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Dear Students,

Welcome to the University of Missouri-Rolla! I hope your semester has started off smoothly and you are settling into the college routine.

Please take a few minutes and look through the wealth of information that is included in this handbook. As you read through this information, note the numerous opportunities that are available to you.

UMR is dedicated to ensuring that each student receives a well-rounded education. I strongly encourage you to participate in some of the extra-curricular activities we have to offer on campus. We have programs for just about everyone, including Student Council, Toastmasters, Intramural Athletics, and numerous design competitions. These are just a few of the areas in which you can become part of a winning team.

If there comes a time when you run into a difficult situation, whether it is academic or personal in nature, just remember that we have professionals who can help you. I encourage you to participate in study groups, tutoring sessions or the various services offered to you.

The UMR faculty and staff want to ensure that your educational experience is a positive one.

The fact that you were admitted to campus proves you are capable of succeeding at the University of Missouri-Rolla!

Sincerely,
Gary Thomas
Chancellor

Dear Students,

I want to congratulate you on your wise decision to attend the University of Missouri-Rolla. I know you will be excited the more you learn about the many opportunities that UMR has to offer. We are interested in your development, both socially and academically. I think you will find many clubs and activities to appeal to your interests and I encourage you to get involved.

Please feel comfortable seeking input on coursework and utilizing the many academic resources UMR offers; these resources exist to make you a successful student. Don’t hesitate to avail yourself of all of the services & programs UMR provides to strengthen your academic experience. Part of the maturing process is learning how to ask questions and seek guidance when appropriate; UMR seeks to put well-rounded men and women into jobs when they graduate.

The faculty and staff in academics are pleased to welcome you to UMR. Remember, the faculty is here to help and we are all interested in your success.

Sincerely,
Y. T. Shah
Provost
Dear Students,

I welcome and congratulate you on your selection of UMR as the learning community to engage and support you in pursuit of your discipline degree and your personal and professional development.

As Vice Provost for Undergraduate & Graduate Studies, I seek to assist you in meeting all of your academic expectations and invite you to become fully engaged in utilizing all of the academic resources that UMR makes available. Beginning with the First Year Experience, expect to develop your academic skills, establish your connection to the campus community, and discover the satisfaction of learning in the UMR environment that is a unique and fulfilling experience.

Among the many campus opportunities, expect to be engaged in honors activities, introduction to research and problem solving, student competition projects, and participation in organizations that promote student professional development.

More important, is that each student reaches his/her greatest potential. Because you have selected UMR, you should immediately take ownership of your role as a responsible UMR student. You should expect to become the model developing leader characteristic of those that earn UMR degrees.

Please be comfortable visiting my office in Parker Hall for any academic concerns you may have.

Sincerely,
Harvest L. Collier
Vice Provost
Undergraduate and Graduate Studies

Dear Students,

We are pleased to have you as part of the University of Missouri-Rolla community. The university mission is to educate leaders for the future and we offer many opportunities for students to develop personally and professionally during their time at UMR.

You have many choices at UMR – where you live, when you take your classes, how you study, student organizations you join, and other activities in which you become involved. Students who are involved on campus are more satisfied with their college experience, more likely to persist to graduation, and more likely to become leaders in their profession.

We encourage you to get involved and enjoy your experience at UMR while preparing for your future. This publication has information to help you make choices for your campus involvement.

Sincerely,
Debra Robinson
Vice Chancellor for Student Affairs
Dear Students,

On behalf of the Division of UMR Administrative Services, we welcome you to the University of Missouri-Rolla. We are excited and pleased that you have chosen UMR to be your collegiate home. This division includes a variety of campus support functions including accounting, cashier and budget services; human resources; maintenance, planning, and cleaning buildings and grounds; health, safety, and environmental management; and University Police and parking services. As a Division our mission is “To provide effective leadership to the areas assigned to Administrative Services and provide professional interaction with other campus and UM administrative officers.” To YOU the student, we are dedicated to providing a safe, comfortable, and progressive environment in which to learn and grow in. If there is anything we can be of assistance with, please do not hesitate to contact the Administrative Services Office in 210 Parker Hall.

Sincerely,
Stephen Malott
Vice Chancellor for Administrative Affairs

Dear Students:

Congratulations on choosing UMR, a university admired around the world for its ability to solve society’s challenges in engineering, science, and management. Soon you’ll join the nearly 47,000 alumni who believe their UMR experience gave them a remarkable personal and professional foundation.

The Division of University Advancement strives to increase awareness, advocacy, and investment among our many constituents to advance the future of UMR. We employ a variety of media to support the achievement of campus priorities including public relations, public radio KUMR, print publications, electronic marketing and video productions. We also reconnect alumni and friends personally through the MSM-UMR Alumni Association and the Office of Development to encourage their investment of time, talent and financial support.

You share a great bond with the alumni of MSM-UMR . . . I encourage you to find ways during your time on campus to thank those who cleared the path before you and to seek ways of building a better UMR experience for those who follow.

All my best,
Connie Eggert
Vice Chancellor for University Advancement
Our Mission

Approved by the Board of Curators, July 24, 1997

The University of Missouri-Rolla, UMR, has a major responsibility for meeting Missouri’s needs for engineering education. UMR offers residential programs with an emphasis on leadership development that include a full range of engineering and science degrees and complementary liberal arts degrees and programs. UMR conducts research to advance knowledge, to provide essential support for graduate education, and to enhance undergraduate education. There is special emphasis on research in materials, manufacturing, infrastructure, geotechnical, and environmental engineering and science. UMR assists in the economic development of the state and the nation with the transfer of the technology developed through its research programs. UMR meets the engineering and scientific educational needs of Missouri’s non-traditional students through cooperative efforts with other campuses, innovative delivery systems, and specialized extension programs.

Our Vision

A university that is a premier source of future leaders in engineering and science able to:
• identify and solve technical and societal problems;
• create, synthesize and communicate knowledge;
• work effectively as team members in diverse environments;
• adapt to change through life-long learning.
A university whose faculty and staff are committed to excellence in teaching and learning and to the success of students.
A university where faculty, staff and students conduct nationally competitive research to meet societal needs.
A university which is recognized as a premier source of readily available knowledge, creativity and education and whose faculty, staff and students serve the needs of the society of which it is a part.
A university committed to providing an environment which fosters the development of all members of the university community toward their full potential.

Governance of the University of Missouri

The University of Missouri-Rolla is one of four campuses which comprise the University of Missouri system. The university system is governed by a nine-member Board of Curators who are appointed by the governor and confirmed by the state senate. Board policy is implemented by the system administration, which consists of the president of the University, two vice-presidents, and other administrative staff members.

Administrators at the University of Missouri-Rolla include the chancellor and three vice chancellors (Student Affairs, University Advancement, and Administrative Services), Provost, Vice Provost and five deans (College of Arts and Sciences, School of Mines and Metallurgy, School of Management & Information Systems, School of Engineering, and Enrollment Management).
Founded in 1871, the University of Missouri School of Mines & Metallurgy, now the University of Missouri-Rolla, has a proud history of preparing students for service and leadership. With approximately 4,500 students enrolled, UMR is known regionally and nationally for the quality of its undergraduate education. In addition, it has achieved preeminence in selected areas of graduate engineering education and research. Also providing a thorough grounding in the liberal arts, UMR offers all of its students a sense of the cultural context in which they, as modern scientists, live and work. UMR is an exceptional regional and national resource.

The University of Missouri-Rolla has built a strong base for quality research by both faculty and graduate students. Numerous faculty research projects and programs — in materials science, atomic and molecular physics, cloud and aerosol science, geotechnical engineering, electronic materials, pyrometallurgy, building structures; energy technology, computer-integrated manufacturing, environmental science and technology, and acoustics and vibrations — have received international recognition. Several rank among the best in the world.

Undergraduate degrees are offered in engineering (aerospace, architectural, ceramic, chemical, civil, computer, electrical, geological, mechanical, metallurgical, mining, nuclear, and petroleum engineering, engineering management, and geology and geophysics), the sciences (applied mathematics, chemistry, computer science, life sciences, and physics) and the humanities and social sciences (economics, English, history, management systems, philosophy, and psychology). Missouri Teacher Certification may be acquired with a degree in biological science, chemistry, economics, English, history, mathematics, physics, or psychology with the required courses to complete certification.

Graduate degrees are offered in aerospace engineering, ceramic engineering, chemical engineering, chemistry, civil engineering, computer science, electrical engineering, engineering management, engineering mechanics, geological engineering, geology and geophysics, mathematics, mechanical engineering, metallurgical engineering, mining engineering, nuclear engineering, petroleum engineering and physics.
Preserving the Dream
Chamber of Commerce-Rolla Area
1301 Kingshighway
Rolla, MO 65401
364-3577

In his book, “The 100 Best Small Towns in America”, author Norman Crampton identified the towns in this country “where traditional values of family, community, faith, hard work and patriotism remain strong.” In short, he says, these are the towns that are helping to preserve the American dream. Rolla was chosen as one of these cities.

Rolla is the sort of place where kids can get on their bikes to ride a couple of miles across town, and their parents don’t worry about anything happening to them. There is little crime and less violence. There are no traffic jams or long commutes. There is little pollution, nor much snow. There is first-rate medical care at Phelps County Regional Medical Center, the area’s innovative leader in surgery, oncology, radiology, orthopedics and internal and emergency medicine.

There is the timeless beauty of the Ozarks, rolling away to the south and west and deeply furrowed by some of the most accessible spring-fed streams in the U.S. It is no accident that the first unit of the nation’s Wild and Scenic Rivers system was designated along the Current and Jacks Fork Rivers just south of Rolla.

Phelps County, of which Rolla is the county seat, boasts more miles of trout streams than any other county in the state. That should tell you something about the environment here, since trout are among nature’s most particular creatures.

There is easy access to some of the finest recreational opportunities in the nation - from the famous Ozark float streams to the Branson, Missouri entertainment complex to the excitement of the St. Louis metropolitan area.

There are four distinct seasons, each one satisfying in its own way and bringing a comfortable rhythm to life that you only need to experience once to know its value.

For more information, view the RollaNet Area Information and Tourism at http://www.rollachamber.org/.

Cultural Opportunities

Cultural opportunities are diverse in the Rolla area. Included in UMR’s 55,000-square-foot Castleman Hall is the Thomas W. and Frances V. Leach Theatre where cultural enrichment is provided for the campus and local community. The 660 seat auditorium and performing arts theatre features state-of-the-art computerized lighting and sound systems. The facility supports internationally known groups such as the St. Louis Symphony, Bolshoi Ballet and Chinese Magic Revue. Student organizations utilize the facility when sponsoring events such as Second City, a comedy improv group, and the National Shakespeare Company.

Student participation is not limited to sponsoring or attending events. Students participate in numerous events sponsored by the music and theatre departments. The Theatre Department presents two shows each year and provides students many opportunities to act, paint, build and light the theatre productions.
Many on-campus performances are free to UMR students. Performances also are available through the Ozark Actors Theatre and the Regional Opera Company. Various programming is provided through KUMR radio station.

For more information, check out the RollaNet Entertainment web page at www.rollanet.org/sports/ or the UMR Theatre web page at http://campus.umr.edu/theatre/.

Parks & Recreation

Rolla has a total of thirty-two beautiful parks with over 300 acres of space including an Outdoor Aquatic center, a brand-new fitness center with an indoor aquatic center, five pavilions, one baseball field, two softball fields, one combination softball/soccer, one soccer field, and two youth baseball/softball fields.

Ber Juan Park has the majority of the ballfields and one pavilion, Schuman Park has the upper and lower pavilions both with a view of the Lake and a youth ballfield with the Frisco 1501 Train. Green Acers, located off of Hwy 72, has one pavilion and a youth/adult baseball/softball field and construction of a two - three mile Walk/biking trail. Buehler Park has a pavilion and a small open space for soccer. All of the Parks have access to playground areas for children.

For more information, check out the Rolla Parks and Recreation web page at www.rollanet.org/~parks.

Floating & Fishing

Floating and fishing are activities that are very popular in the Rolla area. Both forms of recreation can be enjoyed throughout the spring, summer, and fall — particularly in the Ozarks.

Floating is varied. Persons can enjoy a five-mile float all the way up to a five, six, seven, or eight-day float on the Gasconade, Little Piney, Big Piney, Current, and Meramec rivers.

And one also has a choice of how hard one wants to “work” at floating. The Gasconade, a wide river which is easy to maneuver, is a slower float where one can just kick back and let the boat do the work. For those who like the “true canoe rivers,” with a lot of ends and turns, the Little Piney and Big Piney are very popular.

Perhaps the most popular rivers to float in the area are the Current and Meramec rivers.

There is no set season for floating. Some canoe rentals have business every month of the year.

Obviously the summer is when the canoe traffic is at its peak. But much can be said for fall floats, when traffic is down and the river is afire as the trees change color.

Rental of canoe and camping equipment can be obtained on campus through the Student Union Board Outdoor Activity Rental Office (OAR). For more information, contact OAR at 341-6488.

Fishing includes Bass, trout, catfish, and bluegill. It doesn’t really matter what type of fishing one prefers, the limit can be caught in many ponds, lakes, streams, and rivers in the Rolla area.
The trout fishermen in the area can enjoy Meramec Spring Park, just six miles south of St. James on Highway 8, and Montauk State Park, near Salem.

However, trout season at the state parks and Meramec Spring Park opens in March and runs only through the end of October. Winter catch-and-release trout fishing is offered, beginning in November. There are trout management areas where there is no closed season, but a stamp is required. Contact a Missouri Conservation Department official for more information.

Meramec Spring Park has always been a local hideaway for fishermen, but the park didn’t officially open to the public until 1946. Operated under the James Foundation, the 1,850-acre park welcomes on average more than 560,000 visitors yearly. As one of Missouri’s largest springs, there is an average daily flow of 96 million gallons.

In addition to countless farm ponds, big bass and catfish can be found in the Gasconade, Meramec, Current, Little Piney, and Big Piney rivers.

Within the city limits, the City of Rolla has three ponds available for fishing — the Schuman Park pond, the Ber Juan Park pond, and the Ber Juan Park detention pond.

And, about an hour away, is the Lake of the Ozarks, which offers even more fishing possibilities.

For more information, check out the RollaNet Sports page at www.rollanet.org/sports/.

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**Welcome**

**So You Need ...**

**Academic help:** contact the Academic Assistance Office at 341-6655, 204 Norwood Hall.

**To miss class for more than 1 day:** contact the Office of the Vice Chancellor for Student Affairs in 106 Norwood Hall, 341-4292. The staff will verify your reason for being absent and send a letter to your professors for you. If your absence is due to illness, a trip to Student Health Services in the HERS Building will serve as verification.

**To hold an event and/or reserve space on campus:** complete an activity permit/reservation form at http://campus.umr.edu/studentlife/ and be in contact with the Department of Student Life.

**To send or receive a fax:** go to the Curtis Laws Library.

**To get your free Campus Performing Arts Series ticket:** go to the Leach Theatre Box Office in Castleman Hall within two weeks of the scheduled performance. You must present a valid student ID. These tickets are provided by the Student Union Board, free, to the first 150 students who request them at the Box Office.

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Kevin Moore
To send packages: go to the UMR Bookstore in the Havener Center.

Part-time employment: view the student job listing at http://campus.umr.edu/studentlife/ or contact the Department of Student Life in 218 Havener Center, 341-6771.

To apply for work-study: contact the Student Financial Aid in G-1 Parker Hall, 341-4282.

To replace a lost student ID: go to the New Student Program’s Office in University Center-East.

To register your car or motorcycle: contact University Police, 341-4300.

To find out what’s happening on campus: check out the UMR Events Calendar at http://calendar.umr.edu or in your weekly e-mail of the “Student eConnection.”

To economically make more than a few copies of something: go to Quick Copy in the Campus Support Facility, 1201 State Street.

To mail something: contact the Department of Student Life at 341-6771.

To file a complaint about harassment or discrimination: contact the Assistant to the Chancellor 106 Harris Hall, 341-6314, within 35 calendar days of the alleged incident.

To report fire or any violation of the law: contact the University Police, 341-4300, 24 hours a day.

To address student issues: contact Student Council in 218 Havener Center, 341-4280.

To receive co-op, summer, or full-time employment information: contact the Career Opportunities Center in 304 Norwood Hall, 341-4343.

To receive personal or career counseling: contact the Counseling Center in 204 Norwood Hall, 341-4211.

To withdraw from a course: contact the Registrar’s Office in 103 Parker Hall, 341-4181.

To obtain an emergency loan: contact the Student Financial Aid Office in G-1 Parker Hall, 341-4282.

To get information about a student organization: contact the Department of Student Life in 218 Havener Center, 341-6771.

To do volunteer work: contact the Department of Student Life in 218 Havener Center, 341-6771.

To obtain information about service-learning: contact the Department of Student Life in 218 Havener Center, 341-6771.

To obtain grade information: contact the Registrar’s Office in 103 Parker Hall, 341-4181.

To check on fee payments and loans: contact the Cashier’s Window in G-4 Parker Hall, 341-4195.
To locate lost items: contact the University Police, 341-4300. The office is open 24 hours a day.

To obtain information about fraternities and sororities: contact the Department of Student Life in 218 Havener Center, 341-6771.

To apply for graduation: contact the Registrar's Office in 103 Parker Hall, 341-4181.

To comment on a course or instructor: contact the department chairperson.

To find out about Student Council: contact the Student Council office in 218 Havener Center, 341-4280.

To find out about Student Union Board: contact the Student Union Board office in 218 Havener Center, 341-4220.

To rent outdoor recreation equipment: contact the Student Union Board's Outdoor Activity Rental (OAR) office in the Miner Recreation Building at 10th St. and Bishop, 341-6488.

To rent DJ services or sound and light equipment: contact the Student Union Board office in 218 Havener Center, 341-4220, or contact KMNR Radio Station at 341-4272.

To get your yearbook: contact the Rollamo office at #3 Fraternity Drive, 341-4279.

To submit an ad to the weekly student newspaper: contact the Missouri Miner at 808 W. 10th St, 341-4312.

To find out about voter registration: contact the ASUM office in 218 Havener Center, 341-4970.

To vote with an absentee ballot: obtain an absentee ballot from the county in which you are registered to vote, complete the ballot, have it notarized, and mail it by the required date.

To have your computer questions answered: contact the Help Desk at 341-4357.

To obtain information about cultural and diversity: contact the Department of Student Life, 341-6771.

To obtain information about joining a theatre or musical group: call 341-4185.

To order catering for your upcoming event: contact the Chartwell’s Catering Office in, 341-7019.

Kevin Moore
Welcome

Campus Contacts ...

*All phone numbers begin with (573)341-

<table>
<thead>
<tr>
<th>Department</th>
<th>Location</th>
<th>Phone Number</th>
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<tr>
<td>Academic Affairs/Provost Office</td>
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<td>Academic Council, 309 Harris Hall</td>
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<td>Academic Support Programs, 203 Norwood</td>
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<td>Administrative Services, 210 Parker Hall</td>
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<td>Affirmative Action, 106 Harris Hall</td>
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<td>ASUM, 218 Havener Center</td>
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<td>Box Office, 118A Castleman Hall</td>
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<td>Campus Performing Arts, 121 Fulton Hall</td>
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<td>Career Opportunities Center, 304 Norwood Hall</td>
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<td>Cashier's Office, G-4 Parker Hall</td>
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<td>Chartwell's Dining Services, 107 Norwood Hall</td>
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<td>College of Arts &amp; Sciences, 121 Fulton Hall</td>
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<td>Department of Student Life, 218 Havener Center</td>
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<td>Development Office, 209 Castleman Hall</td>
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<td>Disability Support Services, 203 Norwood Hall</td>
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<td>Golf Course, 1001 W 10th St.</td>
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<td>Greek Life, 218 Havener Center</td>
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<td>Institutional Research and Assessment, G 5B CSF</td>
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<td>Intercollegiate Athletics, G-2 Gale Bullman</td>
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<td>International Affairs, 103 Norwood Hall</td>
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<td>Intramurals, Student Rec. Center</td>
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<td>KMNR 89.7 FM, 205 W 12th St</td>
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<td>Leach Theatre, 118-A Castleman Hall</td>
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<td>Library &amp; Learning Resources, 106 Library</td>
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<td>Miner Recreation Building, 10th &amp; Hwy 63</td>
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<td>Missouri Miner Newspaper, 808 W. 10th St.</td>
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(continued on the next page)
*All phone numbers begin with (573)341-

OAR (Outdoor Activity Rental), Miner Rec. Bldg. .................................. 6488
Parking Lot Operations, General Services Bldg. ................................. 4303
Payroll, 1202 N Bishop ................................................................. 4241
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Publications, 105-B CSF ............................................................... 4260
Quad Residence Hall ................................................................. 6456
Quick Copy, G-8 CSF ................................................................. 4264
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School of Management & Info. Systems, 101 Fulton Hall .................. 4184
School of Materials, Energy & Earth Resources, 305 McNutt Hall .... 4153
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Sports Information ......................................................................... 4140
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Student Financial Aid Office, G1 Parker Hall ................................. 4282
Student Health Services, 1200 N Pine ........................................... 4284
Student Organizations, 218 Havener Center .................................. 4286
Student Recreation Center ............................................................ 4226
Student Union Board, 218 Havener Center .................................... 4220
SW Bell Multicultural Center, 1207 N Elm .................................... 6450
Table & Chair Rental, 103 Miner Rec. ............................................ 6486
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Please note the above information is limited and may change at any time.
For a more complete listing, please refer to the UMR Campus Directory.
Thank you to all the students, staff, faculty, and friends of the university who provided photographs!

Angel Uruchima
Anthony Herzog
Bob Phelan/Photomasters
Catherine Skryniarz
Dan Seifert/Stone House Photography
Erin Long
Jason Jones
Jonathan Trotter/JMT Photography
Jothi Pallikkathayil
Kevin Moore
Marshall Porterfield
Nicole Fischer
Katie Frisbee
Patty Frisbee
Rachael Gliottoni
Rolando Melgoza
Terril Story
UMR Public Relations Office
UMR Publications Office
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The University of Missouri-Rolla is composed of three schools and one college. These academic divisions each have a unique focus and mission.

**College of Arts and Sciences**

The College of Arts and Sciences helps prepare students for both a living and a life. At UMR the College of Arts and Sciences consists of the departments of Aerospace Studies, Biological Sciences, Chemistry, Computer Science, English, History and Political Science, Applied Mathematics and Statistics, Military Science, Philosophy and Liberal Arts, Physics, Physical Education and Psychology. Students may earn both undergraduate and graduate degrees, including the MS and Ph.D., in Chemistry, Computer Science, Applied Mathematics and Physics; and they may complete bachelors and masters degrees in Biological Sciences. Bachelor’s degrees are offered in the humanities and social sciences, with masters degrees in some of these disciplines achievable through cooperative programs with other universities. Teaching certification is also available within the College.

The mission of the College is three-fold: to offer rigorous course work in those foundation subjects necessary for success in a professional field; to provide high caliber degree programs at both the major and minor levels within the various departments; and to prepare students with a broad-based education and productive career in a diverse technical workforce that will allow their adjustment to multiple lifetime professional and personal opportunities and to assume leadership roles in their chosen fields.

Faculty members within the College are noted for their research, publications, teaching and advising skills. Because of the low student to faculty ratio, professors are able to work closely with students and to assist them in developing their potential. Students will find that faculty members in all of the College’s units are willing to advise and counsel them.

The College challenges students to develop their diverse talents in a variety of ways: through individual research projects, by writing for a literary magazine, the campus newspaper or yearbook, by participating in dramatic or musical productions, or by joining any of the numerous clubs sponsored by groups within the College. Most importantly, students in the Arts and Sciences are granted the privilege of studying those centuries-old disciplines so essential to the complete educational experience of humankind.

**School of Engineering**

The School of Engineering is the largest unit at UMR. The school offers B.S., M.S. and PhD. degrees in aerospace, chemical, civil, computer, electrical, and mechanical engineering and engineering management. In addition there are B.S. degrees in architectural and environmental engineering and M.S. degrees in environmental, manu-
facturing, and systems engineering and M.S. and PhD. degrees in engineering mechanics. The B.S. degrees are all accredited by the Accrediting board for Engineering and Technology except for architectural and environmental engineering, which are both new programs that will be submitted for accreditation as soon as there are grades from the programs.

The degree programs are all very highly rated and produce graduates who are prepared for the technical world of the future, leading to excellent career opportunities. The design process is emphasized throughout the curriculum in all departments, starting with a team design project in the freshman year and culminating in a capstone design course in the senior year.

Most faculty members in the School of Engineering are engaged in research projects making research opportunities available to undergraduate students through such programs as the OURE program (Opportunities for Undergraduate Research Experience), the Master Student Fellowship Program and the Honors Program.

The faculty and facilities combine to provide an outstanding educational experience. The laboratories are in excellent condition and provide for “hands on” learning which is a valuable experience. Computers continue to shape all fields of engineering. In course work they are used to solve problems, prepare engineering designs, acquire and analyze data and prepare reports.

Because engineers are the key to solving important and complex problems of society, they must work with others. Experience outside the laboratory and classroom is essential in developing personal skills such as communication skills, leadership skills and teamwork. Student design competition teams at UMR are well-known throughout the world for their high performance. Student chapters of professional engineering societies provide opportunities to develop these skills as well as to learn about the world of engineering through guest speakers and to participate in campus and community service activities.

All of these attributes of the School of Engineering program are intended to develop graduates who are capable of being successful engineers and leaders throughout their careers.

School of Engineering Mission

The School of Engineering at the University of Missouri-Rolla has a major responsibility for meeting the engineering education and research needs for Missouri and the nation. The school offers educational and research programs oriented toward leadership, solving society’s problems, and service.

Vision

We intend for the school to be the best place to receive and education for leadership in tomorrow’s technical society and to find solutions for today’s technical challenges.

Our graduates should be able to:

- Identify and solve technical and societal problems
- Create, synthesize and communicate knowledge
- Work effectively as team members in diverse environments
- Adapt to change through life-long learning

Our faculty, students, and staff conduct nationally competitive research to meet societal needs.
School of Management and Information Systems

Established in September of 2001, the School of Management and Information Systems is the first new school at UMR in over 60 years. The areas of concentration within the School are:

• Business and Management Systems
• Center for Entrepreneurship & Outreach
• Economics and Finance
• Information Science and Technology

Business and Management Systems is an undergraduate degree that emphasizes the role of technology in business. It is based on broad foundational core courses common for all undergraduates in the school. Students in Business and Management Systems are preparing for careers in the expanding fields of business administration and management information systems. Professionals in these fields analyze organizational needs to provide technology-enabled management and operations.

Center for Entrepreneurship & Outreach (CEO) integrates the activities of faculty, students and entrepreneurial clients by linking with R&D businesses, creating commercialization opportunities and identifying business issues that require public policy attention. By partnering with University of Missouri Extension, CEO provides students the opportunity to work with small businesses and identify market opportunities and management strategies for entrepreneurial ventures as they enhance their career skills.

Within the Economics and Finance Department, students learn the basic principles of economic decision-making as applied to problems such as public policy, finance, labor studies, investments, and development. Since the economics department is located in a school of management, economics students will have the opportunity to enhance their economics degree with courses from business and information science. Graduates will find employment opportunities in a host of government and private sector areas and are well prepared for graduate studies in law, the MBA, as well as other economics and business disciplines.

The Mission of the Department of Economics and Finance at the University of Missouri-Rolla is to provide quality education to our students. Our expectation is that students with degrees from the department will have an excellent education, preparing them for graduate school or career opportunities across the spectrum of business, finance, the study of the law, government, and public policy. In addition, the department includes a program that serves students who have a career objective of secondary teaching. Courses are taught rigorously, and are technologically orientated in keeping with the missions of the university. The educational experience of our students is distinguished by personal attention and guidance for students; a commitment to quality education with continuous improvement; as well as an emphasis on teamwork, information resources, and the link between economics, business, and technology. Faculty are expected to emphasize quality teaching and the development of excellence in teaching methods, while maintaining a strong commitment to research and professional service which includes local, regional, and state; private and governmental organizations.

Information Science and Technology offers graduate and undergraduate degrees focused on today’s cutting edge information technology. Students in Information Science and Technology study the latest technology in areas including networking, telecommunications, E-commerce, human-computer interaction, web design, and integrated business systems. Professionals in this field administer, maintain, and support computer systems, E-commerce efforts, and networks.

Today’s businesses recognize the strategic role of information technology. Whether studying Business and Management Systems, Economics, or Information Science and Technology, students in the School
emerge with a strong scientific and analytical background with training in the crucial aspects of decision-making and work ethics. Indeed, the School of Management and Information Systems provides students with a solid educational experience designed to keep them at the cutting edge of technology.

**School of Materials, Energy & Earth Resources**

The UMR School of Mines & Metallurgy will become the School of Materials, Energy and Earth Resources (SoMEER), effective July 1. The name change was approved by the UMR Academic Council on June 17.

With this name change comes a reorganization of departments. The school’s three departments are materials science and engineering, which houses the ceramic engineering and metallurgical engineering programs; geological sciences and engineering, which houses geological engineering, petroleum engineering, and geology and geophysics; and mining and nuclear engineering, which houses mining engineering and nuclear engineering.

All academic programs will continue under one of the three new departments. This is a way to strengthen our programs and offer students the opportunity for interdisciplinary education.

