

Campus Resources

Academic Advising

Each incoming student is assigned a faculty member who serves as the academic advisor. Advisors assist students in relating their interests and abilities to career goals and in developing decision-making skills. They also provide information about College policies, procedures, and requirements, and make referrals to campus support services. Another of the advisor's primary roles is to guide students in designing their academic program, making course selections, and completing degree requirements.

It is recommended that students meet with their faculty advisors during their office hours on a regular basis. Advisors are encouraged to become familiar with the policies and degree requirements published in the College Catalog and to keep records of their course progress. During the pre-registration period, students must meet with their advisors to obtain approval for course selection prior to registering for the following semester. Students should prepare for the advising session by planning a tentative schedule to be discussed with the advisor.

Center for Academic Support and Advising

The Center for Academic Support and Advising (CASA) addresses the diverse academic needs and interests of the College community with programs, services, and facilities designed to promote academic achievement. All students at the College are encouraged to make use of the tutorial services, seminars and workshops, resources, and individual study accommodations offered at CASA. In addition, CASA provides academic support for persons with learning disabilities.

Among the resources offered at CASA are:

The Advising Center

The Advising Center is a resource for information on academic programs and support services. Undeclared students, or those who are contemplating a change of major, are especially encouraged to visit the Center. Staff members are available for individual conferences on choosing a major, academic planning in course selection and graduation requirements, and strategies for remaining in good academic standing.

Academic Enrichment Program

Each year, Framingham State College selects a group of students who have demonstrated the potential to succeed at Framingham State College, but who are identified as likely to benefit from academic support services to achieve their educational objectives. These students are admitted to the College through PLUS (Program Leading to Undergraduate Success). Program participants enroll in the same courses and satisfy the same graduation requirements as all undergraduates at the College.

The Math Center

The Math Center offers free drop-in tutoring in math to students who need help with the quantitative requirements for any course in which they are enrolled. Workshops and organized study groups are routinely scheduled for math and math-related courses. The Center also offers videotapes and computer-assisted learning modules for student use.

The Writing Center

The Writing Center provides free tutoring in writing, drop-in or by appointment, to students seeking assistance with written coursework. Writing workshops, individualized writing skills assessment, and course-specific writing support groups are also featured.

Other CASA Services

CASA maintains a computer lab with personal computers linked to the student network, and is a wireless laptop access site. In addition, CASA offers workshops that help students prepare for the Massachusetts teacher tests, retakes of the College's placement tests, and writing and mathematics labs for students enrolled in certain courses.

Limited hours for drop-in tutoring in a variety of subjects is available. Visitors are invited to drop in during the week at CASA, located in South Peirce Hall, between the hours of 9:00 a.m. and 5:00 p.m. During the academic year, CASA is also open in the evenings, Monday - Wednesday until 9:00 p.m. and Sunday evenings from 6:00 p.m. to 9:00 p.m.

Students with Disabilities

Framingham State College, in compliance with the mandates of Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, offers opportunities to all students without regard to disabilities. No qualified person shall, on the basis of his or her disability, be denied the benefit of, or otherwise be subject to discrimination under any of Framingham State College's educational programs, activities, and employment opportunities.

Framingham State College is committed to making such reasonable modifications and accommodations as are necessary to ensure that its programs and activities do not discriminate, or have the effect of discriminating, on the basis of disability. Prior to matriculation, students with disabilities are encouraged to contact the Director of Academic Support, telephone 508-626-4906 to discuss specific accommodations and to request a disability services registration packet that includes the guidelines for documentation.

Students who have documents that support their request for academic and co-curricular support services, such as extended time for tests, notetakers, sign language interpreters, computer transcribers, and textbooks in alternative format, are required to submit their documentation to the Center for Academic Support and Advising (CASA). The file is maintained in the confidential Registry for Students with Disabilities located at CASA. The Director of Academic Support schedules individual conferences with each student to arrange for the appropriate support services. Inquiries regarding academic support should be directed to the Director of Academic Support at 508-626-4906.

