1/4 PARENT **& FAMILY** HANDBOOK

A GUIDE TO THE RESOURCES AVAILABLE TO YOUR STUDENT AT MARIST

Dear First-Year Parents and Families,

First and foremost, congratulations on making it to such a momentus time in your student's academic and personal life.

while this milestone brings great personal excitement, we understand that with this new adventure comes nervousness, uncertainty, and questions. With this Parent & Family Handbook, First Year Programs hopes to alleviate some of that stress.

On the Table of Contents page, each office's name is a clickable link. From there, each individual page includes a link to the department's website. Please understand that not all information lives in this Handbook, but that this tool is meant to be a jumping-off point for your own exploration. Oftentimes, the breadth of the work that our colleagues do cannot be captured in a single page. Find more information and get connected to the offices on campus via the links on their designated page.

we hope that you get use out of this Handbook, and wish you the best in your student's transition to life at Marist College. First Year Programs will be here every step of the way.

warmest regards,

The Office of First Year frograms

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Campus Administrative Offices

Executive Vice President	Phone: 845-575-3296	Greystone
Safety & Security	Fire & medical emergencies, escort se	rvices, guest
Athletics	passes Athletics, Intramurals	
Vice President for Diversity, Equity, and Inclusion		ell Thomas 107
Diversity, Equity, Inclusion, and Belonging Title IX	Training, programming, campus enga Investigation, victim support service	
Provost's Office and Academic Affairs	Phone: 845-575-3629 Hanco	ck Center 1010
Academic Learning Center Center for Advising & Academic Services Center for Career Services Center for Multi-Cultural Affairs/H.E.O.P. Center for Student Athlete Enhancement	Academic services, tutoring, study sk Academic concerns, illnesses, leaves o Career goals Programming, academic support Monitors NCAA eligibility of student academic support services	of absences
Faculty International Programs International Student Services	Instruction and academic guidance Study abroad Federal law and visa compliance supp programming	
Library Registrar Writing Center	Research facilities, group and private Academic calendar, course schedulin Skill development, proofreading serv	g, grades
Vice President for Student Affairs	Phone: 845-575-3515	Rotunda 389
Accommodations and Accessibility Chaplain Counseling Center Dining Services First Year Programs & Leadership Development Health Services Housing & Residential Life Liberty Partnership Program Professional & Student Development/Projects Army/ROTC Spiritual Life & Service Student Activities Student Affairs	Support for students with disabilities Liturgical services Counseling services/programs Dining Mentoring, Orientation, Welcome W Treatment, health appointments, refe Housing, meal plans, in-hall program Externally funded program Special events, Junior rings Leadership internship, physical train science, field training exercies Spiritual activities, community service Activities, clubs, organizations Dean of Students & Assistant Dean's Weekend	eek, Leadership errals ming ing, military ce
Student Conduct	Discipline, victim assistance, Campus	Justices
Vice President for Enrollment Management	Phone: 845-575-3226	Rotunda 381
Admissions Graduate & Adult Enrollment Student Financial Services	Recruitment Admissions for adult continuing and Tuition, room deposits, grants, loans, employment	
Vice President for Information Systems	Phone: 845-575-3252	Donnelly 258
Card Services Digital Publication Center Information Technology Post Office ResNet / Client Technologies Telecommunications	Marist Money, College ID, swipe acce Copying, printing, faxing Computers, computer store, ResNet Incoming and Outgoing Mail, Stamps Campus connectivity Telephones, Campus Television	
Vice President for College Advancement	Phone: 845-575-3264	Fontaine 006
Alumni Affairs Development Marist Institute for Public Opinion	Alumni connections Fundraising Marist Poll	

Important Dates

June and July

Make hotel reservations for the 2024 Family Weekend – September 27, 28, 29 Set up tuition payment plan Fall semester bill will be sent in July Health exams should be scheduled; health forms due by June 30th

<u>August</u>

Fall semester bill from Student Financial Services due in early August Housing assignments posted online (will need to use student assigned e-mail account) Marist Money application with original deposit due First-year opening day August 22 and Welcome Week begins Registration for Family Weekend opens Classes begin August 26 and course change period begins Course change period ends August 30 at 5:00PM Tuition Refund/Residence withdrawal: Last day for 100% refund is August 30 Activities Fair

September

Last day for ½ refund is September 16 No tuition refund after September 16 at 5:00PM Federal work-study jobs advertised Family Weekend – September 27, 28, 29

October

Renewal FAFSA may be found at www.FAFSA.ed.gov after October 1 Mid semester break: October 18-21

November and December

Thanksgiving break November 27 - December 1 Spring semester bill will be sent in December Registration for spring semester Last day of classes December 6 Final exams December 10 - 13 Residence Halls close December 13 at 7:00 PM

January and February

Spring semester bill from Student Financial Services due Residence Halls open January 20 Classes and course change period begins January 21 Course change period ends January 27 at 5:00PM Tuition refund/residence withdrawal: Last day for 100% refund is January 27 Last day for ½ refund is February 10 No tuition refund after February 10 at 5:00PM Room reservation deposits for the Fall 2025 semester are due

March, April and May

Spring break: March 15-23 Renewal FAFSA deadline is March 15 (best done when you submit your income taxes) Spring Recess April 18-20 Room/housing selection booklets are on-line Last day of classes May 9 Final exams May 12-16 Residence Halls close Friday, May 16 at 7:00 PM for underclassmen

Family Weekend 2024

Dates: Friday, September 27 - Sunday, September 29

Recommendations:

- Make hotel reservations now!
- If dining off campus, make reservations early (listing of restaurants is in the Campus and Area Information section). If arriving late on Friday, have your student pickup up the event tickets for you.
- You will receive an email and/or postcard by mail in August when it is time to register online. Register early because some events have limited seating and fill up quickly!

Events and Activities:

Entertainment Football Game Campus Green Activities Music Performance

For more information regarding Family Weekend, visit our website in August at: <u>Student Life | Family Weekend - Marist College</u>

Area Information

HOW TO GET TO MARIST COLLEGE

Marist College 3399 North Rd Poughkeepsie, NY 12601 <u>Google Maps</u>

Additional travel information can be found on the Marist website: <u>https://www.marist.edu/about/location/get-to-marist</u>

AREA HOTELS/MOTELS

Visit the following link to explore lodging options: <u>https://www.tripadvisor.com/Hotels-g48443-</u> <u>Poughkeepsie New York-Hotels.html</u>

LOCAL RESTAURANTS

Visit the following link to explore restaurant options: <u>https://www.tripadvisor.com/Restaurants-g2663029-</u> <u>Hudson River Valley New York.html</u>

PLACES OF WORSHIP

Visit the following link to explore local places of worship : <u>https://www.marist.edu/student-</u> <u>life/community/ministry/activities</u>

The Office of Accommodations and Accessibility accommodations@marist.edu | 845-575-3274 Mon-Fri: 8:30am-5pm

<u>marist.trio</u> | <u>aimmarist</u> | <u>maristoaa</u>

<u>marist.edu/academics/academic-resources/accommodations-accessibility</u>

Office Location: Donnelly 226

Mission: The mission of the Office of Accommodations and Accessibility is to support students with documented disabilities in becoming empowered, independent learners by providing the appropriate accommodations and services necessary to access the educational opportunities at Marist College.

Key Services for New Marist Students: Accommodations are determined on an individual, case-bycase basis to meet the needs of each student and may vary depending upon the disability and/or course content. They include, but are not limited to:

- Textbooks in alternate format
- Notetakers
- Readers
- Scribes
- Testing accommodations
- Use of assistive technology

The Office of Accommodations and Accessibility also provides academic, personal, and career counseling, as well as assistance with course selection, registration, and advocacy on an as-needed basis.

Who is Eligible: To receive services and accommodations, students must identify themselves to the Office of Accommodations and Accessibility and present official documentation of their disability. In general, a disability is defined as a physical or mental impairment, which substantially limits one or more major life activities, i.e., walking, seeing, hearing, speaking, breathing, learning, working, caring for oneself, and performing manual tasks. Disabilities may include, but are not limited to the following:

- Attention deficit disorder
- Deafness or hearing impairments
- Orthopedic impairments
- Blindness or visual impairments
- Epilepsy or seizure disorders
- Speech disorders

- Cerebral palsy
- Learning disabilities
- Traumatic brain injury
- Chronic illnesses
- Psychiatric disabilities

All documentation regarding disabilities is confidential. If a student believes it is important for other members of the Marist community to know about their disability, it is the student's responsibility to inform them.

Academic Core/Liberal Studies <u>cathleen.muller@marist.edu</u> | 845-575-5095 By Appointment <u>marist.edu/academics/core</u>

Mission: To introduce students to the essential ideas and skills that comprise the disciplines of the liberal arts and the sciences and to develop in students crucial 21st-century skills, the ability to integrate and synthesize information, and an awareness of their values and the ethical implications of their choices.

Programming & Key Services for New Marist Students: From the First Year Seminar to the senior-year Capping course, students learn to integrate different areas of study, to exchange ideas actively with faculty and peers, and to sharpen their abilities as writers, speakers, and critical thinkers.

The Common Read facilitates these conversations throughout students' first year at the College. The 2023-2024 Common Read, *Felix Ever After*, by Kacen Callender, will provide students with the opportunity to discuss crucial social issues and engage in thought-provoking programming throughout the year. **Overview of the Marist Core**

I. Academic Foundation courses:

• First Year Seminar (4 credits) • Writing for College (3 credits)

Philosophical Perspectives, a distribution course taken by all students (see below), also constitutes part of the first-year common academic experience.

II. Distribution courses: 36 credits total

Breadth: one course in each of the following areas

- Philosophy (required course: Philosophical Perspectives)
 Lite
- Ethics & Justice
- Fine ArtsHistory

- Literature
- Mathematics
- Natural Science
- Social Science

Pathway: 4 courses addressing a focused interdisciplinary area of study. Please see below for a complete list of Pathways.

- III. Skill requirements: 0 stand-alone credits
 - Every student must take at least one "intensive" Core or major course in Technological Competency and Public Presentation.

IV: Capping: 3 credits

• Taken within the major, this course involves a culminating research experience that draws upon students' knowledge, skills, and values.

First Year Seminars

Your child has selected their top five FYS classes and will be placed in one of those FYS classes as their schedules are developed by the Registrar. Although seminar topics vary, every section of the FYS serves as an introduction to college-level academic work and addresses the same set of essential 21st-century skills: writing, critical thinking, information literacy, and public presentation. Throughout the semester, students will learn not just about course material, but also explore ways to be better learners, thinkers, and members of the college community.

Please contact the Director of the First Year Seminar, Dr. Patricia F. Tarantello, at

Patricia.F.Tarantello@marist.edu with any questions about the course.

Choosing a Pathway

Recognizing that today's - and tomorrow's - challenges are not confined to separate academic subject areas, the Marist Core engages students in a 4-course interdisciplinary Pathway. This set of courses will address a focused question or area of study from at least 3 disciplinary perspectives.

Language study is particularly crucial in today's global community. Students may pursue proficiency through a Pathway in French, Spanish, or Italian, or take language courses as part of Pathways engaging with a particular culture.

Whatever the Pathway, its courses may count toward a minor, a second major, or any subject that enriches a student's academic experience. Ideally, students should choose a Pathway by the time registration takes place in late spring of their first year. Students are not allowed to design their own Pathway. A list and descriptions of each Pathway and lists of affiliated courses are available on the Core/LS website.

If you have questions about the Pathways or any aspect of the Marist Core, please contact Core/LS Director Dr. C. R. Muller at <u>cathleen.muller@marist.edu</u>

Academic Learning Center <u>academiclearningcenter@marist.edu</u> | 845-575-3300 Mon-Fri: 8:30am-5pm <u>marist.edu/academic-resources/alc</u> | <u>marist_alc</u> | <u>MARISTALC</u> | <u>Marist Alc</u> | <u>marist_alc</u>

Office Location: Library 331

Mission: The Academic Learning Center's Mission is to provide academic support to Marist students, both undergraduate and graduate, and to support faculty in their work with students. This is accomplished through our courses, tutoring program, proofreading services, and academic counseling. The overall goal of these activities is the success and retention of our students and to develop the intellect, character, and skills required for enlightened, ethical, and productive lives in the global community of the 21st century.