This is the first interdisciplinary school incorporating both engineering and science on campus. The changes highlight UMR’s research and academic expertise in the areas of materials, energy and earth resources. This is just what UMR needs to move forward as a leader in technological education.

The new Department names are:

The Department of Materials Science and Engineering will include the programs of Ceramic Engineering and Metallurgical Engineering. The degrees offered are:

- B.S. in Ceramic Engineering
- B.S. in Metallurgical Engineering
- M.S. in Ceramic Engineering
- M.S. in Metallurgical Engineering
- M.S. in Biomaterials
- M.Eng. in Materials Engineering
- Ph.D. in Ceramic Engineering
  
  Replaced by Ph.D. in Materials Science if approved by Curricula Committee
- Ph.D. in Metallurgical Engineering
  
  Replaced by Ph.D. in Materials Science if approved by Curricula Committee

The Department of Geological Science and Engineering will include the programs of Geology & Geophysics, Geological Engineering and Petroleum Engineering. The degrees offered are:

- B.S. in Geology and Geophysics
- B.S. in Geological Engineering
- B.S. in Petroleum Engineering
- M.S. in Geology and Geophysics
- M.S. in Geological Engineering
- M.S. in Petroleum Engineering
- Ph.D. in Geology and Geophysics
- Ph.D. in Geological Engineering
- Ph.D. in Petroleum Engineering

New Degree offerings will include

- Master of Engineering in Geotechnics (online degree program), Master of Science for Teachers, Earth Sciences (the MST degree) which has been approved and they hope to have ready to offer in January 2005.

The Department of Mining and Nuclear Engineering will include the programs of Mining Engineering and Nuclear Engineering. The degrees offered are:

- B.S. in Mining Engineering
- B.S. in Nuclear Engineering
- M.E. in Mining Engineering
- M.S. in Mining Engineering
- M.S. in Nuclear Engineering
- Ph.D. in Mining Engineering
- Ph.D. in Nuclear Engineering

The Nuclear Reactor is still in the School, but the Materials Research Center and Rock Mechanics and Explosives Research Center is under Sponsored Programs - Vice Provost Huebner.
Degree Programs, Emphasis Areas and Minors

(Degree programs are listed in capitals. Emphasis areas are lower case subheads followed by degree abbreviation if restricted to that degree.)

AEROSPACE ENGINEERING (BS, MS, PhD) MI
  Applied and Environmental Biology (MS)

APPLIED MATHEMATICS (BS, MS) MI
  Actuarial Science (BS)
  Algebra (MS)
  Algebra/Discrete Mathematics (BS)
  Applied Analysis
  Computational Mathematics
  Statistics

ARCHITECTURAL ENGINEERING (BS)
  Structural Engineering
  Construction Eng & Project Mgt
  Environmental Systems for Buildings
  Construction Materials

BIOLOGICAL SCIENCES (BA, BS) MI
  Pre-Medicine (BA)
  Biomaterials (MS)

BUSINESS AND MANAGEMENT SYSTEMS (BS) MI
  Business Administration
  Management Information Systems

CERAMIC ENGINEERING (BS, MS, PhD, DE)
  Biomaterials (MS)

CHEMICAL ENGINEERING (BS, MS, PhD, DE)
  Biochemical Engineering (BS)

CHEMISTRY (BA, BS, BS non-ACS Certified, MS, MST, PhD) MI
  Biochemistry (BS)
  Polymer & Coatings Science (BS)
  Pre-Medicine Chemistry (BS)

CIVIL ENGINEERING (BS, MS, PhD, DE)
  Construction Engineering
  Environmental Engineering
  Geotechnical Engineering
  Materials Engineering
  Structural Engineering
  Transportation Engineering
  Water Resources Engineering

COMPUTER ENGINEERING (BS, MS, PhD)

COMPUTER SCIENCE (BS, MS, PhD) MI
  Computer Organization (MS)
  Computer Systems and Language (MS)
  Information Systems (MS)
  Numerical Analysis (MS)
  Operations Research (MS)

EARTH SCIENCES (MST)

ECONOMICS (BA, BS) MI
  Economics/Business (BS)

ELECTRICAL ENGINEERING (BS, MS, PhD, DE)
  Circuits
  Communications-Signal Processing
  Computer Engineering
  Control
  Electromagnetics
  Electronics
  Power
  Solar Energy (MS)

ENGINEERING MANAGEMENT (BS, MS, PhD)
  Industrial Engineering (BS)
  Management of Technology (BS)
  Manufacturing Engineering (BS)
  Packaging Engineering (BS)
  Public Works (MS)
  Quality Engineering (BS)

ENGLISH (BA)

ENVIRONMENTAL ENGINEERING (BS, MS)

GEOLOGICAL ENGINEERING (BS, MS, PhD, DE) MI
  Engineering Geology and Geotechnics (BS)
  Environ Protect & Haz Waste Mgt (BS)
  Groundwater Hydro & Cont Transport (BS)
  Petroleum, Energy and Natural Resources (BS)
  Quarry Engineering (BS)
  Hazardous Waste Engineering & Science (MS)
GEOLOGY AND GEOPHYSICS (BS,MS,PhD)
- Exploration Geochemistry (MS,PhD)
- Exploration Geophysics (MS,PhD)
- Geochemistry (BS)
- Geology (BS)
- Geophysics (BS)
- Groundwater & Environmental Geochemistry (BS)
- Petroleum Geology (BS)
- Geotechnics (ME)

HISTORY (BA) MI
- Information Science & Technology (BS, MS) MI

MANUFACTURING ENGINEERING (MS, ME)

MATERIALS ENGINEERING (ME)

MATHEMATICS (MST, PhD) MI
- Analysis (PhD)
- Differential & Functional Equations (PhD)
- Statistics (PhD)

MECHANICAL ENGINEERING (BS,MS,PhD,DE)
- Aerospace Engineering (PhD, DE)
- Control Systems
- Energy Conversion
- Environmental Systems
- Instrumentation
- Manufacturing Processes
- Materials Science
- Mechanical Design and Analysis
- Thermal Science

METALLURGICAL ENGINEERING (BS,MS,PhD)
- Chemical Metallurgy (BS)
- Manufacturing Metallurgy (BS)
- Physical Metallurgy (BS)

MINING ENGINEERING (BS,MS,ME,PhD,DE)
- Coal (BS)
- Explosives Engineering (BS)
- Mining & the Environment (BS)
- Quarry Engineering (BS)

NUCLEAR ENGINEERING (BS,MS,PhD,DE), MI

PETROLEUM ENGINEERING (BS,MS,PhD, DE) MI
- Reservoir Characterization
- Energy Industry Management
- Information Technology

PHILOSOPHY (BA) MI

PHYSICS (BS,MS,MST,PhD) MI
- Applied Physics (BS)
- Geophysics (BS)

PSYCHOLOGY (BA,BS) MI
- Human Resources/Personnel
- Human Services
- Research Psychology
- Sports Psychology
- Usability of Technology

SYSTEMS ENGINEERING (MS)

TEACHER EDUCATION PROGRAM
(Secondary Teacher Certification)
Minors (in addition to those designated MI above)
- Accounting and Finance
- American Studies
- Sociology
- Art
- Spanish
- Business Economics
- Technical Writing
- Communication Studies
- Writing
- Energy Technology
- Film and Literature
- Financial Economics
- French
- Geology
- German
- Industrial/Organizational Psychology
- International Economics
- Leadership Communication
- Literature
- Literature and Film
- Materials
- Military Science
- Music
- Political Science
- Pre-Medicine
- Psychology of Leadership
- Science, Technology & Politics
- Bioinformatics

Approved by CBHE as of 04/27/2004 http://campus.umr.edu/registrar/catalog/degprogs.pdf
The LEAD program offers learning forums for students who wish to improve their understanding of concepts and their mastery of skills in a wide variety of introductory courses to achieve their full potential.

- **Learning Centers**
  The LEAD program sponsors open-environment Learning Centers for several large-enrollment introductory courses. Discipline-based faculty and undergraduate peer instructors staff the centers during fixed hours each week. Students are encouraged to work in interactive groups to solve problems and to develop strategies, guided and validated by the experts on duty. The centers are designed not only to help students with course content, but to also help them gain professional skills in communication, problem solving and teamwork.

- **Peer Tutoring**
  Scheduled drop-in tutoring is available at fixed locations for a large number of introductory and foundational courses. It focuses on individual and small-group interactive assistance. The undergraduate peer tutors are accomplished in the course material, trained by professional LEAD staff and communicate with LEAD faculty mentors in the associated disciplines.

For further information about LEAD or the current semester schedule of academic assistance, call 341-7070 or check the website at http://campus.umr.edu/lead.

Academic Support Programs offers a wide variety of resources available to enhance your academic success.

The staff of Academic Support Programs provides professional consultation and assistance regarding academic motivation, attitude, and approach to the learning process. Call to make an appointment anytime of the year.

**The Student Learning Center** (204 Norwood) is adjacent to Academic Support Programs office. It is a place to study and where you’ll have access to a computer learning center, LEAD peer tutoring, Math Help Program and much more.

**Residential Learning Centers** are located at each Residence Hall complex on campus. Altman Hall, at the Quadrangle, Room G-7 and Thomas Jefferson Hall, Room G-7 are great study places where you can access old course files, resource library, copy machine, and computers. The convenient location is great for residents. Who said you can’t study in your PJ’s!
What you’ll find at Academic Support Programs office and the Student Learning Center, 203 & 204 Norwood Hall:

- Great atmosphere for studying and working with others
- LEAD peer tutoring (see schedule at http://campus.umr.edu/lead)
- Math Help Program (see schedule at http://campus.umr.edu/mathstat/help)
- Computer Learning Center
- Academic Support Resource Library
- Free coffee and a friendly staff
- Old student course files to use as study tools (also available at Residential Learning Centers)
- Study techniques and test taking strategies
- Learning consultation to discover your most effective learning style

You will also find a virtual academic support center at our website too!

Academic Support Programs operates Disability Support Services, which provides academic accommodations for qualified students. These services are designed to provide students with equal educational opportunities. Services available to qualified students can include classroom adaptation, alternative testing environment, books on tape, and assistance in overall access on campus. If you have a disability or are limited in some way, contact Disability Support Services to request accommodations. University policy and procedures can be found at http://campus.umr.edu/dss or call for an appointment, 341-4222.

The Testing Center, also operated by Academic Support Programs, administers national tests like the CLEP test, GRE, Millers Analogies Test, CBASE and PRAXIS. Correspondence course testing service is also available. A range of personality, interest, and skills assessment instruments are available to assist the Counseling Center clients with personal, academic and career concerns. Students desiring to test out of courses, take a test for correspondence courses, or having any other testing needs can contact the Testing Center at 341-4222. Visit our website for more information http://campus.umr.edu/testctr/.

Other Sources of Academic Assistance at UMR

There are several other sources of academic assistance at UMR that students can access to improve their understanding of and proficiency with course material and learning process.

- Professors
  Professors can clarify concepts or refer students to peers or resources that can provide academic assistance

  Offers assistance in 9 courses
  Offers hands-on help for 3 courses

- Writing Center, 113 Campus Support Facility, 341-4436, http://campus.umr.edu/wac/
  New facility with state-of-the-art computers, all the latest software, and a staff of highly trained, motivated, and friendly peer writing tutors.

- Counseling Center, 207 Norwood Hall, 341-4211, http://campus.umr.edu/counsel/
  Study skill reference material at the Van Matre Resource Center

  Great study or meeting facility, and broad learning resources
Academic Advisors and You

When admitted to UMR, students are assigned a faculty advisor. Since the advisor is responsible for counseling a group of student advisees as needs occur, the following suggestions are offered to enhance your experience with your advisor.

**You should:**
- Contact and keep in touch with your advisor
- Make and keep appointments or call if it is necessary to change or cancel appointments
- Prepare specific questions in advance and come with necessary materials (proper forms, pencil, etc.)
- Ask about other sources of information
- Be open concerning school work, study habits, academic progress, etc.

**Your Advisor should:**
- Post office hours
- Make and keep appointments or call if it is necessary to change or cancel an appointment
- Provide accurate and specific information and have resource materials on hand (catalog, advisor’s handbook, etc.)
- Suggest other sources of information
- Listen to you and help you solve problems
- Check your schedule for appropriate course selection
- Suggest options concerning careers, choice of majors, and selection of courses

**You should see Your Advisor:**
- To discuss any problems which affect your academic performance
- To select courses for the upcoming semester (during registration)
- To add or drop courses (during registration)
- To discuss academic progress
- To declare a major
- To discuss career considerations

**To keep the door to Your Advisor open:**

1. Become familiar with your advisor’s office hours/schedule
2. Whenever possible, call to make an appointment rather than drop in
3. If it is necessary to drop in without an appointment, try to go at a time when your advisor has office hours, avoid the busiest time of day (10:00 AM to 2:00 PM) and allow time for waiting
4. Because the first and last two weeks of each semester are the busiest for your advisor, schedule longer conferences (to discuss issues like possible major) during the middle part of the semester

*Adapted from How You And Your Advisor Will Work Together by the Undergraduate Advising Center at the University of Iowa, 1981.*
Minority Engineering & Science Program (MEP)
http://campus.umr.edu/mep/
212 Engineering Research Lab
341-4212

The office of Minority Engineering & Science Program is designed to support underrepresented minority students (African American, Hispanic American, and Native American) academically, socially, and financially. The mission of the MEP is to meet the needs of minority students within the university community with the aim of increasing the number of minority graduates entering the engineering and science workforce. The MEP office also houses three professional engineering societies: National Society of Black Engineers, Society of Hispanic Professional Engineers, and the Society of Women Engineers. MEP provides a variety of services including:

- Student Socials
- Career Preparation
- Freshman and Transfer Scholarships
- Master Student Class
- Social Lounge
- ALCOA Study Center and computer lab
- Resource Library
- Conference Room for student meetings

Women In Science & Engineering Program (WISE)
http://www.umr.edu/~women
212 Engineering Research Lab
341-4212

The mission of the WISE program is to meet the needs of female students within the university community with the aim of increasing the number of female graduates entering the engineering and science workforce. The WISE office also houses the Society of Women Engineers professional society. WISE provides a variety of services including:

- Scholarships
- Student Socials
- Professional/Technical Workshops
- Mentoring/Networking Programs
- Women's Social Lounge
- Resource Library
- Computer Center
- Conference Room for student meetings

The UMR Writing Center and the Center for Writing Technologies
http://campus.umr.edu/wac/
113 Campus Support Facility
341-4436

UMR students in all disciplines are expected to become highly competent writers, and the UMR Writing Center helps students to achieve this goal. The Writing Center, located in Room 113, Campus Support Facility, offers a wide array of tutoring and support services to graduate and undergraduate students. Students can receive assistance on every sort of academic writing assignment, from research papers to lab reports, at every stage of the writing process. Talented, experienced peer tutors are available throughout the school day, as well as in the evenings and on weekends, to provide students with helpful feedback and suggestions about their writing. Appointments are encouraged, though not required, and can be made by calling 341-4436.
The Center for Writing Technologies, located adjacent to the Writing Center, is a computer lab equipped with state-of-the-art computers, laser printers, a scanner, and a Smartboard. The lab is open for student use during the operating hours of the Writing Center, except when reserved as a classroom. Desktop publishing and word processing software are installed on computers in both rooms. For more information on Writing Center services and the Center for Writing Technologies, please access the Writing Across the Curriculum Web Site at http://campus.umr.edu/wac/.

### Assessment Requirements

**Institutional Research**

www.umr.edu/~assess  
G 5B CSF  
341-4954

Assessment involves the systematic process of gathering and using data for evaluating and improving programs and services. Standard educational research methods are used to gain concrete evidence about how well UMR is achieving its mission goals. In all cases where individual student scores are available, they will be distributed to interested students and where possible, will be used in the academic advisement process. Individual results will be used for research purposes only. The confidentiality of all individual test results is maintained.

All students at UMR are required to participate in appropriate assessment activities. The requirement to assess students originates from a directive at the Governor’s Office and the legislature of the State of Missouri. Public universities are accountable to the state, and are expected to prove, by demonstrating student performance outcomes, that funds are being spent appropriately. The Board of Curators has supported that directive, and the campus faculty assessment committees have developed UMR’s assessment policy in order to implement the directive.
**UMR Policy**

1. All graduating seniors must fulfill the assessment requirements, as determined by the major field department and the Board of Curators’ guidelines, before graduating.

2. All other full-time students must fulfill the assessment requirements consistent with the Board of Curators’ guidelines, before registering for further course work.

   Compliance is important to UMR students, programs, and the entire institution. Specifically, students must cooperate in the following manner, which is subject to change:

   1. Freshmen will complete a needs and satisfaction survey.
   2. Students who have completed between 45-75 credit hours will be scheduled to take a general education test such as the Academic Profile Test (APT), which measures several general education skills.

   Students will be notified by the Institutional Research Office, or their department, as to the semester in which they are expected to fulfill the requirements. Should a student fail to meet the requirements as scheduled, registration for future courses will be withheld.

3. Seniors take a major field test, such as the Engineer in Training (EIT) test or the Major Field Achievement test (MFAT), before being approved for graduation.

   Participation in the assessment program ensures continuous improvement and a quality education for current and future generations of students.
Student Services

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The Division of Student Affairs is responsible for creating a campus environment that will enhance your learning and professional development. In essence, we’re the catalyst for a campus-wide “learning community.” We’re here to help you succeed — both as a student and as a young professional about to enter your chosen career path. Through the Division of Student Affairs, you have access to a variety of learning opportunities and services.

The Division of Student Affairs works cooperatively in the creation of a learning environment that enhances student success. Integrated into the mission of the University is a variety of student services and/or activities that enhance student development.

Student Affairs departments are:
- Career Opportunities Center
- Counseling and Academic Support Programs
- Athletics and Recreation
- Student Residence & Support Programs
- Department of Student Life
- Student Health Services

The Career Opportunities Center

3rd Floor Norwood Hall  
http://campus.umr.edu/career/  
573-341-4343

The Career Opportunities Center (COC) assists students and graduates in their search for employment.

How the Center Provides Job Opportunities

a. **Co-op jobs** provide professional work experience related to the student’s field of study.
b. **Summer jobs** offer another way for students to gain relevant work experience.
c. **Full-time jobs** are the focus of graduating students and the COC is an invaluable resource for applying for entry-level positions.
d. **On-campus interviews** are conducted by hundreds of companies each year, in the center’s professional interview suite. Schedules and requirements are available through the computer system.
e. **Resume referrals** are made to companies not coming on campus to interview.
f. **Career fairs** are sponsored twice a year by the COC to provide direct student access to companies.
g. **Job listings** are available via the internet on MonsterTRAK for both entry-level and experienced positions.

h. **Alumni services** include resume referrals to prospective employers and a subscription to MonsterTRAK.

### How the Center Helps Prepare You

**Workshops** are presented during the fall and spring semesters on a variety of job search topics. The staff also presents workshops to student organizations and classes.

**Resume & cover letter reviews** one-on-one with a career advisor are available by appointment.

**Practice interviews** are videotaped and critiqued by student and career advisor.

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**The Etiquette Dinner** is presented for graduating students each semester to review social manners expected in the professional world.

**Career resource center** provides excellent, current reference materials including:
- Reference USA
- Company Directories
- Reprints of outstanding articles on job search advice
- Latest best sellers on subjects from resumes to interviews
- Monthly magazines & periodicals
- Internet job search sites

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### Computing at UMR

**http://campus.umr.edu/it/**

**104 Computer Science Building**

**341-4841**

**Getting Started**

UMR Information Technology (IT) provides you with a variety of computing tools and resources to assist with the academic and administrative work done at UMR.

Most faculty, staff and students use computers daily to help with their tasks such as these: to register for classes, communicate with friends using electronic mail (e-mail), collaborate on group projects and research, publish web pages, write reports, find course schedules, and many other tasks.

**Your computer account**

Your computer account is used to access various computing resources at UMR, such as the network and the computers and software on your office desktop or in a Computer Learning Center (CLC). Most UMR computer systems require you to use an authorized userid and
password to gain access. These services are available through your computer account:
- Electronic Mail using Outlook.
- File storage space for storing your personal documents and files.
- General purpose software, such as Microsoft Word, Excel, PowerPoint, Internet Explorer, and Maple to assist in your academic or administrative work.
- Remote access to the computer facilities through dial-up from off campus and Ethernet in residence halls or Greek housing.

**Setting up your account**

**New Students.** New computer accounts are set up for new students within a few days after they have registered. Approximately a week after you have registered, you may activate your computer account through the IT Solutions Center web page at [http://campus.umr.edu/helpdesk/](http://campus.umr.edu/helpdesk/) by selecting the “Welcome New Students” link. From there you can choose the “Activate Your Account” link.

**New faculty and staff.** Have your department submit a request for your new account via the online Help Request system at [https://help.umr.edu/](https://help.umr.edu/).

**When you leave UMR**

Your computer account remains active and available for use continuously until you are no longer enrolled or employed by the university. Accounts are deleted several weeks after the start of the Spring and Fall Semesters. Details concerning account maintenance may be found at [http://campus.umr.edu/it/policies.html](http://campus.umr.edu/it/policies.html) by selecting the “Userid Maintenance” link.

Before you leave UMR, you should copy the documents that you wish to save and remove the files from your account. Also, forward your e-mail to your new address. An e-mail notification will be sent several weeks before your account is to be deleted.

**Systems and Software**

UMR provides a wide variety of computing and networking facilities in order to promote and support academic pursuits. Some of the different types of computer systems and software available at UMR are described below.

Personal computers running Windows XP and a standard set of software are the most common computer systems on campus. They are used primarily for general purpose computing. These systems are widely available on the office desktop or in the Computer Learning Centers. You can use them to send e-mail, create spreadsheets, browse the World Wide Web, write papers, read newsgroups, and connect to other computers.

**PC software available**

Word processing
- MS Word
- Networking
- Ktelnet, WinSCP, Xwin
- Math
- MathCAD, Maple
- Spreadsheet
- MS Excel
- Presentation
- MS PowerPoint
- Web browsing
- MS Internet Explorer
- Email
- Outlook

**Macintosh** computers are less common but also used for general purpose computing.

**Macintosh software available**

Word processing
- MS Word
- Networking
- Telnet, Fetch (ftp)
- Math
- Mathematica, Maple
- Spreadsheet
- MS Excel
- Web browsing
- Internet Explorer, Netscape
- Email
- Eudora

**Unix workstations** are also less common on desktops and in Computer Learning Centers. These high function, engineering workstations are used for engineering design and analysis.

**Unix software available**

- editors
- Vi, pico,
- Networking
- Telnet, tin, ftp
- Math
- Matlab, Maple
Servers play a significant role in campus computing. A complex of servers provides general purpose instructional computing and numerically intensive computing (NIC) for research and discipline-specific projects. Other server-based services include:

- Email/information using an exchange server for employee and Miner Mail accounts to allow access to email, calendars and other information.
- File storage using AFS, allows for backups and document sharing.
- Print services using shared, networked printers.
- Web server, which is AFS-based, allows for personal and department home pages.
- Computational servers facilitate a variety of tasks including general purpose computing, numerically intensive computing, and specialty software.

**Computer Learning Centers**

Computer Learning Centers (CLC’s) are computing sites provided to support academic computing. More than 40 CLC’s are located in various buildings around the campus. Use of computers in these locations is restricted to UMR faculty, staff and students only. Public use is prohibited.

A host department manages its own CLC, therefore, hours of operation and specialized software will vary. A list of the CLC locations, hours of operations, and equipment is available online at [http://campus.umr.edu/helpdesk/resources/clcs/](http://campus.umr.edu/helpdesk/resources/clcs/).

**Privileges and Responsibilities**

UMR provides access to computing, networking, and information resources in support of teaching, research, and other official duties of the university. Your access to the computing resources and facilities is a privilege, not a right, of your association with UMR. The “UMR Computing and Network Facilities Acceptable Use Policy” pamphlet describes your ethical and legal responsibilities regarding computing resources.

You do not have the freedom to impose yourself on others, to access private files (even if those files are unprotected), to attempt to breach the security of any system, to illegally copy software, or to use computing supplies or facilities frivolously. Misuse of university computing facilities may result in access restrictions or other disciplinary action.

Other computing policies and procedures, including the UM policies, can be found at [http://campus.umr.edu/it/policies.html](http://campus.umr.edu/it/policies.html).
Your Computer

Whether you’re a student or an employee, you are not required to own your own computer. However, many people find it convenient and timesaving. The Computing Standards document, http://campus.umr.edu/it/policy/Computing Standards/, provides the guidelines you should follow when purchasing computing systems and software.

Software for your personal computer may be purchased at the UMR bookstore. UMR has a license agreement with Microsoft for university owned machines. If you have questions about licensing for Microsoft products on a University owned machine, feel free to contact the IT Solutions Center. They will be happy to assist you. A limited number of Internet applications are also available on the “UMR Getting Connected” CD. This is a self help CD that is available for FREE to all faculty staff and students from the UMR IT Solutions Center.

University owned machines, either on an office desktop or in a CLC, are available for faculty, staff, and students to use. Purchases for desktop machines by faculty and staff should be directed through the appropriate department representative. A standard software configuration, detailed in the “Systems and Software” section of this handout, will be installed upon request through the IT Solutions Center. Information about university purchase agreements can be found at http://campus.umr.edu/it/purchasing/

Connecting to the Network

Computers in campus offices, residence halls, and fraternities or sororities can connect to the network through an Ethernet connection. UMR IT provides the required software for the supported operating systems while Ethernet cards and cables may be purchased at the bookstore.

The dial-up facilities may be used to connect computers to the network from home through a telephone line. The dial-up telephone numbers are listed later in this document.

Detailed instructions on connecting to the network using either the dial-up or Ethernet is available on the IT Solutions Center web page. Special usage policies apply to dial-up and network connections, see the “Policies and Procedures” section at http://campus.umr.edu/it/.

Getting Help

The UMR IT Solutions Center is available to assist the students, faculty, and staff of UMR in using the different computing systems on campus. Help is available on a wide range of items from the Windows-based PC’s, Macintoshes, and UNIX workstations to the supported software on these systems. Select the “HelpDesk Request System” link on the IT Solutions Center home page, http://campus.umr.edu/helpdesk/ to request help.

You can also use the direct URL https://help.umr.edu to submit a request. When on that page, choose the “UMR Community Only” link. The system will walk you through submitting a help request. After you have completed your request submission, you will be given a ticket number that you can use to monitor the progress of your request. With this ticket number you will also be able to add information to your request if necessary.

Location: Computer Science room 101
Phone: 573-341-help (4357)
Hours: Posted each semester
Web page: http://campus.umr.edu/helpdesk/
Important Phone Numbers

All phone numbers are area code 573 and prefix 341 unless otherwise specified. All room numbers are in the Computer Science building.

UMR IT Solutions Center .................................................. HELP (4357)
UMR Dialup (internet connection) ........................................ 6222
St. Louis/EEC Dialup connection ..................................... (314)516-6872

Internet Resources

HelpDesk Request Tracking System (for contacting IT) . . . https://help.umr.edu/
UMR home page .......................................................... http://www.umr.edu/
Solutions Center home page ........................................... http://campus.umr.edu/helpdesk/
Information Technology .................................................. http://campus.umr.edu/it/
IT Online Reference Center ............................................ http://campus.umr.edu/refcenter
Campus Library ......................................................... http://campus.umr.edu/library/

Counseling and Academic Support

The Counseling Center
http://campus.umr.edu/counsel
204 Norwood Hall
341-4211

The Counseling Center offers various services, including individual and group counseling, consultation, organizational development, programming on many topics, and the Van Matre Resource Center.

Personal, academic, and career counseling is provided on a time-limited basis. Services are free, confidential, and provided by professionally trained counselors and/or psychologists. Concerns commonly addressed in personal counseling include self-exploration, family issues, college adjustment, feelings of depression and anxiety, interpersonal issues, self-esteem, and childhood abuse. Individuals may also learn relaxation and coping strategies to deal with the many stressors of daily living.

Persons wondering about their majors and career options may benefit from career counseling, which typically explores personal and professional goals and how to achieve them. Academic counseling involves assistance with study skills, test anxiety, time management, and other skills related to success at UMR.

Group counseling is an interactive, supportive, and interpersonal form of therapy. The Counseling Center offers several groups based on campus need and interest. Some current and past groups are Family Issues, Graduate Student Support Group, Career Exploration, and Student Success.

The Counseling Center actively promotes student learning and professional development through its learning enhancement and outreach programming services. The staff offers programs to campus groups on topics such as teamwork, stress management, academic success, test anxiety, conflict resolution, and time management.

The Van Matre Resource Center, a self-help library, contains excellent audio, video, and reading materials. Topics range from communication skills to parenting, career
exploration issues to dealing with depression, anxiety, and abuse. Materials are available for checkout.

**Academic Support Programs**
http://campus.umr.edu/learn
203 Norwood Hall
341-6655

Academic Support Programs offers a wide variety of resources available to enhance your academic success.

The staff of Academic Support Programs provides professional consultation and assistance regarding academic motivation, attitude, and approach to the learning process. Call to make an appointment anytime of the year.

The **Student Learning Center** (204 Norwood) is adjacent to Academic Support Programs office. It is a place to study and where you’ll have access to a computer learning center, LEAD peer tutoring, Math help and much more.

**Residential Learning Centers** are located at each Residence Hall complex on campus. Altman Hall, at the Quadrangle, Room G-7 and Thomas Jefferson Hall, Room G-7 are great study places where you can access old course files, resource library, copy machine, and computers. The convenient location is great for residents. Who said you can’t study in your PJ’s!

