



**Norman Brown**

**Diversity & Leadership  
Scholars Program**

**Scholar and Mentor Handbook  
2008-2009**

**IUPUI Office of Multicultural Outreach**  
**[www.iupui.edu/~iupuimco](http://www.iupui.edu/~iupuimco)**

Norman Brown Diversity and Leadership Program (NBDLP)  
Scholars and Mentors 2008-2009

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# Norman Brown Diversity and Leadership Program

## Advisory Committee Members

### 2008-2009

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# **NORMAN BROWN DIVERSITY & LEADERSHIP PROGRAM**

## **History and Introduction**

At its inception, the Norman Brown Diversity and Leadership Program (NBDLP) was called the Minority Achievement Scholarship Program. It was created in 1988 by Norman Brown, a former Assistant Director in the Indiana University-Purdue University Indianapolis (IUPUI) Office of Undergraduate Admissions. Upon the retirement of Mr. Brown, in the Fall of 1993 the program adopted a committee format which consisted of IUPUI faculty and staff members. In the Fall of 2000, the program changed its name to the Norman Brown Minority Achievers Program to honor its founder. This change was due in part to the issue of copyright infringements posed by the previous name. In the Fall of 2005, the program was once again changed to the Norman Brown Diversity and Leadership Program. This new name was developed to clearly represent the focus of the program, which includes fostering leadership development through scholarship, service activities, and leadership programs. In spite of the name changes, the mission of the program has remained constant.

The purpose of this program is to provide a well-coordinated and sufficiently financed process to recruit and retain quality undergraduate students on the IUPUI campus. The program is designed with an emphasis on addressing issues related to the academic success of students from populations historically underrepresented in institutions of higher education within the state of Indiana.

Indiana University and the IUPUI campus in particular, have made a commitment to foster an environment where all students can be successful. To assist in this endeavor, the NBDLP focuses on issues that support the academic achievement of all students, including those from populations historically underrepresented in institutions of higher education within the state of Indiana.

## **Program Description**

### **Mission Statement**

The mission of the Norman Brown Diversity and Leadership Program at Indiana University Purdue University Indianapolis is to recruit, retain, and prepare serious, academically gifted students who have demonstrated a commitment to social justice. Program participants are encouraged to attain academic success, engage in leadership and civic activities, and prepare for post baccalaureate education. This race-conscious program is an integral part of IUPUI's efforts to foster the benefits of educational diversity, in part by assuring the obtainment of a critical mass of students from underrepresented minority backgrounds with a history of discrimination. As such, during the application process, positive considerations are given to students from underrepresented minority backgrounds and whose presence will enhance the learning environment through increased diversity at IUPUI (African American, Native American, and Latino/Hispanic).

### **Program Goals**

The primary goal of the NBDLP is to promote diversity in an educational environment at IUPUI and to provide this program cohort with opportunities for leadership development. Under the direction of a volunteer committee composed of staff and faculty from across the campus, NBDLP serves to fulfill four main objectives:

1. Recruitment of academically talented diverse high school seniors to IUPUI.
2. Retention of this diverse population through attainment of academic success, including recognition and encouragement for scholars who demonstrate academic excellence.
3. Programming designed to engage participants in leadership and civic activities so they may serve as leaders in their community.
4. Guidance and support that leads to a timely graduation and exceptional career preparation.

# NBDLP MENTORING PROGRAM

*“The greatest good you can do for another is not just to share your riches but to reveal to his own.”  
Benjamin Disraeli*

The mentor program is a component of the NBDLP and is crucial to the success and retention of our students. Mentors assist students facing the demands of earning their college degree, returning to school as an adult, or exploring career options. The program links students with staff and faculty on the IUPUI campus who share their expertise and offer important advice.

This handbook provides some helpful tips for making your mentoring experience a positive one. Please take some time to read through these materials. If you have additional questions, feel free to contact a NBDLP Advisory Committee member about your mentoring relationship.

The Advisory Committee members of the Norman Brown Diversity and Leadership Program appreciate your willingness to participate as a mentor.

## **Elements of Effective Mentoring Practices**

- Is structured, one to one relationship or partnership that focuses on the needs of the mentored participant
- Fosters caring and supportive relationships
- Encourages individuals to develop to their fullest potential
- Helps an individual to develop his or her own vision of the future
- Is a strategy to develop active community partnerships

## **Program Expectations of Mentors**

- To help build scholars self-confidence
- To establish a relationship of mutual trust as a precursor for other institutions
- To stimulate the acquisition of knowledge
- To offer emotional support and encouragement to the scholar when needed
- To assist the scholar in the development of coping strategies during the period of undergraduate evaluation
- To introduce the scholar into the mentor’s own professional and social network in order to facilitate the development of contacts required for career advancement
- To socialize the student into the role requirements, expectations, and organizational imperatives or demands of the professions
- To help the scholar in the development of a personal ethic
- To write letters of recommendation, make contacts for possible scholarship and/or job opportunities for the scholar
- To assist the scholar in selecting and applying to graduate or professional schools as well as aiding in the securing of fellowships or assistantships

## Mentor Requirements

- Commit to the NBDLP Mentor Program for one (1) academic year. This commitment includes two semesters and the summer session
- Maintain a minimum of **three** contacts per month with scholars during the first semester of the academic year and maintain a minimum of **two** contacts per month with scholars during the second semester of the academic year
- Maintain a minimum of at least one contact per month with students that are in their 3<sup>rd</sup> and 4<sup>th</sup> semester or more of school
- Encourage the students to attend NBDLP activities as well as cultural and academic activities on campus
- Monitor student's progress and their grades in classes as well as social interaction issues during the semester through contact meetings and mid semester evaluation events
- Serve as a liaison between the student and advisory committee

## Mentor and Student Contact

### *Suggestions for Mentors:*

- Take the initiative in the relationship. Invite your scholar to meet, suggest topics to discuss, ask if you can offer advice, etc.
- Respect your scholar's time as much as your own.
- Be explicit about your needs and limits (e.g., time constraints).
- Tell your scholar that you don't expect him or her to follow all of your suggestions.
- Expect your scholar to move toward his or (not your) goals.
- Express appreciation to your scholar for help given you or other steps taken
- Recognize and work through conflicts in caring ways. Invite discussion of differences with your scholar. Ask a third party to assist when necessary.
- **Keep your relationship on a professional basis.**
- Make only positive or neutral comments about your scholar to others.