Key Services for New Marist Students:

- FOCUS Program: This is a year-long, academically based freshman success program primarily for students who are undeclared or exploring their major options. FOCUS provides resources and information for first year students to assist them in making a successful transition from high school to college and in making informed choices about their course of study and future career options. (3 Liberal Arts credits in fall and 1 credit in spring).
- Private Tutoring: The Academic Learning Center trains and assigns peer tutors for students in need of individualized help. (No cost to students).
- Academic Review or Drop-in Sessions: The Academic Learning Center sponsors review and drop-in sessions in various subjects for students in need of help. (Free service).
- Proofreading: Trained writing tutors review student papers both as a drop-in service or on-line, via Brightspace. (Free service).
- Majors Fair: This annual fall event brings together representatives from all majors, minors and certificates offered at Marist College. Students are given the opportunity to speak with Deans, faculty, and upperclassmen in their major areas of interest.
- Advisement for Undeclared Students: Undeclared students are advised through the Academic Learning Center.
- Academic Learning Center Brightspace Site: This site contains links to websites and documents supporting time-management skills, study skills, note-taking strategies, stress management, etc.
- Writing Placement: The ALC places all incoming freshman into the appropriate writing course in order to prepare students for success in academic writing.
- Courses:
 - Critical Reading & Thinking

Self Development

- Intermediate Writing for College
- Career Planning and Decision-Making
- Transfer Seminar
- The College Experience

Athletics athletics@marist.edu | 845-575-3553 goredfoxes.com | maristathletics

Mission: Athletics at Marist reflect the College's objectives and are a means to attain educational goals.

Key Services for New Marist Students: Athletics offers three tiers of athletic programs for students: varsity, club, and intramural sports.

The varsity programs offer the most advanced level of competition. Marist is a member of the National Collegiate Athletic Association (NCAA), subscribes to the Division I philosophy and belongs to the Metro Atlantic Athletic Conference (MAAC) and the Pioneer Football League (PFL). For information on any varsity programs, students should contact the head coach directly. Sports at the varsity level are:

- Men: Baseball, Basketball, Cross Country, Football, Lacrosse, Rowing, Swimming & Diving, Soccer, Tennis, Indoor and Outdoor Track & Field
- Women: Basketball, Cross Country, Lacrosse, Rowing, Soccer, Softball, Swimming & Diving, Tennis, Indoor and Outdoor Track Field, Volleyball, Water Polo

The club sport program is a division of the Marist College Athletics department. The program consists of 19 student clubs recognized by the Student Activities Office (SAO).

- Co-Ed: Cheerleading, Dance, Fencing, Golf, Ski, Equestrian, Esports, Tennis, Ultimate Frisbee
- Men: Ice Hockey, Rugby, Baseball, Volleyball, Soccer, Lacrosse
- Women: Rugby, Lacrosse, Volleyball, Soccer

Intramurals offer any student, whether expert or beginner, the chance to play on a team without the time demands of the varsity or club programs. More than 2,500 undergraduates participate each year. There are teams in flag football, co-ed volleyball, co-ed soccer, basketball, co-ed dodgeball, tennis, corn hole, spike ball, and much more. Students interested in participating in the intramural sport programs can visit <u>https://www.marist.edu/studentlife/athletics/intramural-recreation</u> for more information.

Fitness Centers:

- McCann Center (South End): weight rooms, fitness centers, indoor turf facility, recreation gym, elevated 133-meter indoor track, multipurpose rooms, rooftop terrace, pool
- Marketplace Fitness (East End): fitness, plate loaded, and free weight training equipment
- McCormick Hall Fitness (North End): cardiovascular fitness, plate loaded and free weight equipment, as well as a dance/aerobics studio
- Outdoor basketball court (East End): for recreational play

Parents of First-Year Varsity athletes, scan or click here for more information!



Marist Bookstore <u>bookstore@marist.edu</u> | 845-575-3260 Mon-Fri: 10am-5pm | Sat: 11am-4pm <u>marist.bncollege.com</u>

Office Location: Rotunda

Mission: The bookstore wants to be a part of your student's college experience.

A favorite college sweatshirt, car decal, morning coffee mug, and the textbook from your student's favorite class with that amazing professor, can all be purchased from this bookstore.

The bookstore works closely with the faculty to provide students with all the required course materials. When books are purchased from the Marist Bookstore, you can be sure that your student is getting exactly what is needed to be prepared for class.

To help keep costs down, the bookstore offers a textbook rental program, a large inventory of used books and a large selection of digital books for you to choose from. The bookstore also operates a textbook buyback program daily.

Key Services for New Marist Students: After a course schedule is received, students may visit the bookstore's website (https://marist.bncollege.com), provide us with their course schedule, and we will prepack the textbooks needed for their courses. The reservation program requires prepayment by credit card. The purchase will be charged to your credit card when the order is processed, not when the order is submitted. Reservations can be picked up at the bookstore anytime during the first week of the semester. The bookstore accepts cash, Marist Money, all major credit cards, and Barnes and Noble gift cards for payment. The staff of the bookstore welcomes you and your student to the Marist community and looks forward to serving you.

Center for Advising and Academic Services advising@marist.edu | 845-575-3500 Mon-Fri: 8:30am-5pm

maristadvising | marist.edu/academic-resources/advising

Office Location: Donnelly 224

Mission: The Center for Advising & Academic Services (CAAS) mission fosters student success via programs, services, resources, and referrals designed to help students develop skills that empower their educational, career, and life goals.

Key Services for New Marist Students:

- Support students in academic risk by issuing warning letters for low mid-term grades, conferring with faculty regarding student academic progress, placing students on probation for poor academic performance, and processing academic dismissals when a student has fallen below the College's standard.
- Process notifications in the event of a crisis, such as a death in the family or a documented illness, where the student will be absent from class for four or more consecutive days.
- Process leave of absence and withdrawal requests from the College.
- Review credit overage requests.
- Review appeals of academic calendar deadlines.
- Provide academic consultation.
- Process the Dean's List.
- Assign a skilled academic advisor supported by CAAS, based upon area of study, to provide assistance in helping your student design the most meaningful academic program. Marist provides an advising system, which requires students to meet with their advisor(s) for course registration, course withdrawals and long-range planning. (Note: CAAS makes an initial assignment, but students in most majors can request to change their advisor).
 - College academic advisors are very different from high school guidance counselors. Advisors
 provide input and make suggestions, but it is up to your student to integrate the advice they
 receive and to leverage it to his/her best advantage. Encourage your student to be aware of the
 choices they are making because, ultimately, they are responsible for those choices. We
 encourage you, as parents or guardians, to underscore the importance of the advising
 relationship and to urge your student to make every effort to get to know their advisor and
 establish a close working relationship.
- Maintain the my.Marist advising portal. In this portal, they have access to many advising resources, including our social media feed, their advisor information, and various important documents including the Academic Advising Planner, the First Year Advisor, and monthly newsletters.
- Produce the Academic Advising Planner (AAP). The AAP is a student's go-to preparation tool that will set common ground with regards to the academic experience at Marist and will assist them in planning their academic career and life after Marist.

The Center for Career Services <u>career.services@marist.edu</u> | 845-575-3547 Mon-Fri: 8:30am-5pm

<u>marist.edu/academic-resources/career-services | Marist Career Services | MaristCCS | MaristCCS</u>

Office Location: Dyson Center

Your role as a Parent:

You should encourage your student to visit Career Services early in their Marist experience. The Center for Career Services offers many programs to help students with internships and their post-Marist plans, whether it be the world of work or graduate school. Our goal is to help students prepare for their career. Many students will face important decisions as soon as they arrive on campus that can affect their choice of major and future career plans. The staff of Career Services can work with your son or daughter to assist them with their decision making and help them develop a career success plan.

What is the central mission of Career Services?

The Center for Career Services offers appointments for Marist College students and alumni for the following aspects of professional development:

- Career Coaching
- Internship Opportunities
- Cover Letter Assistance
- Interview Preparation
- Employer and Alumni Connections
- Job Search
- Gap Year/Alternative Career Options
- Resume Review
- Graduate School Advisement
- Scholarship & Fellowship Advisement

Which programs/services would you recommend to a first-year student?

The first year is an excellent time to begin exploring potential career areas and, if a student is undeclared, potential majors. FOCUS2, an online career assessment and research tool linked to our website, assists students in understanding their interests, values, abilities, and personality as they relate to majors and careers. Attendance at career workshops and alumni and employer panels is also an excellent idea. The career fairs held each fall and spring present excellent opportunities for students to interact with recruiters, company representatives, and Marist alumni. Students are encouraged to ask questions and learn about potential internships and employment. The first year is also a very good time to take a Career Planning & Decision Making course.

Will Career Services help my student find an internship?

If your student is enrolled in a curriculum that requires an internship, they will work with their Internship Faculty Coordinator to identify and register the opportunity. Students enrolled in a major without a curricular requirement may participate in an elective credit or paid internship. Career Services assists students in locating both paid and elective internship opportunities. More details about the InternshipProgram can be viewed on our Web site at https://www.marist.edu/academic-resources/career-services/students/internship

Does Career Services help students find jobs after graduation?

In reality, the job search should begin well before graduation. Our emphasis is on providing students with the tools and skills needed to complete a successful job search and also to provide opportunities to connect with prospective employers. We provide virtual and on- campus interview events and experiences. We work collaboratively with employers, associations and recruiting consortia to expose our students to varied employment initiatives. In addition, we have an active Alumni Network that will enable students to speak with Marist graduates currently working in their chosen fields. The Career Services Staff continues to attract new employers to our campus. The Marist brand continues to be highly regarded among prestigious employers.

What about graduate study and fellowships/scholarships?

Career Services includes one staff member dedicated to assisting students in the graduate study decision. This support includes guidance on identifying appropriate graduate programs, understanding the different components of the grad school application, and preparing competitive application essays. The Graduate School and Fellowship Advisor also hosts grad school information sessions every semester and organizes annual field trips to an Ivy League institution to explore graduate study options. Individual assistance with identifying and applying for national and international fellowships and schoolarships is also available.

Center for Multicultural Affairs <u>multicultural@marist.edu</u> | 845-575-3204 Mon-Fri: 8:30am-5pm

marist.edu/academics/center-for-multicultural-affairs | Marist College CMA | marist_multicultural_affairs

Office Location: Library 337

Mission: Our mission is to engage the Marist community in events and activities that highlight diversity and multiculturalism creating a climate of access, equity, and inclusion that celebrates the rich contributions of all cultures, and empower students to achieve academic success by preparing them to become engaged global citizens.

Programming & Key Services for New Marist Students:

- Administers academic support services to ensure students' growth as scholars and global citizens by assisting them in developing successful study habits, cultural awareness, self-identity, and goal setting strategies.
- Organizes programs and activities to assist all Marist students in making a successful and enriching cultural transition to the Marist campus environment.
- Advocates in the interest of first generation, foster youth, racial/ethnic or otherwise underrepresented students in areas of personal, social, and cultural development.
- Provides opportunities for students to develop academically and socially by offering support in areas of leadership development, cultural identity, self-identity, career exploration and goal setting for the future.
- Provides support to student groups and culturally focused clubs.
- Serves as a resource for faculty, students, and staff on issues of identity, cultural and socioeconomic diversity.
- Conducts workshops and activities to support the learning process of first year students in the First Year Seminar course.
- Academic Enrichment Program, which provides direct support services to First Generation college students and/or ethnically underrepresented students including the Hearst Foundation Scholars and Academic Enrichment Scholars.
- Arthur O. Eve Higher Education Opportunity Program (HEOP), which administers a comprehensive academic support services program designed for New York State residents, the HEOP program is jointly sponsored by the College and the New York State Education Department.
- Foster Youth College Success Initiative, a program established specifically for New York state students who have experienced foster care or are eligible orphans. FYCSI students at Marist receive a broad range of innovative academic support services. The FYCSI program is jointly sponsored by the College and the New York State Education Department.
- Cultural Enrichment Program, serving as a resource to faculty, students, and staff on issues of cultural and socio-economic diversity and sponsoring events in observance of various cultures.

What services can all traditional undergraduate students receive?

- Educational programming
- Cultural observances and appreciation
- Training on diversity and social justice issues
- Cultural networking

Center for Student-Athlete Enhancement 845-575-3353

Sun: 4pm-9pm | Mon-Thu: 8:30am-9pm | Fri: 8:30am-5pm marist.edu/student-life/athletics/student-athlete-enhancement | MaristCSAE

Office Location: McCann Center 231

Academic Monitoring

Our office monitors the NCAA eligibility of all student-athletes and maintains records on each of their degree requirements and progress.

Academic Success Program (ASP)

Each semester, specific student-athletes are mandated to participate in this program as a result of previous academic performance. Their requirements are:

- Weekly or bi-weekly advising meetings to determine academic success strategies and reinforce good study habits
- Weekly study hall requirements, with game suspensions imposed for missed hours

Tutoring

Tutoring is available through a grant provided by the NCAA at no charge to the student-athlete. Tutors assist students with course material, study skills, etc. Tutors are typically available for all subjects and are obtained through the Academic Learning Center.