What you’ll find at Academic Support Programs office and the Student Learning Center, 203 & 204 Norwood Hall:

- Great atmosphere for studying and working with others
- LEAD peer tutoring (see schedule at http://campus.umr.edu/lead)
- Math Help Program (see schedule at http://campus.umr.edu/mathstat/help)
- Computer Learning Center
- Academic Support Resource Library
- Free coffee and a friendly staff
- Old student course files to use as study tools (also available at Residential Learning Centers)
- Study techniques and test taking strategies
- Learning consultation to discover your most effective learning style

You will also find a virtual academic support center at our website too!

Academic Support Programs operates **Disability Support Services**, which provides academic accommodations for qualified students. These services are designed to provide students with equal educational opportunities. Services available to qualified students can include classroom adaptation, alternative testing environment, books on tape, and assistance in overall access on campus. If you have a disability or are limited in some way, contact Disability Support Services to request accommodations. University policy and procedures can be found at http://campus.umr.edu/dss or call for an appointment, 341-4211.

The **Testing Center**, also operated by Academic Support Programs, administers national tests like the CLEP test, GRE, Millers Analogies Test, CBASE and PRAXIS. Correspondence course testing service is also available. A range of personality, interest, and skills assessment instruments are available to assist the Counseling Center clients with personal, academic and career concerns. Students desiring to test out of courses, take a test for correspondence courses, or having any other testing needs can contact the Testing Center at 341-4222. Visit our website for more information http://campus.umr.edu/testctr/.
**Academic Advisors and You**

When admitted to UMR, students are assigned a faculty advisor. Since the advisor is responsible for counseling a group of student advisees as needs occur, the following suggestions are offered to enhance your experience with your advisor.

**You should:**
- Contact and keep in touch with your advisor
- Make and keep appointments or call if it is necessary to change or cancel appointments
- Prepare specific questions in advance and come with necessary materials (proper forms, pencil, etc.)
- Ask about other sources of information
- Be open concerning school work, study habits, academic progress, etc.

**Your Advisor should:**
- Post office hours
- Make and keep appointments or call if it is necessary to change or cancel an appointment
- Provide accurate and specific information and have resource materials on hand (catalog, advisor’s handbook, etc.)
- Suggest other sources of information
- Listen to you and help you solve problems
- Check your schedule for appropriate course selection

- Suggest options concerning careers, choice of majors, and selection of courses

**You should see Your Advisor:**
- To discuss any problems which affect your academic performance
- To select courses for the upcoming semester (during registration)
- To add or drop courses (during registration)
- To discuss academic progress
- To declare a major
- To discuss career considerations

**To keep the door to Your Advisor open:**
1. Become familiar with your advisor’s office hours/schedule
2. Whenever possible, call to make an appointment rather than drop in
3. If it is necessary to drop in without an appointment, try to go at a time when your advisor has office hours, avoid the busiest time of day (10:00 AM to 2:00 PM) and allow time for waiting
4. Because the first and last two weeks of each semester are the busiest for your advisor, schedule longer conferences (to discuss issues like possible major) during the middle part of the semester

Adapted from *How You And Your Advisor Will Work Together* by the Undergraduate Advising Center at the University of Iowa, 1981.

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**Curtis Laws Wilson Library**

campus.umr.edu/library
Library
341-4227

As the primary learning resource center for the UMR campus, Wilson Library provides services and materials to support and reinforce the University’s academic programs. The base print collection consists of almost 450,000 volumes and subscriptions to over 1,500 scholarly and popular journals. Print resources are supplemented by a variety of other materials, including videos, tapes, and CD-ROMs. Numerous online resources are also available via the Internet from the library home page.
The UMR library is also a partial depository of U.S. Government publications and receives about one third of all materials published by the Government Printing Office.

**Electronic Resources**

Wilson Library makes every effort to provide UMR students with access to state of the art library technologies. In 1983, UMR was the first campus in the University of Missouri system to implement an online public access catalog. This catalog has evolved into the MERLIN Gateway, an online system that includes the library catalog and access to a number of electronic indexes. The library catalog not only lets students look at UMR’s holdings, but also allows them to view and borrow from the collections at the three other University of Missouri campuses and the St. Louis University libraries. In addition to the MERLIN Library Catalog, patrons can also access MOBIUS (Missouri Bibliographic Information User System), in which they may browse and borrow from over 50 other Missouri libraries. Electronic indexes enable students to search for citations to journal articles on numerous topics. Some citations include abstracts and/or the full text of the article.

The MERLIN Gateway is complemented by other information resources available via the Internet and on the Library LAN.

**Multimedia Center**

In the library’s Multimedia Center, made possible by a grant from the Emerson Electric Company, students have access to state of the art technologies, including non-linear video editing, scanners, illustration packages, slide scanning and exposure facilities, color printing, and graphics manipulation programs.

**Hours:**

Daily: 8:00AM - midnight

Closed: Major national holidays. Any changes in hours and closing days will be posted in the library.

**Services:**

**Reference:** If you are not sure where to begin or are having trouble finding what you are looking for, ask at the Reference desk for help.

**Research Assistance Program (RAP):** Consultations with a reference librarian can be arranged by appointment. This program is designed to assist students in finding a topic, developing a research strategy, or locating materials needed for a specific research project.

**Interlibrary Loan:** Interlibrary loan (ILL) is available to all students, faculty, and staff. Wilson Library will borrow materials that are not in the UMR collection from other libraries.

The length of a loan depends on the lending library. Books owned by UMR or textbooks currently being used in classes cannot be ordered through ILL. Photocopies of articles from journals to which UMR does not subscribe may also be ordered. Most loans and photocopies are free and take an average of 6 days to receive. ILL requests can be made at the ILL desk or sent electronically, via the library home page.

**Circulation:** In addition to checking out books and placing holds on books that are already checked out, Circulation provides access to test files, class notes, and other special materials put on reserve by instructors.
Facilities:

Computer Learning Center (CLC): A campus Computer Learning Center is located on the second floor of the library. The center, which includes 19 PC’s, three Macs, flat-bed scanners, and laser printers, are available for student use during all hours the library is open.

FAX: Facsimile transmission is available at the cost of $3.00 per 10 pages for sending or receiving faxes within the US/Canada and $6.00 per 10 pages to foreign countries. See the Library Secretary.

Microform readers/printers: Microfilm and microfiche readers and printers are available on the first floor of the library. Printouts are 10 cents per page.

Photocopies: Photocopy machines are available on the first and third floors of the library.

Copies made using cash cost 10 cents per page. Copies made using a special copy card cost 7.5 cents per copy. The card may be purchased in the library secretary’s office or from a vending machine located in the Photocopy Room.

Study Rooms: Many study rooms are available for small groups. These may be used on an as-available basis.

Conference Rooms: For larger groups or presentations, two conference rooms are available and may be reserved at the Circulation Desk 24 hours in advance.

Circulation:

Undergraduates: 1 month checkout for books
Graduate Students: 4 months checkout for books
Faculty and Staff: 4 months checkout for books
Guest Patrons: 1 month checkout for books

- Periodicals can be checked out overnight.
- Videos can be checked out for 3 nights.
- Reference materials cannot be checked out.
- A valid student/faculty/staff ID or guest patron card is required to check out materials.

Borrowing privileges will be denied until any overdue items are returned. A “withhold” will be placed on the record of any student with overdue materials. This prevents a student from registering or obtaining transcripts until the book is returned or a lost book is paid for.
Department of Student Life

http://campus.umr.edu/studentlife
218 Havener Center
341-6771

Mission

Student Life programs and facilities are the center of college community life, complementing the academic experience with an extensive variety of cultural, educational, social, and recreational programs. The Department of Student Life provides opportunities for personal and leadership development that prepare students to function effectively in a free enterprise economy and through promotion of informal and formal associations that value diversity, respect freedom of thought and expression, and cultivate loyalty to the university.

The Department of Student Life consists of the following:

- Havener Center
- Leach Theatre
- Office of Involvement & Leadership
- Fraternity & Sorority Affairs
- Volunteerism & Service
- Southwestern Bell Cultural Center

Havener Center

Realizing a Vision: Havener Center opens for business

The Havener Center, UMR’s new center of campus activity will be open for use. UMR’s newest addition is located at the corner of Highway 63 and University Drive. The 100,000 square foot facility will provide students with an exciting variety of experiences. The Center has more of everything: meeting rooms, student organization offices, choices in food service, lounge and study space and a larger bookstore. In short, the Havener Center will be a great gathering place for students and organizations.

The Havener Center Advisory Board will be the governing body for the facility and its programs. The board will advise the director in policy, operations, and planning. The board will be composed of students, staff, faculty, and community representatives.

Information about the Havener Center and a live web cam of the building are available on the Department of Student Life website: http://campus.umr.edu/ studentlife.

*See p.50 for hours of operation.
Administrative offices and services found in the Havener Center

- Student Life staff (Involvement & Leadership, Havener Center, Service & Volunteerism, Southwestern Bell Cultural Center, Fraternity & Sorority Affairs)
- facility scheduling
- Chartwell's Catering Office
- Interfraternity & Panhellenic Councils
- Student Council (STUCO)
- Student Union Board (SUB)
- Residence Hall Association (RHA)
- Associated Students of the University of Missouri (ASUM)
- Advisement and support for student organizations
- part-time student employment (web service)
- UMR Bookstore
- Havener Center Food Court
- Coffee Shop
- T.V. viewing area
- meeting and banquet rooms
- a banking facility
- lounge areas
- notary service

Leach Theatre
Castleman Hall
341-4219

Get an Art Attack at Leach Theatre, located in Castleman Hall. Whether you’re into film, music, drama or comedy ~ at UMR’s home to the Performing Arts and major Campus Events you are sure to find something to keep you entertained.

The theatre hosts the UMR Campus Performing Arts Series, Film Festival, Band & Orchestra Concerts, Choir and Collegium Performances, Family Series and the University Theatre Players Productions.

Various student organizations have presented a wide variety of events over the years including Diwali, St.Pat’s Coronation and Step Shows to name a few and the Student Union Board (SUB) have attracted names like Lewis Black and the Spencers.

Many events have a number of free tickets for UMR students or offer a reduced ticket price.

With an excellent track record - previous events include the St.Louis Symphony Orchestra, Shenandoah Shakespeare Company, River North Chicago Dance Co. – the same high quality trend is set to continue for 2003-04 with names like Kathy Mattea, the Academy of St.Martin in the Fields and Aquila theatre company set to grace the stage. It really is set to be a year of highlights – don’t miss out!

Pick up a FREE Entertainment Guide in the lobby.

Interested in Leach? For information on how to hold an event in leach Theatre or work opportunities (front of house / technical jobs) contact leach@umr.edu

The Leach Theatre fund is available through student council to help support student organizations offset the usage fee for Leach. Info & applications for this fund can be obtained from the Director of Student Life, stulife@umr.edu

Information & Tickets. Stop in at the box office (inside Castleman Hall front entrance) for information on shows & ticket purchasing (cash, check or credit card accepted)

Box Office Hotline – (573) 341-4219
Office of Involvement & Leadership

The Department of Student Life coordinates and supports the following student developmental areas:

- Student Life Involvement Opportunities
- Leadership & Professional Development
- Campus Events & Recreational Activities
- Civic Responsibility
- Cultural & Performing Arts

We provide guidance and support for over 200 recognized student organizations including:

- Academic Departmental Organizations
- Fraternities & Sororities
- Governing & Programming Organizations
- Honor & Professional Organizations
- Intercultural Organizations
- Media & Publication Organizations
- Recreation, Sports, & Intramurals
- Religious Organizations
- Residence Hall Organizations
- Social & Special Interest Groups
- Student Design Groups
- Service Organizations

Did You Know . . .

Most of the services offered by the Department of Student Life are online at http://campus.umr.edu/studentlife

Office of Fraternity & Sorority

Joining a fraternity or sorority is an excellent way to complement your academic experience here at UMR. Our Greeks have been a central part to campus leadership for over 100 years. Greek students are successful and outgoing, and they have been nationally recognized as being one of the strongest communities in the State of Missouri. Joining a fraternity or sorority not only offers students a unique place to live, but also a lifetime of friendship and reward.

Fraternities and sororities offer plenty of hands-on experience outside of the classroom. All chapters strongly encourage members to get involved in campus organizations and highly recommend accepting leadership in those groups. Leadership opportunities exist in the chapter house as well. Each organization is an autonomous unit with its own set of rules, officers, and democratic structure. There is no better way to gain leadership experience than to live it first-hand.

Members of fraternities and sororities also spend a great deal of time raising money and working for charity. Thousands of hours are spent each year to benefit several local and national philanthropic organizations. The National Committee for Prevention of Child Abuse, Gingerbread House, Big Brothers/Big Sisters of Rolla, Boys Town of Missouri, B.W. Robinson State School, PUSH America, the Arthritis Research Center, and the Muscular Dystrophy Association are some of the many charities that benefit from service that Greek students contribute during the year.

Men and women learn to be team players in fraternities and sororities. Members must work together on many different projects from the enforcement of chapter rules to organizing homecoming and alumni activities. These team-oriented decision making processes help prepare men and women for larger projects and duties they will handle after graduation.

Volunteerism & Service

UMR students are dedicated to giving back to the campus, city of Rolla, state, national, and international communities. Get involved through the Journey Program, new for this year, which gives students the opportunity to spend their spring break doing beneficial work for a community in an exciting location. Also look for a full calendar of service and volunteer events scheduled throughout the year. For more information on how you can get involved in volunteer and service to others, please contact the Department of Student Life at http://campus.umr.edu/studentlife or at 341-6771.
Southwestern Bell Cultural Center
http://campus.umr.edu/culturalcenter/
1207 North Elm Street

The Southwestern Bell Cultural Center (SWBCC) promotes and supports diversity and cultural education within the University and Rolla community. Our mission is to educate UMR students about differences and similarities. We provide advocacy for African American, Native American, international and other minority groups, bringing people of all races together and facilitating their participation in campus organizations and programs such as Student Council and the Student Union Board. Various intercultural programs are provided for the student body in celebration of diversity.

In addition, SWBCC contributes to student retention and satisfaction of customers with high quality co-curricular opportunities and excellent customer service. Our goal is to be an active and visible partner in the campus and community. Furthermore, we provide safe, clean and affordable facilities for student and campus events. SWBCC is part of the Department of Student Life.

Intercollegiate Athletics and Intramurals
http://campus.umr.edu/sports/
G-3 Bullman Multi-Purpose Bld.
341-4175 (Athletics)
341-4106 (Intramurals)

The Intercollegiate and Intramural Athletics and Recreation Department works cooperatively to develop, manage, and administer intercollegiate/intramural and physical education and recreation programs which provide opportunities for students, faculty and staff to grow emotionally, socially and physically through constructive use of their leisure time.

The Intercollegiate and Intramural Athletics and Recreation program places emphasis on intercollegiate sports (seven men’s and five women’s NCAA Division II programs), intramural sports and other wellness and recreation activities including aerobics and 19 different intramural sports. The Recreation and Intramural Center features the most modern facilities to encourage active lifestyles.

The department houses the pool, Recreation Center (which includes an aerobics/martial room, racquetball and squash courts, an indoor track and basketball courts), two weight training and conditioning rooms, as well as the various outdoor facilities that support intercollegiate & intramural athletics & recreation.
In addition, the department provides, coaching, student recruitment, financial aid for student-athletes, NCAA compliance, administration of NCAA paperwork and NCAA/MIAA reports, game administration, contracts & guarantees for intercollegiate sport contests, team travel support, building scheduling, fund raising and athletic services for the Intercollegiate Athletic teams.

Did You Know . . .

Admission to athletic events is free to UMR students as part of their student fees?

Recreation/Sports Facilities

http://campus.umr.edu/sports/
Student Rec Center Desk/Reservations
341-4226

Campus sports and recreation facilities are available to you the individual as well as intramural and varsity sports teams. Most of the facilities are housed in Student Recreation Center and the Gale Bullman Multi-Purpose Building at the corner of Bishop Avenue and 10th street. Inside the Multi-Purpose Building you will find basketball courts, a swimming pool, weight rooms, aerobic machines, a classroom, locker/dressing rooms, and administrative offices.

Outside the building there are lighted tennis courts, intramural fields and basketball courts.

The Student Recreation Center opened in October of 1995. Facilities in the Recreation and Intramural Center include: three multi-purpose courts, an indoor jogging track, racquetball courts, a squash court, an aerobics/martial arts room and the Recreation Center offices. A valid UMR I.D. is required to use the facilities.

Other intramural fields are located on Fraternity Drive. If you like to play golf, you will find a nine-hole golf course and driving range located on West 10th Street.

Varsity sports facilities include the basketball court, swimming pool, football/track and field stadium, soccer field, softball field, baseball field, and football practice field.

Policies related to use and hours available are posted in the Multi-Purpose Building and the Student Recreation Center.

Recreation & Interamurals
Sarah moore
Student Rec Center, Room 30
341-4106
sarahp@umr.edu

International Affairs

http://campus.umr.edu/ia/
103 Norwood Hall
341-6356

The Office of International Affairs promotes and supports diversity within the University community. The program provides advising, counseling and learning opportunities for the campus and for international students and scholars.

The Office of International Affairs also provides administrative and support services to international students, scholars and UMR students interested in studying abroad. The staff serves as a liaison for international population to the rest of the campus, community, sponsoring organizations and embassies.

Some services/programs administered through The Office of International Affairs include: immigration assistance and informational as it applies to international students, scholars and visitors, i.e., visa issuance and information, work permits, practical training, certification of enrollment, etc.
The Office also provides short courses or credit courses within the United States or out-of-country under special contract arrangements.

Protocol assistance is provided to distinguished international visitors to the campus. International students or visitors are encouraged to work closely with the Office of International Affairs on these matters as well as any problems that may arise while you are on campus. The Office of International Affairs also provides the following programs:

**Intensive English Program:** The Office of International Affairs Coordinates the Intensive English Program at UMR, which provides intensive instruction in the English language for international students whose proficiency in the language is inadequate for admission into academic coursework at the University. International students already admitted to UMR and presently taking coursework or international students with no academic affiliation with the University may also be admitted into the IEP as space permits.

**Sponsored Student Program:** Special services are provided to students whose fees are paid through third party billing by International Agencies/Companies. Services include airport pickup and delivery for students and families, special orientation sessions, assistance in personal matters, housing, processing applications, etc. A complete list of services is available in the office of International Affairs.

**Study Abroad/International Student Exchange:** The Office of International Affairs provides students with information regarding study abroad and international student exchange opportunities. Student Exchange programs exist with institutions in numerous countries including Australia, Belgium, Chile, England, Finland, Germany, the Netherlands, Sweden, South Africa, Turkey, etc.

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**New Student Programs & I.D. Cards**

http://campus.umr.edu/pro/
First Floor, University Center East
573-341-4025

New Student Programs organizes orientation on campus which includes: Preview, Registration and Orientation Program (PRO); Opening Week Orientation; Transfer Orientation; Student Mentors, and PRO Leaders. New Student Programs serves to orient and welcome new students to UMR; facilitates the transition to college life through interactions with faculty/staff members, peers and upperclassmen; provides information concerning resources on campus; builds the foundation for future success; and introduces the concepts of professional development and leadership.

**PRO Leaders** are a selected group of students for the New Student Programs office with primary duties consisting of, assisting with planning and executing programs for new students during their orientation and transition to campus.

**New Student Mentors** are current students who volunteer to assist new students during Opening Week Orientation. The mentoring program is designed to enhance student success by grouping new students with a mentor.
I.D. Cards

I.D. Cards are issued through the New Student Programs office located on the first floor of University Center-East. Your I.D. card features your photograph, name, student number, and signature. On the reverse side is a magnetic strip encoded with student and campus information. The magnetic strip on the back of the I.D. card is used to access the UM-Library check-out system. You can use your UMR I.D. to access library privileges on all UM campuses.

I.D. cards are issued between 8:30 a.m.-4:00 p.m., Monday-Friday. To receive a student I.D. card you will need to bring a receipt for payment of enrollment fees and your driver’s license or other photo I.D. to verify enrollment and identity.

The UMR I.D. cards are permanent and not validated annually. The fees for I.D. cards are as follows:

- New Freshmen: No Charge
- New Transfers: No Charge
- New Graduate Students: No Charge
- New Employees: $5.00
- Dependent and visitors: $5.00
- Summer Camps: $5.00
- Replacement cards: $10.00
- INS and passport photos: $10.00

Lost or found I.D. cards should be reported promptly to the Chartwells Dining Service office in 107 Norwood Hall. The liability for meals charged to lost cards remains with you until the account is deactivated.

For more information about ID’s please contact New Student Programs Office at 573-341-4025 or stop by the first floor of University Center-East.

Office and Building Hours

Hours posted below are when classes are in session. Holiday and summer hours are posted in each department or building.

Campus Offices: Generally open from 8:00 a.m. to 12:00 noon and 12:30 p.m. to 4:30 p.m. weekdays. The Department of Student Life, Registrar’s Office, Office of Admissions, Student Financial Services, and Residential Life are open from 8:00 a.m. to 4:30 p.m. The Cashier’s window in Parker Hall is open from 8:00 a.m. to 3:15 p.m.

UMR Bookstore: Open weekdays from 8:00 a.m. to 5:00 p.m.

UMR Library: Open daily 8:00 a.m. to midnight except on holidays.
### Havener Center

**Building Hours:**
- **Monday-Friday:** 7am -12am  
- **Saturday:** 10am - 8pm  
- **Sunday:** noon -10pm

**Food Court:**
- **Monday-Friday**
  - Havener Express window 10am-10:45am  
    - Hot breakfast available until 10:30am  
    - Outtakes Salads/Sandwiches, etc...

- **Full Food Court opens at 10:45am-2pm**
  - Outtakes, Chelsea Grill, The Tuscan Oven, The Basket Case, Wheat Street Deli, Sub Generation, The Hearthstone Oven, Godfather’s Pizza, a daily Chef’s table specialty bar, and fresh Baked goods with a variety of fountain and bottled beverages.

- **Havener Express window  2pm-4:30pm**
  - Grill to order, Outtakes and Godfather’s Pizza to order

- **Full Food Court opens at 4:30pm-7pm**
  - Outtakes, Chelsea Grill, The Tuscan Oven, The Basket Case, Wheat Street Deli, Sub Generation, The Hearthstone Oven, Godfather’s Pizza, a daily Chef’s table specialty bar, and fresh Baked goods with a variety of fountain and bottled beverages

**Saturday – Sunday**
- **(These hours will take effect once the Residential College opens)**

- **Food Court and/or Express window open** 11am-1pm  
  - 3 or more concepts open

- **Food Court and/or Express window open** 5pm-7pm  
  - 3 or more concepts open

**Cup O’ Joe Coffee Shoppee**
- **Monday-Friday** 7am-11:30pm  
  - from 7am-10am hot breakfast sandwiches, biscuits & gravy, fresh baked Goods, hot breakfast made to order, pick up at Express Window.
  - 10am-11:30pm fresh baked goods, gourmet desserts, Outtakes, espresso, lattes, coffees, juices, soft drinks, etc....

- **Saturday** 10am-8pm  
  - Fresh baked goods, gourmet desserts, Outtakes, espresso, lattes, coffees, juices, soft drinks, etc...

- **Sunday** 1pm-10pm  
  - Fresh baked goods, gourmet desserts, Outtakes, espresso, lattes, coffees, juices, soft drinks, etc.

*Hours will be reviewed 3 weeks into the fall semester and adjustments made as need and agreed upon by Chartwells and UMR.*

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**Health Services (HERS Building):** Open Monday through Friday, 8:00 a.m. to 8:00 p.m., Saturday and Sunday, 10:00 a.m. to 6:00 p.m. A campus nurse is available for emergencies Monday through Friday, 8:00 p.m. to 11:00 p.m.

**Gale Bullman Multi-Purpose Building:** Open weekdays, 8:00 a.m. to 10:45 p.m.; Saturday, 10:00 a.m. to 10:45 p.m.; Sunday, 1:00 p.m. to 10:45 p.m.

**University Police UMRPD:** 24 hours a day, 341-4300.

**Swimming Pool:** Open weekdays, 11:30 a.m. to 3:30 p.m. (Laps only 11:30 a.m. to 12:30 p.m.); Friday, 7:00 p.m. to 9:45 p.m.; Saturday, 12 noon to 6:00 p.m.; Sunday, 1:00 p.m. to 6:00 p.m.

**Golf Course:** Open sunrise to sunset, March through October.
The Registrar’s Office maintains student records in a computerized student records database. The database includes information related to admission, registration, and grades received. The office also maintains students’ addresses. These addresses should be kept current at all times.

The Registrar’s Office provides transcripts, which are $5.00 per copy. Transcripts will provide appropriate certification of degrees awarded. Transcripts will not be released without the written permission of the student.

If a certification of enrollment is needed for deferment of loan payments or student insurance discounts, the student should submit the request to the Registrar’s Office. The certification is available upon request at no charge.

The Registrar’s Office maintains and distributes the undergraduate catalog, the graduate catalog, and the Student Academic Regulations. With the necessary approval, degree requirements are printed in the undergraduate and graduate catalogs and stored in a computerized database called the Computerized Academic Progress System (CAPS). The CAPS report is a series of checks of graduation requirements.

Joe’S (Joe Miner’s Self Service) is available through the Registrar’s Office home page at http://campus.umr.edu/registrar. It provides on-line access to your student records including your CAPS report, unofficial transcript, and class schedule. Also, you can find your registration appointment time, find space available in classes through the class search, and register for classes.

UMR also utilizes a touch-tone voice response system, which provides an alternative to Joe’S. This system permits you to access the student records database via touch-tone telephone.

**Campus Directory Information**

Your name, local address, permanent address, e-mail address, telephone numbers, and major field of study will be included in electronic or printed student directories unless restricted by you with the Registrar’s Office by the end of the second week of the fall or winter semester (one week in summer school). If you restrict the release of directory information, your name will be excluded from student directories and no information will be released without your written consent. The only exception is the assumption that you will want your name to appear in the Commencement Program at the appropriate time. All information, other than directory information, is automatically considered restricted and is not to be released without your written permission.

The University of Missouri-Rolla considers directory information to be the student’s name, e-mail address, address and telephone listing (including local and permanent addresses), date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous educational agency or institution attended by a student, student level, and full or part-time status. Birth dates will not be released except as a validation when furnished by the person making the inquiry, for positive identification of the student.

For in-depth information on the Family Educational Rights and Privacy Act (FERPA), please contact the Registrar’s Office at 341-4181 or view information on the web at: http://campus.umr.edu/registrar/ferpa/.
Courses Taken Off Campus

If you plan to take a course at another institution, and need 60 or fewer hours to complete your degree requirements, approval by your major department is required. Approval forms are available in the Registrar’s Office or on the web at: http://campus.umr.edu/registrar/pdf/last60hours waiver.pdf. College-level courses (not remedial or vocational) will be transferred credit for credit, and may be transferred grade for grade. However, the transfer credit might not apply to degree requirements. It is best to discuss this matter with the Office of Admissions staff prior to taking courses at another institution. Be sure the institution you attend is accredited. After the course is completed, you should request that an official transcript be sent to the Office of the Registrar, 103 Parker Hall.

Unsatisfactory Academic Performance

If your academic performance fails to meet established standards, you may be placed on probation or declared academically deficient. If your performance results in such status, certain restrictions will apply. For example, you may not be permitted to participate in co-curricular activities, you may be limited to a maximum hourly schedule for the following semester, or you may be dropped from the University. Academic probation occurs if your semester or cumulative GPA is less than 2.0, but not if your present semester average is above 2.2. Detailed information related to this subject may be found in the Student Academic Regulations.

Schedule Changes

If you want to DROP a course you must:

- Pick up an add/drop form at the Registrar’s Office
- Consult with your advisor and the instructor in charge of the course, and obtain their signatures
- Return the completed form to the Registrar’s Office

Remember: You may not drop a course during the last three weeks of classes (15 class days) nor during final examination week and you cannot add courses after six weeks of classes.

If you want to ADD a course to your schedule during the first two weeks of the semester (first week of an eight-week summer session) you must:

- Pick up an ADD/DROP form at the Registrar’s Office
- Obtain the signatures of your advisor and the course instructor
- Return the completed form to the Registrar’s Office

After two weeks into the semester (first week of eight-week summer session) you must:

- Pick up an ADD/DROP form at the Registrar’s Office
- Obtain your advisor’s and instructor’s approval
- Obtain the approval of the teaching department chairperson
- Return the completed form to the Registrar’s Office

If you wish to WITHDRAW from the University you must process a special withdrawal form available at the Registrar’s Office. Instructions for withdrawing will be provided by the Registrar’s staff and will include information related to clearing your account, an exit interview, and necessary approvals. Withdrawals must be completed three weeks (15 class days) prior to the last day of classes.

Veterans

Students who are eligible for Veteran’s Administration Education Benefits must contact the University VA representative in the Registrar’s Office to ensure proper certification. The certifying official is responsible for informing the Veterans Administration of student enrollment, changes in course load and performance.
It is your responsibility to notify the representative if you drop or add a course after the beginning of the semester. If more information is needed, contact the Registrar’s Office, 103 Parker Hall.