### *Suggestions for Scholars:*

- Ask for advice or specific help as needed.
- Respect your mentor's time as much as your own.
- Listen attentively to all your mentor has to say.
- Seriously consider all advice. Even if you choose a different alternative.
- Show appreciation for every form of assistance your mentor provides.
- **Keep your relationship on a professional basis.**
- Make only positive or neutral comments about your mentor to others.

### *Final suggestions:*

Being in a mentoring relationship is a privilege for both participants, so you should go out of your way to be gracious and thoughtful to each other. When you are unclear about what to do or how to act, ask your partner. The gesture of asking conveys respect for what the two of you are working to accomplish.

**Leading Questions and Conversation Starters**

Here's a list of questions you can ask during your first contact to get the ball rolling for both mentor and scholar.

- What is your preferred title or name you would like to be called?
- When is the best time to reach you by phone or visit your office?
- What is your preferred e-mail address?
- Is it o.k. to call you at home?
- What is your educational background or career track?
- What are some of your hobbies?

**Frequently Asked Questions for Scholars and Mentors**

**Question:** What should I do if my scholar/mentor doesn't return my phone calls or misses appointments?

**Answer:** Returning phone calls is an important part of the relationship and needs to be stressed early on in the partnership.

**Question:** What should I do if my scholar/mentor continues to miss appointments and fails to return phone calls?

**Answer:** If your scholar/mentor continuously fails to return phone calls and miss appointments, Call Nicole Oglesby, the Mentor Coordinator at 278-2161. One of our advisory committee members will follow up with the student/mentor to help resolve the issue. Ultimately, by working together, we can achieve a resolution to the problem.

**Question:** How much should I push?

**Answer:** There is not a set answer to this question. Persistence is the key in the mentoring relationship. By continually keeping in contact with your scholar/mentor even when the response is less productive, you are sending a powerful message that someone cares about the partnership. Hopefully, this continued, unconditional support will inevitably pay off. However, we also recognize that there may be a need to reassign a scholar/mentor.

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**Scholar Contact Information**

**Name:** \_\_\_\_\_

**Phone:**(h)\_\_\_\_\_ (w)\_\_\_\_\_ (c)\_\_\_\_\_

**E-mail:**\_\_\_\_\_

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**Mentor Contact Information**

**Name:** \_\_\_\_\_

**Phone:**(h)\_\_\_\_\_ (w)\_\_\_\_\_ (c)\_\_\_\_\_

**100 THINGS TO DO**

1. Go see a favorite movie.
2. Go to lunch.
3. How about rollerblading?
4. Work out at the National Institute of Fitness (NIFS).
5. Go biking.
6. Learn to play euchre.
7. Play Monopoly.
8. Attend an Asian Pacific American cultural activity.
9. TALK
10. Have a group cookout in a state park.
11. Attend an activity sponsored by your school or department.
12. Volunteer in the community.
13. Go to a game in town.
14. Go to a Children's Museum.
15. If you sew, make an outfit.
16. How about a lecture and discussion after?
17. Swim some laps at the IUPUI natatorium.
18. Visit an art gallery.
19. TALK
20. Plant a garden.
21. Paint a wall (with permission).
22. Learn about stress management.
23. Make ice cream (or go out for ice cream, whichever you prefer!).
24. Play volleyball or some other recreational sport.
  
25. Learn calligraphy.
26. Go to a store that has rare books.
27. Play baseball.
28. Play cards.
29. TALK
30. Go on a hayride.
31. Play basketball.
32. Work on a resume together.
33. Go to the Circle Centre Mall.
34. Go to a play on campus.
35. Go to a concert.
36. Challenge yourselves and jog somewhere on campus.
37. Tutor at an elementary school for an hour a week.
38. Start a reading group.
39. TALK
40. Make something for the elderly.
41. Play tennis.
42. Go fishing.
43. Tie-dye a shirt together.
44. Attend an American Indian cultural activity.
45. Visit the Eiteljorg Museum.
46. Play a game of golf.
47. Go to the IMAX to see a movie.
  
48. Go Horse back riding.
  
49. TALK
50. Bake cookies together.
51. Organize a car wash for charity.
52. Have a garage sale and use the money for a fun activity.
53. Write an article together
54. Go to church together.
55. Rent a video.
56. Make something from wood.
57. Plant flowers somewhere.
58. Invite your families to meet.
59. TALK
60. Take photos and develop them.
61. Create a Web page together.
62. Attend a Women's History month activity.
63. Make a home video.
64. Go to an arcade.
65. Take a boat ride.
66. Attend a Hispanic Heritage Month activity.
67. Investigate career options.
68. Join a campus activity based upon career interests.
69. Learn a new dance.
70. Visit a specialty shop.
71. Attend a Black History Month activity.
72. Visit the Marion County Library.
73. Listen to some new music together.
74. Learn to play chess.
75. Visit a bakery.
76. Go to Brown County.
77. Play billiards at University College.
78. Go bowling.
79. TALK
80. Attend an IUPUI sporting event.
81. Take a carriage ride.
82. Attend a local conference.
83. Have a cup of gourmet coffee or tea.
84. Go to a comic book store.
85. Go to the antique mall.
86. Visit a costume shop.
87. Discuss a good book.
88. Play darts.
89. Talk.
90. Go to a hobby shop.
91. Make pasta.
92. Go to Eagle Creek Park.
93. Frame a picture.
94. Visit a health food store.
95. Take a canoe ride.
96. Cook a meal together.
97. Go skiing.
98. Go to a flea market.
99. Go walking.