Proofreading/Research Assistance

CSAE offers free proofreading with a tutor from the Writing Center, as well as research assistance from one of Cannavino Library's Research Librarians.

Travel Letters

CSAE provides documentation to faculty for student-athletes missing classes due to athletic travel and competition. Student-athletes are expected to follow up with their instructors to make arrangements to complete the required coursework.

Progress Reports

These forms are distributed electronically to faculty at various points in the semester to obtain specific information related to classroom performance. Completed reports are distributed to coaches and CSAE's athletic advisors and reviewed with student-athletes.

Exam/Quiz Proctoring

CSAE staff can assist faculty in the administration of exams and quizzes to student-athletes who miss classes because of athletic travel and competition. Exams and/or quizzes can be e-mailed, hand delivered, or mailed to the Director, who will arrange a testing time for the student-athletes.

NCAA Student Athlete Affairs

The program is designed to give student-athletes the support and skills needed to become effective citizens, inspired leaders, and motivated activists. Programming is provided in various areas, such as violence prevention, drug & alcohol education, nutrition and eating disorders, career development, leadership, and community service. Student-athletes can also get involved in our Peer Mentor Program, Black Student-Athlete Alliance (BSAA) or our female leadership program, LEAP.

Return to Learn Policy

Marist Sports Medicine evaluates student-athletes diagnosed with concussions and determines a plan for them to return to academic activities. CSAE disseminates this plan to faculty to ensure the student athlete receives the recommended academic accommodations, when warranted.

Commuter Services

marist.edu/student-life/first-year-program/meet-mentor/colin-mccann

Marist College recognizes that commuter students are an active and integral part of our community. We provide commuter students many opportunities to connect with Marist during their first year while also introducing the resources and traditions that will help them succeed. Ongoing support throughout their Marist experience continues as commuting students are encouraged to remain involved as upperclassmen. To ensure that commuter students are kept well informed, the Associate Director of First Year Programs is also the Commuter Student Coordinator. In this capacity, Colin McCann serves as a professional mentor for any student living off-campus.

The Commuter Lounge - "Your Home Away from Home"

Located on the ground floor of the Student Center.

- Hours:
 - Monday Friday: 8:30am 1:30am
 - Friday Sunday: 10:00am 2:00am
- Available Resources:
 - To study:
 - The Office of the Associate Director for First Year Programs (Commuter Coordinator)
 - Open Monday Friday: 9:00 A.M. 5:00 P.M.
 - Laptop computers and a networked printer
 - Rooms for reserve, table, and chairs for group meetings
 - To relax:
 - Student Activities satellite location
 - Open Monday Saturday: 12:00 P.M. 12:00 A.M
 - Warm and welcoming environment
 - Comfortable couches and cushioned chairs
 - Flat-screen TVs and board & video games
 - To eat:
 - Microwave & Coffee Maker
 - Conveniently located near the Dining Hall and the Cabaret

Pizza Tables

Join your friends in the Commuter Lounge every week to discuss current events, your favorite places in the Hudson Valley, stress relievers, interesting classes, your beliefs, your favorite memories, and much more! When Pizza Tables occur all you need to do is show up whenever your schedule permits and participate by sharing and/or listening.

One-time Programs

Stop by the Commons Lounge on almost any Wednesday during Activity Hour for fun and informative programs, games, speakers, and more! You'll find programs at other times, too. Past programs included:

- Mount Beacon/Walkway Over the Hudson hikes
 Commuter Appreciation Week (Fall/Spring)
- Basic Car Maintenance
- Apple Picking

- Holiday Socials: Winter, Valentine's Day, Easter, and more
- Dinners in Residence

Computer Store <u>compstore@marist.edu</u> | 845-575-3556 Mon-Fri: 10am-4pm <u>marist.edu/computerstore</u>

Office Location: Donnelly 115

Key Services for New Marist Students: Marist College offers both Apple and Lenovo computers through the Computer Store.

- The Apple On Campus Program offers a wide variety of Mac laptops and desktops, with some recommended configurations for use here at Marist. These are offered at a discounted cost via Apple Education pricing through the Computer Store website. By default, Macs come with a 1-year limited warranty. Marist strongly recommends purchasing AppleCare+, which covers defects and accidental damage (subject to a service fee) for 3-years.
- The Lenovo ThinkPad University Program (TPU) offers pre-configured Marist-ready ThinkPad laptops at a discounted price. These laptops can be purchased through the Computer Store website via our vendor, Connection. These laptops come with a 3-year manufacturer's warranty, which can be extended to 4-years and include accidental damage protection via warranty upgrades.

If you purchase a Lenovo ThinkPad or Apple Mac through the computer store link (www.marist.edu/computerstore), our Client Technologies/ResNet technicians are certified to handle most in-warranty repairs on-site (Mac accidental damage repairs are handled directly via Apple for those who purchase AppleCare+). A loaner laptop is available for extended repairs while on campus. For all other computers, ResNet can assist with diagnosing a problem, but cannot repair them, as they are only certified for these specific programs.

The Computer Store also carries a wide range of accessories, such as flash drives, solid state drives, surge protectors, mice, keyboards, printer cables, HDMI cables, Ethernet cables, and chargers. Additional items can be ordered if not in stock.

Visa, MasterCard, Discover Card, cash or check accepted.



12 Counseling Services <u>counseling.services@marist.edu</u> | 845-575-3314 Mon-Fri: 8:30am-5pm | Evening hours available by appointment only <u>marist.edu/student-life/services/counseling</u>

Office Location: Midrise 113

Marist College Counseling Services is part of the Division of Student Affairs. We are dedicated to the personal, interpersonal, and collective wellness of the campus community. Our FREE services include:

- **Consultations:** Available to students, parents, faculty, and staff who may be concerned about a student or are interested in learning more about our services.
- Let's Talk: A great option for students looking to address an immediate problem during a brief, confidential meeting with a counselor without the commitment or paperwork!
- Individual Counseling: Short-term, goal-focused counseling to address immediate concerns and develop skills towards resilience and wellness.
- **Groups** and **Workshops**: Weekly groups and workshops that help students strengthen their coping skills and self-awareness!
- Referrals: We are happy to connect students who would benefit from weekly sessions or more specialized care to providers in the community. We can also help plan effectively for semester breaks, study abroad, and after graduation. Please visit our personalized search engine to find providers off-campus or at home: <u>http://marist.thrivingcampus.com/</u>
- **Psychiatric Services:** Students considering starting or currently taking medication may see our psychiatrist or be referred to an off-campus medical provider for a medication evaluation and medication management. Please Note: We do not provide ADHD or learning disability assessments but can help connect you to options off campus or at home.
- Outreach and Education: We offer a variety of outreach and training programs for student groups, faculty, administrators, and staff on a wide range of topics related to mental health and wellness.
- After-Hours On-Call Service: For evening and weekend psychiatric emergencies, students can request to speak with the on-call counselor by contacting their RA/RD or Office of Safety and Security (845-471-1822).

Office of Counseling Services

Staff Our staff consists of licensed psychologists, clinical social workers, mental health counselors, and a psychiatrist committed to providing inclusive, social-justice oriented and evidenced-based care.

Confidentiality

Our services are confidential for students 18 years and older. Sessions are never part of a student's academic record. Exceptions to confidentiality include: if you pose a clear and immediate danger to yourself or others; if there is concern over abuse/neglect of a child, elderly person or disabled adult; if your records are subpoenaed by authorized court jurisdiction.

Common Student Concerns:

- Adjustment/Homesickness
- Anxiety/Stress
- Depression/Mood swings
- Experiences related to identity/marginalization
- Sleep difficulties
- Alcohol/Substance Use
- Self-esteem
- Academic issues/Career concerns

- Eating/Body Image concerns
- Relationship issues
- Suicidal thoughts
- Self-injurious behavior
- Family issues
- Grief/Loss
- Trauma

Marist Dining Services 845-575-5200 <u>Dineoncampus.com/Marist</u>

Gourmet Dining believes in providing unique, exemplary dining experiences built on strong partnerships. For over 30 years, our family-owned business has grown to become a leading provider of food management services to the higher education marketplace in New Jersey. Today, we continue to plant our roots in universities and colleges across New Jersey, New York, and Pennsylvania - creating delicious, healthy, and sustainable food for students, faculty, and administrative staff. Leveraging the expertise of our parent company, Compass Group, the largest food service management company in the world, we're able to provide superior dining programs with a personalized, family, and local approach. Marist Dining Services prides itself on diverse dining options, nutrition and wellness, food delivery innovation, special needs diet accommodations, a dedication to waste reduction and sustainability, student satisfaction, and community outreach. Local, on-campus partnerships include favorites Rossi & Sons Deli, Eastdale Bagels, and Athena Gyros. We also rely on valued national brand concepts like Starbucks and The Halal Shack. We responsibly source ingredients of local and regional origin whenever possible from vendors such as Hudson Valley Fresh, Rockland Bakery, and more. Also, to meet the needs of guests requiring dietary accommodations, Marist Dining Services provides gluten-free, vegetarian, and vegan options at all campus dining locations. To spotlight diversity, equity, and inclusion, Marist Dining proudly collaborates with students for religious and cultural celebrations.

Murray Student Center Dining Hall

The Murray Dining Hall offers fresh salads, yogurt, hot cereal, cold cereal, hand-cut fruit, scratch-made soups, a homestyle station, an in-house bakery, a vegetarian station, a deli counter, a pasta station, and a pizza station. A state-of-the-art renovation to our L.I.F.E station offers students the opportunity to witness the food preparation process. L.I.F.E. is an allergen-friendly station featuring food that is simply prepared and seasoned and served by a trained associate. This station is dedicated to foods prepared without the top nine food allergens (peanuts, tree nuts, fish, shellfish, wheat, soy, eggs, dairy, and sesame) and gluten. A main dish, a vegetable, and a gluten-free grain or pasta, rice or potatoes are typically served. In addition, salads and fruit are offered. Ingredient, allergen, and nutrition information can be found on our digital signage at each service station, the <u>Marist Dining website</u> and the Dine on Campus App. Join us in Murray Dining Hall to try our L.I.F.E. offerings. Also new this year is our Global Eats station, where omelets are prepared at breakfast and hibachi offerings are found at lunch and dinner. For beverages, guests can choose Sun Roasters Coffee, Pepsi fountain beverages, local milk from Hudson Valley Fresh, Teavana tea, juice, and plant-based milks.

Marist Dining Services, Continued

Special Dietary Accommodations

Marist Dining is here to support you and ensure a safe and delicious dining experience. If you have food allergies or medical conditions that require specific diets, please review the information below to understand how we can make college dining work for you! We know dining is such an important part of campus life, and we want all students to have a successful and safe dining experience. We believe in creating true partnerships: between you and our entire dining team - from our managers and chefs to our cooks and servers to our Campus Dietitian. We have many dining locations to help create community and foster healthy living and learning. If you have trouble finding dining options that meet your needs, contact us and we can help.

We Are FARE Check Trained.

Our entire dining team is trained on Food Allergies and Celiac Disease in accordance with FARE (Food Allergy Research and Education group) standards. This helps ensure that culinarians and food service associates appropriately store and handle food, taking necessary steps to reduce the risk of cross contact. The health and safety of our guests is Marist Dining's highest priority. Additionally, training continues year-round to keep it top of mind.

Personalized Approach

The following plan helps students with food allergies and dietary restrictions navigate dining on campus and advocate for themselves:

- Register with the Office of Accommodations and Accessibility
- Don't be shy self identify! If you have a food allergy or special dietary need, please contact our <u>Campus Dietitian, Marie Murphy</u> to set up a one-on-one meeting and/or dining tour.
- Visit our Wellness Page, <u>https://dineoncampus.com/marist/wellness</u> for additional information
- Ask an Ingredient Expert. We have certified and designated Ingredient Experts in our dining locations. Let a team member know if you have a food allergy or other specific dining needs. Our culinarians and designated station ingredient experts are happy to review recipes and ingredients to help you make dining decisions based on your needs.
- Utilize our <u>What's on the Menu</u> page to check out the menu items offered at each location. Nutrition, allergen, and ingredient information is available for your review.
- Check out our vegan report card <u>Marist College School Profile | peta2's Vegan Report Card | peta2</u>
- Questions or concerns? Reach out to us, we are happy to help. Text 973-542-2089 with any questions or concerns and we'll get back to you.