**Registration & Records**

It is not the intent of this publication to provide detailed information related to all subjects important to you as a student at UMR. Much of the information you need originates with, and is approved by, the Academic Council and relates to academic and registration policies. These policies are printed in detail in current issues of the Undergraduate Catalog, Graduate Catalog, and/or Student Academic Regulations as distributed by the Registrar’s Office. Some of these policies relate to but are not limited to:

- Registration
- Changes in your schedule
- Withdrawing from UMR
- Changing your major
- Grading procedures
- Grade appeals
- Grade point requirements - scholastic probation/deficiency
- Incomplete grades
- Repeated course grades
- Credit by Examination
- Transfer credits

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**Residential Life & Student Support Services**

http://campus.umr.edu/reslife/flash.html
107 Norwood Hall
341-4218

The Office of Residential Life & Student Support Services consists of Residential Life, UMR’s Residential College, the UMR Miner Golf Course, UMR Bookstore, and UMR Food Services – Chartwells Dining Services.

**Residential Life & Housing Options**

http://campus.umr.edu/reslife/flash.html
107 Norwood Hall
341-4218

Living on campus is an important part of the learning experience. Living with peers, involvement in the campus community, exposure to out-of-class learning experiences, and the opportunity to develop new interests are all significant components of the UMR educational experience. In order to facilitate this experience, UMR has a residency policy (listed in the “University Policies & Student Discipline” section of this handbook) which requires all freshmen and sophomores to live on campus. The university’s residence halls intend to provide you with a well-rounded, academically oriented, community living environment.

The Residential Life department administers three residence hall complexes and two apartment complexes. Thomas Jefferson Residence Hall is located on the north end of campus and houses primarily undergraduate students while the Quad-
The Residential College complex is centrally located between Thomas Jefferson and the Quadrangle and houses primary undergraduate students. More information about the Residential College is located below.

In addition to the residence halls, students may choose to live in Stuart or Nagogami apartments. Both Stuart and Nagogami house upper-division and graduate students. Nagogami also houses married students and students with families.

A professional live-in Director oversees each resident complex, and is assisted by paraprofessional students called resident assistants. The apartment communities are administered by an apartment manager. All residence hall staff members work to develop academic living environments and are trained to help students cope with the challenges associated with college.

The residence hall administrators strive to provide students with facilities and services that will best serve the lifestyle needs of UMR students. Various living arrangements are available to you including quiet floors, a separate community for upper-division students, double rooms, and a limited number of single rooms. All rooms are furnished with one of two beds, closets, desks, chairs, bookshelves and study lamps. You may bring personal items to give your room an individual touch.

Each floor has its own bathroom, study room and TV lounge. There are also laundry facilities, computer resource centers, fitness rooms, meeting areas, game rooms, vending machines and convenience stores in the residence halls.

Students also have a voice in how their residence hall is managed. Each complex has its own governing body and the Residence Hall Association represents all residence hall students. These groups help define the policies that govern the residence halls and sponsor a significant number of social and educational programs.

Residential Learning Communities

UMR offers two specialized learning communities in the residence halls. The Voyager Program utilizes block scheduling, mentoring and common-living facilities to promote community development and academic success. Voyager is a residential community of first year students enrolled in similar academic experiences in chemistry, mathematics, and English.

UMR’s first Residential College opens in the Spring 2005 semester and will house over 250 students. The Residential College will be directly linked to the academic mission of the campus and will have lounges, meeting and seminar rooms, and apartments to house faculty in-residence. Students in the Residential College will live in one of three emphasis areas; Women as Global Leaders, Global Research, and Global Entrepreneurship.

In addition to the amenities provided in all residential halls, the Residential College will provide programming designed to deepen the residents’ understanding of the theme through frequent outside speakers from leaders in the particular theme area.

Residential Learning Centers are located at each Residence Hall complex on campus. Altman Hall, at the Quadrangle, Room G-7 and Thomas Jefferson Hall, Room G-7 are great study places where you can access old course files, resource library, copy machine, and computers. The convenient location is great for residents. Who said you can’t study in your PJ’s!
Fraternity and Sorority Living Options
Department of Student Life
http://campus.umr.edu/studentlife/
218 Havener Center
341-6771

Fraternity & Sorority living options, often referred to as “Greek Life” offers students the option of fulfilling their residency requirement by living in a fraternity or sorority house. All of the 19 national fraternities and 3 national sororities have campus approved housing. Men have the option of joining a fraternity at any time while at UMR. Many freshmen choose to move directly into a fraternity house, while others wait until they arrive on campus to join. Women must participate in formal recruitment if they wish to live in a sorority house as a freshman.

Other Options
Department of Student Life
http://campus.umr.edu/studentlife
218 Havener Center
341-6771

Other options exist for students wishing to live off campus. Several real estate agents in the Rolla area manage rental property. In addition, the Student Life web site, the local newspaper and the bulletin board in the Havener Center list available housing.

Also, the Christian Campus House, operated by the Christian Campus Fellowship, offers a supportive, Christian atmosphere for 16 men. Students may purchase board plans for University dining facilities.

The UMR Miner Golf Course
10th Street & Fairgrounds Road
341-4217

The miner Golf Course is a 9-hole course (Par 35) and a driving range. The Miner Golf Course is the only public golf course in the city of Rolla. The course offers an economical and convenient golf opportunity to UMR students, faculty, and staff as well as to members of the local community.

The Pro-Shop is open from 7:00 a.m. to 7:00 p.m. in March, April, and October and open from 7:00 a.m. to 8:00 p.m. from May through September.

For more information, please contact the Miner Golf Course Pro Shop at 341-4217.

UMR Bookstore
www.umrbookstore.com
Havener Center
(573) 341-4705
Manager: Kim Frazier
frazierk@umr.edu

At UMR Bookstore, located on the main level of the Havener Center, students can find a wide array of educational materials and services to assist in their academic success.

- Required and recommended textbooks
- Large inventory of used textbooks, saving 25% off your textbook bill
- General reference, study guides, CD ROMs and videos
- Bestsellers, fiction, non-fiction and academic titles
- Assortment of school, office, art and engineering supplies
- Largest selection of UMR clothing and gifts
SERVICES FOR YOUR CONVENIENCE:
• Early Bird Textbook Reservation Program
• Textbook Buyback
• Booker’s Dozen reading rewards program
• Graduation Fairs
• FedEx shipping
• Photo/Film finishing
• Special Order programs.

TECHNOLOGY SAVINGS: UMR students are automatically eligible for special savings on hardware, software and supplies from HP, IBM, Microsoft, Apple, Dell, and Gateway. A valid UMR ID is necessary to obtain these terrific savings on educational pricing.

Regular store hours are
Monday - Friday 8:00 a.m. - 6:00 p.m.  
Saturday Noon - 4:00 p.m.

Hours are extended for special events to ensure your shopping pleasure.

For purchases, customers may use Cash, Personal Checks, Credit Cards (MC, Visa, & Discover), UMR Bookstore Gift Certificates and Student Charge. A valid photo ID is required for check transactions and a valid UMR ID is required to student charge. Student Charge is available for any student who is financially enrolled at UMR. Student Charge allows students to purchase bookstore items with their university ID and charge it to their UMR account. A student and/or parent can then make payments on the bookstore charge in addition to other fees.

Whether visiting in person or online, you’ll find there’s more at UMR Bookstore, where profits provide support to the UMR campus.

UMR Food Service - Chartwell's Dining Services
http://campus.umr.edu/food/
107 Norwood Hall
364-5436

#1 Carte Blanche
This plan is designed for the student who eats a lot of meals. It’s not so much for students who eat a lot of food, but for those who eat often. It offers unlimited access to both Thomas Jefferson and Rayl Dining Halls. The good news is you won’t run out of meals or money before the end of the year and you’ll get the most food for the best value. Of course, with all you care to eat, there are no ‘to go’ containers and you can’t treat your friends. However, you can add Declining Balance Dollars to this plan to allow more flexibility for retail purchasing.

#2 - #8 Meals per Week plus Declining Balance Dollars
These Meal Plans offer a lot of flexibility because you can eat at any of the dining locations. However, you can have only one meal per meal period and unused meals don’t roll over to the next week. On the other hand, you can use your meals to buy retail purchases, (such as chips and soda to take to the game room) at the value exchange rate. The Declining Balance Dollars, (DBDs) allow you to treat your friends or family, purchase that extra dessert at meal time, or buy a whole Godfather’s Pizza to take up to your room. Meals per Week range from 5 to 19 with Basic or Enhanced levels of DBD’s. To get the best value with these plans, try to estimate how much time that you will spend where; on campus, at the Havener Center, at the Residence Hall, or home for weekends.

#9  100 Block Meals plus $500 per year in Declining Balance Dollars

#10  220 Block Meals plus $200 per year in Declining Balance Dollars
With these plans, half of your meals (50 or 110) are used each semester and the unused meals roll over from fall to Spring semester as long as you don’t change plans. Once again, the DBDs give you flexibility, ease of purchase, and free you from having to carry cash on campus. Also, DBDs can be added to any plan at any time of the year.

Looking for the best value in meals? Get Commuter Points!

When you commute to campus each day, the last thing you want to worry about is where to eat. Between finding a parking spot, going to classes or getting to work, who has time to worry about where and how you are going to get a bite to eat on campus? Chartwells commuter points are specifically designed for folks who want to enjoy the same privileges that resident students enjoy but just can’t, or don’t need to, make a solid commitment to a meal plan. With Chartwells commuter points, leave the stress at the door and let us do the cooking!

What are the benefits of using commuter points?

- Save 5% on every dining purchase!
- Convenience, convenience, convenience.
- You never have to worry about having cash, just a swipe of your ID buys a meal!
- Points can be used in any Chartwells dining location.
- Enjoy the same great privileges as resident students.
- You never have to worry about buying groceries, packing your lunch, or doing the dishes.
- Lots of great food and locations to choose from without having to find a new parking space!

Anyone can sign up for Chartwells Commuter Points for as little as $25.00! It’s easy to do, just purchase them from any Chartwells cashier or at 107 Norwood Hall. For additional information, please visit us at http://campus.umr.edu/food/ . You may also contact any Chartwells representative at any time by phone or E-mail:

- Thomas Jefferson Dining Hall ..364-4754
  tjmgr@umr.edu
- Rayl Dining Hall ..................364-4701
  raylmgr@umr.edu
- Catering ..........................341-7019
  umrcater@umr.edu
- Retail Operations...............364-5698
  retaildr@umr.edu
- Director of Dining Services.....364-5436
  chartwel@umr.edu

**Catering**

**109 Havener Center**

**341-7019**

Chartwells offers full catering services to students, faculty, staff and the community. Let Chartwells attend to every detail with personalized service and high quality product, allowing you to enjoy your event along with your guests. For events of every size, including morning seminars, Student Life, family reunions, weddings and business meetings, you can rely on Chartwells experience, professionalism and outstanding service. Visit Chartwells Catering online at http://campus.umr.edu/food/menus.htm or send an E-mail to umrcater@umr.edu.
The University of Missouri reserves the right to change any and all fees and other charges at any time, without any notice being given in advance of such a change.

All students enrolled at UMR are required to pay various fee amounts at the time of registration as a condition of admission to classes. When you pre-register you must pay fees by the announced deadline or the advance registration will be canceled and you will be required to register again and pay fees during the regular registration period. Registration is not complete until all fees are paid.

**Minimum Fee Payment Plan**

Your account (including fees, housing, telephone, traffic violations, etc.) will be billed for the full amount each month with a minimum payment allowed. The minimum payment is derived by dividing the full account balance by the number of scheduled payments remaining in the semester.

If you choose to pay the minimum payment amount, a one percent per month finance charge will be assessed on the remaining unpaid account balance.

**Fee Payment Methods**

Personal checks will be accepted only when the amount of the check does not exceed the amount you owe. A late registration fee will be assessed if a check presented in payment of student fees is returned unpaid and remains unpaid after the close of the regular registration period.

MasterCard, VISA and Discover credit cards are acceptable toward payment of fees to the credit limit of the card-holder.

**Types of Fees**

**Instructional Computing Fee**

Upon enrolling you are required to pay an instructional computing fee of: $10.60 per credit hour.

**Engineering Supplemental Fee**

The Engineering Supplemental Fee ($47.30 per credit hour) is charged to all students, graduate and undergraduate, enrolled in engineering courses, except courses offered by the department of geology and geophysics.

**Health Services Fee**

Whether a graduate or an undergraduate student, full or part-time student, you are charged the Student Health Fee upon enrollment. For the Fall and Winter semesters, it is $75.00 per semester. For the Summer Session, it is $37.50.

**Late Registration Fee**

If you register after the close of the regular registration period, you will be required to pay a late registration fee of $209.20 in addition to all other fees.

**Refund of Fees**

Fees subject to refund include the educational fee, instruction computing fee, engineering supplemental fee, health service fee, student facility and activity fee and any instruction-related miscellaneous fees which may be assessed.
Students who have registered for credit courses, and whose registration is subsequently canceled who withdraw from the university or reduce their course load will, subject to certain exceptions, receive a refund of fees in accordance with the following schedule.

**Refund Percentage**

| Before the first day of classes | 100% (less an enrollment cancellation fee of $20) |
| 1st through 5th class day | 90% |
| 6th through 10th class day | 70% |
| 11th through 25th class day | 50% |
| After 25th class day | No Refund |

Class days are counted by excluding Saturdays, Sundays and holidays. (Deductions may be made from any refund of fees and tuition for financial obligations due to the University.)

**Student Insurance**

An accident and sickness insurance plan is available to students and dependents. Information is available from the Cashier’s Office in Parker Hall.

**Educational Fees**

When you enroll at UMR you are required to pay an educational fee.

**Educational Fee Per Credit Hour:**

<table>
<thead>
<tr>
<th>Missouri Residents</th>
<th>Non-Missouri Residents</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate</td>
<td>$209.20</td>
</tr>
<tr>
<td>Graduate</td>
<td>$254.30</td>
</tr>
</tbody>
</table>

Courses audited and courses taken for reduced credit will be counted at their normal credit value in computing the amount of fees to be paid.

**Budget and Cost**

Estimated college expenses at UMR for the 2004-2005 academic year:

**Fees**

- **FRESHMAN/SOPHOMORE** $7,238
- **JUNIOR/SENIOR** $7,995
- **ADDITIONAL NONRESIDENT FEE** (out of state students) $8,817

These totals include the educational fee, student activity fee, computing fee, and health service fee and are based upon students taking engineering courses.

- **ROOM AND BOARD** $5,646
  - Cost based on student living in university residence halls.
- **BOOKS AND SUPPLIES** $875
- **PERSONAL EXPENSES** $2,007
  - This amount includes personal items (i.e. clothing, transportation, etc.)

* Based on 28 hours of enrollment during academic year and subject to change without prior notice.

**All levels of non-resident students are required to pay the additional out-of-state fee. Students from Kansas, Michigan, Minnesota, Nebraska, North Dakota pay 150% of a Missouri resident Educational fee rate.
Please Note:
University reserves the right to modify by increase or decrease the fees charged for attendance and other services at the University, including but not limited to educational fees, at any time when in the discretion of the governing board the same is in the best interest of the University, provided that no increases can or will be effective unless approved by the governing board not less than thirty (30) days prior to the beginning of the academic term (semester, etc.) to which the fees are applicable and such increase does not exceed ten (10) percent over the fee level existing immediately prior to the increase, with all modification of fees to be effective irrespective as to whether fees have or have not been paid by or on behalf of a student prior to effective date of the modification.

Student Activity/Facility Fee
A Student Activity/Facility Fee is charged to students each semester to pay for a variety of activities, services and bonded debt on student fee funded buildings. The activity/facility fee is determined and approved by the Student Council. The activity/facility fee includes fees for the Havener Center, intramural and recreational facilities and programs, campus events, the student newspaper, radio station and yearbook, and funding for a variety of student organizations. The activity fee for the fall semester is $272.60, for the winter semester is $272.60, and for the summer semester is $117.50. Graduate student pay $2.00 to fund the Council of Graduate Students. The activity/facility fee is prorated for students enrolled in less than 10 hours.

The activity/facility fee is charged to all students, undergraduate and graduate. Students attending the Engineering Education Center in St. Louis pay the designated UMSL student activity fee.

For additional information concerning the UMR Student Activity/Facility Fee please contact the Department of Student Life, 341-6771.

Personal Financial Management: ABC’s for College Students
Whether you are new to UMR or working on your PhD, you need to have a financial game plan. Unless you have unlimited financial resources you need to make choices about how you spend your money and make it last the entire year. The following tips will help you avoid financial problems:

Develop a realistic budget. Make a list of things you’ll have to buy and what they will cost. Compare this with what you have to spend from savings and such sources during the school year as a job, scholarships or parents.

Track your finances. Keep track of your income, expenses, and debts in a small ledger or on a computer. This will help you know where you stand and also help in avoiding any unpleasant financial surprises.

Evaluate all “great deals.” Your mailbox (snailmail and electronic) will bring a host of offers to buy everything from stereos to DVDs. Ask yourself if these offers fit your “must have” budget. Check the fine print on these deals before buying to fully understand your total costs and future obligations.

Shop around. You can achieve savings on class and personal needs by checking out all possible sources, including the Internet. Look for used textbooks and lab equipment. Look for the best prices for everything.

Credit cards. Over half of entering freshmen now have credit cards and standing debt on those cards. If you don’t have income to pay off those cards, do not use them. Digging yourself out of a financial hole is not something you want to do after getting your first job. As a
college student you will be offered credit cards many, many times. Evaluate offers carefully and be sure you understand the terms and conditions before you sign up. Shop around to get the best terms. Find out what the interest rate is on the unpaid balance. Is there an annual fee?

Use your credit wisely and live within your budget. Try to pay off balances promptly to avoid interest charges. Keep a record of your credit card numbers in a safe place at home. If a card is lost or stolen, notify the card issuer immediately. Check your statement to make sure it is accurate and the card has not been used fraudulently.

UMR does not release student’s address information to any outside companies and at the request of student council does not allow credit card companies on campus. If someone approaches you on campus with a credit application, report it to the Department of Student Life located in 218 Havener Center.

For additional information, contact the Department of Student Life. Staff members are available to provide programs on financial management to student organizations.

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**Student Financial Assistance**

http://www.umr.edu/
G-1 Parker Hall
341-4282
sfa@umr.edu

UMR assists about 80 percent of its students with some form of financial assistance. To be considered for federal and state of Missouri “Need Based” financial aid students must complete the Free Application For Federal Student Aid (FAFSA). By completing the FAFSA, students automatically apply for the Federal Pell Grant, Federal Perkins Loan, Federal Direct Loan (both subsidized and unsubsidized), University Loans, Federal Work Study, Federal Supplemental Educational Opportunity Grant, Gallagher Grant (for Missouri residents only), the PLUS loan, and the College Guarantee Scholarship Program (for Missouri residents only). You will be considered first priority if your FAFSA is completed and received by the Processing center by March 1. The March 1 deadline does not apply to the Federal Pell Grant and the Federal Direct Loans. If you complete the FAFSA at any other time during the year, UMR will process your FAFSA and aid will be awarded to you based upon eligibility and the amount of funds remaining. The FAFSA will determine your financial need. Once UMR receives your FAFSA, you will be sent an awards letter telling you of the kinds and amounts of assistance that can be offered to you.
Admissions

For currently enrolled students, the Admissions staff provides transfer credit evaluation, re-enrollment information and information related to graduate school enrollment.

Graduating seniors planning to re-enroll the semester following graduation must reapply and be reclassified.

Applications and required documents are due as follows:

- Fall Semester: July 1
- Spring: December 1
- Summer Session: May 1

(Admission application fees may apply.)

Students may qualify for admission to graduate-level courses by fulfilling the requirements outlined in the current catalog.

All persons interested in taking any course or courses for graduate credit must be admitted to graduate school.

Graduate Student Assistance

Financial assistance for graduate students from the Financial Assistance Office is limited to Federal Work Study, Federal Perkins Loans, University Loans, and Federal Direct Loans. You should contact your department for other possibilities such as scholarships, grants, fellowships and assistantships.

Undergraduate Scholarships

To receive first preference for all university scholarships offered through the Student Financial Assistance Office, you must be accepted for admission to UMR by February 1 (December 1 for early award consideration), if you are an incoming freshman, or March 1, if you are a transfer student.

Entering freshmen will be considered for university scholarships based on their undergraduate admission application, their ACT/SAT test scores, and high school gpa. Contact the UMR Admissions Office for an application.

University scholarships include funds provided by the Alumni Association, businesses, foundations, trusts, and friends of UMR. A faculty committee is responsible for determining which scholarships are available each year. Scholarship amounts vary from $250 to $11,000 per year. Most scholarships are renewable based upon academic performance.

Special Programs:

Alumni Educational Assistant Program

You may do research or gain valuable work experience in your field through the Alumni Education Assistant Program. The Alumni Association funds this program and a committee reviews and approves the work in advance to insure it is meaningful and useful toward your degree. The amount of money you may earn, renewal in the program, and limitations are the same as for the Federal Work Study program.

Cooperative Training Program

You may alternate semesters of work with full-time study through UMR’s Cooperative Training Program. For more information contact the Career Opportunities Center, 301 Norwood Hall, 341-4301.

Educational Assurance Grant Program

An award of up to $1,000 a semester may be provided if your parent dies while you are attending UMR. The UMR Parents’ Association’s Educational Assurance Grant Program provides the funding. The award is based upon financial need, not academic standing, and is renewable each semester until an undergraduate degree is obtained.

Missouri Income Tax Deduction for Non-Missouri Residents

If the student or parent is not a Missouri resident but pays Missouri Income Tax, the student can get a deduction for the nonresident fees up to the amount of Missouri tax paid. Contact the Cashier’s Office, G-4 Parker Hall, 341-4195.
Short-Term Loans

Short-term loans are available while classes are in session through the Student Financial Assistance Office for up to $200 for personal expenses. Short-term loans received in the fall semester must be repaid by November 1. Short-term loans received in the spring semester must be repaid by April 1. Short-term loans received in the summer term must be repaid by July 1.

Minimum Payment Plan

If scholarships and other financial assistance do not cover the full amount of fees or your residence hall expenses, you may make payments through UMR’s installment plan. Interest is assessed at one percent per month on the unpaid balance.

Air Force ROTC

Air Force scholarships are available to cadets in the two and four year programs. The scholarships pay for all tuition, lab fees, required textbooks and incidental costs. Scholarship cadets also receive $150 per month allowance, tax-free. For more information contact: Air Force ROTC, 209 Harris Hall, 341-4925.

Army ROTC

The Army awards a number of scholarships on the basis of national competition. Scholarships are available for four and three years, or two year reserve duty. They cover tuition charges, books and special course fees. Scholarship students also receive a $150 per month allowance while school is in session. For more information contact: Army ROTC, 301 Harris Hall, (573) 341-4744.

Special Scholarships:

Departmental Scholarships

Contact the department you will be majoring in.

Minority Engineering

Contact Minority Engineering, 211 ERL, 341-4212

Women in Engineering

Contact Women in Engineering, 211 ERL, 341-4212

Transfer Scholarships

Contact Admissions, 102 Parker Hall, 341-4164

Music and Theatre Awards

Contact the Performing Arts Office, 127 Castleman Hall, 341-4185

Athletic Grants

Contact Intercollegiate Athletics, Gale Bullman Multi-Purpose Building, 341-4175

Scholarships for Missouri Students

Freshman Curators Scholarship
Chancellor’s Scholarship
Missouri Higher Education Academic “Bright Flight” Scholarship
UMR Excellence, UMR Trustees, Missouri Miner Scholarships.

Scholarships for Out-of-State Students

UMR Excellence, Trustees & Miner Scholarships
UMR Excellence II, Trustees II & Miner II Scholarships
Alumni Sons/Daughters Scholarship
Alumni Grandchildren’s Scholarship
Alumni Section Scholarship
Contact Student Financial Assistance, G-1 Parker Hall, 341-4282.

Midwest Student Exchange Program

For new students from the states of Kansas, Michigan, Minnesota, Nebraska, and North Dakota. Contact Student Financial Assistance, G-1 Parker Hall, 341-4282.
Student Health Services

http://campus.umr.edu/studenthealth/
HER Building
341-4284

Student Health Services (SHS) at UMR offers a wide range of primary health services to meet the student needs of health maintenance and ongoing medical concerns. It is staffed by full-time registered nurses and part-time physicians. Student Health Services is closed on University holidays. SHS is supported by health fees paid each semester and its services are available to currently enrolled students. A current student I.D., medical history and measles verification are required and entitle the student to available services.

Examples of services you may receive:
• professional attention for illness
• limited hospitalization in the health services facility
• limited laboratory tests or x-rays if the requisition for services is initiated by Student Health services
• emergency treatment of minor injuries
• allergy injections (student provides the medication)
• cold and allergy medication, anti-inflammatory medication, antibiotics if indicated, vitamins, and pain and fever relievers
• individual consultation regarding nutrition, weight loss and other health related subjects

Special Services:
• Well Woman Clinic: by appointment only. Small fee for routine pap smear, includes a years supply of birth control pills on request
• Psychiatrist: by appointment only

Examples of services not provided:
• eye examinations or fitting of glasses
• dental service
• allergy testing
• ambulance service, emergency room visits or hospitalization
• obstetrical care
• long term medications and treatments for chronic illnesses
• diagnostic tests such as CAT scans, MRI, IVP, and mammograms

UMR Student Wellness Program
(Part of Student Health Services)
www.campus.umr.edu/wellness

The UMR Wellness Program is dedicated to keeping students healthy through nutritional assessment and intervention, exercise prescription, smoking cessation, stress and time management, and other disease prevention counseling. To set up an appointment with the Health Educator, call 341-4225.

The UMR TECHS (Teaching, Encouraging, Caring, and Helping Students) peer education program was formed with one goal in mind: To educate students about the challenges faced in regards to personal wellness in the college environment and beyond.

TECHS are trained in communication, organizational, and programming skills as well as in areas such as low-risk use of alcohol, sexual awareness, and stress management. TECHS provide and coordinate programs across campus. To schedule a presentation, send an email to healthed@umr.edu

Peer educators must have a cumulative GPA of 2.4, be a good role model and be able to make a yearlong commitment to the program. The benefits of this paid position include developing leadership skills, improving communication skills, and networking with faculty, staff, and students. For more information, visit http://campus.umr.edu/wellness.
Safe Sipping

The choice to drink alcohol is a personal one and should not be taken lightly. The law, campus alcohol policies, health and safety issues should all be considered. Remember that you and others have the right to abstain from alcohol. If you do choose to drink, please do so responsibly.

Alcohol should not be the focus of your social activity and it should not be used to “blow off steam”, relax or deal with depression. Having a drink is very different than “going out drinking”.

There are many health risks associated with the misuse or abuse of alcohol. Alcohol (beer, whine, liquor) can cause addiction; accidents as a result of impaired ability and judgment; overdose potential when mixed with other depressants or by itself; heart, liver and brain damage; vomiting; and birth defects if used during pregnancy. Coma and/or death can occur as a result of accidents, overdose or the effects of long-term abuse.

Know What You Are Drinking:
Know the alcohol content of the drinks being served. Most people are able to metabolize 1 drink each hour (one 12 oz. beer, 5 oz wine, 1 shot liquor). Many teas and punches contain a very high level of alcohol. There have been reports of the drug Rohypnol (the date rape drug) being put unsuspectingly in drinks on college campuses. It is important to watch your open drink and not accept an open drink from a person you do not know well.

Do Not Drink & Drive:
Do not allow an intoxicated person to drive. If the party you are at does not provide sober drivers, appoint someone from your group of friends as the sober driver. Many of the local bars will provide free soft drinks to the designated driver. Remember to take turns. Also, persons under the age of 21 can lose their license under the Zero Tolerance law if they have a .02 blood alcohol content. In most persons, one drink will put them at .02.

Do Not Drink on an Empty Stomach:
Food slows the absorption of alcohol into the blood stream. It is best to choose foods that are high in protein such as cheese and meat.

Know Your Limits & Stay Within It:
Alcohol affects each person differently. Factors include your gender, body weight, mood, amount of food eaten, and level of experience. The rate at which you drink is also a big factor. Generally our bodies can metabolize only one drink an hour. Avoid gulping and guzzling! Party games should be avoided because they encourage excessive consumption, often beyond what the body can handle.

Do Not Combine Alcohol & Other Drugs or Medications:
Alcohol is a drug. Dangerous effects, including death, can occur when alcohol is combined with other drugs. Even cold medications can be dangerous when taken with alcohol.

Be Extra Careful About Sexual Situations:
Alcohol lowers inhibitions and clouds judgment. If you choose to drink, it is better to abstain than to do something you will regret later. Sexually transmitted infections, unwanted pregnancy, and emotional turmoil are often the results when alcohol and sex are combined. If you think alcohol is causing problems for you or a friend, contact the S.A.P.P. program in Student Health at 341-4225 or the Counseling Center at 341-4211.
The University Police Department’s primary duties include:

- Crime prevention
- Presenting special topic seminars
- Providing a lost and found service
- Conducting preventative patrols
- Providing emergency service to members of the University community
- Providing a personal property identification service
- Maintaining peace and order
- Providing coverage at special events
- Providing traffic control at campus events
- Enforcing state laws and University rules and regulations
- Investigating crimes

You can enhance their efforts by promptly notifying the department of incidents involving alleged violations of state statutes that occur on campus property and other circumstances requiring police service, including health and safety emergencies.