# NORMAN BROWN DIVERSITY & LEADERSHIP PROGRAM PROBATION GUIDELINES

## *Academic GPA Probation*

The Norman Brown Diversity and Leadership Program requires all scholars to maintain a grade point average of 3.0 or higher in order to maintain their eligibility. We have defined a couple of instances where students may fall short of this requirement.

### Scholar's **cumulative GPA falls below a 3.0**

1 <sup>st</sup> Semester	Scholar is placed on probation contract
2 <sup>nd</sup> Semester (consecutive)	Scholarship is rescinded

### Scholar's **cumulative GPA is above 3.0**, but the semester GPA is **below a 3.0**

1 <sup>st</sup> Semester	Scholar is sent a letter of warning (Personal Statement required)
2 <sup>nd</sup> Semester (consecutive)	Scholar is placed on probation contract
3 <sup>rd</sup> Semester (consecutive)	Scholarship is rescinded

*\*\* We will review upward trends in grades on a case by case basis.*

## *Full-Time Status Probation*

Another requirement of the NBDLP is for each scholar to maintain full-time enrollment status. If a scholar does not complete at least **12 credits hours** each semester, they are in violation of this requirement.

1 <sup>st</sup> Semester	Scholar is sent a letter of warning
2 <sup>nd</sup> Semester (consecutive)	Scholar is placed on probation contract
3 <sup>rd</sup> Semester (consecutive)	Scholarship is rescinded

*\*\* Students will be able to make up credits during the summer session provided that the courses are of an academic nature and apply to the scholar's degree program.*

## *Activities Requirement Probation*

All NBDLP scholars are required to attend two mandatory functions sponsored by the NBDLP. In addition, each semester, scholars must complete **two** program/activities from the pre-approved list. If a scholar does not meet this requirement, the following steps will be taken.

1 <sup>st</sup> Semester	Scholar is sent a letter of warning
2 <sup>nd</sup> Semester (consecutive)	Scholar is placed on probation
3 <sup>rd</sup> Semester (consecutive)	Scholarship is rescinded

**NOTE:** Scholars may have no more than two probationary periods during their tenure as a Norman Brown scholar. Any scholar in this situation will forfeit their scholarship eligibility.

# THE ACADEMIC PROCESS: A GUIDE FOR THE NBDLP SCHOLAR

The mentor should try to steer clear of actual academic advising unless the student is enrolled in your school. If the student requests your input, feel free to share it with them but be sure to let them know that it is an opinion. Here are a few reminders for the student concerning the academic process that the mentor reiterates during academic discussions with the student.

## DO

- Do see your advisor.
- Do make appointments when your advisor can spend time with you. Periods after registration tend to be less hectic for students.
- Do keep your own records (e.g. grade reports, classes taken, and take them with you to assist your advisor.

## DO

- Do get answers in writing for your personal file.
- Do assert yourself. Ask questions! Repeat questions, clarify answers and take responsibility for reading about those rules and requirements that affect you.

## DON'T

- Don't wait until registration periods to see your advisor.
- Don't assume your advisor has access to all of your records. Keep your materials together to assist the advisor.
- The guidelines constitute the minimal number of contacts between mentor and mentee. Other visits or telephone calls between the mentor and mentee regarding the mentee's academic progress may occur throughout the year. Furthermore, the mentor may also decide to schedule additional or other types of activities with the mentee

## Campus Resources

### **Writing Center**

Cavanaugh Hall      University Library  
CA 427                  UL 4106  
Phone: 274-2049      278-8171

### **Mathematics Assistance Center**

University College  
UC 102  
Information line: 274-7898

### **Counseling and Psychological Services (CAPS)**

Union Building  
UN 418  
Phone: 274-2548

### **Speaker's Lab**

Cavanaugh Hall  
CA 340  
Phone: 278-7940

### **Career Center**

Counseling              Employment  
University College      Business/SPEA  
Third floor                BS 2010  
Phone: 274-2554      Phone: 274-0857

### **Bepko Learning Center**

University College  
UC 2<sup>nd</sup> floor  
Phone: 274-4818

# WORDS OF WISDOM ON HOW TO SUCCEED IN COLLEGE FROM PRESENT AND PAST NBDLP MENTORS

***“Set your goals and stick to it, rely on family and friends, and always have a good sense of humor”***

Felica Ahasteen Bryant, B.A. Business Administration, New Mexico State University

***“Take advantage of the opportunities to network and meet people—they are your resources. You never know when you might be able to assist each other.”***

Patty Alvarez, B.A. Criminal Justice, M.A. Education Indiana University

***“Treat going to college as if it were your job”***

Ed Robbins, B.S. Elementary Education, M.A. Special Education, Ed.D. Elementary Education

***“No one’s expecting you to bring home all “A’s”, just do the best you can and get through it.”***

Pamela Meredith, B.S. Public Policy and Management, University of Southern California

***“Make time to study; do not wait until the last minute to study for a test.”***

Beth Haggengos, B.S. Business Management, Indiana University

***(My Degree) “It’s something no one will ever take from me. I will be respected for it, I will reap it’s rewards forever—a bachelors can open the doors a masters welcomes you in with open arms.”***

Mia Jones, B.A. English, M.S. Adult Education, Indiana University

***“Remain true to yourself and your convictions regardless of form or fashion. (Academics)...pursue truth and knowledge for their own sake and as their own reward.”***

Franklin Oliver, B.A. Carlton College, M.A. Religious Studies, Indiana University

***“Allow plenty of time for homework and consult with faculty”***

Ursula Roberts, B.A. History, Rutgers University, M.A. Education, University of Chicago

***“There are no notes like your own notes...go to class.”***

JaDora Sables, B.A. Psychology, M.A. Guidance and Counseling, Eastern Illinois University, Ed.D Higher Education, Indiana University

***“Strive for excellence, stay focused, be persistent, and believe in yourself”***

Lillian Stokes, B.S. Nursing, North Carolina Central University, M.S. Nursing, Indiana University, Ph.D. Nursing, Indiana University.

