located in CNS 100, ext. 2223 or 2246.
- **DR. SOLOMON** and **MS. PETRAGLIA** are available to help all Undeclared Business students, regardless of year, with course selection and major. Both Dr. Solomon and Ms. Petraglia are located in DSB 1125, ext. 4070.
- **DR. HADJIMICHAEL** and **DR. TAYLOR** are available to assist all Engineering students, and to help them select the major and appropriate courses. Dr. Hadjimichael is located in MCA 106 and Dr. Taylor is located in MCA 104, ext. 4147.
- **DR. CHAPPELL** is available to First Year Students to guide them through course selection, and discussion and possible selection of the major. She also helps First Year Students who are experiencing academic difficulties, and provides special workshops as needed. She is located in DMH 251, ext. 2222.

DEPARTMENT CHAIRS / PROGRAM DIRECTORS / CONTACTS

ACCOUNTING, *Dr. Dawn Massey*
DSB 2123, ext. 2844, e-mail DMASSEY

AMERICAN STUDIES, *Dr. Leo O'Connor*
DMH 251, ext. 2801, e-mail LFOCONNOR

APPLIED ETHICS, *Dr. Lisa Newton*
CNS 201, ext. 4128, e-mail LHNEWTON

ASIAN STUDIES, *Dr. Ronald Davidson*
DMH 344, ext. 2489, e-mail RDAVIDSON

BIOLOGY, *Dr. Glenn Sauer*
BNW 216, ext. 2741, e-mail GSAUER

BLACK STUDIES, *Dr. Renée White*
DMH 210, ext. 2813, e-mail RTWHITE

CHEMISTRY, *Dr. Matthew Kubasik*
BNW 317, ext. 2122, e-mail MKUBASIK

CLASSICAL STUDIES, *Dr. Vincent Rosivach*
DMH 126, ext. 2337, e-mail ROSIVACH

COMMUNICATION, *Dr. James Shanahan*
DMH 227, ext. 3414, e-mail JSHANAHAN

COMPUTER SCIENCE, *Dr. Adam King*
BNW 109, ext. 2737, e-mail AKING

ECONOMICS, *Dr. Philip Lane*
DMH 322, ext. 2279, e-mail LANE

EDUCATION, *Dr. Patricia Calderwood*
CNS 109, ext. 3017, e-mail PCALDERWOOD

ENGINEERING, *Dr. Evangelos Hadjimichael, Dean*
MCA 106, ext. 4147, e-mail EHADJIMICHAEL

ENGLISH, *Dr. James Simon*
DMH 104, ext. 2792, e-mail JSIMON

ENVIRONMENTAL STUDIES, *Dr. David Downey*
DMH 217, ext. 3504, e-mail DDOWNEY

FINANCE, *Dr. Gregory Koutmos*
DSB 2111, ext. 2832, e-mail GKOUTMOS

HEALTH SCIENCES, *Dr. Geoffrey Church*
BNW 217, ext. 2541, e-mail GCHURCH

HISTORY, *Dr. David McFadden*
CNS 324, ext. 2871, e-mail DMCFADDEN

HONORS PROGRAM, *Dr. John Thiel*
DMH 246, ext. 2130, e-mail JETHIEL

INFORMATION SYSTEMS, *Dr. Christopher Huntley*
DSB 1122, ext. 2874, e-mail CHUNTLEY

INTERNATIONAL STUDIES, *Dr. Janie Leatherman*
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IRISH STUDIES, *Dr. Kevin Cassidy*
DMH 306, ext. 2862, e-mail KJCASSIDY

ITALIAN STUDIES, *Dr. Mary Ann Carolan*
CNS 214, ext. 2134, e-mail MCAROLAN

JUDAIC STUDIES, *Dr. Ellen Umansky*
DMH 245, ext. 2065, e-mail EUMANSKY

LATIN AMER./CARIBBEAN STUDIES, *Dr. Marie-Agnes Sourieau*, CNS 320, ext. 3412, e-mail MSOURIEAU

MANAGEMENT, *Dr. Donald Gibson*
DSB 2116, ext. 2841, e-mail DGIBSON

MARINE SCIENCE, *Dr. Diane Brousseau*
BNW 214, ext. 2739, e-mail BROUSSEAU

MARKETING, *Dr. Mark Ligas*
DSB 1115, ext. 3117, e-mail MLIIGAS

MATH/COMPUTER SCIENCE, *Dr. Matthew Coleman*
BNW GR-1, ext. 2512, e-mail MCOLEMAN

MODERN LANGUAGES/LIT., *Dr. Marie-Agnes Sourieau*
CNS 320, ext. 3412, e-mail MSOURIEAU

NURSING, *Dr. Jeanne Novotny, Dean*
SON 104, ext. 2701, e-mail JNOVOTNY

PEACE AND JUSTICE, *Dr. Jocelyn Boryczka*
DMH 308, ext. 2858, e-mail JBORYCZKA

PHILOSOPHY, *Dr. Dennis Keenan*
DMH 318, ext. 2558, e-mail DKKEENAN

PHYSICS, *Dr. David Winn*
BNW 117, ext. 2359, e-mail WINN

POLITICS, *Dr. John Orman*
DMH 302, ext. 2864, e-mail JORMAN

PRE-LAW, *Dr. Donald Greenberg*
DMH 304, ext. 2860, e-mail DWGREENBERG

PSYCHOLOGY, *Dr. John McCarthy*
BNW 462, ext. 2429, e-mail JMCCARTHY

RELIGIOUS STUDIES, *Dr. Nancy Dallavalle*
DMH 204, ext. 2364, e-mail NDALLAVALLE

RUSSIAN/EUROPEAN STUDIES, *Dr. David McFadden*
CNS 324, ext. 2871, e-mail DMCFADDEN

SOCIOLOGY & ANTHROPOLOGY, *Dr. Rose Rodrigues*
DMH 211, ext. 2784, e-mail RODRIGUES

STUDY ABROAD, *Susan Fitzgerald*
DH 214, ext. 4332, e-mail SMFITZGERALD

VISUAL & PERFORMING ARTS, *Prof. Lynne Porter*
CNS 309, ext. 3406, e-mail LPORTER

ART HISTORY, *Dr. Katherine Schwab*
CNS 308, ext. 2439, e-mail KASCHWAB

MUSIC, *Dr. Laura Nash/Prof. Brian Torff*
DMH 219, ext. 2638, e-mail LNASH
JGS 27, ext. 2458, e-mail BTORFF

NEW MEDIA FILM, TELEVISION & RADIO,
Fr. James Mayzik, S.J.
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STUDIO ART, *Prof. Suzanne Chamlin*
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THEATRE, *Dr. Martha LoMonaco*
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WOMEN'S STUDIES, *Dr. Johanna Garvey*
DMH 112, ext. 2805, e-mail JKGARVEY

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