As a student you may join the department as a campus service officer (CSO). CSO’s provide “eyes and ears” for the department but are never asked to intervene to prevent violations of the law or University regulations. You will not be a commissioned police officer but you provide valuable service to the campus. Some of your duties may include:

- Campus security activities
- Special events support
- Crowd control
- Athletic event detail
- Parking and traffic control
- Escort service

Campus Safety

The University endeavors to provide a safe and secure environment for students, employees and campus visitors. Crimes should be reported in a consistent and reliable manner. Campus safety is a shared responsibility. The following list suggests actions you can take to promote safety:

- lock the door to your room at all times
- be aware of the "blue lights" located throughout campus; these sites have immediate access to the UMRPD if you are in danger.
- refrain from propping open or disabling locking mechanisms on doors or entrances
- refrain from disabling automatic door closures
- refrain from allowing strangers to enter your room, floor, or section
- call UMR Police for assistance when needed
- report suspicious persons/activities to UMR Police immediately
- report any crime immediately, including those taking place outside of living area
- take appropriate steps to secure personal property like cars, bikes, jewelry, cash, electronic equipment, etc.
- report instances of obscene or harassing phone calls immediately
- participate in an engraving program and other security-related programming
- remove as many opportunities for crime to occur as possible by being informed, alert, and conscientious community members
- if you see a light out on campus, or an area overgrown with bushes, report these conditions to the University Police
- report out of the ordinary activities; emergency phone locations are indicated on the campus map
- get involved

Be Night Wise:

- walk in well-lighted, well-traveled areas, avoid shortcuts
- walk with a friend
- if you must walk alone, let a friend know the time you leave, where you are going and the route you plan to take; call your friend when you arrive
- carry your keys between your fingers to use as a weapon if necessary
- be aware if you are being followed by cars or pedestrians
- if you believe you are being followed, quickly walk to a public area
- walk on the side of the street facing oncoming traffic
- avoid doorways, alleys and areas with bushes
- remember these numbers 341-4300 (University police) and 911 (Rolla Police)
The VCC offers several video technology services to students. One example is converting foreign videotapes to the U.S.-compatible video format — and the reverse. This service is primarily used by international students who wish to send a videotape, or play a videotape from another country. Another service is video teleconferencing. The Video Communications Center has the teleconferencing equipment required to deliver a job interview, a conference presentation or a thesis defense anywhere in the world to a similarly-equipped site. More information on these and other services can be found at http://vcc.umr.edu/
• Leadership Programs “Our Unique Approach” … p. 70
• Campus Resources … p. 72
• Athletics & Intramurals … p. 72
• Campus-Wide Committees … p. 73
• Fraternities & Sororities … p. 75
• International Student Club … p. 78
• Living & Learning Communities … p. 78
• Media & Publication Organizations … p. 79
• On-Campus Peer Development Positions … p. 79
• Performing Arts … p. 80
• Student Council … p. 80
• Student Design Competition Center … p. 82
• Student Union Board … p. 83
• Service and Volunteerism … p. 84
• Campus Recognition … p. 85
• Student Organizations … p. 87
Leadership development is about discovering who you are and where you are going. At UMR, you will enter a leadership development program that is a vital part of the academic and social community of campus.

What makes the UMR approach to leadership so successful? At most colleges and universities, the leadership programs focus on getting students involved with student organizations. At UMR you have to choose from more than 200 different groups; however, these extracurricular activities will only take you so far.

UMR provides a unique setting where technically oriented majors and liberal arts majors work together to become professionals in an increasingly technological society. By including elements of successful corporate leadership programs, UMR gives you the advantage over other college students. You’ll gain the same kind of training as leaders and managers in the corporate world – only you will gain this before you enter the work force, making you more prepared for your first job and more marketable than other graduates.

Leadership Portfolios

Co-curricular transcripts in the Department of Student Life track involvement in student organizations. Your personal leadership portfolio can include a collection of projects, papers, awards and leadership experiences. The process of reflecting, personal planning and integrating experiences will assist you in your resume writing and interviewing. An opportunity to create a personal web site is also available.

Outcomes

• Technical Competence – Solid educational background in discipline area; problem solving skills; ethics.
• Personal Competence – Self-awareness; self-directed learning; personal and career management skills.
• Interpersonal Competence – Interpersonal skills; communication skills; teamwork and collaboration; systems understanding.
Co-Curricular Assessment of Skills and Education (C.A.S.E.)

What is it?
C.A.S.E. is a way to keep record of your involvement at the University of Missouri-Rolla, and to enhance your professional growth and development. C.A.S.E is coordinated by the Department of Student Life and is a part of the Professional Development Plan for Students.

What's the purpose?
1. Help you gain valuable personal and professional skills in the areas of planning and organization, oral and written communication, decision making, financial management, problem solving, ethics and tolerance and personal and professional balance.
2. Provide a process for you to analyze and evaluate the skills and abilities you have gained through your involvement, both on and off-campus, while at UMR.
3. Supply you with an official document which represents co-curricular involvement and leadership experiences while at UMR.
4. Provide you with copies of co-curricular information which will help you in preparation of resumes and for job interviews.
5. Assist you in understanding the benefits associated with involvement outside of the classroom.

What are the benefits?
Benefits include: recognizing the skills gained through involvement, preparing resumes and for job interviews, targeting skill areas to develop in order to achieve career goals and enhance future growth and development. You have a chance to document your growth and development while at UMR. When you can demonstrate a variety of skills and experiences, you will be highly sought after as you move into your professional career.

What can I put on a transcript?
Co-curricular activities are a combination of college-related activities beyond the classroom and the benefits associated with those experiences. Co-curricular activities include, but are not limited to: employment, involvement in student organizations, attendance at campus activities, participation in service learning and volunteerism, involvement in campus-related research or projects, and interaction with university faculty, staff and administrators. These experiences assist you in gaining career-related experience, making a difference in campus and community, gaining new and valuable friendships and developing leadership, management, and communication skills.

How do I get a transcript?
All students are eligible to receive a copy of their co-curricular transcript free of charge. All of your involvement in student organizations has been automatically included in your co-curricular transcript if your organization has submitted the information. All you need to do is add any prior involvement, any activity that was co-curricular other than membership in a student organization and enter what you learned from your involvement onto your co-curricular transcript. This can be done from the Student Life home page at http://campus.umr.edu/studentlife; a print request can also be logged from this site. The transcript will then be available to be reviewed and picked-up in the Department of Student Life. Staff members will be willing to assist you in completing the activity record if you need help.

*For more information on UMR Leadership Development check out http://campus.umr.edu/studentlife
Across campus there are many dedicated faculty and staff members who want to see you become a well-rounded student leader. Below is a partial list of resources available to you. Do not hesitate to contact any office listed below; their doors are open for you.

Student Affairs, 106 Norwood Hall, 341-4292
Academic Assistance Programs, 204 Norwood Hall, 341-6655
Career Opportunities Center, 304 Norwood Hall, 341-4343
Disability Support Services, 203D Norwood Hall, 341-6655
Institutional Research, G 5B CSF, 341-4954
Intercollegiate & Intramural Athletics & Recreation, G-2 Gale Bullman, 341-4175
International Affairs, 103 Norwood Hall, 341-4208
Leadership Programs, 218 Havener Center, 341-6771
New Student Programs, 101 University Center East, 341-4025
Residential Life & Student Support Programs, 107 Norwood Hall, 341-4218
Cultural Programs & Services, Havener Center, 341-6771
Department of Student Life, 218 Havener Center, 341-6771
Student Health Services, HERS Bldg., 341-4284
Testing Center, 203-D Norwood Hall, 341-4222

Please Note: the above information is limited and may change at any time. For a more complete listing, please refer to the UMR Campus Directory.

Athletics & Intramurals

Gale Bullman Multi-Purpose Building 341-4175

Intercollegiate Athletics

The men’s and women’s inter-collegiate athletic programs are members of the National Collegiate Athletic Association (NCAA) Division II and the Mid-America Intercollegiate Athletic Association (MIAA). The men compete in basketball, football, cross country, soccer, swimming, golf, tennis, baseball and track. The women compete in basketball, softball, soccer, track and cross country. Admission to all athletic events is free to UMR students with a valid student ID. For more information, please contact Intercollegiate Athletics, G-3 Bullman Multi-Purpose Building, 341-4175 or at http://campus.umr.edu/sports/.
Intramural Sports

Men’s and women’s intramural sports play a major role in the recreational activity of UMR students. You can select from 17 sports in which to participate. For more information, contact the Intramural Director in the Student Recreation Center, at 341-4106.

- Badminton
- Basketball
- Billiards
- Bowling
- Cross Country
- Flag Football
- Golf
- Racquetball
- Soccer
- Softball
- Swimming
- Table tennis
- Tennis
- Track & Field
- Ultimate Frisbee
- Volleyball
- Weightlifting

Campus-Wide Committees

The following campus-wide committees include student representation. Students are recommended for appointment on most of these committees by the Student Council.

Academic Assessment Committee
This committee is responsible for reviewing and recommending to the Academic Council policies related to assessment of educational outcomes. The committee has two student members who are selected by the Student Council.

Athletic Committee
This committee is concerned with the overall intercollegiate activities, including the granting of athletic awards and approval of intercollegiate athletic schedules. The committee has two student members who are selected by the Student Council.

Campus Safety and Risk Management Committee
The principal responsibility of this committee is to advise the Vice Chancellor for Administrative Services and Academic Council on matters pertaining to the Safety Program on Campus. The committee has one student member who is selected by the Student Council.

Computer Policy Committee
This committee advises the Vice Chancellor for Academic Affairs and assists the Director of the Computer Center in the formation and implementation of policies regarding computer activities on campus. These policies include advising the procurement of equipment and use of computer facilities on campus. The committee has one student member who is selected by the Student Council.

Facilities Planning Committee
This committee studies and makes recommendations to the Academic Council and the Chancellor concerning policies and priorities for physical facilities, including buildings, equipment, and land acquisition and use. The committee has two student members who are selected by the Student Council.
Library and Learning Resources Committee

This committee makes recommendations to the administrative officials with respect to the administration of the Library and Learning Resources facilities and on rules governing use by students, faculty, and others. It shall consider all problems concerning the operation of the library and its facilities. The committee has one student member who is selected by the Student Council.

Parking, Security, and Traffic Committee

The committee makes recommendations to the Academic Council on policy pertaining to parking, security, and traffic. It functions according to the principles stated in the Board of Curators’ description of the UMR Traffic Regulations. It oversees application of rules and regulations concerning parking and traffic. The committee has two student members who are selected by the Student Council.

Public Occasions Committee

This committee makes general plans for university-sponsored assemblies, programs and public occasions such as University Day, Family Day, Homecoming, and Commencement. It recommends policy for faculty and student programs, guest speakers and ad hoc events. The committee may appoint special subcommittees and delegates its responsibilities in order to ensure appropriate preparation and execution of these activities. It also supervises a calendar of events for the campus. The committee has three student members who are selected by the Student Council.

Rules, Procedures, and Agenda Committee

This committee oversees the application of the Academic Council Bylaws and any rules and regulations of bodies established by them. It may investigate and make recommendations on procedure to the Academic Council. It may also prepare drafts for amending Bylaws. The committee is responsible for the conduct and supervision of Academic Council and General Faculty elections. It shall receive nominations from the faculty for elections, adding offices and committees and shall obtain the consent of all nominees. It is the responsibility of this committee to prepare the agenda for Academic Council meetings and assist the Vice Chairman of the General Faculty in the preparation of the agenda for General Faculty meetings. The committee has one student member who is selected by Student Council.

Student Affairs Committee

This committee makes recommendations to the Academic Council regarding the relationships between students and UMR, including, but not limited to, the following: student-teacher relationships; student-administration relationships; scheduling of classes and examinations; budgeting and distribution of funds paid by students for student activities; rules and regulations pertaining to student housing, health and services for students, university counseling services, departmental advisement practices; rules and regulations pertaining to student organizations, including recognition and discipline of student organizations; operations of the University Center; student publications; subcommittees and delegate its responsibility to them. Members of such subcommittees need not be members of the Academic Council or Student Affairs Committee. The committee has five student members who are selected by Student Council.
Student Awards and Financial Aid Committee
This committee recommends policies regarding the administration of student awards and financial aids, including loans and scholarships, consistent with specifications of the respective donors and grantors. It shall be the duty of this committee to consider and rule on appeals that may be submitted by students regarding awards and financial aids. The committee has two student members who are selected by Student Council.

Student Conduct Committee
This committee rules on questions of interpretation of the “University Of Missouri Rules Of Procedures in Student Disciplinary Matters.” It may also make recommendations on policies to the Board of Curators through the Academic Council. Decisions of this committee on disciplinary matters shall be reported to the Academic Council. The committee has four student members who are selected by Student Council.

Student Scholastic Appeals Committee
This committee establishes procedures for individual student scholastic appeals. The committee shall consider and rule on all individual cases of appeal relating to student scholastic performance, including but not limited to: graduation with honors, probation and dropping from school, readmission after being dropped for scholastic reasons, scholastic deficiencies and evaluation of credit and transfer of credits, grades and honor points from other campuses to UMR. It serves as an appeal board for cases of students on scholastic probation who are involved in the activities of organizations. The committee has two student members who are selected by Student Council.

Fraternities and Sororities

http://campus.umr.edu/studentlife
218 Havener Center
341-6771

Joining a fraternity or sorority is an excellent way to complement your academic experience here at UMR. Our Greeks have been a central part to campus leadership for over 100 years. Greek students are successful and outgoing, and they have been nationally recognized as being one of the strongest communities in the State of Missouri. Joining a fraternity or sorority not only offers students a unique place to live, but also a lifetime of friendship and reward. Fraternities and sororities offer plenty of hands-on experience outside of the classroom. All chapters strongly encourage members to get involved in campus organizations and highly recommend accepting leadership in those groups. Leadership opportunities exist in the chapter house as well. Each organization is an autonomous unit with its own set of rules, officers, and democratic structure. There is no better way to gain leadership experience than to live it first-hand.
Members of fraternities and sororities also spend a great deal of time raising money and working for charity. Thousands of hours are spent each year to benefit several local and national philanthropic organizations. The National Committee for the Prevention of Child Abuse, Gingerbread House, Big Brothers/Big Sisters of Rolla, Boys Town of Missouri, B.W. Robinson State School, PUSH America, the Arthritis Research Center, and the Muscular Dystrophy Association are some of the many charities that benefit from service that Greek students contribute during the year.

Men and women learn to be team players in fraternities and sororities. Members must work together on many different projects from the enforcement of chapter rules to organizing homecoming and alumni activities. These team-oriented decision making processes help prepare men and women for larger projects and duties they will handle after graduation.

Benefits of Fraternity and Sorority Membership

- You will have a group of supportive friends to help you make the adjustment to college and who will be your friends for life.
- You will have excellent scholastic resources available to help you achieve your academic goals.
- You will learn important leadership skills and get a chance to practice them as a chapter officer or committee member.
- You will be encouraged to get involved in other clubs and campus organizations.
- You will participate in intramurals and campus events like Greek Week, St. Pat’s, and Homecoming with other fraternity and sorority members.
- You will get to help other less fortunate through community service and fundraising projects.
- You will be exposed to career opportunities through interaction with alumni.
- You will be part of the national network of over 400,000 undergraduate fraternity and sorority members.
SOCIAL FRATERNITIES and SORORITIES

Social Fraternities:

Alpha Epsilon Pi
#4 Fraternity Dr.
364-7176

Alpha Phi Alpha
1606 Rolla St.
341-6638

Beta Sigma Psi
#2 Fraternity Dr.
364-8575

Delta Tau Delta
2631 Vienna Rd
364-1909

Kappa Alpha
#1 Fraternity Dr.
364-4841

Kappa Alpha Psi
P.O. Box 1382
www.umr.edu/~kapsi

Kappa Sigma
1701 White Columns Dr.
364-2314

Lambda Chi Alpha
1705 Pine St.
364-9901

Phi Kappa Theta
707 State St.
364-6434

Pi Kappa Alpha
613 W. 9th
364-1490

Pi Kappa Phi
1704 Pine St.
364-1927

Sigma Chi
1310 Pine St.
364-1433

Sigma Nu
205 E. 12th St.
364-1292

Sigma Phi Epsilon
801 Park St.
364-9818

Sigma Pi
206 E. 12th St.
364-9783

Sigma Tau Gamma
#5 Fraternity Dr.
364-5226

Tau Kappa Epsilon
1107 State St.
364-8115

Theta Xi
1605 Pine St.
364-6294

Triangle
807 State St.
364-8968

Social Sororities:

Chi Omega
1607 Pine St.
364-8989

Phi Sigma Rho

Kappa Delta
1800 Pine St.
341-3560

Zeta Tau Alpha
204 E. 12th St.
364-6463
International Students Club

The International Student Club is a group of international students which organize, promote and/or support cultural, social and sportive activities that provide its members, all people on campus and the community of Rolla a broader appreciation of the customs in the country of origin of its members. We are one of the largest clubs on campus with more than 300 student members from over 40 countries from around the world. The purpose of our club is also to provide the international students with a direct link to the university officers to give feedback and workout solutions to matters of interests to its members. Our biggest annual event is International Students Day.

For further information go to http://web.umr.edu/~intsclub/ or send an e-mail to intsclub@umr.edu.

Living & Learning Communities

Residential Learning Communities

UMR offers specialized learning communities in the residence halls. The Voyager Program utilizes block scheduling, mentoring and common-living facilities to promote community development and academic success. Voyager is a residential community of first year students enrolled in similar academic experiences in chemistry, mathematics, and English.

UMR’s first Residential College opens in the Fall 2004 semester and will house over 250 students. The Residential College will be directly linked to the academic mission of the campus and will have lounges, meeting and seminar rooms, and apartments to house faculty in-residence. Students in the Residential College will live in one of three emphasis areas; Women as Global Leaders, Global Research, and Global Entrepreneurship.

In addition to the amenities provided in all residential halls, the Residential College will provide programming designed to deepen the residents’ understanding of the theme through frequent outside speakers from leaders in the particular theme area.
KMNR Radio Station (89.7 FM)

KMNR is operated entirely by UMR students, both in planning and broadcasting. The station is free format, so the DJs choose the music. The station’s programming emphasis is on educational and entertainment matters of interest to the campus community. The station needs new DJs at the beginning of each semester, so contact KMNR soon to learn about becoming an on-air personality with your own radio show. The station is located at 205 West 12th Street, across from Basic Engineering, and the phone number is 341-4272. You can also contact the station via e-mail at KMNR@umr.edu.

Missouri Miner

This is the official weekly student newspaper. It is written, edited and published by students. Routine reporting assignments are used as preparation and screening of candidates for editorial and management assignments in later years - several of which provide compensation. The Miner office is located in 10th & Hwy 63 and the phone number is 341-4312.

Rollamo

The Rollamo is the official yearbook of UMR. The staff is comprised entirely of students, and annually recruits new writers and photographers. Editorial positions are filled on the bases of continuity of service, enthusiasm, and competence. Several positions provide compensation. The Rollamo office is located at #3 Fraternity Drive. Contact 341-4279 or rollamo@umr.edu.

Southwinds

A yearly magazine published to promote creative activities, their understanding and appreciation.
UMR student musical groups include seven instrumental organizations, choir and a madrigal ensemble. Concerts and recitals by these groups, as well as drama productions by the UMR Theatre are presented on campus throughout the year. You are invited to become involved in any of these areas as performer, technician, or as an observer. For more information, please contact the Performing Arts Department Office at 341-4185.

- Marching Band
- Jazz Band
- Highland Pipe Band
- Concert Choir
- Chamber Choir
- Madrigals
- Orchestra
- Symphonic Band

Did You Know ... Leach Theatre Fund

Student organizations and community groups may host events in Leach Theatre as scheduling permits. However, as an auxiliary facility (the facility receives no student fees), rental and production fees will be charged. To support student use of the theatre, the Leach Theatre Fund was organized by Student Council to help groups offset the costs of sponsoring events in the facility. Applications for the Leach Fund are available from the Director of Student Life (stulife@umr.edu) in 218 Havener Center.

Student Council (StuCo)

Student Council is the primary representative body of the students at UMR. Student Council provides the mechanism for the student body to have a formal voice in campus affairs. Its purpose is to represent the interests of the student body by voicing student opinions and working in any matter for the students’ best interest within the campus, system, and state levels.

Student Council is composed of over 100 elected delegates and five officers. Delegates represent recognized student organizations or serve as members-at-large. As elected delegates, representatives are responsible for keeping their groups informed on issues affecting the student body, voting according to their groups views, and serving on Student Council committees. More information about Student Council visit their web site at http://campus.umr.edu/stuco/.

Most of the work in Student Council is done through its nine committees. These committees are responsible for distributing campus funds, investigating student issues, improving the campus, and more. The seven standing committees of Student Council are listed below:

- Campus Improvements The purpose of the Campus Improvements Committee is to receive and respond to student concerns and suggestions that involve
physical changes to campus. Past projects include working for a formalized Joe Miner costume and lighting walks. The committee also works to improve campus safety.

- **City Council Representative** The city council representative represents the students of the University of Missouri-Rolla and their interest within the city of Rolla, MO. Many issues and concerns appear through daily activities that are outside of the University’s and Student Councils abilities to handle. Those issues are taken by the representative straight to City Council and resolved.

- **External Funding** The External Funding Committee reviews applications for Club Appropriations Fund, Non-Varsity Sports Fund, and the Professional Projects Fund. Recommendations for the appropriations of these funds are then presented to Student Council.

- **Intercultural Relations** The Intercultural Relations Committee’s main mission is to provide an active base for student groups, Student Council, and the University to pursue pertinent cultural matters that will ultimately produce a more unified campus. The committee may do this by helping with the programming and publicity of campus wide events or by presenting proposals and providing insight on cultural issues. In the past, this committee has coordinated the Sprinkle Your Life with Diversity Ice Cream Social.

- **Parent-Alumni Relations** The Parent-Alumni Relations Committee serves as a liaison to the Parents Association and the Alumni Board, and makes recommendations to these two groups on what projects to fund that would benefit the student body as a whole. In addition, this committee looks for new sources of fund raising for Student Council. PAR offers a cake and flower service, including Rolla area delivery.

- **Public Relations** The Public Relations Committee publicizes Student Council events and opportunities, and assists Student Organizations in promoting events of their own. They also work with the UMR Admissions office to provide prospective UMR students with information about UMR from a student viewpoint and give current UMR students a chance to represent UMR to prospective students.

- **Student Services and Recognition (SSR)** The SSR Committee improves current University services and provides new services to help students at UMR. This committee also coordinates inter-organization activities, organizes the four yearly blood drives on campus, Chalk the Walk contests, and coordinates the Outstanding Student Leaders’ Banquet with the Corporate Development Council. SSR coordinates a leadership recognition program.

- **University Relations** The purpose of the University Relations Committee is to act as a direct liaison between students and the university. This committee receives and responds to student complaints that involve university policy and directs those complaints to the proper channels where they can be resolved. Some projects include improvements to the current advising and registration systems.

- **Web Administration** The Web Administration Committee is responsible for
maintaining the Student Council web site, working with Streaming Audio Video Information Display (SAVID) and providing web-related assistance to student organizations.

- **Extraordinary Student Leadership Award (ESLA)**
  The ESLA is the most prestigious leadership award at the University of Missouri – Rolla. The award was previously called the Andrew Sears Award and was inspired by Andrew Sears, the Student Council President 1994-1995. He raised the bar concerning what a student leader could accomplish. The award was designed to honor a graduating individual who has been an outstanding campus leader, throughout his or her college career. This person will ideally have had a significant impact in multiple organizations. The Extraordinary Student Leadership Award is not necessarily an annual award. It will only be given to a student who is truly an extraordinary student leader. Nominations will be considered and the award recipient selected by a committee of peer student leaders. The award includes plaque recognition and a monetary gift, both sponsored by the department of Student Affairs.

In addition, Student Council is involved in a number of other areas. The Student Activity Fee Board of the Student Council recommends the allocation of the student activity fees. Student Council coordinates with the St. Pat’s celebration committee which is responsible for organizing and raising funds for the annual events centered on St. Patrick’s Day. Events include contests for student organizations, a parade, and a queen coronation. Membership on this committee is open to all interested UMR students. This celebration has been a tradition on this campus for almost 100 years.

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**Student Design Competition Center**

http://web.umr.edu/~usdcc/
341-4029, 341-6782
Bureau of Mines Building #100

UMR’s Student Design Competition Center (USDCC), was established to encourage and promote excellence in multidisciplinary student design projects. The center provides technical and administrative support for eight student design projects, including the two-time National Champion Solar Car, Human Powered Vehicle, Formula SAE (FSAE) Racing, Steel Bridge, Concrete Canoe, Advanced Aero Group (AAVG), Robotics, and Solar House teams.

Each UMR design team is a student-run organization, where the team members elect officers, develop budgets, and design, build and test their projects before participating in competitions against the finest engineering universities in the world. UMR teams have participated in competitions all over the U.S., as well as in Australia and China, and have consistently taken top national and international awards.

The USDCC not only encourages excellence in technical applications, but provides training and assistance in all aspects of team-based management necessary for the success completion of complex design projects, including leadership skills, marketing, fundraising and logistics.

Design teams maintain administrative offices at 112 Engineering Research Lab, and typically hold weekly meetings that are listed in the Miner newspaper. Interested students are encouraged to visit the Student Design Center, located between the Campus Support Facility (CFS) and the Havener Center, where team members are often found working on their projects.
The Student Union Board committees are comprised of students who volunteer their time and energy to present high-quality programs and events to a wide variety of students. The programs are funded by a portion of the Student Activity Fee. The office is located in 218 Havener Center and can be reached by phone at 341–4220.

The nine standing committees of the Student Union Board are listed below:

**Comedy**
Events include comedians, hypnotists, and the April Fools Comedy Series. Past performers include: Lewis Black, Dane Cook, and Dean Edwards.

**Concerts**
Brings both large and small concerts to campus; Previous shows include Adam Sandler, The Urge, Goldfinger, and Better than Ezra.

**Film and Video**
Decides the SUB movie lineup each semester to try to bring the best variety of movies possible.

**Leisure and Recreation**
Activities include soccer and card game tournaments, triathlons, College Bowl, and basketball tournaments.

**Light and Sound**
Responsible for providing technical services for SUB, campus, and community events; This committee sets up maintains all of SUB’s lighting and sound equipment. (Members of this committee get paid.)

**Performing Arts**
Brings arts events to campus including theater groups, musicians, and the SUB coffeehouses.

**Promotions**
Sponsors publicity stunts and campus events (including Campus Showcase and SUB Day), provides articles to the Miner, and updates the SUB webpage.

**Social Awareness**
Brings diversity events to campus, including lecturers, the Awareness series, and Campus Unity Explosion (CUE).

**Special Events**
Events include Homecoming and seasonal or special events, such as the Easter Egg Hunt, bingo nights, and holiday events.

**DID YOU KNOW . . .**

**Outdoor Activity Rental (OAR)**
If you’d like to rent outdoor recreational equipment, check out Outdoor Activity Rental in the Miner Recreation Building at 10th Street and Bishop (US 63). Rates are very reasonable and you can choose from canoes, back packs, tents, sleeping bags, volleyball sets, and more.

Outdoor Activity Rental is operated by the Student Union Board. For more information, please contact OAR staff, Miner Recreation Building, 341-6488 or at web.umr.edu/~oar/. 
Reasons Why You Should Get Involved At UMR:

- to make friends and belong to a group
- to develop UMR loyalty by participating in campus events
- to prepare for a career since prospective employers want to hire students who have been involved in all aspects of campus life
- to discover and develop leadership skills
- to improve communication and interaction skills, as involvement will help you learn to get along with others
- to learn processes of decision making, problem solving, time management and organizational skills
- to provide an avenue for your input and develop a sense of responsibility
- It is your responsibility to plan events or change policies so that UMR reflects the students’ needs.

Service & Volunteerism

UMR students are dedicated to giving back to the campus, city of Rolla, state, national, and international communities. Get involved through the Journey Program, new for this year, which gives students the opportunity to spend their spring break doing beneficial work for a community in an exciting location. Also look for a full calendar of service and volunteer events scheduled throughout the year. For more information on how you can get involved in volunteer and service to others, please contact the Department of Student Life at http://campus.umr.edu/studentlife or at 341-6771.

Angel Uruchima
Below are a few of the ways in which students, faculty, and staff are recognized at UMR. Many student organizations honor their members for their achievements. For more information, please contact the Department of Student Life at 341-6771.

Chancellor’s Leadership Academy

CLA is a leadership class for second semester freshmen who are interested in opening the door to a world of leadership opportunities. CLA offers exciting interaction with other leaders in the UMR community. Students are selected based on their leadership, community service, academic records, and involvement in UMR community. Students attend a weekly one-hour class which occasionally includes dinner at the Chancellor’s residence and interactions with UMR alumni. CLA extends through the fall semester of their sophomore year.

Honor Roll

At the end of the semester, all undergraduate students who obtained a semester grade point average of at least 3.20, who completed 12 or more semester hours of work, and who obtained passing grades in all courses for that semester are designated as honor students for that semester.

Blue Key Miner of the Month

Blue Key, a national honor fraternity, awards the Blue Key Miner of the Month to a student who has contributed an extraordinary amount of service to the campus or community during a fall or winter month. All student organizations may make nominations, but only non-Blue Key members may receive the award. The winners are announced in the Missouri Miner student newspaper and receive a certificate. For more information, please contact Blue Key at http://web.umr.edu/~bluekey/.