The Director of Academic Support works closely with the Coordinator of Disability Services to provide students with reasonable accommodations. There are four TTY's (telecommunications for the deaf) on campus: Admissions Office at 508-626-4500 (V/TTY); Disability Services Office at 508-626-4627 (V/TTY); Public Safety and Police Services at 508-626-4911 or 508-626-4008 (TTY); and Whittemore Library at 508-626-4655 (TTY).

Career Services

Career Services offers a wide range of career planning and job search resources. The office provides individual career counseling and many career resources. Students are advised to use the office early and often during their studies.

Some of the office's programming includes career panels, and networking with alumni. Job and internship listings are also available on-line through the Career Services website. Students are strongly encouraged to participate in at least one internship, and many departments offer credit-bearing courses for these experiences. Career counselors are available to assist with career planning, graduate school decisions, and the preparation of resumes and cover letters.

To connect with Career Services, visit the D. Justin McCarthy College Center, Room 524, or visit the website at www.framingham.edu/careerservices.

The Counseling Center

The Counseling Center enhances learning and personal development through its professional services which include individual, couples, family, and group counseling as well as outreach programs. Staffed by clinical social workers, a psychologist, a consulting psychiatrist, and a psychiatric nurse, the Center assists students in exploring and coping with personal concerns. Confidentiality is assured to the fullest extent of the law. The Counseling Center is located in the Health and Wellness Center in Foster Hall.

Health Services

Health Services functions as a walk-in center for the treatment of episodic illness and health maintenance. A staff of nurse practitioners, nurses and consulting physicians provides the management of acute and chronic illness, health education, and preventive medicine. In addition, the department sponsors and coordinates health education programs in cardiopulmonary fitness, weight management, women's health, substance abuse, skin cancer, integrative health, sexual assault and rape prevention.

Every student must submit the Framingham State College medical form. All students prior to class registration must meet the pre-entrance immunization requirements, based on Massachusetts Law No. 5871. The Medical History and Physical Exam portions must be completed in order to utilize Health Services and obtain resident housing. Specific requirements are detailed in the medical forms. The department also coordinates the Student Health Insurance Program. Questions regarding this state-mandated program may be directed to this office, located in the Health and Wellness Center in Foster Hall.

Campus Ministry

Religious services, educational programs, and volunteer service opportunities are made available through the Campus Ministry office. The office also provides spiritual guidance and counseling for members of the Framingham State College community who are dealing with issues of faith or morality. The Campus Ministry Office is located on the fifth floor of the D. Justin McCarthy College Center.

Framingham State College Police Department

The Framingham State College Police Department is committed to providing protection for the lives and property of the College community. The Campus Police are professionally trained police officers that are licensed as Special State Police and sworn in as Middlesex County Deputy Sheriffs. The Campus Police perform the same duties as your local city or town police departments, conducting all investigations of incidents within their jurisdiction. The Department enforces state statutes, town ordinances and the rules and regulations of the College in an effort to promote a secure and safe campus. Some additional services provided by the department include non-emergency transportation to and from the local emergency room, motor vehicle lockouts, traffic control, court appearances and parking enforcement. The Department also provides personal safety-related programs throughout the year. Any group wishing to have a safety program for their organization, club, or class may contact the Framingham State College Police Department at 508-626-4911.

Library Services

The Henry Whittemore Library provides a combination of traditional and modern resources and services to the College's students, faculty, and staff. Local holdings include approximately 206,724 volumes of print materials, 326 periodical titles and 668,330 units of microforms. This basic core of resources supports the curricula of all academic departments of the College and is systematically kept current with new acquisitions as selected by specialized staff and requested by faculty and students.

As a member of the Minuteman Library Network (MLN), the Library's holdings are supplemented by an on-line catalog (OPAC) accessing more than 5.2 million volumes held in the combined collections of 41 regional libraries. Inter-library loan requests may be placed electronically, and shuttle delivery moves 8,000 or more such items to and from the Henry Whittemore Library annually. A similar volume of materials is electronically accessed and requested as needed from among the 600 member libraries of the New England Library Information Network (NELINET) and the 13,000 member libraries of the On-line Computer Library Center (OCLC).

The Library offers access to approximately 50 electronic journal and newspaper databases with over 15,000 titles in full-text. These databases, as well as Internet access, are available within the library and throughout the campus-wide network.