Dining Plans

Meal Plans

We offer a wide array of choices for Sophomores, Juniors, Seniors, Commuter Students and Faculty and Staff to meet their needs. The college requires first year students to have the Unlimited Plan. All meal plans can be seen on our website, <u>https://dineoncampus.com/marist/meal-plan-info</u>.

Marist Dining Services, Continued

Thrifty Cash

Thrifty Cash works like cash with the convenience of being accessible from your Marist ID card. Your Thrifty Cash is only used for the purchase of food at specific on-campus locations. Thrifty Cash is also tax-free! Thrifty Cash can be used at all on-campus dining locations. Thrifty Cash is issued as part of the meal plans and is rolled over from semester to semester but not from year to year.

Meal Exchange

Meal plans are flexible by allowing you the opportunity to 'exchange' your meal swipes for a meal in our retail locations for up to \$10. When you visit these locations that accept meal exchange, a meal includes one entree, a bag of chips or a fruit, and a drink. You pick your entree, and you pay the difference over \$10 for that entree. *Only one meal exchange can be redeemed per day for the Unlimited Plan and the Unlimited 5-Day Plan*

Marist Money

Marist Money allows for maximum flexibility to be used at on-campus dining locations, off campus eateries at participating locations, or for retail purchases. It can also be reloaded throughout the semester. Marist Money can be used at all our on-campus dining locations, retail such as the bookstore, and participating off-campus locations.

Grubhub

The Grubhub Campus Dining app allows students to conveniently order from their preferred on campus cafes and restaurants using their campus cards and dining plans. Check out https://dineoncampus.com/marist/grubhub-mobile-ordering for further details on this top-rated online and mobile food ordering platform in the nation, as well as steps on how you can order.

Office of Diversity, Equity, Inclusion, and Belonging <u>diversity.inclusion@marist.edu</u> | 845-575-2349 Mon-Fri: 8:30am-5pm <u>DEI LinkTree</u>

Office Location: Lowell Thomas 107

Mission: The Office of Diversity provides leadership and educational resources for empowering Marist College to infuse and embed Diversity, Equity, Inclusion, and Belonging into all its structures, programs, relationships, policies, behaviors, and practices.

Our Vision

To enhance the transformation of Marist College into a relationship-rich community characterized by Diversity, Equity, Inclusion, and Belonging.

At Marist, Diversity, Equity, and Inclusion instills in students the ability and confidence to learn about different cultures, experiences, and perspectives. It prepares them to live in community with people from different backgrounds, to be open-minded, and to engage with social differences on and off campus.

The Office of Diversity, Equity, and Inclusion works collaboratively with everyone on campus to foster a welcoming and inclusive environment in which students, faculty, and staff have a strong sense of belonging.

What we Do

- Support the Diversity, Equity, and Inclusion (DEI) agenda of the college.
- Facilitate the ongoing creation of an inclusive campus environment.
- Enhance community and sense of belonging for students, faculty, and staff.
- Provide DEI opportunities for learning and growth.
- Enable students, faculty, and staff to communicate across social and cultural differences.
- Facilitate diversity-centered dialogues, story exchanges, and challenging conversations.
- Work collaboratively to infuse Diversity, Equity, and Inclusion into college policies, processes, and structures.
- Create and offer resources for students, faculty, and staff.
- Encourage and empower faculty, staff, and students to engage with Diversity, Equity, and Inclusion programming.

The Office of Diversity at Marist is committed to Equity, Inclusion, and Belonging. We honor, respect, and celebrate the abundance of ethnic, racial, sexual, and many other identities that make up Marist College. We foster an inclusive community by promoting antiracist practices, rejecting antisemitism, affirming different abilities and disabilities, and by upholding and insisting on the rights of women and LGBTQ+ communities and families. We celebrate religious differences and welcome international students, faculty, and staff. We acknowledge and value the service of veterans. We recognize the humanity of the undocumented and those who subscribe to different perspectives. We seek justice for the socially and economically marginalized. We engage in sustainable practices.

Emerging Leaders Program <u>emerging.leaders@marist.edu</u> | 845-575-3517 Mon-Fri: 8:30am-5pm

marist.edu/student-life/emerging-leaders-program | Marist_ELP

Office Location: Rotunda 388

LEARN TO LEAD AT MARIST

One of the largest and most popular organization on campus, the Emerging Leaders Program (ELP) is a unique, exciting, no-cost, non-credit certificate program that provides students with ongoing and varied opportunities to define, discover, and develop their leadership skills.

The ELP offers students an opportunity to:

- Advance the key skills that are essential to personal and professional success
- Interact with interdisciplinary experts
- Build resume credentials
- Connect with other student leaders and learner
- Expand their networks both on and off campus

Like a class session, workshops are 75 minutes long. Students who complete six or more workshops during the academic year will receive an ELP certificate of program completion at a special recognition event. They will also have an opportunity to proudly display a digital badge. Students can earn a certificate in each year of study.

In addition, and by invitation only, students also have an opportunity to use the ELP certificate requirements in partial fulfillment of the requirements for lifetime membership in the National Society of Leadership and Success (NSLS). Marist has one of the largest and most active NSLS chapters in the country. There is a small, one-time fee for membership in the National Society, which offers lifetime benefits and program access. Special invitations to join the NSLS are sent from the organization via Marist email.

Interested students should keep an eye on their Marist email for the workshop listings, which are sent during the first two weeks of the semester, and they should respond ASAP. ELP information can also be found on the my.Marist portal under the Student tab. There students can find event descriptions, online registration information, and an FAQ. There is no additional advertising for this program as space is limited and hundreds of students participate. We encourage your student to join ELP and NSLS to grow their leadership skills during their time at Marist.

First Year Programs <u>firstyearprograms@marist.edu</u> | 845-575-3517 Mon-Fri: 8:30am-5pm <u>marist.edu/student-life/first-year-programs</u> | <u>MaristFYP</u>

Office Location: Rotunda 388

The motto of the Office of First Year Programs (FYP) is "the end depends on the beginning." Through our unique professional mentoring program, FYP offers students a bright beginning by providing the support, skills, and connections necessary to make the academic, social, and personal transition to Marist College.

Each new student to Marist has a First Year Programs Coordinator who serves as their professional Mentor. Mentors help students think about their educational and personal goals and reflect on what they are learning both in and outside the classroom. In this way, the FYP staff serves as liaisons in linking new students to the rest of the campus and to the unique array of co-curricular, faculty and support services Marist offers. Mentor-student interactions take place in one-on-one and small group settings, in skills building workshops, and in continuing orientation activities such as: Welcome Week, First Fall, Faculty Supper Series, the Peer Mentor Program, First Year Fellas, and other programs that are part of our Personal Development Core. We walk with our students throughout their entire first year at Marist.

Resident FYP Coordinators are administrative staff members assigned to live and work in the firstyear residence areas. They collaborate with the Resident Director and student staff in their building to create a positive learning environment and to foster a sense of community. The Associate Director/Commuter Coordinator is the administrator responsible for providing mentoring services for commuting students. The Associate Director/Commuter Coordinator works with the Commuter Student Council, Student Government Association (SGA), and Peer Commuter Mentors to achieve an engaging and welcoming learning environment within the Murray Student Center. Transfer students are also considered first-year students, and they also have a Mentor, a peer program, and a transfer representative on SGA.

First Year Programs Mentors live and/or have offices in Champagnat Hall, Leo Hall, Marian Hall, Midrise, and Sheahan Hall. The Commuter Student Coordinator office is adjacent to the Student Lounge on the lower level of the Murray Student Center.

Whether through innovative programs or individual appointments, Mentors are a dedicated group of student development professionals who work to make the first-year experience meaningful, memorable, successful, and enjoyable. Please encourage your students to make the most of the programs, services, and support offered to new Marist students.

Health Services <u>health.services@marist.edu</u> | 845-575-3270 Mon-Fri: 8:30am-5pm <u>marist.edu/student-life/services/health-services</u>

Overview

Marist Health Services is located in on the third floor of the Student Center. All students who pay the Health Services fee, which is required for undergraduate students, are eligible for services at Health Services free of charge throughout the semester.

Marist Health Services is staffed by physicians, nurse practitioners, physician assistants, and registered nurses. We provide evaluation and treatment of common problems such as acute illness and minor injuries, as well as primary care services and management of chronic medical concerns.

Students are seen by appointment. Every effort is made to deal with urgent issues promptly. Emergencies or problems that are beyond the resources of Health Services are referred to Vassar Brothers Medical Center or Westchester Medical Center (see below for contact information).

When needed, Marist Health Services refers students and families to community health resources, such as medical specialists, physical therapists, and dentists. Student health fees do not cover such visits and students will need to arrange their own transportation. If you anticipate the need for special care, it is most efficient to begin by checking with your health insurance carrier about coverage and "preferred" or "in-network" providers in the Poughkeepsie area.

Pharmacy Services

Marist College is located directly across the street from Rite Aid Pharmacy. There are also several other pharmacies close to the college. Common over-the-counter medications are available for purchase at the Book Store on the ground floor of the Student Center.

• The Closest Pharmacies:

Rite Aid Pharmacy	Molloy Medical Arts Pharmacy located at Westchester Medical Center
3350 North Road	19 Baker Avenue, Suite 207
Poughkeepsie, NY 12601	Poughkeepsie, NY 12601
Phone: 845-452-6153	Phone: 845-471-7455
Fax: 845-452-6209	Fax: 845-473-6337

CVS Pharmacy 25 Winslow Gate Road Poughkeepsie, NY 12601 Phone: 845-224-0495 Fax: 845-628-4451

Health Services, Continued

What if someone gets sick after hours? If Health Services is not open, students should contact their Resident Assistant or Resident Director for help in determining whether they should seek care immediately or wait to be seen in Health Services. Students can also contact the Office of Safety and Security for assistance at 845-471-1822.

Students are encouraged to seek care at Emergency One (4274 Albany Post Road, Suite 1, Hyde Park, NY 12538) for non-emergent illnesses, as their insurance plans permit. Hours and insurance participation details can be found at the Emergency One website, appointments can be booked on the website. The Office of Safety and Security can provide transportation to Emergency One on weekends. Please contact the office (845-471-1822) for further details.

If a student decides to go to the Emergency Room or local urgent care center, the staff of Marist Health Services may not be informed of changes in the student's health. Please keep our staff informed if you visit the ER or are admitted to the hospital.

Where are the nearest Emergency Rooms? If needed, students are referred to Westchester Medical Center which is across the street from the campus, or Vassar Brothers Medical Center, about 2 miles south of the College. Such visits will be billed to the student's insurance.

Vassar Brothers Medical Center Emergency Department 30 Reade Place Poughkeepsie, NY 12601 845-431-5680 Westchester Medical Center Emergency Department 241 North Road Poughkeepsie, NY 12601 845-431-8220

Immunization Requirements

- Measles, Mumps and Rubella
 - New York State Public Health Law §2165 law mandates that all students born after January 1, 1957, must show proof of immunity to measles, mumps, and rubella.
- Meningitis
 - New York State Public Health Law §2167 requires that all students read information regarding bacterial meningitis, and complete and return the Meningococcal Meningitis Vaccination Response Form to Health Services.
- More information about required immunizations can be found at <u>https://my.marist.edu/immunization-</u> <u>compliance</u>. Specific information about health information requirements can be found at https://my.marist.edu/health-forms-for-incoming-students.
- Covid 19
 - Marist College recommends that students are up to date with Covid 19 vaccination, per the CDC definition.

Influenza

Flu vaccine clinics are held weekly on campus during the fall semester, students will be notified by email regarding exact dates and times. Influenza immunization is also available at the Rite Aid Pharmacy across the street from campus.

Students will not be allowed to attend classes or remain in College Housing if the required information and health forms are not provided to Health Services. The deadlines for health requirements submissions are June 30th for Fall Semester, December 15th for Spring Semester, and May 1st for Summer term.

Health Services, Continued

Insurance Information

All students are required to have health insurance to cover expenses outside of those provided by the Marist Health Services, such as emergency department visits, hospitalization, and specialty care. All such medical expenses are the responsibility of the student.

Students are automatically enrolled in the Student Health Insurance Plan (SHIP) underwritten by Anthem Blue Cross Blue Shield. An email will be sent out with information about the details of your policy, please save the PDF of your insurance card immediately as the link is valid for only two weeks. For any questions about the Student Health Insurance Plan contact <u>marist@ajfusa.com</u>. Marist Health Services is not involved with the administration of student health insurance.

If a student already has adequate health insurance coverage, they may Opt-out of the Student Health Insurance Plan by completing the Opt-out form; contact Student Financial Services at <u>studentfinancialservices@marist.edu</u> for more information. Before opting out of the Marist Student Health Insurance Plan, be sure to review the details of the student's personal health insurance coverage to be certain it is adequate for the Poughkeepsie area, which may be considered "out of network" for some plans. Proof of health insurance is required annually for all full-time undergraduates (12 or more credit hours) enrolled at Marist College.