# **GUIDELINES FOR PROGRAM ACTIVITIES**

The strength of the NBDLP lies in the scholars' ability to participate in professional development opportunities or to give back to the community through volunteer or service events. We hope that you will take advantage of this opportunity to learn new skills, develop professional contacts, and take on leadership positions in organizations of interest to you.

We have compiled a list of pre-approved and recommended activities and events for the fall term. Additional events will be distributed at the beginning of each semester and updated via the NBDLP listserv. **NBDLP scholars are required to complete two activities per semester. In order to receive credit for your experience, a Summary Report must be completed in its entirety and returned to the NBDLP Graduate Assistant, Tiffany Kyser, at CA 109 or by e-mail, [tkyser@iupui.edu](mailto:tkyser@iupui.edu).**

**If you plan to submit an activity or event not announced on the listserv or the semester programming schedule, you must first request written approval from the Special Events Coordinator or NBDLP Chairperson.**

**Deadline to submit Activity Summary Reports will be as follows:**

**Fall      December 12, 2008**

**Spring      May 2, 2009**









# **GUIDELINES FOR MID SEMESTER GRADE CHECK**

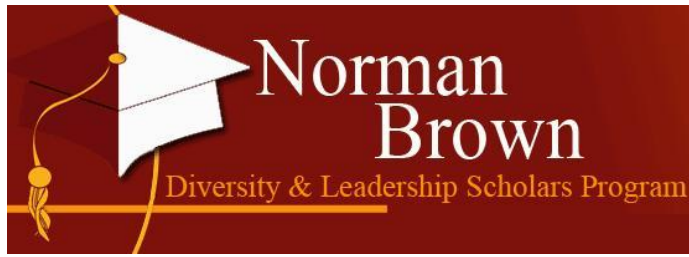
The strength of the NBDLP also lies in the scholars' ability to uphold the required 3.0 GPA requirement. With this goal in mind, the NBDLP Advisory Committee has updated the Mid-Semester Grade Check form.

Scholars are now required to utilize this form (2 copies provided for fall and spring semesters) to obtain their mid-term grades from their professors, a signature of at least one meeting (not including Mentor/Scholar reception) with their mentor, a signature from their academic advisor, and a completed questionnaire.

Mid-Semester Grade Checks should be completed and turned into the NBDLP Graduate Assistant by the designated due date. (Dates will be posted on the NBDLP Listserv prior to Mid-Term).

# ACADEMIC PROGRESS ASSESMENT

Indiana University-Purdue University Indianapolis Fall 2008



[www.iupui.edu/~iupuimco/Norman\\_Brown](http://www.iupui.edu/~iupuimco/Norman_Brown)

## Mid-Semester Grade Check

NBDLP Scholar (PRINT IN INK): \_\_\_\_\_ Date: \_\_\_\_\_

### PROFESSOR SECTION:

Thank you for your time to assess the academic progress of a Norman Brown scholar. The Norman Brown Diversity & Leadership Program is designed to recruit, retain and prepare serious, academically gifted students who have demonstrated a commitment and/or desire to develop leadership skills for today's multicultural world. Program participants are encouraged to attain academic success, engage in leadership and civic activities, and prepare for work force entry. Based on our mission statement, our scholars must maintain their academic status at a 3.0GPA, and we would like to ask you to complete the following required form for the scholar. **PLEASE COMPLETE IN BLUE OR BLACK INK.**

Course Name and Number	Current Grade	Professor's Name (Printed)	Professor's Signature	Comments

Once again, thank you for your time.

### MENTOR/ACADEMIC ADVISOR SECTION:

As the mentor/academic advisor of a NBDLP Scholar, we want to make you aware that the NBDLP scholar should have met with their mentor at least once (outside of the fall reception) by mid-terms and with their academic advisor to schedule for classes or to discuss academic goals.

Mentor Name \_\_\_\_\_

Mentor Signature (In Ink) \_\_\_\_\_

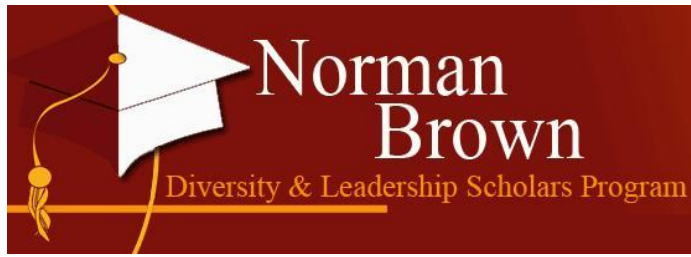
Academic Advisor Name \_\_\_\_\_

Academic Advisor Signature (In Ink) \_\_\_\_\_



# ACADEMIC PROGRESS ASSESMENT

Indiana University-Purdue University Indianapolis Spring 2009



[www.iupui.edu/~iupuimco/Norman\\_Brown](http://www.iupui.edu/~iupuimco/Norman_Brown)

## Mid-Semester Grade Check

NBDLP Scholar (PRINT IN INK): \_\_\_\_\_ Date: \_\_\_\_\_

### PROFESSOR SECTION:

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Course Name and Number	Current Grade	Professor's Name (Printed)	Professor's Signature	Comments

Once again, thank you for your time.

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As the mentor/academic advisor of a NBDLP Scholar, we want to make you aware that the NBDLP scholar should have met with their mentor at least once (outside of the fall reception) by mid-terms and with their academic advisor to schedule for classes or to discuss academic goals.

Mentor Name \_\_\_\_\_

Mentor Signature (In Ink) \_\_\_\_\_

Academic Advisor Name \_\_\_\_\_

Academic Advisor Signature (In Ink) \_\_\_\_\_



# Things to do the First Year of College

## ACADEMICS

- What is your chosen major? \_\_\_\_\_
- Who is your Academic Advisor? \_\_\_\_\_
- Do you know what is required for this major? Is there a separate application for this major? If so, when is the deadline and what is required? (feel free to attach information)  
\_\_\_\_\_

- Attend Office Hours for all of your instructors at least once.