Joe Mooney Distinguished Student Awards

The Joe Mooney Distinguished Student awards, sponsored by the MSM-UMR Alumni Association, recognize current students with monetary awards. Nominees are sophomores or juniors who have demonstrated achievement to a campus recognized organization, dedication to community or school, service to others, and leadership potential. Nomination forms are available from the Student Council Office. For more information, please contact the Student Council Office, 218 Havener Center, 341-4280 or at http://campus.umr.edu/stuco/.

Outstanding Advising Award

Outstanding Advising Award recognizes excellent advisors among the UMR faculty. Nominations are due by April 2003 and may be picked up in the Student Council Office and returned to the Alumni Office in Castleman Hall. For more information, please contact the Student Council Office, 218 Havener Center, 341-4280 or at http://campus.umr.edu/stuco/.
Parents of the Year & Outstanding Staff Member

The Student Council Parent and Alumni Relations Committee accept nominations for two awards. “Parents of the Year” recognizes parents of a current UMR student. Recipients are recognized with a gift from the UMR Parents’ Association and a special ceremony during the Family Day football game. Current UMR students may also nominate a UMR staff member as “Outstanding Staff Member” of the year. For more information, please contact the Student Council, 218 Havener Center, 341-4280 or at http://campus.umr.edu/stuco/.

Theta Tau Omega Freshman of the Year

Theta Tau Omega, an social and special interest organization on campus, awards a one-time scholarship to a sophomore who has demonstrated outstanding ability in the classroom while being actively involved in campus activities during his/her freshman year. For more information, please contact Theta Tau Omega at http://web.umr.edu/~thetatau/.

Sigma Nu Tristan Garret Pinzke Scholarship

Two $500 dollar scholarships are available annually for any UMR student. He or she must have a 2.5 GPA, however the criteria for the scholarship is based primarily on the student’s extra-curricular activities. The scholarships are given out by Tristan’s parents who set up an endowment after he was killed in a car accident. For further information, please contact the Sigma Nu Fraternity, 205 East 12th Street, 364-1292 or at www.umr.edu/~sigmanu.

Student Organization Monetary Awards

The MSM-UMR Alumni Association awards a total of $5000 per year to assist student organizations with special projects. Deadline for applications is the last class day of the semester prior to the planned project. Funds are distributed near the beginning of each semester for that semester’s projects. For more information, please contact the Alumni Association, Castleman Hall, 341-4145 or at http://www.umr.edu/?alumni.
UMR offers numerous opportunities to develop one’s leadership skills in any of its’ 200 plus recognized student organizations. For more information, please go to http://campus.umr.edu/studentlife or stop by the Department of Student Life in 218 Havener Center.

Student Organization Categories:

- Academic Departmental Organizations
- Fraternities & Sororities
- Governing & Programming Organizations
- Honor & Professional Organizations
- Intercultural Organizations
- Media & Publication Organizations
- Recreation, Sports, & Intramurals
- Religious Organizations
- Residence Hall Organizations
- Social & Special Interest Groups
- Student Design Groups
- Service Organizations
American Association of Petroleum Geologists/C. L. Dake Society
Encourages knowledge of geology and related science, promotes professionalism and provides a means of contact with the geological profession. Conducts conferences and field tours for a variety of investigations in all of the earth sciences.

American Ceramic Society
Promotes science and engineering as they relate to ceramics and allied industries.

American Concrete Institute
Encourages student interest in the study of concrete.

American Foundry Society
Promotes the advancement of knowledge related to the manufacture and utilization of metal castings.

American Indian Science and Engineering Society
A national professional society which encourages American Indian students to pursue careers in engineering.

American Institute of Aeronautics & Astronautics (AIAA)
Promotes interest in astronautics, rocketry, and jet propulsion.

American Institute of Chemical Engineers (AIChE)
A student chapter of a national engineering organization for students in chemical engineering.

American Nuclear Society (ANS)
Promotes the professional development of its members in scientific investigation and industrial utilization of nuclear science and technology.

American Society of Engineering Management/IIE
The object of the Chapter shall be to promote the Profession of Engineering Management through the organized effort of this group in study, research and discussion of the fields of Engineering Management and the dissemination of knowledge thereby gained.

American Society of Civil Engineers (ASCE)
A student chapter of a national engineering organization for students in civil engineering.

American Society of Heating, Refrigeration and Air-Conditioning Engineers (ASHRAE)
Advances the sciences of heating, refrigeration, and air-conditioning and related sciences.

American Society of Mechanical Engineers (ASME)
A student chapter of a national engineering organization for students in mechanical engineering.

Architectural Engineering Institute
The objectives of this Chapter shall be to encourage the development of a professional consciousness, to afford an opportunity for architectural engineering students to become acquainted and to practice working together effectively, to promote a spirit of congeniality among them, and to provide friendly contact with the engineering profession.

Association for Computing Machinery (ACM)
A national organization for students interested in computing machinery.

Association of Engineering Geologists (AEG)
Promotes high ethical and professional standards and affords the opportunities for the discussing subjects and problems within the field of engineering geology.
Association of General Contractors (AGC)
Advances student interest in construction with an emphasis on the role of engineering in construction.

Earthquake Engineering Research Institute
Encourages interest in the advancement of the science and practice of earthquake engineering and potential solutions in earthquake management.

El Club de Espanol
Promotes the awareness and study of the Hispanic culture and language.

Financial Management
The purpose of this society shall be to: Assist in the professional, educational, and social development of college students interested in economics, finance, banking, and investments. Provide an association for college students actively interested in these fields. Encourage interaction between economists, business executives, faculty, and students of economics, business, and finance.

French Club
Promotes the study of French, the appreciation of the French language and culture, intercultural understanding.

Helix Life Science Club
Promotes an interest in the biological sciences.

History Club
Promotes the study and understanding of history and encourages communication between the members and professional historians.

Institute of Electrical & Electronic Engineers (IEEE)
Disseminates the knowledge of the theory and practice of electrical engineering and furthers the professional development of electrical engineering students.

Institute of Transportation Engineers (ITE)
Encourages the development of professionalism and an interest in traffic engineering and provides contacts with professionals in the field of traffic engineering.

International Society for Explosives Engineers
Promotes the advancement of the science and art of explosives engineering.

Iron & Steel Professional Society
Provide greater opportunities for communication and cooperation between the University, its students, the Metallurgical Engineering Department and the iron and steel industry.

John Marshall Society
The purpose of this organization shall be to provide assistance in LSAT preparation, provide academic support on various classes that will help JMS members in their search for a law school, to bring to attention those resources available to JMS members, and to promote pre-law as a pre-professional program on campus.

Living Poets Society
Develops an understanding and appreciation of language and literature and their related fields.
Mathematical Association of America at UMR (MAA)
Promotes an interest in mathematics by providing lectures and articles dealing with contemporary mathematics and recent developments in mathematical research.

National Society of Black Engineers (NSBE)
A national professional society which encourages minority students to pursue careers in engineering. The chapter aids students in seeking financial aid and provides tutoring.

Society of American Military Engineers (SAME)
Advances the knowledge of the science of military engineering, and fosters a spirit of cooperation between military engineers and the other arms of the military service.

Society of Automotive Engineers (SAE)
Promotes interest in the development, design and production, operation and maintenance of automobiles and aircraft.

Society of Exploration Geophysicists
Encourages interest in the science of geophysics and advances the knowledge of its various phases.

Society of Hispanic Professional Engineers (SHPE)
A national professional society which encourages Hispanic students to pursue careers in engineering.

Society of Manufacturing Engineers
Educates its members about theory and practice of manufacturing and prepares students for careers in the field of manufacturing engineering.

Society of Metallurgical Engineers
A student chapter of a national organization for students in metallurgical engineering.

Society of Mining Engineers (SME)
A student chapter of a national organization for students in mining engineering.

Society of Petroleum Engineers (SPE)
A student chapter of a national organization for students in petroleum engineering.

Society of Physics Students (SPS)
Encourages and assists students in the development of knowledge, competence, enthusiasm and social responsibility essential to the advancement of physics.

Student Association of Management Systems (S.A.M.S.)
Promote the advancement of technology related to management systems.

Student Missouri State Teachers Association
Promotes the ideals, ethics, history and program of the organized teaching profession.

Women In Mining
The purpose of WIM UMR, in coordination with the UMR Department of Mining Engineering, shall be to promote continued professional growth for women in the area of mining, to encourage professional responsibility, to educate both the members and the public about the mining industry, and to perform community service.

W. T. Schrenk Society
Acquaints students with professional opportunities and recent advances in the science of chemistry.

Water Environment Federation
Dedicated to the advancement of student interests in environmental studies, with emphasis on the engineering role in water environment.
Associated Students of the University of Missouri (ASUM)
As “the student voice in state government” ASUM represents the needs and interests of UMR and all UM students to the highest level of government. ASUM is governed by a board of directors comprised of students from each of the four campuses of the University of Missouri System. ASUM’s Legislative Intern Program provides the training ground for students to become registered lobbyists while earning political science credit. ASUM also provides students the opportunity to participate in the political process through a variety of other programs such as the “Lunch with a Legislator” program, Student Showcase Day and voter registration drives.

Council of Graduate Students
Provides a means of communication between the graduate students and faculty, and coordinates activities for graduate students.

Interfraternity Council (IFC)
The Interfraternity Council is the representative body of the Greek community at UMR. IFC provides many programs to the Greek Community in the areas of Recruitment, Scholarship, Risk Reduction, Philanthropy, and Social activities. The main events IFC coordinates are Greek Week and Greek Sing. IFC is also empowered with policy making and enforcement authority, and is responsible to the fraternities and to UMR. The IFC consists of one elected delegate from each of the 20 fraternities, 12 elected committee heads, and seven elected executive officers. If you are interested in joining a fraternity or learning more about IFC feel free to contact an IFC representative. The office is located at 218 Havener Center and the phone number is 341-4329.

Panhellenic Council
UMR Panhellenic Council is the governing council of the UMR sororities. It promotes: Scholarship, Leadership, & Sisterhood. There are three national sororities with campus approved housing, one local sorority, and one NPHC sorority. For information, please email panhel@umr.edu.
Residence Hall Association (RHA)
Consists of a representative group of students living in the residence halls. Coordinates activities important to the residents of both the Thomas Jefferson Hall Association and the Quadrangle Hall Association.

St. Pat’s Celebration Committee
The St. Pat’s Celebration Committee is responsible for the organization and planning of a variety of festivities during the week of St. Patrick’s Day. These activities include such events as Snake Invasion, Follies, Gonzo & Games, Coronation, and the St. Patrick’s Day Parade. Membership and participation are open to the entire campus, and any questions regarding the St. Pat’s Committee can be sent to stpats@umr.edu.

*This committee is part of StuCo.

Student Council (StuCo)
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Student Union Board (SUB)
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Honor & Professional Organizations

Alpha Chi Sigma
A national professional fraternity in chemistry.

Alpha Iota Delta
The purpose of the Epsilon Mu Chapter is to confer distinction for academic excellence in the decision sciences and information systems, to promote the infusion of the functional and behavioral areas of administration with the tools, concepts, and methodologies of the decision sciences and information systems, and to promote professional fellowship among students, faculty, and administrators who share a common interest in the development of the decision sciences and information systems.

Alpha Nu Sigma
A nuclear engineering and science honor society.

Alpha Sigma Mu
A national honor fraternity in metallurgical engineering.

Blue Key
A national honor fraternity and service organization where members are initiated after their sophomore year upon demonstrating average scholastic ability and consistent interest in campus activities.
Chancellor’s Leadership Alumni Association
The purpose of CLAA is to provide the outgoing members of Chancellor’s Leadership Academy a way to continue to develop their leadership abilities through campus and community involvement including but not limited to service projects and recruitment/retention efforts for the University.

Chi Epsilon
A national honor fraternity in civil engineering for eligible juniors and seniors.

Eta Kappa Nu (HKN)
A national honor fraternity in electrical engineering for eligible juniors and seniors.

Kappa Kappa Psi
A national honorary band fraternity.

Kappa Mu Epsilon (KME)
A national honor fraternity in mathematics.

Keramos
A national honor fraternity in ceramic engineering

National Residence Hall Honorary (NRHH)
A national honor society which recognizes individuals who have promoted a high quality environment in the residence halls through their outstanding leadership.

Omega Chi Epsilon
A national honor fraternity in chemical engineering.

Omicron Delta Kappa
A national honor society who recognizes those who have attained a high standard of leadership in the UMR campus community.

Order of Omega
A national Greek leadership honor society which seeks to recognize those Greek students who have attained a high standard in academics and leadership in Inter-Greek and campus wide activities.

Phi Alpha Theta
A national honor society in history.

Phi Eta Sigma
A national honor society for freshmen who attain extremely high scholastic levels.

Phi Sigma
A national biological honorary society.

Pi Epsilon Tau
A national honor society in petroleum engineering.

Pi Tau Sigma
A national honorary fraternity in mechanical engineering.

Psi Chi
A national honor society in the science of psychology.

Sigma Gamma Epsilon
A national honorary professional society in earth sciences (geology, mining, metallurgy, ceramics).

Sigma Gamma Tau
A national honor society in the field of aeronautics.

Sigma Pi Sigma
A professional honor society in physics.

Sigma Tau Delta
A national honor society in English.

Society of Women Engineers (SWE)
A national professional society dedicated to women students in engineering and physical sciences.

Tau Beta Pi
A national recognition society of honor students in engineering majors.

Tau Beta Sigma
A national honorary band sorority.

Upsilon Pi Epsilon
A national honor society in computer science.
African Student Association
Promote a greater understanding of the various cultures on the African continent and provide a network of support among the African students on campus.

Association of Black Students (ABS)
Unites and obtains further representation for black students; fosters growth in the culture and studies of the black race; and strives to improve the relations among all students and the members of the community. This organization has responsibility for the Black Culture House.

Chinese Students & Scholars
Provides an opportunity for Chinese students and scholars to explore and experience the Chinese culture.

Chinese Students Association
Provides an opportunity for Chinese students to share in activities of promotes an awareness of the Chinese culture.

India Association
Creates improved understanding among students from India and other nationals on the campus.

International Students Club
The International Student Club is a group of international students which organize, promote and/or support cultural, social and sportive activities that provide its members, all people on campus and the community of Rolla a broader appreciation of the customs in the country of origin of its members. We are one of the largest clubs on campus with more than 300 student members from over 40 countries from around the world. The purpose of our club is also to provide the international students with a direct link to the university officers to give feedback and workout solutions to matters of interests to its members. Our biggest annual event is International Students Day and next one will be held on March 7th 2004. For further information go to http://web.umr.edu/~intsclub/ or send an e-mail to intsclub@umr.edu.

Korean Students Association
Promotes friendship among Korean students and between Korean students and all other students at UMR.

Malaysian Students Organization
Strengthens relations among Malaysian students at UMR, promotes friendly relations between Malaysian students and other students, and increases campus awareness of the Malaysian culture.

Thai Students Association
Promotes friendship and understanding of Thai customs among Thai students and other people on campus. Provides guidance to new Thai students coming to UMR.

Turkish Students Association
Promotes a close relationship and better understanding between Turkish, American and all international students at UMR.

Vietnamese Student Association
Promote and maintain friendly relationships as well as to support cultural, educational, and social activities related to the Vietnamese culture.
KMNR Radio Station (89.7 FM)
KMNR is operated entirely by UMR students, both in planning and broadcasting. The station is free format, so the DJs choose the music. The station’s programming emphasis is on educational and entertainment matters of interest to the campus community. The station needs new DJs at the beginning of each semester, so contact KMNR soon to learn about becoming an on-air personality with your own radio show. The station is located at 205 West 12th Street, across from Basic Engineering, and the phone number is 341-4272. You can also contact the station via e-mail at KMNR@umr.edu.

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Southwinds
A yearly magazine published to promote creative activities, their understanding and appreciation.

Recreation, Sports, & Intramurals

Aikido
Promotes study and practice of the art Aikido as a form of physical fitness and self defense.

Ballroom Dancing Club
Promotes study and practice of ballroom dancing and offers lessons on different dance styles to the UMR community.

Chess Club
Brings students together for the purpose of playing the game of chess.

Cycling Club
Encourages the use of bicycles as recreational vehicles and transportation for environmental and health reasons.

Fencing Club
Promotes interest in the history of the French martial art and the practice of it in competitions.

Flyfishing Club
Promote recreational opportunities for students associated with flyfishing in the
Rolla area. Provide knowledge and support for flyfishing and related activities for novice and skilled anglers. Work to promote wildlife and habitat conservation within the Club, UMR, and surrounding community.

**Gaming Association**
Promotes interest in simulated war games and war game activities.

**In-Line Roller Hockey Club**
Promote participation and interest in in-line roller hockey.

**Intramural Managers Association**
Student representatives help the Intramural Director schedule and regulate the play of intramural sports.

**Juggling Club**
Promotes juggling, and members perform at campus and community events.

**Lacrosse Club**
Provides an opportunity to learn the history and experience the sport Lacrosse.

**Racquetball Club**
Promotes participation and interest in racquetball.

**Rugby Club**
Promotes and encourages participation in the game of rugby and provides opportunities for competition.

**Skydiving Club**
The goal of this organization is to provide a greater degree of access to the sport of skydiving for UMR students, with emphasis on safety and personal training programs, such as IAD (Instructor Assisted Deployment).

**Spelunkers Club**
Promotes interest and training in the exploration of caves and caverns.

**TaeKwonDo Club**
Promotes the art and science of TaeKwonDo and maintains its standards and traditions.

**Trap and Skeet Club**
Promotes interest in the sport of trap and skeet shooting and gun safety.

**Ultimate! Club**
Promote the sport of Ultimate! Also, they represent the University at competitions on the national level.

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**Religious Organizations**

**Baptist Student Union (BSU)**
Affiliated with the Baptist Church. The center is located at 610 W. 10th St. and their phone number is 364-3354. Their campus minister is Ron Wynne.

**Catholic Newman Center**
The Newman Center is located along the walkway from TJ and is open to all students. It is affiliates with St. Patrick Catholic Parish. Sister Renita Brummer is the campus minister. The Center can be reached at newman@umr.edu or 364-2133 or www.umr.edu/~newman
Chi Alpha
An organization of students in higher education who unite to express the person and claims of Jesus Christ to the UMR campus and community.

Christian Campus Fellowship (CCF)
Non-denominational student organization offering both large group worship and small group Bible studies. Offices and residential housing located at 112 E. 12th Street. Email address is ccf@umr.edu and webpage is http://web.umr.edu/~ccf/. The phone is 573-341-3567 and the campus minister is Allen Schofield.

Christian Science Organization
Affiliated with the Christian Science Church which is located at 7th and State St. The phone number is 364-2040.

Common Call Campus Ministry
The purpose of Common Call Campus Ministry shall be to provide organization for students of UMR who wish to join in worship of Jesus Christ; to provide a positive forum for discussion on Christian theology based in the doctrines of the Episcopal Church and the ELCA, using the Holy Scriptures and additional Christian texts; and to promote the joint fellowship of Episcopalians, ELCA members, and those interested in these doctrines.

Fellowship of Christian Athletes
The mission of FCA is, “to present to athletes and coaches and all whom they influence, the challenge and adventure of receiving Jesus Christ as Savior and Lord, serving Him in their relationships and in the fellowship of the church.”

Jewish Student Association
Promotes Jewish education and culture among the Jewish student body and non-Jewish students.

Koinonia (Student Fellowship of Church of Christ)
Provides a means of Christian fellowship and increases the knowledge of God’s word as taught in the Bible.

Latter-Day Saint Student Association
Affiliated with the Church of Jesus Christ of Latter-Day Saints.

Lutheran Student Center
Affiliated with the Lutheran Church-Missouri Synod. The center is located at 810 W. 11th St. and the phone number is 364-2852. The campus minister is Rev. Stephen Kamprath.

Muslim Students Association (MSA)
Composed of students who practice the Muslim religion.

Society of All Paths
Provides an opportunity and outlet for various nature-based pagan religions.

Vine, The
The Vine is a group of UMR students and associate members interested in the study and practice of Christianity.

Voices of Inspiration
Spreads God’s light through song, provides worship services, and provides fellowship.

Wesley House
An ecumenical ministry offering student activities focused on worship, service, and fellowship. The campus minister can be reached at 364-1061. More information can be found at http://web.umr.edu/~wesley/.
Residence Hall Organizations

Quadrangle Hall Association (QHA)
Provides activities for residents of the Quadrangle Residence Hall complex.

Thomas Jefferson Hall Association (TJHA)
Provides activities for residents of the Thomas Jefferson Residence Hall.

Social and Special Interest Organizations

Academic Competition Team
Develop the intellect of the UMR student through competition and represent the university at College Bowl tournaments.

Amnesty International
The purpose of this organization shall be to bring a greater awareness of global issues of social and humanitarian interest, particularly those of human rights, to the UMR campus; educate the UMR campus about human rights and violations of such rights as outlined in AI appeal; and provide members with the opportunity to respond to the aforementioned appeals.

Association of United States Army (AUSA)
Provides incentives and opportunities to increase military skills and fosters an understanding of the role of the Total Army in the defense of the nation.

Black Man's Think Tank
To encourage African-American males to graduate from the University of Missouri-Rolla. To act as a resource for transfer students and those that may not be associated with residential and fraternal life. To assist members who are transfer students in integrating into the Rolla community. To exert a profound influence on the academic, personal, professional, and social enhancement of members.

Blue Sabres
Fulfills the color guard needs of AFROTC, UMR, and the surrounding community.

College Republicans
Works to inform the UMR student body and the surrounding community about Republican ideology, to inform the UMR student body and community about national, state, and local political processes, and to participate in and aid the election of Republican candidates to public office.

Collegiate Eagle Scout Association
Provides an opportunity for scouts currently enrolled in college to continue their scouting careers.

Da Vinci Society
To provide a safe zone for gay/lesbian/bisexual/transgendered students and their supporters. Our goal is to illustrate a positive and honest view of our community through educational and social events, as well as, to provide a network of support for our members.
**Delta Omicron Lambda**
Promote women’s issues and unity among UMR students through service, participation and education.

**Future Investors Club**
The purpose of this club is to educate members about financial management, promote the discipline and advancement of financial related technology, terminology, and services to all interested parties. Hold discussions of particular interest to the membership, and to interact with guest speakers who are of interest of the membership of the organization.

**IAESTE-Int. Assoc for the Exch of Students In Tech. & Eng.**
Promotes intercultural understanding through the exchange of student workers in technical fields.

**Independents**
Provides campus representation and social functions for non-fraternity/sorority members. The office is in 218 Havener Center.

**M-Club**
Encourages increased participation in the University's varsity sports program and stimulates sportsmanship, spirit, and service among varsity athletes.

**Military Aerospace Society**
Furthers the purpose, traditions, and concepts of the United States Air Force.

**Objectivism Club**
The primary purpose of the UMR Objectivism Club is to provide a structure and environment that allows interested persons to learn about and discuss the principles and applications of Objectivist philosophy.

**Paintball Club**
The goal of this organization is to provide a safe and entertaining environment for UMR students who share an interest in the sport of paintballing.

**Perfect 10 Improve**
The aims and objectives of the organization are to use improvisational theatre to increase members' knowledge of the art of theatre and utilize improvisational theatre to enhance social and mental skills.

**Radio Club (Amateur)**
Promotes interest in amateur radio operations & related areas. Maintains a “ham shack” in the Electrical Engineering building.

**Raiders**
Provides activities such as military field problems, map reading, orienteering exercises, mountaineering, survival operations and rescue training.

**Show Me Anime**
Archives Japanese animation for the purpose of making this Japanese art form available for viewing and appreciation.

**Society of Flight Test Engineers**
The Society is an organization of engineers, whose principal professional interest is the flight testing of aircraft. The objective of this Society is the advancement of flight test engineering throughout the aircraft industry by providing technical and organizational communication among individuals, both domestic and international, in the allied engineering fields of test operations, analysis, instrumentation and data systems.

**Society of Phenomenal Women**
Promotes the celebration of womanhood; holding clear intent to empower women on campus through educational activities.

**Solar Car Team**
Promotes interest and knowledge of solar-powered automobiles and their application to human welfare.
 Theta Tau Omega
A professional engineering fraternity with membership selected from students who are involved in co-curricular activities and have scholastic ability.

Toastmasters
Provides opportunities to prepare and deliver speeches, read and listen analytically, learn and practice parliamentary procedures, and conduct group discussions leading to self-improvement.

Youn Wha Rya
The purpose of the club is to train in self-defense and other martial arts techniques, providing members with increased self-confidence, awareness, health, and feeling of self-worth.

Theta Tau Omega
A professional engineering fraternity with membership selected from students who are involved in co-curricular activities and have scholastic ability.

Toastmasters
Provides opportunities to prepare and deliver speeches, read and listen analytically, learn and practice parliamentary procedures, and conduct group discussions leading to self-improvement.

Youn Wha Rya
The purpose of the club is to train in self-defense and other martial arts techniques, providing members with increased self-confidence, awareness, health, and feeling of self-worth.

Student Design Groups

Advanced Aero-Vehicle Group
Promotes technological advancement and knowledge of the aerospace sciences.

Concrete Canoe Team
To help advance the knowledge of students in any engineering field with project skills and concrete related sciences, which is above and beyond the instruction taught in the classroom. Through the spirit of intercollegiate competition, this project hopes to foster leadership, teamwork, and project management skills.

Formula SAE
Offers students the opportunity to implement what is learned in the classroom, providing them with the experience, knowledge, and social skills needed for a successful career.

Human Powered Vehicle Team
Provide the opportunity for students to develop leadership skills and to serve as a source for senior design projects while developing a vehicle for competition.

Robotics Competition Team
Promotes technological advancement and knowledge of mechanical, computer, electrical, and material sciences.

UMR RTI Solar House Team
Promote knowledge and interdisciplinary cooperation of technological advancement of solar energy for residential use.
Alpha Phi Omega (APO)
A national service fraternity. APO members perform various non-profit services for the entire student body and the community.

Circle K
A service organization with the objectives of promoting leadership and patriotism.

Gamma Alpha Delta (GAD)
Lead interested students in projects designed to alleviate human suffering and need, and encourage brotherhood among students as they work together for the common good.

Habitat for Humanity
A service organization with the objective of responsibly channeling student energies through participation in the Habitat mission of meeting the need for affordable housing.

Intercollegiate Knights (IK)
An honorary service fraternity established to foster college spirit and traditions. The UMR chapter is open only to students holding a minimum grade point average of 3.0.

Lambda Sigma Pi
A service fraternity whose purpose is to develop friendship, inspire leadership, and promote service to the community.

Omega Sigma
A service organization dedicated to providing various leadership opportunities and promoting unity and friendship through volunteerism.

Up 'til Dawn
The mission of this group is to unite the University of Missouri-Rolla campus in an effort to promote the value of service leading to all students at The University of Missouri-Rolla. Also, to provide students the opportunity to accumulate valuable, practical knowledge through their committee planning and event execution work. Lastly, to raise much needed dollars for the children of St. Jude Children’s Research Hospital.
University Policies & Student Discipline

- UMR Values ... p. 103
- Student Resources ... p. 103
- Student Expectations, Rights & Responsibilities ... p. 104
- Standard of Conduct ... p. 106
- Rules of Procedures in Student Conduct Matters ... p. 108
- Discrimination Grievance Procedure for Students ... p. 116
- Policies & Procedures for Student Organizations ... p. 117
- Judicial Procedures for Recognized Student Organizations ... p. 122
- UMR Campus Policies ... p. 123
- UMR Computing and Network Acceptable Use Guidelines ... p. 130
RESPECT
We value the contributions and diversity of others, holding them in high esteem, and are open to new ideas.

ACCOUNTABILITY
We are willing to take an ethical responsibility for our own personal, professional, and academic pursuits.

HONESTY
Academic honesty is essential for the intellectual life of the University. Faculty have a special obligation to expect high standards of academic honesty in all student work. Students have a special obligation to adhere to such standards.

ENTREPRENEURIAL SPIRIT
We desire to lead in the pursuit and creation of new ideas and knowledge, civic responsibility, and a willingness to serve society.

SUCCESS
We strive for personal, professional, and academic achievement.

Student Resources

- Office of Affirmative Action/Equal Opportunity,
  106 Harris Hall, 341-6314
- Office of Graduate & Undergraduate Studies,
  207 Parker Hall, 341-7276
- Office of the Vice Chancellor for Student Affairs,
  106 Norwood Hall, 341-4292
- The Counseling Center,
  204 Norwood Hall, 341-4211

The University of Missouri-Rolla is committed to prohibiting racism and all other forms of discrimination in order to ensure equal opportunity for all members of the campus community. In 1971, the Board of Curators approved an Equal Opportunity Policy. According to that policy, equal opportunity is provided to all students without discrimination on the basis of race, color, religion, gender, national origin, age, disability and veteran status.

Faculty, staff and students have a responsibility to work together to make UMR a bias-free working, educational, and living environment. This goal can be achieved by expanding one’s multicultural perspective of the world and by treating people with equal respect.

If you observe or are the recipient of an action you perceive as discriminatory, record the action and contact the following campus office:

  Affirmative Action/EEO Office
  106 Harris Hall
Student Affairs/Office of the Vice-Chancellor
http://campus.umr.edu/stu-aff/
106 Norwood Hall
341-4292

UMR strives to provide an environment in which students may develop as effective citizens and thoughtful, productive members of society. Freedom of expression and inquiry are essential elements of the University community. All members of the campus community share the responsibility to create general conditions conducive to the freedom to learn.