Confidentiality

All information and records pertaining to a student's health are confidential and cannot be shared with anyone without the knowledge and consent of the student, with the exception of certain infectious diseases which must be reported to public health authorities. Except for serious emergencies, students are responsible for notifying parents or guardians of their condition.

Parental Consent for Treatment

Students under 18 must have their parent or guardian sign the Medical Authorization and Consent Form. This consent applies to treatment at Marist Health Services as well as Vassar Brothers Medical Center or Mid-Hudson Regional Hospital, in case of emergency.

Once a student is 18, medical records become confidential. Parents will not be notified of a student's visit to Health Services, except for serious emergencies. Students may choose to sign the section entitled "Optional Consent to Discuss Medical Condition for Students 18 and Older" on the Medical Authorization and Consent Form. This form can be accessed through the student health portal (<u>https://my.marist.edu/health-forms-for-incoming- students</u>).

Health-Related Items to Bring to Campus:

- Any regular prescription medications
- Knowledge / documentation of any medication or food allergies
- Health insurance card (if copying, please include both sides)
- Digital thermometer
- Basic first aid supplies and nonprescription medications:
 - acetaminophen
 - antacid
 - antibiotic ointment
 - anti-diarrheal medicationband aids
- cough syrup
- decongestant
- hydrocortisone cream
- ibuprofen

Health Services, Continued

Excuse Notes

Marist Health Services does not provide excuses for routine illnesses, injuries or mental health problems that may lead to missed classes, labs, studios, exams, or deadlines. This policy resembles those of most other colleges and universities and is consistent with the recommendations of the American College Health Association.

Marist expects that students will be honest with their professors regarding their ability to complete work and professors are expected to work with students on these issues. The staff at the Center for Advising & Academic Services are available to provide assistance to students or faculty members who have concerns about attendance issues.

Absence of 4 days or longer

If a student has an illness or family emergency that will result in 4 or more days of absence, the student should contact individual professors as soon as possible, as well as communicating with the Center for Advising & Academic Services.

Assistance with serious, ongoing illness or injury

If the student and Marist Health Services medical staff believe that providing information about a significant, ongoing health problem (not a short-term illness) could facilitate appropriate academic accommodations, Marist Health Services will, at the student's request and with the student's permission, communicate with the Center for Advising & Academic Services.

Housing and Residential Life housing@marist.edu | 845-575-3307 Mon-Fri: 8:30am-5pm maristhousing | marist.edu/housing

Office Location: Rotunda 387

Mission: Residential life is an integral part of the total educational experience. The residential life program at Marist is based upon the philosophy of providing students with a safe, healthy, and attractive living environment that supports and supplements the educational mission of the College. Marist provides housing for over 3,300 undergraduate students in corridor, suite, apartment, and townhouse-style residences.

Key Services for New Marist Students: First year resident students are matched based upon their First Year Housing Survey answers they complete in the Housing Portal. First year students also have the option to request a specific roommate or find somebody they'd like to live with in the Housing Portal. Students unable to attend orientation will still have access to the Housing Survey in the Housing Portal. In subsequent years, resident students select college housing through the College's Priority Point System.

Suggested Items to Bring to Campus:

- Fan for the first & last months
- Bathroom supplies
- Laundry bag or basket, detergent, softener
- Umbrella/raincoat
- Bedding (extra-long, twin, 36x80) **
- Carrying basket for personal hygiene products
- Small wastepaper basket
- UL rated surge protector (with reset feature)
- Desk/reading lamp (halogen lamps not allowed Eco-friendly items preferred due to fire safety regulations)

The following are not permitted in the Residence Halls:

- Candles
- Halogen lamps
- Portable heaters
- Coffee makers (single-serve Pets brewers are permitted)

- Towels
- Athletic clothes
- Warm coat
- Heavy sweaters
- First aid kit
- Clothes hangers
- Shower shoes
- Single serve brewer
- Hot plates/pots/pans
- Contact paper
- Muti-plugs

- Extension cords
- Toaster ovens
- Incense
- Electric Kettle
- Bed risers

Information Technology marist.edu/infotech

What about email?

Students are given a username (Marist account) and password they can use to access their Marist email. The Marist account is also used to access other services, such as the student's class schedule, grades, labs, etc.

Marist College Policy on use of Official Email

The college considers email to be an official means of communication with students, faculty, and staff. When communicating via email to members of the Marist community, all administrative offices, faculty, and students must use their official Marist email address. This address is in the form of firstname.lastname#@marist.edu, often called the Marist account. The Marist account is the only email address that the college will use to communicate with students and employees.

Student's Official Email Account

- All students will receive an official email account from the college.
- All administrative offices and faculty will use the official Marist email address when communicating via email to the Marist community.
- Students will be responsible for checking their official Marist email account on a regular basis.
- Students are prohibited from sharing their Marist College email account with any other individual, including family members.

Appropriate use of Official Email

- Email is not appropriate for transmitting sensitive or confidential information unless it is matched by an appropriate level of security or permission.
- All use of email will be consistent with all current Marist policies.
- All use of email will be consistent with local, state, and federal law.
- Communications sent to official Marist email address may include notification of College-related actions.

How often should I check my email?

All students are expected to check their official email on a frequent and consistent basis. Students are responsible for the consequences of not reading College-related communications in a timely fashion that have been sent to their official Marist email account.

What happens if I miss an important email?

Unfortunately, excuses such as full mailboxes, returned mail, not checking mailbox, etc. will not be acceptable. The college is not responsible for delivery problems to non-official email accounts. Individuals are responsible for maintaining mailbox quotas and functional addresses.

Intellectual Property Rights

File sharing programs such as uTorrent, Vuze, Popcorn Time, and BitTorrent have become popular for transferring files between people, or for viewing. While these programs can have legitimate uses, many people use them to share copyrighted material (movies, TV show episodes, and music) in violation of the law. Sharing copyrighted materials is theft. Even if a person has paid for the movie or song, if it is on a computer with file sharing enabled, the person may be in violation of the law and College policy.

Marist College takes intellectual property rights and the Digital Millennium Copyright Act (DMCA) very seriously. Any student found to be in violation will be removed from the network and referred to the Office of Student Conduct for disciplinary action. This could negatively impact the student's ability to do coursework.

Detailed information concerning this very important issue can be found at <u>www.marist.edu/information-security/copyright</u>.

Marist College Technology Acceptable Usage Policy

By using your Marist account or any device on the Marist network, you agree to and are bound by all terms and conditions of the Marist College Technology Acceptable Usage Policy. All Marist College account holders are responsible for the security of their accounts and are expressly prohibited from sharing their login and password with anyone else. This includes parents and other family members. Any individual found sharing their Marist account may risk losing access to network and account services. File sharing of copyrighted materials and signing into computers or devices that do not belong to you are examples of direct violations of the acceptable usage policy and will result in network probation. The acceptable use policy can be found at <u>http://mari.st/aup</u>

Please read and understand Marist College technology policies at <u>www.marist.edu/information-security/policies-and-resources</u> in the "Policies and Documentation" section.

International Student Services <u>international.studentservices@marist.edu</u> | 845-575-3687 Mon-Fri: 8:30am-5pm <u>marist.edu/academics/center-for-multicultural-affairs/isps</u> | <u>Marist ISS</u> |

<u>marist.edu/academics/center-for-multicultural-affairs/isps</u> | <u>Marist ISS</u> | <u>Marist College International Students</u>

Office Location: Library 330

Mission: The Office of International Student Services offers a range of support services for both undergraduate and graduate students who come to Marist College from abroad. Programs include an intensive orientation program for new students prior to the start of classes each semester. Orientation is designed to introduce new students to the campus, its students, faculty, and staff, and to familiarize them with the academic policies and procedures of Marist, and applicable rules and regulations of the United States government.

Programming & Key Services for New Marist Students:

- Program Advisor assigned to each undergraduate student
- Intensive Orientation Program at the start of each semester for new students
- Visa application, rules, and regulation guidance Federal law and visa compliance support
- Support using academic services & campus resources
- Referrals to community resources
- Seminars & Workshops
- Cultural events
- Guidance for emergency situations involving international students
- And more!

James A. Cannavino Library

<u>publicservices.library@marist.edu</u> | 845-575-3106 Mon-Thu: 7:45am-12am | Fri: 7:45am-8pm | Sat: 10am-8pm | Sun: 10am-12am <u>library.marist.edu</u> | <u>Marist.Library</u> | <u>Marist.Library</u> | <u>Marist Archives</u>

Mission: The James A. Cannavino Library supports the College's teaching, learning, and scholarship mission by providing information resources, advanced technologies, services, and facilities for research and study.

Resources

The James A. Cannavino Library has a vast collection of print and electronic books, journals, DVDs, and streaming video titles, and over 100 research databases. Current students can access the full slate of Library research databases, full text electronic journal articles, and eBooks from anywhere in the world.

Research Help

Reference librarians are available to help students with their research. Students are strongly encouraged to visit the Reference Desk, contact us via Chat Reference, phone (845) 575-3292, or use the on-line "Ask a Librarian" form (https://libguides.marist.edu/ask). All questions are welcome! Reference Librarians are available most weeks Sunday - Thursday until 10:00 PM, and Friday and Saturday until 8:00 PM. Librarians often provide specialized instruction on specific topics or for specific assignments in Marist classes. Students can also schedule individual consultations with a librarian for more extensive projects or questions.

Study Facilities

The library has almost 600 study seats and 15 collaborative study rooms. In the E-scriptorium, the largest computer lab in the library, 46 workstations are available for conducting library research. Each has MS Office and specialized software to support many Marist classes. There are additional workstations located throughout the building. Wireless laptops are available for use by Marist students while studying in the Library. Students with their own laptops (or other Wi-Fi enabled devices) can connect to the wireless network as well.

SUNY Resource Sharing and Interlibrary Loan

If the library does not own a book or other item needed, we provide students with the ability to borrow those materials through SUNY Resource Sharing, which provides access to materials available through the SUNY libraries, or from libraries throughout the country via Interlibrary Loan.

Borrowing Library Materials

Students need to use their Marist ID to borrow physical materials from the James A. Cannavino Library and pick up materials borrowed through SUNY Resource Sharing and Interlibrary Loan.

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Marist Abroad international@marist.edu | 845-575-3330 marist.edu/abroad | MaristAbroad

Office Location: Hancock 2007

Mission: Marist Abroad promotes international engagement and academic, personal, and professional development through rigorous, reflective study abroad, overseas internships, and intercultural campus programming. For more than half a century, Marist Abroad has offered a variety of study abroad experiences that support the acquisition of particular capacities in students, namely to develop a more global perspective of their major and to build intercultural competencies. We offer semester, full academic year, and short-term study abroad programs, enabling Marist students of any major to study abroad and graduate according to their planned schedule.

Where can students study abroad?

Marist currently offers semester and academic-year study abroad in the following countries/sites:

- Africa: Morocco, Senegal, South Africa, Tanzania
- Asia and the Pacific: Australia, Cambodia, China, India, Japan, Korea, Laos, Myanmar, Nepal, New Zealand, Samoa, Taiwan, Thailand, Vietnam.
- Europe: Austria, Czech Republic, England, France, Germany, Greece, Hungary, Ireland, Italy, Netherlands, Poland, Portugal, Russia, Scotland, Spain
- The Americas: Argentina, Chile, Costa Rica, Dominican Republic, Mexico A petition process is available for consideration of semester and academic year study abroad in other locations.

Short-term, Faculty-led Programs

Marist Abroad offers a series of short-term three credit academic programs during winter intersession, spring break, and as a spring semester attachment. These programs include class meetings on campus and conclude with a two-to-three-week excursion to a specific country or countries based on the objectives of the program.

Summer Programs

Marist Abroad offers a six-week, seven credit finance summer program. ASPIRE (Accelerated Summer Program International Residential Experience) gives students the opportunity to learn more about the complexities of finance through coursework complemented by visits to local companies, international firms, and other educational excursions. Marist Abroad also offers more than a dozen summer session programs.

Classes and Internships

In addition to taking select classes at a host site, one of the distinctive features of several Marist Abroad programs is the opportunity to complete internship, service learning, and/or independent research projects. Recent internship placements have included: advertising, business, environmental organizations, fashion, foreign affairs, government, investment firms, marketing, museums, newspapers, publishing, public health, public relations, radio and film, schools, social development, and sports organizations.