Reference services, basic and course-related library instruction, and point-of-use guidance support effective delivery of computerized resources, while traditional library skills and research methods are taught as integral to the continuously evolving information technology. Electronic databases are also available to off-site students and faculty.

Also administered within the Library are the units of Archives/Special Collections which include historical materials unique to the College, and the Curriculum Library - a large, separate collection of model K-12 materials supporting studies in Education.

Information Technology Services for Students

Framingham State College provides extensive computing capabilities to its students. The student network consists of a combination of general computer labs, academic/classroom computer labs, and residence hall labs. In addition, Framingham State College's wireless laptop program requires that all incoming freshman, transfer, and re-admit students own their own personal laptop, a requirement that came into effect in the fall of 2002. In total, there are approximately 220 College-owned desktop computers in the various labs on campus for student use. Students living on campus will be able to access the network either via a hard-line or by using wireless capabilities available in every residence hall.

Each student will receive his or her own Framingham State College network account, which will allow students access to the network. It will also provide students with disk space for the storage of academic related files. Every student will also receive a Framingham State College e-mail account, which can be accessed via the Internet. Most computers on campus are PC's (Windows), however, there are a number of Macintosh computers in labs for students

enrolled in certain art, communications, and education courses. Many classrooms on campus are equipped with SMART technology, featuring interactive whiteboards, distance learning capability, and other advanced technology.

A wide array of software is available to students in classroom buildings. Among other applications, each workstation in the general and academic computer labs has Microsoft Office Professional, Microsoft Publisher and FrontPage, Internet Explorer, and Adobe Reader. Some machines also have special software such as Derive, SPSS and Minitab statistical research packages. In addition, departmental-specific software is available in departmental labs and on selected workstations in the general and academic computer labs. The primary servers for the student domain run Microsoft Windows Advanced Server. There is also a Unix Server available to students enrolled in Introduction to Unix courses.

The Student Helpdesk is located in Hemenway Hall G17, outside of the general computer lab. Staff members as well as Framingham State College students have been trained to assist their peers with computer-related issues at the Student Helpdesk. The Student Helpdesk is the first place for students to visit when needing any computer or technology related assistance. This desk is also available to provide basic troubleshooting and first-level diagnostic and network support for students' laptops.

Another resource for FSC students is the Laptop Repair Depot located on the lower level of the Arthur Doyle Information Technology Center (adjacent to Whittemore Library). The Laptop Repair Depot is where College-recommended laptops can be serviced and repaired after diagnosis from the Student Helpdesk.

For more information about Information Technology Services, please visit our website at <http://its.frc.mass.edu/>.

Academic Technology and Distance Learning

The Office of Academic Technology and Distance Education promotes and supports the "advanced technology" component of the College's mission. Office staff members administer the College's Blackboard server for Web-based and Web-enhanced courses, provide planning and support for the academic components of the laptop program, and provide a wide range of professional development workshops in the Leonhard Multimedia Lab. Through a combination of these experiences, the College typically hosts approximately 40 online course sections in Graduate and Continuing Education plus 100 Web-enhanced course sections for campus-based undergraduate courses each term. The Division's offices are located in Hemenway Hall G05 and G09.

Athletics

Athletics offers a broad intercollegiate (NCAA Division III) and intramural program for men and women throughout the academic year. On an intercollegiate level, for women, Framingham State sponsors field hockey, cross-country, volleyball, soccer, basketball, lacrosse, and softball. For men, the following competitive teams represent Framingham State College: soccer, football, cross-country, hockey, basketball, and baseball. The Athletic Office is located in Room 111 of the Athletic and Recreation Center.

Student Involvement and Campus Events

The Office of Student Involvement and Campus Events coordinates, in conjunction with student clubs and organizations, a full program of social, cultural, recreational, and educational activities. The office emphasizes involving students in the planning process to provide valuable first-hand experience. There are also several leadership development opportunities available for beginning to advanced student leaders. Additionally, the Office coordinates the College Center Reservation system. The Office serves as a resource for information about on- and off-campus activities and is located on the 4th floor of the D. Justin McCarthy College Center.