Date and signature of Instructor \_\_\_\_\_

Date and signature of Instructor \_\_\_\_\_

Date and signature of Instructor \_\_\_\_\_

Date and signature of Instructor \_\_\_\_\_

Date and signature of Instructor \_\_\_\_\_

- Still searching for a major? Utilize the Career Center <http://www.career.iupui.edu/>  
Career Counseling is available on the University College 3<sup>rd</sup> floor.
- Learning how to study, write papers, take tests, and manage your time in order to become a successful student can be difficult. IUPUI offers numerous resources. Visit and document your trip to the following resource centers:

- Bepko Learning Center  
Date \_\_\_\_\_ Legible Signature of Representative \_\_\_\_\_

- Writing Center  
Date \_\_\_\_\_ Legible Signature of Representative \_\_\_\_\_

- Math Assistance Center  
Date \_\_\_\_\_ Legible Signature of Representative \_\_\_\_\_

## SOCIAL/CULTURAL (include the date and a short description of the activity)

- ❖ Participate in a Campus and Community Life sponsored event

- ❖ Attend a cultural, spiritual, or social event

**\*\*If you are using this activity to meet the NBDLP Activity requirement, do not forget to complete and submit a Summary Report\*\***

**SERVICE/LEADERSHIP**

- ❖ Join an IUPUI or community-based club, team, or organization – *or at least attend a meeting/event.*  
(list the name of group/organization )
- 

- ❖ Volunteer/Community Service activity (list the date and a short description)
- 

**\*\*If you are using this activity to meet the NBDLP Activity requirement, do not forget to complete and submit a Summary Report\*\***

**DEVELOPMENT**

- ✓ Apply for Continuing Student Scholarships – **deadlines vary**  
Find information and the common application at the Office for Student Scholarships website at <http://www.iupui.edu/~scentral/ContinuingGraduate.shtml>. ***You do NOT have to reapply for the NBDLP program!***
- ✓ File the FAFSA by the March deadline - <http://www.fafsa.ed.gov/>
- ✓ Consider working on campus – check out the opportunities at the Career Center BS/SPEA 2010 or on-line via JagJobs - <http://www.career.iupui.edu/>
- ✓ Begin/update your resume – the Career Center can help!

**PERSONAL**

Upon completion of your first year at IUPUI, what one piece of advice would you give a beginning NBDLP scholar for next year?

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Which campus resource did you find most helpful this year?

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**Scholar Name** \_\_\_\_\_

**Mentor Name** \_\_\_\_\_

**Date Submitted** \_\_\_\_\_

# Things to do your Sophomore Year of College

## ACADEMICS

- Have you declared your major yet? \_\_\_\_\_  
Make sure your academic information is correct in OneStart.
- Who is your Academic Advisor? \_\_\_\_\_
- Investigate pursuing a double major, certificate, or minor. What will you need to do to complete these requirements?
- Attend Office Hours for your instructors.

Date and signature of Instructor \_\_\_\_\_

Date and signature of Instructor \_\_\_\_\_

Date and signature of Instructor \_\_\_\_\_

Date and signature of Instructor \_\_\_\_\_

Date and signature of Instructor \_\_\_\_\_

- Still searching for a major? Utilize the resources of the Career Center – UC 3<sup>rd</sup> floor

You may have mastered study skills in the first year. That doesn't mean that second year courses will get easier. Remember there are free resources available to help you.

Bepko Learning Center

Writing Center

Speakers Lab

Math Assistance Center

Counseling and Psychological Services

## SOCIAL/CULTURAL (include the date and a short description of the activity)

- ❖ Participate in a Campus and Community Life sponsored event

- 
- ❖ Attend a local cultural, spiritual, or social event

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**\*\*If you are using this activity to meet the NBDLP Activity requirement, do not forget to complete and submit a Summary Report\*\***

## SERVICE/LEADERSHIP

- ❖ Expand your leadership skills by taking on an officer role in an IUPUI or community-based club, team, or organization (list the name of group/organization and your role).

- 
- ❖ Volunteer/Community Service – how was this experience different from last year?

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**\*\*If you are using this activity to meet the NBDLP Activity requirement, do not forget to complete and submit a Summary Report\*\***

## DEVELOPMENT

- ✓ Apply for Continuing Student Scholarships. Check out the deadline and application at the Office for Student Scholarships website at <http://www.iupui.edu/~scentral/ContinuingGraduate.shtml>
- ✓ File the FAFSA by the March deadline - <http://www.fafsa.ed.gov/>
- ✓ Begin looking for internship/cooperative opportunities through your academic school or the Career Center – UC 3<sup>rd</sup> floor.
- ✓ Look into research opportunities. Check with your academic school or Undergraduate Research Opportunities Program at <http://www.urop.iupui.edu/>.
- ✓ Investigate possible Study Abroad opportunities at <http://www.iupui.edu/~oia/SA/studyabroad.html>.
- ✓ Participate in a seminar – attend a conference – listen to a guest speaker – interview someone in your declared field of study. Events are usually posted throughout the campus. Check out the calendar in the weekly edition of the *Sagamore* or be on the lookout for updates on the NBDLP listserv.

## PERSONAL

What was your greatest challenge this year? What was your greatest success?

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**Scholar Name** \_\_\_\_\_

**Mentor Name** \_\_\_\_\_

**Date Submitted** \_\_\_\_\_

# Things to do your Junior Year of College

## ACADEMICS

- Make sure you are on track with your major/classes.
- Still haven't decided on a major, make an appointment with your academic advisor ASAP to determine options and a timeline for graduation.
- Who is your Academic Advisor? \_\_\_\_\_
- Are you participating in an internship, research, cooperative, or special academic project? Do you have everything in order for this experience?

You've survived the first two years of general coursework. Upper level course instructors will expect more from you. There are free resources available to help you.