Marist Abroad, Continued

Eligibility

- Semester/Academic Year: Sophomores, juniors, and seniors are eligible. Students are encouraged to begin planning in their first year, if possible. Applicants are required to have a minimum cumulative GPA of 2.5; some programs require a higher GPA.
- Short-term, Faculty-led/Summer: Eligibility varies according to program. Each student must meet with the Program Director to receive permission to enroll in a program. The required minimum GPA for participation on a short-term study abroad program is 2.0 cumulative, and 2.5 for summer programs.

Cost

Semester/Academic Year: In most cases, Marist Abroad semester and academic-year program costs are roughly equivalent to tuition and housing costs on the Marist campus. Generally, Marist Abroad participants may apply much of their financial aid (loans, scholarships, etc.) to study abroad costs. Short-term, Faculty-led/Summer: Costs for short-term programs vary depending on destination(s).

Other International Opportunities

- Marist offers two First Year Abroad programs: the Freshman Florence Experience (FFE), and the Freshman Dublin Experience (FDE). These programs are for the full first year at our partner locations taking Marist courses and working with Marist staff. These students join their Poughkeepsie peers as sophomores, and frequently study abroad again.
- Marist Italy Bachelor's Degree Programs: The Italy campus is a symbol of Marist's commitment to global education; it provides students a unique opportunity to grow as world citizens while earning Marist degrees entirely in Florence. Offering a wide range of Bachelor's degrees, Florence is an ideal location for Marist students to learn by living and experiencing entirely new cultures. All the programs offered in Italy are designed to build on the unique strengths of Florence and to treat the city and cultures as extensions of the classroom.

Marist Money/College ID <u>cardservices@marist.edu</u> | 845-575-3550 Mon-Fri: 8:30am-5pm <u>marist.edu/maristmoney</u>

Office Location: Donnelly 241

Marist Money is a convenient service the College offers students. Money is put onto the student's ID card and can be used to make purchases on and off campus. It is safe and convenient to use while eliminating ATM fees and the need to carry cash! Campus services that accept Marist Money are Bookstore, Campus Dining Facilities, Digital Publication Center, College Activities, Post Office, and the Computer Store. Off campus services include local restaurants, convenience stores and pizzerias. Purchases of alcohol, tobacco, lottery tickets, and gift cards are not allowed with Marist Money. For more information regarding the Marist Money program please visit our website: www.marist.edu/maristmoney.

Where does a student go to report a stolen or lost ID card?

A lost or stolen Marist ID card must be reported immediately to either Marist Card Services or the Office of Safety and Security located in Donnelly Hall. Once the card is reported lost or stolen, the account is frozen and protected. There is a nonrefundable \$20.00 replacement fee for lost ID Cards.

How will a student know when his/her account is running low?

Account balances are available on myMarist portal. This statement allows the student to view their balance for Marist Money, Thrifty Cash, and meal usage. A student may also check their balance at any Marist Money reader, Dining Services cash register, or at Card Services located in Donnelly Hall DN 241. It is the student's responsibility to keep track of purchases made, allowing them to manage their own account.

How can additional funds be deposited to a Marist Money account?

Deposits may be made to an account in person, on-line, or over the phone with cash, check or credit card. While there is no minimum for cash deposits, there is a minimum of \$25.00 for credit card deposits. If a deposit is made by check, it should be payable to Marist Money and mailed to Marist Card Services. There is a \$15.00 charge for any returned check. For on-line deposits, please go to our web site, www.marist.edu/maristmoney, and select "Make A Deposit" from the menu on the left. When making a deposit, the depositor will need the student's CWID#.

How does a student obtain a copy of his/her transactions?

A student may email Card Services from their Marist email account requesting a detailed statement or visit Card Services at Donnelly DN 241.

If there is a balance of funds in a Marist Money Account, what happens?

The account balance will remain from year to year. If you are graduating or leaving the college, fund balances will be applied to any outstanding debt. You may request a refund, in writing, of any remaining funds of \$20.00 or greater, through Marist Card Services. Please note that cash cannot be withdrawn from Marist Money.

The Marist Money account should not be confused with Thrifty Cash, which is associated with the College's Dining plan, offering students a minimal declining balance for dining services.

Parent Programs <u>redfoxfamily@marist.edu</u> | 845-575-3863 Mon-Fri: 8:30am-5pm <u>mari.st/maristparents</u>

Marist Parent Programs helps families stay connected through regular emails including, the Gatehouse, regional programming for families and the Red Fox community, and other opportunities.

Additionally, when Marist families become connected with our community, amazing things happen. From connecting with career services to making a gift to the Marist Fund or other area of the College, parents can help expand resources, bolster academic experiences, and make a Marist education accessible for other students.

CHECK YOUR INBOXES!

Parents and families will receive emails including the Gatehouse, and invitations to events directly to their emails. The Gatehouse is a newsletter for Marist parents and families that highlights resources available to students, provides insight into the Marist experience, and keeps families informed of important deadlines and events.

INSIDE THE GATEHOUSE YOU CAN FIND...

- Insight on campus happenings
- Highlights of college news stories
- Information from student services
- Reminders of important upcoming deadlines and events

HOW DO FAMILIES SIGN UP FOR THE GATEHOUSE?

Family email addresses are automatically added to our list to receive the e-newsletter. Unsure if your student included your email in their admission materials? Email us at RedFoxFamily@marist.edu with your preferred email.

HOW OFTEN WILL FAMILIES RECEIVE THE GATEHOUSE?

Families can expect to receive the Gatehouse about twice a month, depending on what is happening on campus.

WHO CREATES THE GATEHOUSE?

All of the information in the Gatehouse comes from departments on campus and is compiled by Parent Programs in the Office for College Advancement.

HOW CAN FAMILIES BE INVOLVED ON CAMPUS?

It's easy to be involved on campus. Parents and families can simply wear Marist apparel, read the Gatehouse, attend on-campus events, recommend Marist to other families, follow Marist on social media, buy merchandise from Mporium, attend regional events, and share career opportunities. Parents and families can also join the Parents Council, a group of families who choose to combine their philanthropic and volunteer priorities and serve in an advisory capacity.

HOW DO FAMILIES CONNECT WITH EACH OTHER?

Families are invited to Welcome Receptions throughout July and August before the fall semester start where they can meet other families from their region. The Office of College Advancement hosts regional events throughout the year that families are welcome to attend.

Post Office 845-575-2131

Mon-Thu: 9am-6pm, Fri: 9am-5pm, Sat: 9am-1pm (Academic Year) | Mon-Thu: 8:30am-4:30pm, Fri: 8:30am-4pm (Summer/Winter Breaks) <u>marist.edu/infotech/departments-facilities/post-office</u>

Office Location: We are located on the Second floor of the Murray Student Center. Go to the Champagnat breezeway and take the stairs or elevator to the second floor.

Mission: The mission of the Marist Mail & Package Solution Center is to provide the community with efficient processing and distribution of its mail and packages.

Address information:

Early August your Marist mailing address will be located on your My Marist portal. Click on the Student tab then click on Post Office under Department Resources.

Student Name

Marist College MSC *

3399 North Rd

Poughkeepsie NY 12601-1354

*The MSC number is an individual number assigned to students that live on-campus to ensure mail and packages are delivered correctly. If the MSC number is not available, please make sure the address contains the student's First name and Last name.

Mail & Package Delivery: All resident students will receive an email for mail and packages received. Please have your Marist ID when you come to our service counter to receive your mail and packages. Marist IDs are required for our card swipe technology to initiate the delivery process of your mail and packages. Magazine subscriptions for students are discouraged. *Important Delivery Notice!* Large volumes of packages are received during the first few weeks of each semester causing delays in delivery. We appreciate your patience during these times.

Mailing of Letters and Packages:

At our service counter, you can purchase stamps, mail packages, and send overnight mail. You can purchase mailing supplies like envelopes, shipping boxes and bubble wrap. We only accept cash or Marist Money for the payment of these services. You can only mail items off campus Monday through Friday. Please bring any items you would like to mail to our service counter by 3:30 p.m.

Office of the Provost and Academic Affairs

8am-5pm			
Academic Affairs Office	Phone: 845-575-3629	Hancock 1016	
Catherine Gunther Kodat	Provost and Dean of Faculty		
Addrain Convers	Assistant Provost		
Carol Rinke James Snyder	Assistant Provost Dean, Academic Engagement		
Kate Donham	Associate Dean		
Karen Burke	Associate Dean		
Victoria M. Ferrara	Director of Educational Effectiveness Assessment		
Academic Learning Center	Phone: 845-575-3300	Library 331	
Kathryn Daye Center for Advising & Academic Services	Director Phone: 845-575-3500	Donnelly 224	
Dabby Hines	Director		
Tammy Allison	Assistant Director		
Center for Career Services	Phone: 845-575-3547	Library 332	
Mary Jones	Executive Director		
Laura Grevi Desmond Murray	Associate Director of Career Coaching Associate Director of Employer Experience		
Center for Multi-Cultural Affairs/H.E.O.P.	Phone: 845-575-3204	Library 337	
Iris Ruiz-Grech	Director		
Mary Canto Rice	Assistant Director		
Core	Phone: 845-575-3000 Ext. 5095	Fontaine 212	
Cathleen Muller	Director		
Honors Program	Phone: 845-575-3000 Ext. 2556	Fontaine 228	
Janine Peterson	Director		
International Programs	Phone: 845-575-3330	Hancock 2007	
John Peters	Associate Provost for Internationalization and SIO		
Gavin Webb	Dean of International Programs		
Isabel Carrasco-Castro	Director of Marist Spain		
Shane Duffy James Morrow-Polio	Director of Marist Ireland		
Vanessa Nichol-Peters	Director of International Programs Director of Marist Italy		
International Student Services	Phone: 845-575-3000 Ext. 6364	Library 331F	
John Peters	Associate Provost for Internationalization and SIO		
Gavin Webb	Dean of International Programs		
Lesly Garcia	Director of International Student Services		
Deborah Holtman	Director of Visa and Immigration		
James A. Cannavino Library	Phone: 845-575-3199	Library 234	
Rebecca Albitz	Director		
John Ansley Desistance	Director, Archives and Special Collections Phone: 845-575-3250	D	
Registrar Michael Lewis	Registrar	Donnelly 203	
Cheryl Lown	Associate Registrar		
Linda Pisacano	Associate Registrar		
Writing Center	Phone: 845-575-3000 Ext. 2735	Library 334	
Anna Cairney	Interim Director - through June 2024		
Stacy Wittstock	Director - Effective July 2024		
Academic Deans			
Jacqueline Reich	Dean, School of Communication and the Arts		
Jodi Hartmann	Assistant Dean, School of Communication and the Arts		
Carolyn Matheus	Interim Dean, School of Computer Science and Mathemati		
Ronald Buckmire Cynthia Worrad	Dean, School of Computer Science and Mathematics - effer Assistant Dean, School of Computer Science and Mathema		
Martin Shaffer	Dean, School of Liberal Arts	alles	
Kevin Gaugler	Assistant Dean, School of Liberal Arts		
William Lamb	Dean, School of Management		
Jay Pantaleo	Associate Dean, School of Management		
Alicia Slater	Dean, School of Science		
Neil Fitzgerald	Associate Dean, School of Science		
Deborah Gatins Kristine Cullen	Dean, School of Social & Behavioral Sciences Assistant Dean, School of Professional Programs		
	Assistant Dean, school of FIOLESSIONAL FIOGLAINS		

Registrar's Office <u>registrar@marist.edu</u> | 845-575-3250

Mon-Fri: 8am-5pm (Academic Year) | Mon-Thu: 8am-4:30pm, Fri: 8am-4pm (Summer) <u>marist.edu/academics/registrar</u>

Office Location: Donnelly 203

Mission: As the official recorder and keeper of student records, the mission of the Registrar's Office is to provide timely and accurate information to students and faculty regarding these records. Registration information, transcript requests, transfer credit evaluations, enrollment verifications, New York State TAP award information, and Veteran's Benefits are all handled by the Office of the Registrar.

Key Services for New Marist Students: The Registrar's Office develops a new Marist student's first semester course schedule, according to their indicated major(s) (including undeclared students), minor(s), and First Year Seminar preferences.

Client Technologies: ResNet <u>clienttechnologies@marist.edu</u> | 845-575-3499 Mon-Thu: 8:30am-7pm, Fri: 8:30am-5pm | Summer: Mon-Fri: 8:30am-5pm <u>marist.edu/resnet</u>

Office Location: Donnelly 101

What is Client Technologies?

Client Technologies (formerly Residential Networking, ResNet) is a team of students and staff who assist all Marist students with computer and network-related issues. Client Technologies provides wired and wireless support, malware, spyware, and virus removal, as well as general computer troubleshooting. Client Technologies is here for all students – residents, commuters, graduate, adult, and distance learners.