First-Year Programs

First-Year Programs works with new students and the college community to create an environment conducive to the successful transition of first-year students. Programs are designed that help acclimate students to the College's academic, social and cultural expectations. This includes assisting students in their academic pursuits, encouraging involvement in campus life and establishing connections between faculty, staff and administrators that will make their experience a positive one. The following services and resources are provided by First-Year Programs:

Orientation

An orientation program is offered for new first-year and transfer students prior to the beginning of classes in the fall and spring semesters. The orientation program is designed to provide a comprehensive introduction to the

academic, social and cultural dimensions of Framingham State College and to prepare students for a successful first year on campus. Through meetings with faculty, students and administrators, information is presented on academic requirements, registration, student services and campus life. Special orientation activities are offered for the parents/guests of entering students. Information about the orientation program will be mailed to incoming freshmen and transfer students after they have sent their deposit to Admissions indicating their intent to attend the College.

FSC Foundations

This program is designed to assist the first-year student's successful transition to the college environment. Students will work with faculty, administrators and Peer Mentors to learn how to be aware of themselves as life-long learners, to be contributing members of the FSC community and develop skills that will assist in their academic success. This course, which actively engages students in and out of the classroom, will be a valuable part of the first year of college as it assists students in learning how to get the most out of their college experience.

Class Blackboard site

Each incoming first-year class will have access to their own Blackboard site that will become live at the conclusion of June Orientation sessions. This extended orientation opportunity will allow students to continue discussions about being successful at FSC that they began at Orientation. Information about upcoming events, deadlines, and advice provided by current students will be available as new students prepare for their experience at Framingham State College. Once the semester begins, students continue to have access to the site to learn about upcoming deadlines, campus events and other important information that affects the lives of students.

First-Year Experience Program

The "FEP" floor is a co-ed, all first-year floor in Larned Hall that allows for bonding with fellow students who are dealing with the many challenges of being new to FSC. Programs are offered to increase knowledge of academic policies, provide information about campus resources, and assist in leadership development. A member of the Office of First Year Programs works closely with members of the floor to provide useful information and timely insight into being successful at Framingham State.

First-Year Council

This group of first-year students meets with the Director of First-Year Programs monthly to discuss relevant issues and provide feedback on the overall college experience. Information gathered is used to improve programs and how they are delivered, as well as life on campus for first-year students.

The Common Reading

Each year a book is selected to be a common reading experience for all incoming first-year students. Discussions focused on the Common Reading assist students in their transition by helping them understand the new cultural expectations of being a college student, the expected level of work and how that may differ from their experiences in high school. Discussions are led by faculty members and administrators during the summer prior to enrollment as well as in courses that have adopted the book as part of their curricula. Students are expected to have read the selection and be prepared to discuss it when events about it take place.

Placement Testing

As required by the Massachusetts State Board of Higher Education, all entering students will be tested in order to ensure proper placement in courses. Students will take tests to determine their abilities in math, writing and reading. The results, along with advice from an assigned Academic Advisor, will assist in course selection that will enable students to stay on track for graduation and also be enrolled in courses providing the greatest opportunity for academic success.

Dates and times for the examinations during the academic year will be determined prior the beginning of each semester. Please contact the Orientation Office for reservations.

Effective Fall 2007: In order to uphold the integrity of the placement testing process and MATH 095 General Mathematics, any student attempting MATH 095 will forfeit the opportunity to retake the math placement test at any future time.

In addition to the required placement tests, students may choose to take placement tests in French, Portuguese and/or Spanish. These are administered by First-Year Programs during the same time frame as all other placement testing. Please contact the Orientation Office to make a reservation.

Residence Life and Housing Program

The Residence Life and Housing program, through programmatic and staff support, strives to facilitate an on-campus community environment fostering student learning, personal development, and valuing diversity. All residents are expected to share the responsibility for creating and maintaining positive living and learning environments. These goals require residents to be open to living cooperatively and working actively to cultivate a climate conducive to academic pursuit and respect for all. Please contact the Residence Life and Housing Office, located in lower level on the west side of Corrine Hall Towers, to learn about the program.