Bepko Learning Center

Writing Center

Speakers Lab

Math Assistance Center

Counseling and Psychological Services

## SOCIAL/CULTURAL (include the date and a short description of the activity)

- ❖ Participate in a Campus and Community Life sponsored event

- 
- ❖ Attend a cultural, spiritual, or social event

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**\*Choose different activities from previous years\***

**\*\*If you are using this activity to meet the NBDLP Activity requirement, do not forget to complete and submit a Summary Report\*\***

## SERVICE/LEADERSHIP

- ❖ List any office/leadership positions you currently hold. (list the group name and title)

- 
- ❖ Volunteer/Community Service – how was this experience different from last year?

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**\*\*If you are using this activity to meet the NBDLP Activity requirement, do not forget to complete and submit a Summary Report\*\***

## DEVELOPMENT

- ❖ Network with campus/community/business leaders involved in your area of study/ interest.
- ❖ Apply for Continuing Student Scholarships. Check out the deadline and application at the Office for Student Scholarships website at <http://www.iupui.edu/~scentral/ContinuingGraduate.shtml>.
- ❖ Participate in a seminar – attend a conference – listen to a guest speaker – interview someone in your declared field of study.
- ❖ Participate in Study Abroad or Research opportunities.
- ❖ Explore graduate admission requirements such as entrance exams (GRE, MCAT, LSAT).
- ❖ Attend Graduate Open House or other informational sessions. Check the Career Center or academic schools for more information on dates.
- ❖ Don't forget to update your resume.

## PERSONAL

What is your main goal for the upcoming senior/fourth year at IUPUI?

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**Scholar Name** \_\_\_\_\_

**Mentor Name** \_\_\_\_\_

**Date Submitted** \_\_\_\_\_

# Things to do your Senior Year of College

## ACADEMICS

- Make sure you are on track for graduation.
- Don't forget to petition for graduation. Deadlines vary by academic unit, so be aware of your specific deadline.
- If you are also anticipating completion of a minor or certificate, follow up with the appropriate academic unit.

## SOCIAL/CULTURAL

- ❖ List the campus/community activities you participated in this year
- 
- 

**\*\*If you are using this activity to meet the NBDLP Activity requirement, do not forget to complete and submit a Summary Report\*\***

## SERVICE/LEADERSHIP

- ❖ List any office/leadership positions you currently hold. (list the group name and title)
- 
- 

- ❖ List Volunteer/Community Service Activities
- 

**\*\*If you are using this activity to meet the NBDLP Activity requirement, do not forget to complete and submit a Summary Report\*\***

## DEVELOPMENT

- ❖ Attend a job fair.
- ❖ Participate in Career Center events such as mock interviews, Etiquette Luncheon, or other job search services.
- ❖ Participate in a seminar – attend a conference – listen to a guest speaker that is relevant to your declared field of study
- ❖ Prepare for post-graduation transition.
- ❖ Get your finances in order!
- ❖ CELEBRATE – CELEBRATE – CELEBRATE!

**PERSONAL**

Congratulations graduate! What advice do you have for future NBDLP scholars?

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**Scholar Name** \_\_\_\_\_

**Mentor Name** \_\_\_\_\_

**Date Submitted** \_\_\_\_\_

**STAY IN TOUCH**

If you know what you will be doing in the future, please share with the NBDLP Advisory Committee. We want to know what our alumni are doing and where they are going.

# Fall 2009 Pre-Approved Program/Activity Schedule

Below are some recommendations to fulfill your two required activity summary reports per semester. For a full listing of activities, please refer to [www.events.iupui.edu](http://www.events.iupui.edu), [www.life.iupui.edu](http://www.life.iupui.edu), or contact the Campus and Community Life Office at 274-3931. In addition, check your university email on a frequent basis. The Advisory Committee often sends announcements of additional opportunities.

**\*Note: Activities underlined will be NBDLP wide activities.**

**August 2008**

## ***Faces of America***

**Wednesday, August 27, 2008**

**7pm-9pm, Madame Walker Theater**

Written entirely from interviews and workshops held across the country, *Faces of America* has been described as the first truly multicultural portrayal of Americans. This one-woman show portrays 8 different characters and allows students the opportunity to see challenges faced by those who experience oppression first-hand. A discussion will follow the performance. Visit [www.life.iupui.edu](http://www.life.iupui.edu) for more information.

**September 2008**

***Hispanic Heritage Month (September 15-October 15)***

## ***Fall Involvement Expo***

**Wednesday, September 3, 2008**

**11:00am-1:00pm, University College Courtyard**

Visit the tents in the courtyard by Taylor Hall (formerly University College) to speak with over 150 non-profits and student organizations offering information on how to get involved through volunteering or on-campus involvement. Stop by for FREE ice cream and discover ways to make a difference on the IUPUI campus and in the Indianapolis community. Visit [www.csl.iupui.edu](http://www.csl.iupui.edu).

## ***Service and the City***

**Friday, September 5, 2008**

**8:30am-5pm, Through Indianapolis, Registration at Democracy Plaza**

During Weeks of Welcome, join a day long leadership and service experience with a guided bus tour of Indianapolis with experts of the city who will share the economic developments, exciting transformations, and upcoming advances of the city. You will travel through the city's cultural districts and make a few stops at local hot spots to hear Indianapolis leaders share their experiences. There will be lunch with a keynote speaker which will lead you to hands on service at a variety of local non-profit agencies. For more information contact Tina Samuel at [tmsamuel@iupui.edu](mailto:tmsamuel@iupui.edu) or Lorrie Brown at [lorrbrow@iupui.edu](mailto:lorrbrow@iupui.edu).

## ***Emerging Leader Seminar - Personality Traits***

**Wednesday, September 10, 2008**

**4:30pm-6pm, Campus Center CE 305**

In this session, a facilitator will help you learn about yours strengths, preferences, and personality style. You will have the opportunity to take the Myers Briggs Type Indicator and have your results explained, relate it to your leadership experience, and show you how to best work with others. For more information contact Tina Samuel at [tmsamuel@iupui.edu](mailto:tmsamuel@iupui.edu).