The University of Missouri-Rolla (UMR) is responsible for educating tomorrow’s leaders in engineering and science. UMR offers residential programs that include a full range of engineering and science degrees and complementary liberal arts degrees and programs. This institution has the responsibility to provide quality instruction, develop high standards of achievement and provide an atmosphere for self-expression and growth through a wide range of curricular and co-curricular activities.

Students should strive to develop the capacity for critical judgment and the ability to engage in an independent search for truth while endeavoring to exercise their freedom with maturity and responsibility. The following Student Expectations, Rights, and Responsibilities Statement is provided to educate students, faculty and staff on expectations of behavior while engaged in this development. It is not intended to be used as a guideline for disciplinary action or as University rules and regulations.

For more information, contact the Office of the Vice Chancellor for Student Affairs, 341-4292, 106 Norwood Hall, stu-aff@umr.edu, or the Student Council (StuCo) 341-4280, Havener Center, stuco@umr.edu.

Expectations

Members of the campus community should subscribe to certain ideals and strive for the level of achievement and virtue as defined by the following:

- Practice personal and academic integrity. (Examples of integrity include honesty, truthfulness and preparing one’s own work.)
- Respect the rights and property of others. (Examples include respect of other’s property, a person’s right to move about freely, express one’s self appropriately, and enjoy privacy.)
- Respect the dignity of all people and learn from the differences in people, ideas, and opinions. (Examples of respect are those behaviors that do not demean the dignity of individuals or groups, such as hazing, harassment, and discrimination. Learning from differences is demonstrated by affirmative support for equal rights and opportunities for all students, faculty and staff.)
- Demonstrate concern for others and their feelings, for conditions which support their work and development, and discouragement of behaviors which threaten the freedom and respect of UMR community members. (This concern is demonstrated by avoiding behaviors which unjustly inhibit another’s ability to feel safe or welcome in their pursuit of appropriate academic goals.)
Rights and Responsibilities

Right to freedom of access to higher education and the responsibility to conduct oneself in a manner compatible with the University’s mission as an institution of higher education.

Right to freedom from discrimination on the basis of individual characteristics not related to academic success and the responsibility to be respectful of students, faculty, staff, and other groups.

Right to freedom from infringement of rights by others through sexual, racial, or other forms of harassment and the responsibility to express grievances, complaints, and inquiries to the Office of Student Affairs, the Affirmative Action Office and/or the Student Council Office.

Right to respectful treatment by faculty and staff and the responsibility to respect conditions conducive to learning.

Right to know how one will be evaluated in a course and to have that evaluation based solely on academic performance (e.g. grades, homework, attendance) and the responsibility to learn the content of any course in which one is enrolled.

Freedom or protection from prejudiced or “capricious” academic evaluation and the right and the responsibility to appeal capricious grading through proper University channels.

Freedom to make academic decisions such as course selection and number of credit hours and the responsibility to use information from faculty and one’s own judgment to make sound academic decisions.

Right to participate in the evaluation process to improve classroom teaching and the responsibility to evaluate faculty with thought and care.

Responsibility to fulfill degree requirements as published in the UMR bulletin.

Responsibility to maintain the standards of academic performance established for each course in which one is enrolled.

Right to know, when possible, who is teaching a course prior to registration.

Freedom to respectfully disagree with data or views presented in class and to reserve judgment about matters of opinion and the responsibility to develop critical thinking skills.

Freedom to examine and discuss all questions of individual interest, and to express opinions publicly and privately, and the responsibility to express one’s beliefs and opinions.

Right to petition for a change of academic advisor.

Right to representation in student matters through Student Council and various committees of the University and the responsibility to actively participate in Student Council through one’s Student Council representative.

Right to participation in development and application of institutional policy through clearly defined methods.

Freedom to invite and hear any lecturer of one’s own choosing and the responsibility to follow University procedures in issuing such an invitation.

Right to use University facilities and the responsibility to reserve University facilities through proper procedures on a “first reserved, first served” basis and to respect University property and maintain proper care of University facilities.

Right to organize and join student organizations which promote one’s common interests and which are open to all students and the responsibility to submit a statement of purpose, criteria for membership, rules of procedures, and a current list of officers for recognized student organizations.

Freedom from censorship, advance approval of copy and development of one’s own editorial policies and news coverage in the student press and the responsibility of student publications to be aware of material which may offend their audience.
Right to freedom of speech, peaceful assembly, and right of petition and the responsibility to respect other's freedom of speech, peaceful assembly, and right of petition.

Right to organize orderly demonstrations, debates, forums, parades, rallies, peaceful protests and similar activities and the responsibility to schedule events through the office of Student Life.

Right to confidentiality of information about one's views, beliefs, and life situations that are collected by instructors, advisors, and counselors.

Right of access to a process for restricting the University's use of a student's address and phone number and the responsibility to make proper use of this process for restricting use of a student's address and phone number.

Right to receipt of campus services such as academic advising, health, counseling, and career placement services.

Right to confidentiality of disciplinary and counseling records without one's written consent except under legal compulsion or where the safety of persons or property is involved.

Right to due process in disciplinary situations and to be informed of what sanctions may be imposed and the responsibility to read UMR's policies, rules and regulations.

Right to be informed of one's rights if accused of violating the student code of conduct and the responsibility to know and obey University rules and regulations and if violated, to receive disciplinary sanctions from the University.

Right to appeal decisions on any imposed disciplinary sanctions through an appeal procedure clearly formulated and communicated in advance.

Responsibility to know and obey local, state and federal laws and face penalties as prescribed by civil authorities if one violates these laws.

Responsibility to know that the University disciplinary process is separate from the legal process.

Responsibility to share information one may have regarding other students who violate University policy.

**Standard of Conduct**

A student enrolling in the University assumes an obligation to behave in a manner compatible with the University's function as an educational institution.

A. JURISDICTION OF THE UNIVERSITY OF MISSOURI generally shall be limited to conduct which occurs on the University of Missouri premises or at University-sponsored or University-supervised functions. However, nothing restrains the administration of the University of Missouri from taking appropriate action, including, but not limited to, the imposition of sanctions under Section 200.020(C), against

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Student Affairs/Office of the Vice-Chancellor
http://campus.umr.edu/stu-aff/
106 Norwood Hall
341-4292

Angel Uruchima
students for conduct on or off University premises in order to protect the physical safety of students, faculty, staff and visitors.

B. CONDUCT for which students are subject to sanctions falls into the following categories:

1. Academic dishonesty, such as cheating, plagiarism or sabotage. The Board of Curators recognizes that academic honesty is essential for the intellectual life of the University. Faculty members have a special obligation to expect high standards of academic honesty in all student work. Students have a special obligation to adhere to such standards. In all cases of academic dishonesty, the instructor shall make an academic judgment about the student's grade on that work and in that course. The instructor shall report the alleged academic dishonesty to the Primary Administrative Officer.

   a. The term cheating includes but is not limited to: (I) use of any unauthorized assistance in taking quizzes, tests, or examinations; (ii) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; (iii) acquisition or possession without permission of tests or other academic material belonging to a member of the University faculty or staff; or (iv) knowingly providing any unauthorized assistance to another student on quizzes, tests, or examinations.

   b. The term plagiarism includes, but is not limited to: (I) use by paraphrase or direct quotation of the published or unpublished work of another person without fully and properly crediting the author with footnotes, citations or bibliographical reference; (ii) unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials; or (iii) unacknowledged use of original work/material that has been produced through collaboration with others without release in writing from collaborators.

   c. The term sabotage includes, but is not limited to: the unauthorized interference with, modification of, or destruction of the work or intellectual property of another member of the University community.

2. Forgery, alteration, or misuse of University documents, records or identification, or knowingly furnishing false information to the University.

3. Obstruction or disruption of teaching, research, administration, conduct proceedings, or other University activities, including its public service functions on or off campus.

4. Physical Abuse or other conduct which threatens or endangers the health or safety of any person.

5. Attempted or actual theft of, damage to, or possession without permission of property of the University or of a member of the University community or of a campus visitor.

6. Unauthorized possession, duplication or use of keys to any University facilities or unauthorized entry to or use of University facilities.

7. Violation of University Policies, rules or regulations or of campus regulations including, but not limited to, those governing residence in University-provided housing, or the
use of University facilities, or the
time, place and manner of public
expression.
8. Manufacture, use, possession, sale or
distribution of alcoholic beverages or
any controlled substance without
proper prescription or required
license or as expressly permitted by
law or University regulations.
9. Disruptive or disorderly conduct or
lewd, indecent, or obscene conduct
or expression.
10. Failure to comply with directions of
University officials acting in the
performance of their duties.
11. Illegal or unauthorized possession of
firearms, explosives, other weapons,
or dangerous chemicals.
12. Actual or attempted theft or other
abuse of computer time, including
but not limited to:
   a. Unauthorized entry into a file to
      use, read, or change the
      contents, or for any other
      purpose.
   b. Unauthorized transfer of a file.
   c. Unauthorized use of another
      individual’s identification and
      password.
   d. Use of computing facilities to
      interfere with the work of
      another student, faculty member
      or University official.
   e. Use of computing facilities to
      interfere with normal operation
      of the University computing
      system.
   f. Knowingly causing a computer
      virus to become installed in a
      computer system or file.

Rules of Procedures in Student Conduct Matters

Student Affairs/Office of the Vice-Chancellor
http://campus.umr.edu/stu-aff/
106 Norwood Hall
341-4292

A. Preamble
The following rules of procedure in
student conduct matters are hereby
adopted in order to insure insofar as
possible and practicable (a) that the
requirements of procedural due process
in student conduct proceedings will be
fulfilled by the University, (b) that the
immediate effectiveness of Article V of
the Bylaws of the Board of Curators
relating to student conduct and
sanctions may be secured for all
students in the University of Missouri,
and (c) that procedures shall be definite
and determinable within the University
of Missouri.

B. Definitions
As used in these rules, the following
definitions shall apply:
1. Primary Administrative Officers. As
used in these procedures, “Primary
Administrative Officer” is charged
with the responsibility for the
administration of these student
conduct procedures and refers to the person or persons on each campus designated.

2. **Student Panel.** A panel of students appointed by the Chancellor, from which shall be selected by the Chair, upon the request of a student charged before the Student Conduct Committee, not more than three students to serve with the Student Conduct Committee.

3. **Student.** A person having once been admitted to the University who has not completed a course of study and who intends to or does continue a course of study in or through one of the campuses of the University. For the purpose of these rules, student status continues whether or not the University's academic programs are in session.

4. **Student Conduct Committee.** As used in these procedures, “Student Conduct Committee,” hereinafter referred to as the Committee, is that body on each campus which is authorized to conduct hearings and to make dispositions under these procedures or a hearing panel of such body as herein defined.

C. **Sanctions**

1. The following sanctions may be imposed upon any student found to have violated the Student Conduct Code; more than one of the sanctions may be imposed for any single violation:
   a. **Warning.** A notice in writing to the student that the student is violating or has violated institutional regulations.
   b. **Probation.** A written reprimand for violation of specified regulations. Probation is for a designated period of time and includes the probability of more severe sanctions if the student is found to be violating any institutional regulation(s) during the probationary period.
   c. **Loss of Privileges.** Denial of specified privileges for a designated period of time.
   d. **Restitution.** Compensation for loss, damage or injury to the University or University property. This may take the form of appropriate service and/or monetary or material replacement.
   e. **Discretionary Sanctions.** Work assignments, service to the University or other related discretionary assignments.
   f. **Residence Hall Suspension.** Separation of the student from the residence halls for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.
   g. **Residence Hall Expulsion.** Permanent separation of the student from the residence halls.
   h. **University Dismissal.** An involuntary separation of the student from the institution for misconduct apart from academic requirements. It does not imply or state a minimum separation time.
   i. **University Suspension.** Separation of the student from the University for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.
   j. **University Expulsion.** Permanent separation of the student from the University.

2. **Temporary Suspension.** The Chancellor or designee may at any time temporarily suspend or deny readmission to a student from the University pending formal procedures.
when the Chancellor or designee finds and believes from available information that the presence of a student on campus would seriously disrupt the University or constitute a danger to the health, safety or welfare of members of the University community. The appropriate procedure to determine the future status of the student will be initiated within seven calendar days.

D. Records Retention
Student conduct records shall be maintained for five years after University action is completed.

E. Policy and Procedures
1. **Primary Administrative Officers.** The Chief Student Affairs Administrator on each campus or designee is the primary officer except in cases of academic dishonesty, where the Chief Academic Administrator responsible for administering the Student Conduct Code or designee is the primary administrative officer.

2. **Preliminary Procedures.** The Primary Administrative Officer shall investigate any reported student misconduct before initiating formal conduct procedures and give the student the opportunity to present a personal version of the incident or occurrence. The Primary Administrative Officer may discuss with any student such alleged misconduct and the student shall attend such consultation as requested by the Primary Administrative Officer. The Primary Administrative Officer, in making an investigation and disposition, may utilize student courts and boards and/or divisional deans to make recommendations.

3. **Informal Dispositions.** The Primary Administrative Officer shall have the authority to impose appropriate sanctions and shall fix a reasonable time within which the student shall accept or reject a proposed informal disposition. A failure of the student either to accept or reject within the time fixed shall be deemed to be an acceptance and, in such event, the proposed disposition shall become final upon expiration of such time. If the student rejects informal disposition it must be in writing and shall be forwarded to the Committee. The Primary Administrative Officer may refer cases to the Committee without first offering informal disposition.

4. **Formal Procedure and Disposition.**
   a. **Student Conduct Committee:**
      (1) The Committee shall be appointed by the Chancellor and shall have the authority to impose appropriate sanctions upon any student or students appearing before it.
      (2) The Committee, when appropriate or convenient, may be divided by the Chair of the Committee into Hearing Panels, each panel to be composed of at least five Committee members, which may include a maximum of two students, present at the hearing, including a designated chair. A Hearing Panel has the authority of the
whole Committee in those cases assigned to it. The Chair of the Committee or of a Hearing Panel shall count as one member of the Committee or Hearing Panel and have the same rights as other members.

(3) Each Chancellor shall appoint a panel of students, to be known as the Student Panel. Upon written request of a student charged before the Committee, made at least seventy-two hours prior to the hearing, the Chair of the Committee or Hearing Panel shall appoint from the Student Panel not more than three students to sit with the Committee or two students to sit with the Hearing Panel (as stated in 4.a.(2)) for that particular case. When students from the Student Panel serve at the request of a student charged, they shall have the same rights as other members of the Committee or Hearing Panel.

b. **General Statement of Procedures.**
A student charged with a breach of the Student Conduct Code is entitled to a written notice and a formal hearing unless the matter is disposed of under the rules for informal disposition. Student conduct proceedings are not to be construed as judicial trials and need not wait for legal action before proceeding; but care shall be taken to comply as fully as possible with the spirit and intent of the procedural safeguards set forth herein. The Office of the General Counsel shall be legal advisor to the Committee and the Primary Administrative Officer.

c. **Notice.** The Primary Administrative Officer shall initiate student conduct proceedings by arranging with the Chair to call a meeting of the Committee and by giving written notice by certified mail or personal delivery to the student charged with misconduct. The notice shall set forth the date, time and place of the alleged violation and the date, time and place of the hearing before the Committee. Notice by certified mail may be addressed to the last address currently on record with the University. Failure by the student to have a current correct local address on record with the University shall not be construed to invalidate such notice. The notice shall be given at least seven consecutive days prior to the hearing, unless a shorter time be fixed by the Chair for good cause. Any request for continuance shall be made in writing to the Chair, who shall have the authority to continue the hearing if the request is timely and made for good cause. The Chair shall notify the Primary Administrative Officer and the student of the new date for the hearing. If the student fails to appear at the scheduled time, the Committee may hear and determine the matter.

5. **Right to Petition for Review.** (other than University expulsion, University dismissal or University suspension).
a. In all cases where the sanction imposed by the Committee is other than University expulsion, University dismissal, or University suspension, the Primary Administrative Officer or
the student may petition the Chancellor or designee in writing for a review of the decision within five calendar days after written notification. A copy of the Petition for Review must also be served upon the nonappealing party within such time. The Petition for Review shall state the grounds or reasons for review, and the nonappealing party may answer the petition within five calendar days.

b. The Chancellor or designee may grant or refuse the right of review. In all cases where the Petition for Review is refused, the action of the Committee shall be final. If the Chancellor or designee reviews the decision, the action of the Chancellor shall be final unless it is to remand the matter for further proceedings.

6. **Right of Appeal** (University expulsion, University dismissal or University suspension only).

a. When a student is expelled, dismissed or suspended from the University by the Committee, the Primary Administrative Officer or the student may appeal such decision to the Chancellor or designee by filing written notice of appeal with the Chancellor within ten calendar days after notification of the decision of the Committee. A copy of the Notice of Appeal will contemporaneously be given by the student to the Primary Administrative Officer to the student. The appealing party may file a written memorandum for consideration by the Chancellor with the Notice of Appeal, and the Chancellor may request a reply to such memorandum by the appropriate party.

b. The Chancellor or designee shall review the record of the case and the appeal documents and may affirm, reverse or remand the case for further proceedings and shall notify each party in writing of the decision on the appeal. The action of the Chancellor shall be final unless it is to remand the matter for further proceedings.

7. **Status During Appeal.** In cases of suspension, dismissal or expulsion where a Notice of Appeal is filed within the required time, a student may petition the Chancellor in writing for permission to attend classes pending final determination of appeal. The Chancellor may permit a student to continue in school under such conditions as may be designated pending completion of appellate procedures, provided such continuance will not seriously disrupt the University or constitute a danger to the health, safety or welfare of members of the University community. In such event, however, any final sanctions imposed shall be effective from the date of the action of the Committee.

8. **Student Honor System.** Forums under the student honor systems established for investigating facts, holding hearings, and recommending, and imposing sanctions are authorized when the student honor code or other regulations containing well defined jurisdictional statements and satisfying the requirements of Article V of the Bylaws of the Board of Curators have been reduced to writing and have been approved by the Chancellor and the Board of Curators and notice thereof in writing has been furnished to students subject thereto. Procedures shall satisfy the
requirements of the Board of Curators’ Bylaws, Article V, and shall contain procedures herein before stated insofar as appropriate and adaptable to the particular situation and shall be approved by the Chancellor and the General Counsel. Students subject to student honor systems shall have the rights of appeal as set forth in Section 200.020 E.6 and 7.

F. Hearing Procedures

1. Conduct of Hearing. The Chair shall preside at the hearing, call the hearing to order, call the roll of the Committee in attendance, ascertain the presence or absence of the student charged with misconduct, read the notice of hearing and charges and verify the receipt of notices of charges by the student, report any continuances requested or granted, establish the presence of any advisor or counselor of the student, and call to the attention of the student charged and the advisor any special or extraordinary procedures to be employed during the hearing and permit the student to make suggestions regarding or objections to any procedures for the Conduct Committee to consider.
   a. Opening Statements.
      (1) The Primary Administrative Officer shall make opening remarks outlining the general nature of the case and testify to any facts the investigation has revealed.
      (2) The student may make a statement to the Committee about the charge at this time or at the conclusion of the University’s presentation.
   b. University Evidence.
      (1) University witnesses are to be called and identified or written reports of evidence introduced as appropriate.
      (2) The Committee may question witnesses at any time.
      (3) The student or, with permission of the Committee, the advisor or counselor may question witnesses or examine evidence at the conclusion of the University’s presentation.
   c. Student Evidence.
      (1) The student shall have the opportunity to make a statement to the Committee about the charge.
      (2) The student may present evidence through witnesses or in the form of written memoranda.
      (3) The Committee may question the student or witnesses at any time. The Primary Administrative Officer may question the student or witnesses.
   d. Rebuttal Evidence. The Committee may permit the University or the student to offer a rebuttal of the other’s presentation.
   e. Rights of Student Conduct Committee. The Committee shall have the right to:
      (1) Hear together cases involving more than one student which arise out of the same transaction or occurrence, but in that event shall make separate findings and determinations for each student;
      (2) Permit a stipulation of facts by the Primary Administrative Officer and the student involved;
      (3) Permit the incorporation in the record by a reference of any documentation, produced and desired in the record by
the University or the student charged;

(4) Question witnesses or challenge other evidence introduced by either the University or the student at any time;

(5) Hear from the Primary Administrative Officer about dispositions made in similar cases and any dispositions offered to the student appearing before the Committee;

(6) Call additional witnesses or require additional investigation;

(7) Dismiss any action at any time or permit informal disposition as otherwise provided;

(8) Permit or require at any time amendment of the Notice of Hearing to include new or additional matters which may come to the attention of the Committee before final determination of the case; provided, however, that in such event the Committee shall grant to the student or Primary Administrative Officer such time as the Committee may determine reasonable under the circumstances to answer or explain such additional matters;

(9) Dismiss any person from the hearing who interferes with or obstructs the hearing or fails to abide by the rulings of the Chair of the Committee;

(10) Suspend summarily students from the University who, during the hearing, obstruct or interfere with the course of the hearing or fail to abide by the ruling of the Chair of the Committee on any procedural question or request of the Chair for order.

2. **Rights of Students Upon Hearing.** A student appearing before a Committee shall have the right to:
   a. Be present at the hearing
   b. Have an advisor or counselor and to consult with such advisor or counselor during the hearing
   c. Have students from the Student Panel sit with the Committee or Hearing Panel
   d. Hear or examine evidence presented to the Committee
   e. Question witnesses present and testifying
   f. Present evidence by witnesses or affidavit
   g. Make any statement to the Committee in mitigation or explanation of the conduct in question
   h. Be informed in writing of the findings of the Committee and any sanctions it imposes; and
   i. Request review or appeal to the Chancellor as herein provided.

3. **Determination by the Student Conduct Committee.** The Committee shall then make its findings and determinations in executive session out of the presence of the Primary Administrative Officer and the student charged. Separate findings are to be made:
   a. As to the conduct of the student, and
   b. On the sanctions, if any, to be imposed. No sanctions shall be imposed on the student unless a majority of the Committee present is reasonably convinced by the evidence that the student has committed the violation charged.
4. **Official Report of Findings and Determinations.** The Committee shall promptly consider the case on the merits and make its findings and determination and transmit them to the Primary Administrative Officer and the student charged forthwith.

5. **Other Procedural Questions.**
Procedural questions which arise during the hearing not covered by these general rules shall be determined by the Chair, whose ruling shall be final unless the Chair shall present the question to the Committee at the request of a member of the Committee, in which event the ruling of the Committee by majority vote shall be final.

6. **General Rules of Decorum.**
The following general rules of decorum shall be adhered to:
   a. All requests to address the Committee shall be addressed to the Chair.
   b. The Chair will rule on all requests and points or order and may consult with Committee’s legal advisor prior to any ruling. The Chair’s ruling shall be final and all participants shall abide thereby, unless the Chair shall present the question to the Committee at the request of a member of the Committee, in which event the ruling of the Committee by majority vote shall be final.

c. Rules of common courtesy and decency shall be observed at all times.

d. An adviser or counselor may be permitted to address the Committee at the discretion of the Committee. An adviser or counselor may request clarification of a procedural matter or object on the basis of procedure at any time by addressing the Chair after recognition.

7. **Record of Hearing.** A taped or stenographic record of the hearing shall be maintained. The notice, exhibits, hearing record and findings and determination of the Committee shall become the “Record of the Case” and shall be filed in the office of Primary Administrative Officer and for the purpose of review or appeal be accessible at reasonable times and places to both the University and the student.

8. **Sexual Assault.** In cases of alleged sexual assault:
   a. The accuser and the accused are entitled to the same opportunities to have others present during a campus disciplinary proceeding;
   b. The accuser and the accused shall be informed of the outcome of any campus disciplinary proceeding brought alleging a sexual assault.
Discrimination Grievance Procedure for Students

Student Affairs/Office of the Vice-Chancellor
http://campus.umr.edu/stu-aff/
106 Norwood Hall
341-4292

It is the policy of the University of Missouri to provide equal opportunity for all enrolled students and applicants for admission to the University on the basis of merit without discrimination on the basis of their race, color, religion, sex (including sexual harassment), national origin, age, disability, or Vietnam era veteran status. As a prospective or enrolled University of Missouri student, you have available to you certain procedures for resolving complaints and/or grievances regarding alleged discrimination which may arise in areas related to:

(a) recruitment and admission to the institution;
(b) admission to and treatment while enrolled in an educational program;
(c) employment on campus; or
(d) other matters of consequence relating to campus living or student life.

Every reasonable effort should be made to resolve the points of dissatisfaction informally and at the lowest administrative level. Unless exceptional circumstances can be shown to apply, a complaint must be registered within 35 calendar days of the alleged discrimination.

In the process of implementing this policy, the Chancellor has designated 30 Equality Aides. They are faculty, staff, and administrators trained by skilled personnel in interview techniques, assessment of harassment/discrimination complaints, and University policies.

Informational Contact

You may visit with one of the University’s Equality Aides to discuss a problem you suspect may be sexual or racial harassment. The Equality Aide may suggest solution methods or send you to visit with the Affirmative Action Officer. Equality Aides will notify the Affirmative Action Officer of each contact with a complainant.

Alternatively, you may go directly to the Affirmative Action Officer to discuss the problem. Alternative solutions may be suggested.

Informal Resolution Process

If it is determined by the Affirmative Action Officer, based on the informational contact, that the behavior could constitute sexual or racial harassment, the Affirmative Action Officer will decide, in consultation with you, how to contact the accused to
further investigate the complaint and to attempt an informal resolution of the complaint.

The accused will be contacted personally or through their supervisor. Typically the contact will be made in a timely fashion although delays may occur when deemed to be in your best interest.

The Affirmative Action Officer will meet with the individual accused of behavior which could constitute sexual or racial harassment. The Affirmative Action Officer will define the complaint and discuss the implications of sexual or racial harassment. The accused will have the opportunity to explain his/her actions and provide additional information.

The Affirmative Action Officer will propose an informal resolution based on the information obtained in the interviews with you and the accused. This informal resolution will include recommendations from the Affirmative Action Officer to both you and the accused for dealing with behavior which may constitute sexual or racial harassment.

You, as the complainant, will be given feedback about the Affirmative Action Officer’s contact with the accused.

The Affirmative Action Officer will meet with you for a follow-up visit 2-4 weeks after the attempt at an informal resolution is made to see if the unwanted behavior has stopped.

**Referral to Formal Process**

If you report at the follow-up visit that the unwanted behavior is still occurring, and it is determined by the Affirmative Action Officer that the accused has not followed the recommendations discussed in the informal resolution process, the Affirmative Action Officer will contact the supervisor of the accused and/or encourage you to pursue the formal procedure for dealing with the harassment complaints.

An enrolled or prospective student should contact the Vice Chancellor for Student Affairs for specific information on the processing of a complaint. These discrimination procedures will not take precedence over established University procedures in matters related to academic dishonesty, grade appeals, traffic appeals, disciplinary appeals or other campus-specific procedures dealing with faculty/staff responsibilities.

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**Policies and Procedures for Student Organizations**

**Department of Student Life**
218 Havener Center
http://campus.umr.edu/studentactivities/
341-4286

- Student Organization Recognition
- Activities
- Benefits of Official Recognition
- Alcohol Policy: Recognized Student Organizations
- Alcohol Advertisement Policy
- Alcohol Expectations/Guidelines
- Constitutional Changes
- Hazing
- Inactive Student Organizations
- Membership Reports
- Officers Responsibility
- Posting Policy
- Re-applying for Recognition
- Scholastic Requirements
- Student Organization Budgets
- University Property
- Withdraw of Recognition
Student Organization Recognition

Official recognition for a student organization is granted based on authorization from the Student Affairs Committee and the Academic Council. A student organization in existence or being proposed must satisfy the following conditions for recognition:

- It must contribute to the welfare or betterment of its members and the institution.
- It should have objectives that complement the mission of the University.
- It must be devoid of activities that conflict with the primary purposes of the University.
- It must not be a source of disruption or embarrassment to the University or the community.

To organize a new student organization:

- Initiate recognition procedures with the staff in the Department of Student Life. Discussion will include questions on purpose of the organization, format of the constitution, required forms, membership requirements, and use of campus facilities prior to obtaining official recognition.
- Prepare a constitution in the recommended format (an outline is available). The staff in the Department of Student Life will make a preliminary check of the constitution to see that it does not contain statements of conflict with University regulations.
- Secure the written consent of a faculty or staff member of the University to serve as an advisor to the organization.
- Have approximately ten interested members.
- Elect officers and ratify constitution.
- Submit an electronic copy of the constitution to the Department of Student Life along with required forms for officers and membership. The constitution will be forwarded to the Student Affairs Committee who will review the constitution and either accept it or recommend changes. The Student Affairs Committee will then forward the document to the Academic Council to recommend approval or rejection.
- Official recognition is granted after approval from the Academic Council.

Activities

All activities sponsored by student organizations that occur on University property must be approved by the Department of Student Life staff. Activity permits for holding activities on university property and reserving University facilities are available on-line at http://campus.umr.edu/studentlife/ or in the Havener Center.