Purchasing or Bringing a Computer

If you plan on purchasing a computer before coming to Marist, we highly recommend purchasing a Lenovo ThinkPad or Apple laptop through the Marist Computer Store. For these devices, we can perform hardware repairs on campus in most cases, for the duration of the hardware manufacturer's warranty. Our services for Computer Store-purchased laptops also include providing loaner laptops for on-site repairs over 24 hours, backing up data before OS reinstallation, and best-effort data recovery when needed. For details on recommended specifications and supported OS versions for bringing your own computer from outside the Computer Store, please visit the links below: www.marist.edu/resnet/bringcomputer www.marist.edu/resnet/operating-system-support

Microsoft Office 365

All current Marist students have a subscription to Microsoft Office 365. Your Marist email account gives you access to the web-based and full-featured desktop versions of Office applications (Word, Excel, PowerPoint, etc.). Incoming students may install the desktop versions of Office 365 on up to five (5) Windows or Mac computers beginning in August. The Office suite is also available in all computer labs across campus. For instructions on how to install the desktop version of Office 365 on your computer, please visit: www.marist.edu/resnet/howtos

Connecting to the Campus Wi-Fi

Wi-Fi connections to the Marist campus network, FoxNet, can be configured for your laptop, phone, and tablet before you arrive on campus. For instructions, please visit: mynetworksetup.marist.edu Marist requires that an up-to-date antivirus program be installed on your computer to access the network. Antivirus software is provided by Marist College to all current students at no charge; the download link opens for incoming students in August. For more information, please visit: www.marist.edu/resnet/antivirus

For more information tailored to incoming students, please visit: www.marist.edu/resnet/new-student-information

Army ROTC <u>david.rogers1@marist.edu</u> | 845-575-2591 Wed: 10am-5pm, or as needed <u>marist.edu/student-life/activities-organizations/rotc</u>

Office Location: Kirk House

Mission: Army ROTC is a 4-year leadership internship program that ultimately results in receiving a Commission as a Second Lieutenant in the United States Army. ROTC Cadets can request service on Active Duty or in the Army Reserve or Army National Guard. Students can enroll in ROTC without incurring a military obligation during Freshman or Sophomore year. Marist ROTC is an extension of Fordham University's ROTC program.

Basic Enrollment Criteria:

- Full time student (at least 12 credits/semester)
- Cumulative GPA above 2.0 for participation, 2.5 for Scholarship consideration
- Currently be a United States citizen or become a US citizen prior to graduation.
- Be in good health.

Army ROTC Scholarships: Army ROTC awards 2, 3 and 4-year scholarships. These awards are based solely on merit. Scholarships cover 100% of tuition and fees, plus money for books and a monthly stipend. Marist College provides free room and board to recipients during paid scholarship years. Students who do not receive an ROTC scholarship are still able to participate in ROTC and pursue a commission.

Marist College ROTC Financial Incentive: Marist student cadets without an Army ROTC scholarship are eligible for a \$2,000 per year reduction from their account. Eligibility is based on attendance. Physical Training: Army ROTC Cadets conduct early morning (before academic classes) physical fitness training 2-3 times per week.

Military Science: Cadets attend classroom-based Military classes, the core curriculum of ROTC, one to three hours, once per week. Juniors and Seniors attend these classes at Fordham University in the Bronx.

Leadership Lab: Army ROTC Cadets perform three hours of Leadership Lab per week. Labs provide a performance-oriented learning environment in which Cadets receive practical opportunities to apply skills learned in the classroom. Lab is held at Fordham University.

Field Training Exercises: Army ROTC Cadets attend one or two weekend Field Training Exercises each semester. They include activities such as Squad Tactical Exercises, Patrol Base Operations, Land Navigation Training, Marksmanship Training, and Cultural Awareness Training.

Summer Training: Cadets compete for assignments at Airborne or Air Assault School, Cadet Troop Leadership Training, and many other summer assignments. These assignments are voluntary. Cadets attend a mandatory 29-day Advanced Camp in the summer between Junior and Senior year.

Commitment: All commissioned officers incur an eight-year service commitment. Officers can serve in the Active Army for three or four years and complete the last four years in the Individual Ready Reserve (IRR). Cadets may also choose to serve their eight-year commitment part-time in the Army Reserve or National Guard while pursuing a civilian career.

Safety & Security safety@marist.edu | General Office Phone: 845-575-3282 24/7, 365 <u>marist.edu/security</u>

Office Location: Donnelly 201

Mission: At Marist, the safety and wellbeing of our students, faculty, staff, and visitors are always our number one priority. Marist Security attempts to integrate itself into the overall educational mission of the College by fostering a sense of cooperation, respect, and teamwork among the campus community.

Programming & Key Services for New Marist Students:

- Access Control: The ability for our community to have safe access to buildings at appropriate times is accomplished with a combination of keys and electronic card access cards. Additionally, the college is equipped with an extensive camera monitor system.
- Investigator: The department also has an Investigator who conducts follow-up investigations. In addition, the Investigator, in cooperation with the Office of Housing and Residential Life, conducts Crime Prevention seminars at residence halls or floor meetings.
- Patrol There are three patrol shifts per day. A Supervisor is in command of the patrol operation for the shift. He/she supervises a dispatcher (who logs calls and monitors the fire alarm system) and three to five patrol officers who work both on foot posts or vehicle patrols.
- Fire Protection All buildings on campus are equipped with fire protection devices and are monitored 24 hours per day. The College is inspected annually by the NYS Office of Fire Prevention and Control and all buildings are in compliance with NYS Fire Codes.
- Emergency Phones The campus is equipped with 32 "Blue Light" emergency phones located in parking lots throughout the campus.
- SNAP The College has a successful student-run, campus-wide escort service SNAP (Student Nighttime Auxiliary Patrol) to walk students from building to building during the hours of darkness. When the student escort service is not on duty, the security officers perform the escort function.
- MaristAlerts The Office of Safety and Security also produces and distributes several brochures in regard to Fire Safety, Personal Safety, and information how to register for MaristAlerts, our mass communications system that notifies students in the event of an emergency of snow delays and closures.
- Parking The Department is charged with creating and enforcing a parking system that meets the needs of all Students, Faculty, Staff, and guests. Presently there is adequate parking available for all on the campus proper, however, compliance with parking in the appropriate lots and locations must be adhered to by all users to maintain a parking program that is safe and meets the needs of everyone. More information on parking can be found on this website.

Spiritual Life and Service <u>spirituallifeandservice@marist.edu</u> | 845-575-2275 Mon-Fri: 8:30am-5pm <u>marist.edu/student-life/community/campus-ministry</u>

Office Location: Byrne House

Mission: Spiritual Life & Service (SLS) welcomes students from ALL FAITHS to take part in one, several, or all the activities we provide. We are the largest student organization on campus with over 1000 members. Two of the Chaplains live in Freshmen Residence Halls and are available to students in the evening and on weekends.

Monthly COMPASS Community Meetings: We meet by year levels, on the first Monday night of each month for fellowship, prayer, and input.

Service Programs: Our Community Service Program provides weekly opportunities for students to volunteer for two hours each week working in local schools and after-school programs with children – tutoring, recreation, etc. Students may also volunteer at an assisted living facility for the elderly in which all transportation is provided. Seasonal Charity Events: Hunger Walk, Giving Tree, Clothing Drive

Retreats: SLS offers a variety of retreat experiences for students from a Freshmen Retreat to Meditation, Hiking, Outdoor Adventure, or any retreat students may want. Retreats are a great way to disconnect from your routine and connect to people with shared interests. Programs are explained at our general monthly meetings.

Catholic Connections:

- This Catholic student group meets weekly.
- Catholic Mass is celebrated on campus at Our Lady Seat of Wisdom Chapel on Sundays at 6:30 PM when school is in session.
- · Reconciliation is offered before Mass.

Arise: Arise, the non-denominational student group welcomes any Christian, generally protestant, who wish to continue their faith journey with like-minded students through weekly Bible Study and monthly Prayer and Praise on campus.

Jewish Students-Hillel: Services offered include monthly Shabbats, a Chanukah lighting & party, and Seder Meal.

Interfaith: In response to the growing diversity of our campus community, SLS likes to keep open lines of communication between the various faiths represented by our students. To enable this, an Interfaith Board has been established to ensure the spiritual needs of students are met throughout the year, and that there are no barriers to one's expression of faith. The Board facilitates discussions between faith groups and supports the efforts of the various faith groups on campus.

Men & Women Spirit Group: We host Spirit groups for both Men and Women (separately) throughout each semester that meet weekly for one hour. Traditionally, they meet by year level. The Men have an additional Men's Spirit group for gay men, and there are opportunities for the entire LGBTQ + community to have a female-oriented group as well. Topics include issues that young college (age appropriate) people deal with as well as how to live as a spiritual person while balancing the trends of campus life. Topics arise naturally from the students in each group. Both Men's Approx Momen's Spirit groups are facilitated by one of the campus ministers.

Staff

Marist Brother Frank Kelly, Director Rabbi Rena Blumenthal Ms. Miriam Eisenmenger

Student Activities <u>student.activities@marist.edu</u> | 845-575-3279 Mon-Thu: 8:30am-12am | Fri: 8:30am-12:30am | Sat-Sun: 10am-12:30am <u>marist_studentactivities</u> | <u>MaristSPC</u> | <u>MaristSGA</u>

Office Location: Student Center 3115

Mission: The office of Student Activities mission is to help students develop as a full person outside of the classroom, and to be community-minded through multiple offerings of semester programs, club involvement, and campus wide cultural celebrations. They coordinate and promote leadership opportunities as well as a variety of programs and services to enhance a sense of community. Student Activities oversees both the Student Programming Council (SPC) as well as the Student Government Association (SGA). Both groups are student run and welcome student involvement at all levels.

Services and Events

Student Activities provides many services for the Marist community. Their most popular program is the \$5 Regal Cinemas Premiere Movie Tickets. They never expire and can be used at any participating Regal Cinemas nationwide. They also sell tickets on behalf of SPC and student clubs and organizations both in person at their office and online via HomeTown Ticketing. During Thanksgiving and Spring break, they offer transportation to major cities in the tri-state area. At the semester breaks, they offer shuttle tickets direct from campus to major airports in the New York City metro area.

In addition to these services, they also host many exciting events. There is always something fun to do whether you like to stay in and watch movies with their complimentary Marist On-Demand Movie program, or head out with friends to the student center to see a fresh out of the theatre release before you can see it on any major streaming service. They offer trips as well to see blockbuster movie premieres in the theatre at a reduced cost. Experience all the benefits of Marist's proximity to New York City by snagging tickets to see the world-famous Christmas Spectacular featuring the legendary Rockettes.

Student Activities aims to enrich students outside the classroom with fun and exciting events and experiential learning through the Red Fox Enrichment program. Students will earn priority points for on campus housing room selection while learning to create brand new culinary creations, knit in a student-led Stitches class, enhance their guitar playing skills, or destress with yoga and Pilates.

Student Employment Opportunities

The friendly faces you see around the Murray Student Center are not just their professional staff. They are one of the largest student employers on campus. If you have been awarded Federal Work Study, come by the Student Activities table at the Student Financial Service table at the Job Fair on the first Wednesday of the fall semester and apply using Handshake to be part of the team! They hire for many student positions including the Student Activities Operations Crew, Event Technicians, and Marketing Team. There are also opportunities for students to move into managerial roles and help to supervise their peers during day to day building operations.

Student Activities, Continued

Student Programming Council

The Student Programming Council (SPC) coordinates entertainment offered both on and off campus at Marist. SPC works closely with the Student Activities office to host comedy clubs, coffeehouse performances, bingo nights, concerts, and off campus trips to Broadway shows, sporting events, Six Flags Fright Fest, ski trips to Belleayre Mountain and more! Members of SPC have an opportunity to meet new people, gain leadership skills, and work with a team of students who share the same goal of bringing students together and building a sense of community. During the spring semester, the students in SPC have the opportunity to plan a large-scale concert for the entire Marist community to attend. Previous artists include, Goo Goo Dolls, Lupe Fiasco, Girl Talk, Jason Derulo, 3OH!3, Sammy Adams, Kid Ink, Big Sean, All Time Low, Bleachers, X Ambassadors, A Boogie Wit Da Hoodie, Hunter Hayes, and ASAP Ferg, The Driver Era, and Saint Motel, and Baby Tate!