Social Issues and Wellness Education Program

In recognition of the many social issues facing young adults and the effect these issues have on their ability to learn and succeed academically, Framingham State College has established a Social Issues and Wellness Education Program. Located in the Health and Wellness Center in Foster Hall, the Office of Social Issues and Wellness sponsors campus wide events, residence hall and peer education programs, and provides resources on several topics related to alcohol and wellness issues. This campus-wide prevention effort is dedicated to a holistic philosophy of wellness and encourages staff, faculty, and students to visit the office and learn more about the issues that shape their decisions and choices.

College Academic Program Sharing (CAPS)

College Academic Program Sharing (CAPS) is a program for the sharing of academic facilities by the students attending Massachusetts State Colleges. Participating colleges include Bridgewater State College, Fitchburg State College, Framingham State College, Massachusetts College of Art, Massachusetts College of Liberal Arts, Salem State College, Westfield State College, and Worcester State College.

The primary purpose of this program is to offer the opportunity to students matriculated at one state college to take up to thirty (30) semester hours of college credit at another state college without going through the formal registration procedures. Interested students must file a request form by June 1st for the fall semester and by December 30th for the spring semester. NOTE: Priority seating availability is given to matriculated students at the host institution.

The Arts and Humanities Series

The purpose of the Framingham State College Arts and Humanities Series is to enrich the student community by presenting a broad-based variety of programs that will give the total College community the opportunity to meet prominent artists, authors, entertainers, historians, philosophers, politicians, and scientists, and to encounter their works.

In addition to supporting the featured advertised series of events, the Arts and Humanities Series financially supports visiting speakers, performers, and artists, hosted by academic departments, and student clubs and organizations. The program also supports funding for the Mazmanian Art Gallery program, the International Film Series, and multiple subscriptions to the Museum of Fine Arts, Boston (MFA) for Framingham State College students. All Arts and Humanities events are free for the students of Framingham State College. The Arts and Humanities Office is located in the D. Justin McCarthy College Center, and additional information regarding the program may be obtained by calling 508-626-4985.

International Student and Study Abroad Programs

The Office of International Students is responsible for all international student programs and upholding the regulations governing their status as students. The Office provides international students with answers to questions and assists them in addressing and resolving issues and concerns that are unique to their status at the College. Support is provided to these students from the time they are accepted at the College throughout their academic experience. International students receive assistance with the many forms required by the Department of Homeland Security and are kept informed and updated on DHS regulations as they apply to their status as F-1 Visa students. The Office encourages these students to share their culture and customs with other students, faculty, staff, and area schools and organizations.

The Study Abroad Programs Office provides information on a wide variety of enriching opportunities that are available for students who are interested in studying abroad in many countries throughout the world; in obtaining internships in Europe, Australia and New Zealand; or in participating in exchange programs with universities in Quebec and Nova Scotia. The Office helps students explore their options and select appropriate programs to study

abroad for a summer, a semester, or a year. The Office has many catalogs and reference books available for students as they select their programs and complete their applications. It provides students with information that facilitates approval of the courses that will ensure transfer credits toward graduation while participating in a study abroad program. Depending on a student's major, study abroad is ideal during the second semester of the sophomore year or during the junior year.

The Office of International and Study Abroad Programs Office is located in Dwight Hall, Room 207. Additional information can be obtained by calling 508-626-4585.

The Washington Center Internship Program

The Commonwealth of Massachusetts, through the Board of Higher Education, has an agreement with The Washington Center (TWC) to provide scholarship assistance to students who participate in this internship. TWC offers semester and summer opportunities in Washington, D.C. for students to work in a government agency related to their career goals and interests. Students successfully completing the program, which includes 30- to 35-hours per week in an internship in addition to other required classes and the submission of a portfolio, can earn up to three (3) Framingham State College course credits.

Partnership With U.S. Army Soldier Systems Center, Natick

In 2000, the College and the Soldier Systems Center, formerly known as Natick Labs, entered a joint venture that promotes collaborative research and shared facilities. Faculty members conduct research at the Center, and students majoring in Biology, Chemistry, Food Science, Fashion Design and Retailing, Food and Nutrition, Psychology, Economics, and Business Administration may enroll in credit-bearing internships at the Center. The Center provides employment opportunities to Framingham State College graduates who attain a B.A. or B.S. with a QPA of 3.50 or higher and who are recommended by the College President.