

# STUDENT AFFAIRS

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The central purpose of the Division of Student Affairs is to complement and enhance the academic mission of the College by developing and implementing diverse programs and activities that support the academic enterprise. As a catalyst in the student development process, Student Affairs addresses the various interpersonal and affective issues associated with learning inside and outside the classroom. Toward this end, the Division of Student Affairs provides a full spectrum of services aimed at enriching the student's total Old Westbury experience. The College encourages student participation in the greater campus community and promotes opportunities that enable students to grow personally, socially, physically and culturally.

The highly qualified and diverse student affairs staff helps students in achieving their personal and professional best by encouraging involvement in athletics, social and cultural activities, career exploration and leadership opportunities. Given the diversity at Old Westbury, the Division is committed to creating an environment in which students feel valued, respected, and appreciated. The goal of the Student Affairs staff is to inspire students to pursue activities both inside and outside of the classroom that will ensure their full and responsible participation in campus life and in the greater community.

Administered by the Vice President for Student Affairs, the Division consists of the following units: Dean of Students, Counseling Services, Career Planning Services, Student Health Services, Residential Life, Student Activities, Judicial Affairs and Interfaith Services. Many of these offices have scheduled evening hours, and all offices will arrange evening appointments by request.

The Division of Student Affairs oversees and advises the Student Government Association and its recognized clubs and organizations. The Division is also responsible for administering the official judicial codes of student conduct. (The *Code for Student Conduct* can be found in its entirety at [www.oldwestbury.edu](http://www.oldwestbury.edu).)

The Division of Student Affairs is the primary information resource for students and provides both support and advocacy services.

## Dean of Students

The Dean of Students functions as a member of the College's senior management team. Reporting to the Vice President for Student Affairs, the Dean of Students enforces the policies and procedures outlined in the *Student Handbook* while fostering a nurturing environment that encourages personal and academic growth and leadership amongst the student body. The Dean of Students oversees the offices of Student Activities, Judicial Affairs and Interfaith Services, and works closely with the Vice President for Student Affairs in shaping and implementing the guidelines for the offices of Residential Life, Counseling Services, Careers Services and Student Health. The Office of the Dean of Students is located in the Student Union, Room 303.

## Student Health Services

The Student Health Services is located in Academic Village, Eleanor Roosevelt Hall, telephone (516) 876-3250. Its primary function is to maintain each student's health and promote healthful habits enabling Old Westbury students to achieve their academic and life goals.

All currently enrolled students (full-time/part-time, residents/commuters) are eligible to use the service. **Students under 18 years old must have parent/guardian consent on file.** The service provides diagnosis and treatment of common student health problems and referrals for problems requiring more specialized care. In addition, students are guided toward an understanding of the role they play in determining their own health and how they can attain a high level of well-being.

It is recommended that all accepted students submit a record of a medical examination and a health history prior to attendance. These records provide the Student Health Service with the information needed in planning to meet the health care needs of individual students and the campus community as a whole.

**The New York State Public Health Law (Section 2165) requires all enrolled college students to comply with laws regarding, meningitis, measles, mumps, and rubella. (For more information, see the section on Public Health Law in this catalog under Laws, Policies, and Regulations Governing Campus Life.)**

The SUNY Board of Trustees requires that all students partially fund, through a health fee, the campus Student Health Service. A Student Health Advisory Committee composed of students, faculty, and staff members acts in an advisory capacity and makes recommendations to the President regarding improvements or changes in the programs, policies, and procedures. When the College is in session, Student Health Services generally has a nurse in attendance five days a week. Physicians, nurses, and nurse practitioners are available Monday through Friday to provide primary care in the event of illness or injury. **Schedules are available upon request and are subject to change.** Students who must be referred to off-campus facilities such as hospitals, medical specialists, and laboratories are responsible for any charges incurred. Gynecological counseling and basic care is also available.

Additional health and dental plans are available to students. Students who have no other coverage are urged to purchase membership. International students are advised to contact the College's International Student Advisor, located in the Office of Enrollment Services, for information about mandatory health insurance coverage (see also the *Tuition and Fee Information* section of this catalog).

The Student Health Service also offers screening for various illnesses. Students may call (516) 876-3250 for further information.

**Confidentiality:** Medical records are not released without the student's permission except as required by law.

## Career Services

The Office of Career Services offers a variety of programs and services to assist students and alumni with setting career goals and seeking employment. Career Services is located in the Student Union, Room 108. For more information, call (516) 876-3053. Hours of operation are: Monday through Friday, 8:30 a.m. to 5:00 p.m.