## ***Chinese - American Moon Festival***

**Saturday, September 13, 2008**

**11:00am-9:00pm, Military Park**

Chinese Arts, Crafts, Chinese Cultural Exhibitions, Vendors, Stage Performances, Lantern Festival. Fun for everyone. For more information please contact Nick Brasovan at [nbrasova@iupui.edu](mailto:nbrasova@iupui.edu).

***Latino Student Association Cookout***

**Sunday, September 14, 2008**

**Time: TBS, Campus Apartment “Corner”**

Come to the Latino Student Association’s first event of the semester, the LSA cookout. For more information, visit [www.life.iupui.edu](http://www.life.iupui.edu).

***Constitution Day Celebration***

**Wednesday, September 17, 2008**

**12:00pm-1:00pm, Campus Center 148**

Could you pass the U.S. Citizenship test? Join us to celebrate the U.S. Constitution Day and learn how the constitution plays a role in our everyday life. Fun activities, like a U.S. Citizenship test and a chance to sign a “mock” Constitution, will be available. For more information contact Linda Musavi at [lmusavi@iupui.edu](mailto:lmusavi@iupui.edu).

\*Sponsored by Democracy Plaza

***Latino Family Night***

**Wednesday, September 17, 2008**

**Time: TBS, Location: TBA**

Students, faculty and staff are invited to kick-off IUPUI’s celebration of Hispanic Heritage Month! Dinner will be provided and special guests will be present to discuss the status of Latinos in Indianapolis. Friends and family are welcome. Visit [www.life.iupui.edu](http://www.life.iupui.edu) for more information.

***28<sup>th</sup> Annual: Fiesta Indianapolis***

**Saturday, September 20, 2008**

**12:00pm-12:00am, City Wide Event; Downtown Indianapolis**

Come to Fiesta and celebrate the richness of the Hispanic culture with more than 35,000 central Indiana residents. Admission is free. You will find great music, food, and products from several vendors. Visit [www.life.iupui.edu](http://www.life.iupui.edu) for more information.

***Media Portrayal of Presidential Candidates***

**Monday, September 22, 2008**

**12:00pm-1:00pm, Campus Center CE 148**

How much do the media affect what we think about presidential candidates? Discuss how various forms of media portray the presidential candidates and the consequences of their influence. For more information, visit our web site (<https://demplaza.usg.iupui.edu>) or join our Facebook group.

\*Sponsored Democracy Plaza

***Advanced Leader Seminar - Passion and Inspiration***

**Wednesday, September 24, 2008**

**4:30pm-6pm, Campus Center CE 305**

Behind every leader lies passion and inspiration. IUPUI men’s head basketball coach, Ron Hunter will discuss the importance of passion and inspiration in making a change in your community. He will draw from his own experiences on and off the basketball court to help you use your own passions as inspiration to lead others to change. For more information contact Tina Samuel at [tmsamuel@iupui.edu](mailto:tmsamuel@iupui.edu).

\*Sponsor LEAD IUPUI

***IUPUI Day of Caring***

**Friday, September 26, 2008**

**9:00am-2pm, Through Indianapolis**

In partnership with the United Way of Central Indiana, teams of IUPUI students, staff and faculty volunteer at service agencies across central Indiana to improve lives and shape the community. Projects include painting, planting, office work, interacting with clients and more. Pre-registration is required. For more information contact Community Service Office at [commserv@iupui.edu](mailto:commserv@iupui.edu).

\*Campus and Community Life, Office of External Affairs

***GLBT History Month Kickoff and Queer Fair***

**Wednesday, October 1, 2008**

**10:00am-2:00pm, Campus Center CE 405**

Come see with that GLBT community of IUPUI and Indianapolis has to offer. Browse the booths of local organizations and businesses to find information for entertainment, involvement, activism, and health! Enjoy free food and giveaways. Visit [www.life.iupui.edu](http://www.life.iupui.edu) for more information.

***CAPS Depression Screening Day***

**Thursday, October 2, 2008**

**10am-4pm, Campus Center CE 148**

Feeling sad, overwhelmed, trapped and not up to the challenge of classes, work, and family responsibilities? You could be experiencing symptoms of depression. Fill out a quick questionnaire at the event, and discuss the outcome with CAPS counselor. For more information contact Unchana Thamasak at [uthamasa@iupui.edu](mailto:uthamasa@iupui.edu).

*\*Sponsored by IUPUI Counseling and Psychological Services*

***LSA/ BSU Unity Social***

**Thursday, October 2, 2008**

**6:00pm-9:00pm, Location: TBA**

Join the Black Student Union and the Latino Student Association in their annual fall Unity Social. Get a chance to meet students involved in both organizations while enjoying food and music. Visit [www.life.iupui.edu](http://www.life.iupui.edu) for more information.

*\*Cosponsored by the Black Student Union and the Latino Student Association*

***"The Spanish Language": What the dictionary doesn't tell you!!***

**Monday, October 6, 2008**

**Time: TBS, Location: TBA**

Join us for an interactive discussion on the diversity of the Spanish Language, and learn the things the dictionary doesn't tell you. Visit [www.life.iupui.edu](http://www.life.iupui.edu) for more information.

***Meet the Candidate Series: Spotlight on the Democrat Candidate***

**Tuesday, October 7, 2008**

**12:00pm-1:00pm, Democracy Plaza**

Join us for an opportunity to learn more about the Democratic candidate running in the U.S. Presidential election. Find out more about the candidate, their strategies, policies, and future plans in office. This is your chance to meet with fellow students and discuss how the choice of President would affect us on issues that matter. Student organizations, such as the College Democrats, will be invited to comment on the candidate. For more information, visit our web site (<https://demplaza.usg.iupui.edu>) or join our Facebook group.

*\*Sponsored by Democracy Plaza*

***GLBT Musical Performance***

**Tuesday, October 7, 2008**

**11:00am-1:00pm, Campus Center, Food Court Stage**

IUPUI students will chose a musical performance in celebration of GLBT History Month. This show will be free and open to the public. For more information please visit: [life.iupui.edu](http://life.iupui.edu).