Student Government Association

The Student Government Association (SGA) empowers students and creates change by serving as a liaison between the student body and the college administration. SGA consists of the Assembly, which includes the Student Body President, Executive Vice President, and members of the President's Cabinet, as well as Class Presidents, and Representatives. At the start of the academic year, SGA holds elections for the Freshmen class officers as well as Representatives to serve on the SGA administration. Student Activities also assists the Student Government Association in the chartering of new student clubs in addition to the disbursement of the activity fee funds.

How can students learn about and join clubs?

The Student Government Association and the Office of Student Activities sponsor an Activities Fair at the beginning of each semester. This is an excellent opportunity to meet with club officers and representatives and join the club of their choice. Students may also visit the Student Government Association office for club information. For a full listing of current student clubs, please visit http://mari.st/StudentClubs.

How do students find out what's going on?

Each semester the Office of Student Activities publishes a semester long activities calendar. This publication can be found in print at the Student Activities office and on social media. It includes program dates for lectures, comedians, Cabaret acts, theatrical performances, performing arts events, concerts, films, SPC events and select club activities. Weekly updates for Student Activities and SPC sponsored events can be found on their respective social media accounts.

Student Affairs

Robin TorresAssistant Dean of Student Affairs for Student Engagement & LeadershipOffice of Accommodations & AccessibilityPhone: 845-575-3274Donnelly 226Marvellen GuardinoDirectorKrista AckertAssistant DirectorSuam JenkinsAssistant Director of Trio Student Support ServicesSpiritual Life and ServicePhone: 845-575-2275Byrne HouseBrother Frank KellyDirectorCounseling CenterPhone: 845-575-314Midrise 113Dr. Marisa MooreDirectorDining ServicesPhone: 845-575-5114Student CenterMichael EggertMarist Dining Services General ManagerFirst Year ProgramsPhone: 845-575-517Rotunda 388Robin TorresAssistant Dean of Student Affairs for Student Engagement & LeadershipColin McCannActing Director of Commuter, Transfer and Mentoring Services ProgramsHealth ServicesPhone: 845-575-3270Student Center 352Dr. Claudia ZegansDirectorOffice of Housing & Residential LifePhone: 845-575-3307Rotunda 387Joseph GuardinoDirectorAlardineAssistant DirectorAlardineAssistant DirectorAlardineAssistant DirectorChristina WinnettAssistant DirectorAlardineAssistant DirectorAlardinePhone: 845-575-3307Rotunda 387Donnelly 270Crystal Partifield ParkhurstDirectorAssistant DirectorCorrectorAlardinePhone: 845-575-379Student Center 3115 <t< th=""><th>Student Affairs Office</th><th>Phone: 845-575-3515</th><th>Rotunda 389</th></t<>	Student Affairs Office	Phone: 845-575-3515	Rotunda 389
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Office of Student Conduct <u>studentconduct@marist.edu</u> | 845-575-3514 Mon-Fri: 8:30am-5pm <u>marist.edu/student-life/community/student-conduct</u>

Office Location: Rotunda 389

Mission: We are the Office of Student Conduct (OSC). The OSC is responsible for developing and administering a Code of Student Conduct that supports the College's values, goals, and priorities. Marist College is committed to providing an environment that promotes academic learning, institutional and personal integrity, justice, and equality. The College considers all Marist students as partners in the responsibility of creating and maintaining that environment. Utilizing an educational philosophy, the program informs students of their responsibilities as members of the community, involves students, faculty, and staff in administering the conduct process, and assists all members of the campus community to live and learn in an environment that is orderly, peaceful, and supportive of individual growth and development.

Key Services for New Marist Students:

- Publish the Code of Student Conduct to help members of the community understand behavioral expectations, rights, and responsibilities. (Families are encouraged to review the Code, found on-line at www.marist.edu/student-life/community/student-conduct, and discuss it with one another prior to arrival).
- Facilitate the conduct process by reviewing all Incident Reports to determine where discipline cases will be handled, meeting with students in conduct conferences, and advising hearing panels.
- Engage students in a prompt, fair, and meaningful process that promotes adherence to policies, and encourages learning and thoughtful evaluation of decision-making.
- Speak to students and parents about common policy violations and sanctions that may be imposed.
- Act as advocates for students educating them on their rights and responsibilities.
- Assist victims of code of conduct violations and refer students to appropriate resources.
- Educate and train members of the campus community about policies and the conduct process.

Student Financial Services <u>studentfinancialservices@marist.edu</u> | 845-575-3230 Mon, Wed, Thu: 8:30am-6pm | Tue, Fri: 8am-5pm | Sat: 9am-2pm <u>marist.edu/financial-aid/freshman</u> | <u>maristcollegesfs</u> | <u>maristsfs</u>

Office Location: Donnelly 200

Mission: The Office of Student Financial Services is committed to providing affordability options and managing the equitable distribution of student aid funds. In addition, the office is responsible for student billing and for coordinating student employment both on and off campus. We are dedicated to promoting accessibility through personalized service and integrity.

Programs & Key Services for New Marist Students: Marist College administers a wide variety of financial aid programs, including scholarships, grants, loans, and work study, to assist in meeting a student's demonstrated financial need. In addition, programs are available for families who do not demonstrate financial need but are interested in exploring alternative educational financing options such as a monthly payment plan, various loan programs, and student employment. Both need-based and non-need-based financing options are outlined in this publication. Many families combine two or more of these programs to help manage their financial obligations. Through administration of College-based and government-sponsored student aid programs, along with a broad array of quality financial products and services, the Office of Student Financial Services aspires to ensure the affordability of a Marist College education for all students while it strives to control educational indebtedness.

Joe Weglarz Executive - Director, Student Financial Services Lisa Boves - Director of Student Accounts Jaime Cocco-Simmons - Director of Student Financial Services Operations Tiffanie Karcher - Director of Compliance and Training Angelica Pavelock - Assistant Director of Student Employment Scott Khare - Associate Director of Student Financial Services and Veteran Affairs Jennifer Bray - Assistant Director of Student Financial Services Samantha Estev - Associate Director of Student Financial Services Kent Copeland Jr. - Assistant Director of Student Accounts Cathy Ridgway - Loan Coordinator Nicholas Roberts - Loan Assistant Sabrina Campbell - Student Financial Services Coordinator Dominga Masino - Administrative Assistant Angela Innello - Financial Records Assistant Alfred Coronel Galindo - Financial Records Assistant Nancy Hildenbrand - Student Financial Services Assistant Judy Davis - Student Financial Services Assistant Stephanie Webster - Student Financial Services Assistant

Campus Sustainability sustainability@marist.edu | 845-575-2724 <u>marist.edu/student-life/sustainability</u>

Sustainability

Sustainability is defined by the World Commission on Environment and Development as "forms of progress that meet the needs of the present without compromising the ability of future generations to meet their needs." While many conceive of "sustainability" as an "environmental issue," the concept embraces all human activities and disciplines.

The College makes every effort to promote the broadest perspectives, expertise, and information on sustainability, and keeps our collective and ongoing focus on advancing education for a healthy, just, and sustainable future. The societal challenges to creating vibrant, secure communities, and strong economies, while preserving the earth's life support systems on which we all depend, are daunting. Higher education has a responsibility to produce an educated and engaged citizenry and a thriving and civil society.

Key initiatives in the College's strategic plan call for advancing the social good and promoting innovation which promote implementation of environmentally sustainable practices and to foster lifelong behaviors supporting environmental health.

Office Location: Student Center 1202

Mission: Marist actively seeks to foster a campus environment of inclusion that is free from discriminatory and biased behaviors. The College is committed to preventing, responding to, and rectifying any incidents of gender-based or sexual misconduct. The Title IX Office is the on-campus administrative body that handles incidents of sexual misconduct (including sexual assault, dating/relationship violence, domestic violence) and gender-based discrimination.

What is Title IX?

- 1. Title IX is a federal civil rights law that says no institution of higher education can discriminate against any person on the basis of their sex or gender. Initially drafted to ensure equal opportunities for women in sports, today Title IX applies to all forms of sexual harassment and assault, domestic violence, dating violence, and stalking.
- 2. Title IX is important because the law requires universities to respond promptly and effectively to address any report of sexual harassment or sexual misconduct and actively take steps to prevent it. Sexual violence on campus is viewed as a hostile environment and thus discrimination, since enduring harassment and victimization prohibits students from equal access to education.

Why is Title IX Important?

- 3. The law does not just apply to female students. It also prohibits discrimination based on gender identity and sexual orientation, which is important for students who identify as lesbian, gay, bisexual, and transgender (LGBT). Support of LGBT students is critical because a national campus climate survey conducted by the Association of American Universities found LGBT students face an increased risk of sexual assault.
- 4. Title IX doesn't just apply to undergraduate students graduate students and visitors are also protected under the law. The antidiscrimination law also applies to public and private elementary schools, secondary schools, and school districts. An investigation by the Associated Press uncovered 17,000 reports of sexual assaults over a four-year period at schools across the U.S., including reports from victims as young as five.

Safety, Support & Reporting

- 5. Title IX obligates universities to disclose all of the options and resources available to students. Students who have experienced sexual misconduct are offered resources such as medical care, emotional support, and confidential counseling whether or not they decide to report to law enforcement.
- 6. Additional supports universities must offer students range from academic and housing accommodations, free immediate and long-term counseling, protections from disciplinary action if they were drinking underage or using drugs when the incident happened, and the prohibition of retaliation against students who report. Students can even choose to file a report anonymously or report on behalf of a peer they know has experienced sexual harassment or assault.

Fairness

- 7. Title IX recognizes all students have the right to due process. The guidance directs universities to balance being as supportive as possible to the student who has experienced the incident while being fair to the person who is reported and honoring their right to due process.
- 8. Schools are required to be fair. Both parties have the right to present their case, both are allowed to have an advisor of their choice present during Title IX proceedings, and both must receive notification of the outcome.

Accountability

- 9. The Department of Education's Office for Civil Rights enforces Title IX and investigates complaints filed by students when a university's response falls short.
- 10. Schools may not retaliate against someone filing a complaint, and they must make an effort to protect the victim from retaliatory behavior and harassment.

Writing Center

writing.center@marist.edu | 845-575-2735

In-Person: 10am-6pm, daily | Zoom: 10am-9pm, daily | Email 10am-9pm daily marist.edu/academics/academic-resources/writing-center | maristwritingcenter

One-on-One Writing Center Sessions (ONLINE AND IN-PERSON)

The Writing Center offers one-on-one writing tutoring to all students on campus, both undergraduate and graduate students, in all fields of study and at all levels of study. Students can make an appointment for a Writing Center session by visiting marist.mywconline.com. Our Writing Center is staffed by a combination of professional staff and peer undergraduate tutors, and students can pick who they want to work with when they make an appointment. Our tutors have experience working with writers at all stages of the writing process--from choosing a topic and drafting a thesis statement to re-organizing a draft and making the final edits. We can work with students on pretty much any type of writing project they might be working on, including both academic and non-academic writing. Whether they're working on a PowerPoint presentation for a sociology class, a lab report for biology, an application essay for grad school, or a forum post for their First-Year Seminar course, our tutors are here to help.

In-person Tutoring

Our Writing Center is located on the third floor of the library in room 334. Stop in to say hi, sign up for an appointment, or work with an available tutor.

Online Tutoring

We offer two types of online tutoring services: Virtual Face-to-Face tutoring and email draft tutoring.

- Virtual F2F Tutoring: Our Virtual F2F (face-to-face) tutoring services are essentially a video call with a tutor where the tutor and student can virtually connect and work on the same online document simultaneously. It's a great option for students who are just getting started writing and want to brainstorm some ideas. It's also great for students who have a draft that they need to revise, but they're not quite sure where to start.
- Email Draft Tutoring: Email tutoring, our asynchronous tutoring option, lets students upload a draft to a tutor and receive written feedback on the day of their scheduled email appointment. This feedback is meant to be facilitative—we focus on students' ideas, we make sure they're meeting the goals of the assignment, and we let them know what's working well and what could be improved in future drafts. And while we do not edit student papers, we can teach them how to proofread their own work.

You can learn more about the Writing Center's online services by visiting the Online Writing Center Appointment Guide. There you will find step-by-step guides for scheduling virtual appointments and submitting email drafts. Questions? Contact Writing.Center@marist.edu.

Writing Workshops for Students (ONLINE ONLY)

In addition to our one-on-one conferences, the Writing Center offers writing workshops on various topics (like how to write a strong thesis statement, how to organize ideas in writing, and how to get started on a new writing assignment).

Writing Resources for Students and Instructors

We have a number of writing resources available on Brightspace for both students and instructors, with more being added every week. Students should Join our Brightspace site to receive updates and access to writing tools.