The Career Services Library is available to all students and graduates. This library contains books, pamphlets, graduate school catalogs and other information integral to the career development process. Metropolitan area employers provide part-time and full-time job listings for students as well as internship positions in a variety of areas. These listings are posted in the office and on **Monstertrak**, which is a computerized service that allows employers to post job openings that students can view online. A credential file service is maintained allowing students to consolidate their professional references to be used in their job search.

Workshops are given in the areas of resume writing, interviewing skills and a variety of career oriented subjects. Annual employment and graduate fairs are provided to aid students and alumni in their career and graduate school searches.

The **Strong Interest Inventory** and **Myers Briggs** are computerized assessments designed to help students assess their skills and interests, make tentative career choices and research occupations. A career assessment test is available to assist students in the process of deciding on an academic major.

## Counseling Center

Personal Counseling services are located in the Student Union, Room 108. Services are available and free of charge to all currently registered Old Westbury students Mon - Fri, 8:30 a.m. to 5:00 p.m. and evening appointments are available upon request. Students may initiate services by visiting the Center as a "walk-in" without an appointment or they may schedule an appointment by calling (516) 876-3053. Privacy and confidentiality are protected in accordance to FERPA Law and applicable state regulations on privileged communication.

The Counseling Center serves the College community in assisting students in achieving mental wellness and personal success.

The mission of the Center is to help students develop emotionally, intellectually and socially. Professional staff assists students in improving self-awareness, exploring personal concerns, and in making academic, career, lifestyle, and relationship decisions. This initiative is achieved through individual and group counseling, programs, workshops and crisis intervention. Scheduling a personal counseling appointment ensures there will be ample time for the student to discuss concerns with a counselor. These appointments can be made by phone or in person. During the first visit, the student and counselor together will make an assessment of the issue and situation to decide how to best deal with them. Often, the student will be scheduled to see a counselor on an ongoing basis for short-term therapy. At times, the best course of action will include a referral to another service, either on or off campus.

Group counseling is often beneficial to develop social or academic skills or to share experiences with others for self-development. The following group sessions are available: learning skills, gay, lesbian and bi-sexual students, coping with loss, and self-growth. Other groups can be formed based on student interest or need.

Crisis intervention is important to any community in which some people may be troubled, leading them to extreme, perhaps self-injurious thoughts or behavior. The counselor provides immediate assessment of the crisis situation leading to an appropriate plan of action to promote resolution and well-being. The staff is required by law to warn and prevent harm when a person is behaving dangerously toward him/herself or others.

Primary prevention is a way to help people cope with any significant problems which could interfere with the achievement of their goals. Supportive discussions are offered to help students deal with the stress of entering college, managing time, and graduating from college. The staff works with students, staff, and faculty to organize workshops and programs covering topics such as understanding drug and alcohol abuse, multicultural relationships, stress management, conflict resolution, life choices, etc. The staff participates in orientation programs, classes and special programs to provide students with the knowledge and skills to maintain wellness.

## Residential Life

The campus has fourteen (14) residence halls, five (5) of which are new three story structures and house approximately 800 students. The new halls feature: oversized double rooms, satellite television service, two (2) data ports per room, two (2) telephone lines per room, study-lounges and laundry and kitchenette facilities on each floor, state-of-the-art security technology, and ADA compliant amenities.

The Office of Residential Life also assists residents in building a community, in which each individual can live comfortably and safely as each grows and develops. To accomplish this, Residential Life provides staff, facilities, policies and procedures to help residents make the most of their residence hall experience. Additionally, to enhance a resident's growth and development, the Residential Life staff sponsors a series of social, cultural, and educational programs and activities while providing a host of other services.

The Office of Residential Life is located on the third floor of Campus Center, Room H-316, and can be reached by calling (516) 876-3210. The main office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday. There are also five Residential Life offices with one located in each hall, as well as the Residence Hall Area Directors' offices. These offices are staffed daily (Monday through Friday) 9:00 a.m. through 8:00 p.m. Resident Assistants are available in their hall duty offices between 8:00 p.m. and midnight, Sunday through Wednesday and between 8:00 p.m. and 2:00 a.m., Thursday through Saturday.

## **Office of Student Activities (OSA)**

The Office of Student Activities is responsible for helping students develop programs designed to enhance their social, cultural and recreational life at the College.

The professional staff oversees and advises all recognized clubs and organizations, including sororities and fraternities, and provides all interested students with the opportunity to expand their learning experiences through discovery and experimentation.

In addition, the Office of Student Activities is responsible for coordinating, commuter services, volunteer services, and managing all social/recreational space. The office is located in the Student Union, Room 303, and can be reached by calling (516) 876-3067.