***National Coming Out Day***

**Thursday, October 9, 2008**

**Throughout the Day, UC Courtyard**

Join students, faculty, and staff in the celebration of National Coming Out Day with music, food, entertainment, and educational booths. Please note: The National Coming Out Day celebration is on Saturday, October 11, 2008, but we are celebrating Coming Out Day at IUPUI a few days earlier.

*\* Sponsored by Q&A*

***Fall Alternative Break***

**Friday, October 10, 2008**

**10:00am-8:00pm, Chicago IL**

IUPUI Fall Alternative Break (FAB) is a weekend road-trip focusing on community service, experiential learning and site-seeing. Students volunteer at short-term projects for community agencies and learn about social issues such as urban renewal, poverty, hunger, homelessness, and the environment. Pre-registration and cash deposit are required. Visit [www.csl.iupui.edu](http://www.csl.iupui.edu).

\*Office of Community Service

***Indiana Aids Walk***

**Sunday, October 12<sup>th</sup>, 2008**

***University Park, Downtown Indianapolis***

For more information and to register please visit: <http://www.indianaaidswalk.org/>

***Learning to be an Ally to the GLBT Community***

***Dan Maxwell, director, Campus Center at IUPUI***

**Wednesday, October 15, 2008**

**12pm-2pm, Campus Center CE 264**

As an increasing number of students are accepting their sexuality at an earlier age, it is critical in an inclusive community that its members truly demonstrate an accepting environment. The seminar will review various theories on GLBT development, issues of community and building skills to serve as an ally to the GLBT community at IUPUI and the greater Indianapolis community. Visit [life.iupui.edu](http://life.iupui.edu) for more information.

***Sexual Identity and Religion***

**Thursday, October 23, 2008**

**11:30am-1:00pm, Campus Center CE 148**

Join us for a presentation and panel discussion which will explore the intersection between sexual identity and religion in many different faiths. For more information, visit [life.iupui.edu](http://life.iupui.edu).

***Make A Difference Day/Senatory Bayh Service Leader Summit***

**Saturday, October 25, 2008**

**8:00am-5:00pm, Indianapolis**

IUPUI volunteers spend National Make a Difference Day supporting the Senator Evan Bayh Service Leadership Summit, an inspiring day-long event for outstanding Indiana high school students. IUPUI volunteers lead groups of high school students in team building, service and reflection exercises. Pre-registration is required. Visit [www.csl.iupui.edu](http://www.csl.iupui.edu) for more information.

\*Co-sponsored by the Office of External Affairs

**November 2008**

***Native American Heritage Month***

***Native American Heritage Month Campus Reception and Native American Leadership Awards***

**Wednesday, November 5, 2008**

**10:30am-12:00pm, Campus Center**

Students, staff, and faculty are all invited to attend this informal reception to discuss upcoming events and programs focused on Native American affairs. This is also an opportunity to connect with campus peers with an interest in or experience with Native culture. Awards will be presented to select Native American campus and community leaders in appreciation for all their efforts in bringing about education and awareness to Native American issues. Students can learn more about potential involvement with campus groups. Heavy appetizers will be provided. Visit [www.life.iupui.edu](http://www.life.iupui.edu) for more information.

***Emerging Leader Seminar – Decision-making***

**Wednesday, November 5, 2008**

**4pm-6pm, Campus Center CE 305**

Students will learn different decision-making tools and you will learn how to use them through this interactive seminar. You will learn how to assess a situation and understand how your choices will affect your results. For more information contact Tina Samuel at [tmsamuel@iupui.edu](mailto:tmsamuel@iupui.edu).

***Hunger Banquet***

**Tuesday, November 11, 2008**

**12:30pm-1:30pm, CE 409**

Get an eye-widening perspective about the inequality of food distribution in the world through an interactive, hands-on experiment. The Hunger Banquet is an awareness activity that immerses participants in a visual, interactive display of hunger throughout the world. The Banquet will provide individuals with a hands-on opportunity to see how hunger impacts people. Visit [www.life.iupui.edu](http://www.life.iupui.edu) for more information.

***Native American Bead Working: A Cultural Art***

**Tuesday, November 11, 2008**

**12:30pm-1:30pm, Campus Center CE148**

Though it takes a thousand lifetimes to master bead-working, we will present the opportunity for each of you to begin your journey. Bead kits will be available for everyone to begin their own beading work. Pre-registration is required. Visit [www.life.iupui.edu](http://www.life.iupui.edu) for more information.

***Native American Indian Education Conference***

**Friday, November 14, 2008**

**9am-4pm, UC 115**

IUPUI is proud to host the 3rd Annual Native American Indian Education Conference where we will bring great minds together from both the Native American and IUPUI communities to discuss Native American Indians and New Media. Visit [www.life.iupui.edu](http://www.life.iupui.edu) for more information.

***Native American Women's Film Screening***

**Thursday, November 20, 2008**

**4:00pm-6:00pm, UC Lower Level**

A panel will discuss this exciting and interesting movie presented in collaboration by the Office for Women, Liberal Arts Native American Program, IUPUI NOW and the Native American Student Alliance. Visit [www.life.iupui.edu](http://www.life.iupui.edu) for more information.

***Native American Ancestry Workshop: Steps to Genealogical Research***

**Tuesday, November 25, 2008**

**2pm-4pm, UC Lower Level**

If you are interested in doing some work to find out more about your Native American ancestry – this workshop is for you. We have invited several experts who will discuss the myths and realities of this incredible process. Visit [www.life.iupui.edu](http://www.life.iupui.edu) for more information.

**December 2008**

***Emerging Leader Seminar - Balance and Time Management***

**Wednesday, December 3, 2008**

**4:30pm-6pm, Campus Center CE 305**

Right before finals, learn how to manage your stress! Counseling and Psychological Services will reveal signs and symptoms of stress and tell you how to find balance in your busy schedules. You will end with a brief yoga session to unwind and relax. For more information contact Tina Samuel at [tmsamuel@iupui.edu](mailto:tmsamuel@iupui.edu).