Benefits of Official Recognition

- Use of the name of the University of Missouri-Rolla either as a part of its name or in any public announcement.
- Use of University facilities, including computing resources.
- Petition the Student Council for financial support.
- Post promotional materials on campus.
- Have representation on the Student Council.
Alcohol Policy: Recognized Student Organizations

Alcoholic Beverages: Recognized student organizations shall comply with all state and federal laws and local ordinances regulating the sale, possession and consumption of alcoholic beverages. It is a violation of Missouri law for any person under the age of 21 to purchase, attempt to purchase, or have in their possession any alcoholic beverages. It is also a violation of Missouri law to sell alcoholic beverages without the appropriate licenses. It is a violation of University regulations to use, sell, purchase, or serve alcoholic beverages on University property unless specifically approved by the Chancellor.

The possession, use and/or consumption of alcoholic beverages by University-recognized clubs and organizations (RSO’s) and at campus events, must conform with policies established by the Board of Curators, the University of Missouri-Rolla, local ordinances, and state law. (This includes clubs, organizations, and campus events that include but are not limited to, professional societies, academic honoraries, athletic teams, service, departmental, and social organizations, and booster club and alumni events.)

Consumption and purchase of alcoholic beverages by minors (people under the age of 21) and selling or giving alcoholic beverages to minors is prohibited by law.

Alcohol shall not be a part of new membership recruitment programs.

A risk management seminar (e.g., discussion of alcohol policy, alcohol education, low-risk partying, confrontation and intervention skills, referral resources, and liability issues) will be provided by the University. Representatives of recognized student organizations that have events which include alcoholic beverages will attend these semi-annually. Faculty advisors will be encouraged to attend. Other RSO’s and their advisors must sign a form stating they are exempt from this requirement and return it to the Department of Student Life at the beginning of each semester.

Alcoholic beverages may not be provided as awards.

Alcohol Advertisement Policy

Promotional materials promoting the consumption of alcohol are not permitted to be posted on campus. Language referring to ‘open parties’ and references to alcohol are not allowed. Check with the Department of Student Life before producing materials, if you have questions.

Alcohol Expectations/Guidelines

RSO’s who have national affiliations are encouraged to follow the risk management policy set forth by their national organization.

At any event where alcohol is served, it is recommended that a system be implemented to ensure that alcoholic beverages are not accessible or served to persons under the legal drinking age or to persons who appear to be intoxicated, regardless of age (i.e., security, “checking in” of alcohol, designated servers, no “open” parties).

It is recommended that beverages whose alcoholic content is difficult to determine (e.g., “teas”, punches) not be served.

Each club or organization is encouraged to adhere to the alcohol marketing guidelines and risk management practices listed elsewhere in these expectations.

It is recommended that beverages whose alcoholic content is difficult to determine (e.g., “teas”, punches) not be served.

It is recommended that individuals and groups in the campus community not promote the irresponsible use of alcohol.

Portraying drinking as a solution to personal or academic problems should be discouraged.

RSO’s are advised to make sure risk management guidelines have been agreed upon in advance when co-sponsoring activities involving alcohol with other groups.
Constitutional Changes

Any change in the constitution or bylaws of a recognized student organization must be submitted to the staff of the Department of Student Life. It is the staff’s responsibility to determine if the proposed amendments essentially change the objectives of the organization. If the amendments constitute major changes, they must be referred to the Student Affairs Committee and the Academic Council. The amended constitution and bylaws will replace the previous copy in the file.

Hazing

Hazing is forbidden by University regulations and laws of the State of Missouri. Hazing is defined as any willful act, occurring on or off the campus of an educational institution, directed against a student or a prospective member of an organization operating under the sanction of an educational institution, that recklessly endangers the mental or physical health or safety of a student or prospective member for the purpose of initiation or admission into or continued membership in any such organization to the extent that such person is knowingly placed at substantial risk of the loss of life or substantial bodily or psychological harm. Acts of hazing shall include but are not limited to:

- physical brutality
- paddling
- whipping
- beating
- branding
- exposure to the elements
- forced consumption of any food, alcoholic beverage, drug, or other substance
- forced smoking or chewing of tobacco products
- sleep deprivation
- physical confinement
- extreme stress or fatigue-inducing activity
- required performance of duties or tasks which involve a violation of the criminal laws of this state or any political subdivision in this state
- forced scavenger hunts
- one-way road trips
- force to wear any apparel that causes embarrassment at any time
- required engagement in public stunts or buffoonery
- morally degrading games or humiliating activities
- any other activity which is not consistent with the regulations and policies of the University of Missouri and the laws of the State of Missouri

For more information, please contact the Department of Student Life, 218 Havener Center, 341-6771.

Inactive Organizations

Organizations currently recognized and subsequently becoming inactive will lose their status as a recognized student organization. Organizations that do not maintain recognition for two consecutive semesters will be considered inactive.

Membership Reports

All recognized student organizations must file a Recognition Compliance Statement and update their officer and membership lists on the World Wide Web at http://campus.umr.edu/studentlife/ within the first month of each academic year. The officer and membership list on the World Wide Web must also be updated each semester to reflect new officers elected during the academic year and new members.

Officers Responsibility

The officers of student organizations are fully responsible for conducting meetings and social activities in accordance with existing institutional, city and state regulations which govern such activities.
University regulations pertaining to student conduct are contained in this handbook. The officers also are responsible for the group’s compliance with the regulations stated in this section.

**Posting Policy for Student Organizations**

The Department of Student Life is responsible for approving all recognized student organization promotional materials.

POLICY:

- In order to post materials on campus, student organizations must be recognized by the University. Special consideration may be given to organizations seeking recognition.

- Any posting not specifically addressed within the posting policy is considered a special promotional event (as outlined within the policy).

- No materials shall be pasted, nailed, taped, stapled, or otherwise attached to any part of the interior or exterior (including windows & doors) of university buildings, light posts, telephone poles, or trash receptacles.

- Materials can not promote the consumption of alcohol.

- Sponsoring organizations must be identified on all materials.

- Statements and/or pictures interpreted as discriminatory, illegal, or negatively directed at other students, faculty, staff, or student groups is prohibited.

*Failure to comply with these regulations will be subject to appropriate action from the Department of Student Life.*

**Re-applying for Recognition**

Organizations having lost their recognition due to inactivity or failing to satisfy the requirements of UMR, may re-apply after one full academic year for recognition in the same manner as any new organization seeking recognition does.

**Scholastic Requirements**

If you are on scholastic probation, you are not required to resign from organizations in which you are already a member, but you may not hold an office nor may you join any other organization while you are on probation. Individuals may request an appeal to hold one of their officer positions. For more detailed information, contact the Department of Student Life.

**Student Organizations’ Budgets**

Any student organization which receives financial support from student activity fees is required to prepare a budget of its account each school year. Budget recommendations will be made from the Student Activity Fee Board to the Student Council for approval. The budget may be published in the Missouri Miner and will be submitted through the Chancellor for approval by the Board of Curators. Student accounts are subject to audit.

**University Property**

Equipment purchased with student activity fee appropriations is University property and must remain on or stored in University facilities. Removal must be approved by Student Council or the Department of Student Life.

Students who willfully or carelessly damage the property of the University will be required to pay for its replacement or repair. They may also be subject to disciplinary action.

**Withdrawal of Recognition**

The Academic Council may withdraw its authorization from any society, association or organization if, in its judgment, the well-being of UMR requires such action.
The Chancellor or his/her designee is designated as the primary officer for administration of discipline for unacceptable conduct or conduct which involves infractions of the University rules and regulations by a student organization and will initiate disciplinary action in accordance with these regulations.

**Preliminary Procedures:** The Chancellor or his/her designee shall investigate any reported student organization misconduct before initiating formal disciplinary procedures and give the registered officers of the student organization the opportunity to present their personal version of the incident or occurrence. The Chancellor or his/her designee may discuss, consult and advise with the registered officers of any organization whose conduct is called into question. The registered officers or their representative shall attend such consultations as requested by the Chancellor or his/her designee and shall be given a copy of these procedures. The Chancellor or his/her designee, in making his/her investigation and disposition, may utilize student courts and boards to make recommendations which shall be considered in exercising the authority vested in him/her.

**Informal Disposition:** The Chancellor or his/her designee, after investigation, and when acceptable to the student organization, shall have the authority to impose appropriate discipline. Where the disposition proposed by the Chancellor or his/her designee in the preliminary proceedings is not accepted by the student organization in writing, the student organization shall have the rights of notice, hearing and formal procedures as hereinafter set forth before the Student Conduct Committee. The Chancellor or his/her designee shall fix a reasonable time within which the student organization shall accept or reject a proposed informal disposition. A failure of the student organization to either accept or reject such proposed disposition within the time fixed shall be deemed acceptance, and in such event, the proposed disposition shall become final upon expiration of time. If the student organization rejects the informal disposition, its signed statement shall be forwarded to the Student Conduct Committee. The Chancellor or his/her designee, at his/her discretion, may refer cases to the Student Conduct Committee without first offering informal disposition.

**Temporary Suspension:** The Chancellor may, at any time, temporarily suspend a student organization from University recognition pending formal procedures where he/she finds and believes from information coming to his/her attention that the presence of any organization on campus would seriously disrupt the University or constitute a danger to the health, safety or welfare of the University. The suspending officer shall promptly notify the Chancellor or his/her designee to initiate the appropriate disciplinary procedure within five days.

**Formal Procedure and Disposition:** The Student Conduct Committee shall be appointed by the Chancellor and shall have the authority to impose appropriate discipline upon any student organization appearing before it, including, but not limited to, suspension of action, official warning, written reprimand, disciplinary probation, recommended loss of University recognition or other action deemed appropriate by the Committee.
UMR Campus Policies & Guidelines

Included below are some of the UMR policies which affect students. Please note the text is not meant nor should be interpreted as an all-encompassing list of campus policies. For more information, please contact the Office of the Vice Chancellor for Student Affairs in 106 Norwood Hall or call 341-4292.

- Campus Directory Information (FERPA)
- Parental Notification of Alcohol and Controlled Substances Violations
- Sexual and Racial Harassment
- Alcoholic Beverages
- Risk Management Guidelines
- Safe Sipping
- Measles and Rubella Immunization Policy
- UMR Campus Residency Policy
- UMR Computing and Network Acceptable Use Guidelines

Campus Directory Information (FERPA)
Registrar’s Office
103 Parker Hall
341-4181
http://campus.umr.edu/registrar/

Your name, local address, permanent address, e-mail address, telephone numbers, and major field of study will be included in electronic or printed student directories unless restricted by you with the Registrar’s Office by the end of the second week of the fall or winter semester (one week in summer school). If you restrict the release of directory information, your name will be excluded from student directories and no information will be released without your written consent. The only exception is the assumption that you will want your name to appear in the Commencement Program at the appropriate time. All information, other than directory information, is automatically considered restricted and is not to be released without your written permission.

The University of Missouri-Rolla considers directory information to be the student’s name, e-mail address, address and telephone listing (including local and permanent addresses), date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous educational agency or institution attended by a student, student level, and full or part-time status. Birth dates will not be released except as a validation when furnished by the person making the inquiry, for positive identification of the student.

For in-depth information on the Family Educational Rights and Privacy Act (FERPA), please contact the Registrar’s Office at 341-4181 or view information on the web at: http://campus.umr.edu/registrar/ferpa/.
Parental Notification of Alcohol and Controlled Substances Violations

Student Affairs/Office of the Vice-Chancellor
http://campus.umr.edu/stu-aff/
106 Norwood Hall
341-4292

The purpose of this regulation is to set forth the guidelines for parental notification of alcohol and controlled substance violations of students under the age twenty-one as permitted by the Warner Amendment to the Higher Education Act of 1998, to the extent that such notification is permitted by federal and Missouri law. The University supports the theory that students, parent(s) or legal guardian(s), and the University are partners with responsibilities for the promotion of a healthy and positive educational experience for students. University disciplinary policies and procedures are designed to promote an environment conducive to student learning and growth while protecting the University community. For a detailed account of this policy, please view the University of Missouri System Collected Rules and Regulations at www.system.missouri.edu/uminfo/rules/content.htm or contact the Office of the Vice Chancellor for Student Affairs at 341-4292, 106 Norwood Hall.

Sexual and Racial Harassment

Affirmative Action/EEO Office
106 Harris Hall
341-6314

It is the policy of the University of Missouri-Rolla that discrimination and harassment are unacceptable conduct, which will not be condoned.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, or other unwelcome verbal or physical conduct of a sexual nature which creates an offensive, intimidating or hostile environment.

Racism may be directed at an individual or group. It can be overt or subtle and is often manifested as racial harassment including the use of racial epithets or other racially based derogatory language or behavior which has the intended effect, or reasonably foreseeable effect of interfering unduly with the work or academic performance of another or creating a hostile, intimidating or offensive environment. Other forms of discrimination include harassment based on an individual’s age, gender or national origin.

The University of Missouri-Rolla has procedures to deal with harassment complaints on an informal basis without having to file a formal grievance. The objective of informal resolution is to stop the unwelcome behavior. If informal resolution fails, you have the opportunity to file a formal grievance.

If you believe you have been subjected to harassing behavior, you are encouraged to discuss the matter with: the Vice Chancellor of Student Affairs, 106 Norwood Hall, 341-4292; an Equality Aide; the Assistant to the Chancellor for Affirmative Action, 106 Harris Hall, 341-6314; or Counseling Center, 204 Norwood Hall, 341-4211.
Students, staff, and faculty have a responsibility to work together to make the University of Missouri-Rolla a bias-free educational and living environment. We can achieve this goal by expanding our multicultural perspective of the world and by treating all fellow students and members of the campus community with equal respect.

**Alcoholic Beverages**

**Student Affairs/Office of the Vice-Chancellor**

http://campus.umr.edu/stu-aff/

106 Norwood Hall

341-4292

A. POLICY - The use or possession of any alcoholic beverage is prohibited on all University property, except in the President’s residence and the Chancellors’ residences, and the sale, use or possession may, by appropriate University approval, be allowed in approved University Alumni Centers or Faculty Clubs, or other designated facilities, and for single events and reoccurring similar events in designated conference, meeting, or dining facilities provided by University food services, subject to all legal requirements.

B. PROCEDURES - In accordance with the above policy, the following procedures shall be followed:

1. The President shall be the University’s Managing Officer designated by the Board of Curators as the person responsible on behalf of the University for compliance with the state law.

2. That the Chancellor for each campus be delegated the authority for acting upon the requests to use alcoholic beverages on University property.

3. That all requests for use of alcoholic beverages on University property be submitted to the Chancellor or her/his designee at least seven (7) days prior to the date of the intended use.

4. That each written request submitted contain the following information:
   a. The date and time of the activity.
   b. The name of the group making the request and the general makeup of its activity.
   c. The location of the activity.
   d. The nature of the activity and the general type of the group to attend.
   e. The name of the person exercising responsibility for the activity.

5. Each Chancellor will designate a person who would be responsible on behalf of the campus for compliance with state law.

6. Each premise, except for the President’s residence and the Chancellors’ residences, on the respective campuses which will serve alcoholic beverages, will need to be licensed.

Any additional campus regulations shall be submitted to the President for approval prior to implementation by the campus.
Students, faculty and staff who choose to drink are advised to handle alcohol in a low-risk way.

Sponsors of social functions where alcoholic beverages are available are advised to take responsibility to be fully informed of liability laws and any applicable insurance requirements.

Sponsors of social functions are encouraged to designate a reasonable portion of the party budget for the purchase of food and to make non-alcoholic beverages available at the same place and featured as prominently as alcoholic beverages. It is recommended that non-alcoholic beverages and food be served for the entire duration of the event.

Members of the campus community are encouraged to promote alcohol-free events.

Drinking games, competitions, or themes that might encourage the consumption of alcohol are not advised and should not be encouraged or sponsored.

The promotion of alcoholic beverages may not encourage any form of alcohol abuse nor place emphasis on quantity and frequency of use. Alcohol should be discouraged as the focus of the event.

If an individual is or has been abusing alcohol or other drugs, it is recommended that assistance be provided to them (e.g., intervention, confrontation, medical assistance, monitoring).

Members of the campus community are advised to provide safe transportation to and from events, including a designated driver program.

The University will provide ongoing education to inform individuals about the potential risks associated with excessive use of alcohol and the use of illicit drugs.

RSO’s, faculty, staff, and students are encouraged to be supportive of alcohol awareness programs on campus.

Safe Sipping
The choice to drink alcohol is a personal one and should not be taken lightly. The law, campus alcohol policies, health and safety issues should all be considered. Remember that you and others have the right to abstain from alcohol. If you do choose to drink, please do so responsibly.

Alcohol should not be the focus of your social activity and it should not be used to “blow off steam”, relax or deal with depression. Having a drink is very different than “going out drinking”.

There are many health risks associated with the misuse or abuse of alcohol. Alcohol (beer, wine, liquor) can cause addiction; accidents as a result of impaired ability and judgment; overdose potential when mixed with other depressants or by itself; heart, liver and brain damage; vomiting; and birth defects if used during pregnancy. Coma and/or death can occur as a result of accidents, overdose or the effects of long-term abuse.

Know What You Are Drinking:
Know the alcohol content of the drinks being served. Most people are able to metabolize 1 drink each hour (one 12 oz. beer, 5 oz wine, 1 shot liquor). Many teas and punches contain a very high level of alcohol. There have been reports of the drug Rohypnol (the date rape drug) being put unsuspectingly in drinks on college campuses. It is important to watch your open drink and not accept an open drink from a person you do not know well.

Do Not Drink & Drive:
Do not allow an intoxicated person to drive. If the party you are at does not provide sober drivers, appoint someone
from your group of friends as the sober driver. Many of the local bars will provide free soft drinks to the designated driver. Remember to take turns. Also, persons under the age of 21 can lose their license under the Zero Tolerance law if they have a .02 blood alcohol content. In most persons, one drink will put them at .02.

**Do Not Drink on an Empty Stomach:**
Food slows the absorption of alcohol into the blood stream. It is best to choose foods that are high in protein such as cheese and meat.

**Know Your Limits & Stay Within It:**
Alcohol affects each person differently. Factors include your gender, body weight, mood, amount of food eaten, and level of experience. The rate at which you drink is also a big factor. Generally our bodies can metabolize only one drink an hour. Avoid gulping and guzzling! Party games should be avoided because they encourage excessive consumption, often beyond what the body can handle.

**Do Not Combine Alcohol & Other Drugs or Medications:**
Alcohol is a drug. Dangerous effects, including death, can occur when alcohol is combined with other drugs. Even cold medications can be dangerous when taken with alcohol.

**Be Extra Careful About Sexual Situations:**
Alcohol lowers inhibitions and clouds judgment. If you choose to drink, it is better to abstain than to do something you will regret later. Sexually transmitted infections, unwanted pregnancy, and emotional turmoil are often the results when alcohol and sex are combined.

If you think alcohol is causing problems for you or a friend, contact the S.A.P.P. program in Student Health at 341-4225 or the Counseling Center at 341-4211.

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**Measles and Rubella Immunization Policy**

**Student Health Services**
**HERS Building**
**341-4284**

No incoming student born after 1956 shall be registered for classes at the University of Missouri-Rolla without documented proof of two doses of live measles vaccine. Students matriculating only in off-campus or continuing education/extension courses are excluded.

The incoming student shall present acceptable documentation of immunization before registration to the University of Missouri-Rolla is complete. Acceptable documentation shall be defined by the campus and may include a measles immunization record signed by a physician, or a health record from a high school or a branch of the military.

Students not in compliance with this policy will be notified of the need to provide acceptable documentation in order to register for the following semester. In addition, a hold will be placed on the records of students not in compliance.

Exemptions from immunization are permitted for medical, religious or philosophical reasons. Students who exempt themselves from immunization for religious or philosophical reasons must sign the University of Missouri-Rolla measles/rubella form (parents must sign for persons under the age of 18). For medical exemptions, the University of Missouri-Rolla measles/rubella form must be completed and signed by a physician. This form will be on file in the student health clinic or other office designated by the Chancellor. For their own protection, students who have an exemption may be required to leave campus in case of a measles or rubella outbreak.
UMR Campus Residency Policy

Residential Life & Student Support Services
107 Norwood Hall
341-4218

UMR Campus Residency Policy
(Revised, Effective Date: April 21, 2003)

Undergraduates attending the University of Missouri – Rolla who have not yet achieved junior status or who have not completed the equivalent of four full semesters of academic work are required to reside in University housing or University approved housing. Exceptions to the campus residency policy may be granted to students under certain conditions. The nine (9) conditions that can exempt a student from the campus residency policy are:

- Completion of four semesters of full time academic work
- Completion of two semesters of full time academic work along with an exceptional academic achievement and involvement in the campus community.
- Residing with immediate family
- Enrolled as a Part-time student
- Students who are married.
- Students with one or more dependent children in their custody.
- Students who are military veterans who completed at least two years of full-time, active military service.
- Students over the age of 21.
- Students with physical or psychological circumstances such that the university cannot provide appropriate housing.

The Significance of Campus Residency and its Contributions to Student Success

The UMR college experience is more than an academic preparation. It also includes out of class opportunities for personal development and community involvement. Campus residency is an effective way for students to experience these out of classroom learning experiences.

Our student communities promote and encourage member participation in a broad range of services, support programs and personal growth opportunities.

Campus residency also positively effects academic achievement. Resident student have access to academic resources and learning assistance programs that are only available through campus residence. Resident students live in communities that encourage creation of peer support networks. These factors, the combination of learning resources with peers pursuing similar academic goals, result in an academic living environment.

Campus involvement enhances students, particularly freshmen and sophomores, well being. Involved students tend to be more academically successful, experience more personal growth and are generally more satisfied with their college experience. A large body of evidence also shows a relationship between campus community involvement and a student’s likelihood to achieve a bachelor’s degree.

National studies demonstrate that campus residence positively effects student retention, participation in student government, student involvement in social organizations and a student’s personal development. However, of all the implications, three merit special attention.
• **Academic persistence.**
  Resident students are more likely to maintain acceptable grade point performances and more frequently attain a bachelor’s degree. A recent review of UMR grade point averages confirms that this is also true on our campus. The residence hall students’ average GPA is higher than the campus average and each residence hall class average GPA is higher than the corresponding campus class average GPA.

• **Satisfaction with the faculty.**
  Resident students generally have more frequent contact with faculty and tend to be more satisfied with their interaction with faculty.

• **Willingness to re-enroll.**
  Resident students are less inclined to withdraw or transfer to other institutions before attaining a degree.

**Parameters used to determine Student eligibility for a Campus Residency Exemption**

The following are the parameters used by UMR to determine if a student qualifies for a campus residency exception. Student requests to be waived from the residency requirement are approved only if the student is eligible for at least one of the policy’s nine (9) exemptions. The eligibility parameters used in making these determinations are the following:

1. Completing four full semesters of academic work. Four full semesters of academic work are defined as:
   - Enrollment for at least four semesters as a full time student at UMR or another accredited college or university.
   or
   - Completion of 50 or more credit hours of academic work at UMR.
   or
   - Completion of combined total of 60 or more credit hours of academic work at UMR as well as at another accredited college or other university. This total may include Advanced Placement Credits and Dual enrolled High School Credits.

2. Completing two full semesters of academic work on the UMR campus with at least a semester 3.5 GPA during each of two consecutive semesters as well as active involvement in the UMR campus community. To qualify the following must be demonstrated:
   - Semester grade points of at least 3.5 during each of two most recent consecutive semesters of full time enrollment at UMR. At least 15 hours of academic work completed at UMR during each of these two semesters.
   - Active and continuing involvement in at least two recognized UMR student organizations.
     A summary must be included with the campus residency waiver request that summarizes continuous involvement for 2 semesters of involvement in at least 2 recognized student organizations and future involvement with both organizations.

3. Residing with immediate family. Residing with immediate family is defined as:
   - Residing with a parent or guardian. To be eligible, the parent or guardian’s residence must be within one of the following school districts:
     Belle Bourbon Crocker
     Cuba Dixon Laquay
     Licking Newburg Owensville
     Plato Richland Rolla
     Salem St. James Steeleville
     Vienna Waynesville
   - Residing with a grandparent or sibling (siblings must be over the age of 21). To be eligible, the
student must have the consent of a parent or guardian and their grandparent or sibling’s residence must have a Rolla, St. James, Doolittle, Newburg, Edgar Springs or Vichy mailing address.

4. Students who are enrolled and are taking eight or fewer credit hours.

5. Students who are married.

6. Students with one or more dependent children in their custody while attending UMR.

7. Students who are military veterans who completed at least two years of full-time, active military service.

8. Students over the age of 21.

9. Students with physical or psychological circumstances such that the university cannot provide housing and/or board services compatible with their lifestyle needs. This also requires supporting documentation from a licensed, professional caregiver appropriate to the student’s circumstance.

NOTE: The University’s Campus Residency Policy makes no provision for financial need as a reason an exemption. Thus, waiver requests based upon this premise will not be approved. Students needing financial assistance are advised to discuss their situation with the Financial Aid Office.

Non-compliance:

The campus residency requirement is a university policy. As such, compliance is a condition of a student’s admission to UMR. Students who are included in the Campus Residency Policy must do one of the following:

- Complete a university housing agreement.
- Be accepted to live in a university approved residence.
- Complete and have approved by the Director of Residential Life, a Campus Residency Waiver Request.

For the fall semester: One of these three options must be completed by June 1. Students accepted after June 1 must complete one of these options within two weeks of being accepted to UMR.

For the spring semester: One of these three options must be completed by December 1. Students accepted after December 1 must complete one of these options within two weeks of being accepted to UMR.

Students who do not follow one of the three compliance options by the stated deadlines will be given an administrative double room assignment in university housing. The semester rate of the assigned room as well as the cost of a meal plan will be charged to the students account.

UMR Computing and Network Acceptable Use Guidelines

Information & Technology
104 Computer Science
341-4357

The University of Missouri Acceptable Use Policy applies to all users including faculty, staff, students, and guest users of University of Missouri computer networks, equipment, or connecting resources. The UMR guidelines stated here provide some specifics, but neither supercede nor conflict the UM policy.

UMR provides access to computing, networking and information resources for students, faculty and staff in support of UMR’s mission of teaching, research, public service, and in support of the official duties of the university. When activating an account, a user implicitly affirms that: he or she will abide by the broadest interpretation of the following policies; failure to follow policies may result in loss of computing privileges; UMR may monitor computer use to protect the system; and the university may terminate the account of anyone who has been determined to use his or her access for unlawful purposes or in contravention of this policy.
Legal and Ethical Computer Use

Three legal concepts lie behind the following policy. It is unethical and illegal, without proper and valid authorization, to:

1. Obtain access to services and data that do not belong to you;
2. Consume or utilize services that do not belong to you;
3. Alter or destroy data that do not belong to you.

The rules below are vigorously enforced by UMR. Users who do not comply may have their userids restricted to revoked or their access curtailed. Certain cases of abuse may result in prosecution, termination, or academic probation.

- Do not use the university’s computing facilities to gain unauthorized access to a computer system.
- Do not infringe on the privacy rights or copyrights of others.
- Do not use computing facilities to harass other users or to do mischief. Do not send messages to unwilling recipients. Do not unnecessarily prevent other authorized users from using a terminal or other resource. Do not distribute a program that can damage the user or system environment.
- Do not use any ID, account or file without proper authorization. Do not use or intentionally seek access to an ID that is not yours.
- Do not endanger or interfere with the operation of any computer system. Do not change or alter hardware or software configurations on campus computers or networks.
- Do not run a program sent to you unless you know what it does and thoroughly trust its source.
- Protect userids, accounts, files, printouts and other computer resources from unauthorized users. Never reveal your password or share access through your userid.

- Do not copy data or software without proper authorization. Never distribute, through any mechanism, electronic or otherwise, a copy of a computer program to someone else without proper authorization.
- Do not use computing facilities to plagiarize the work of others.
- Do not use electronic mail or send message frivolously. Refrain from tampering with, forging, or sending large volumes of electronic mail. Do not send annoying or obscene messages to any other user.
- Do not use university computing facilities for personal profit.

Disciplinary Action

Misuse of university computing facilities will be reported to the Director of Information Technology (IT). The director may impose restrictions on the offender’s computer access, and report the incident to the Vice Chancellor of Student Affairs, the Vice Chancellor of Administrative Services, the Vice Chancellor of Academic Affairs or University Police, whichever is appropriate. Please keep in mind that violation of U.S. or Missouri laws may result in legal and/or civil action. The Missouri statutes make computing tampering offenses a Class A misdemeanor for a first-time offender, which can carry a one-year prison sentence and a fine of $1,000. If the offender makes a profit of at least $150 from the offense, he or she may be charged with a Class D felony, which can carry a five-year sentence and fine of $5,000. If an individual guilty of tampering with computer equipment is to have caused $1,000 or more in damages, the offense becomes a Class C felony, which can carry a seven-year sentence.
Through the years with honor glowing
Love for you is ever growing,

From our hearts forever flowing, Alma Mater.

Wrought in Silver Forged in Gold.
Always in our hearts we’ll hold

UMR Rolla. M. S. M. Alma Mater.
“FIGHT MINERS”

Go you Min-ers, hit ’em again;

Clap hands Min-ers, we’re gonna win!

Roar-in’ scor-in’ as the season goes.

Ev’ry bod-y knows, there’s noth-in’ finer
Than a Min-er! Go you Min-ers,

we’re on the ball; Clap hands Min-ers,

we’ve got it all; Clear the way, cause we’re here to stay.

The Min-er Gang from U M R!
Mission:
Student Life programs and facilities are the center of college community life, complementing the academic experience with an extensive variety of cultural, educational, social, and recreational programs. The Department of Student Life provides opportunities for personal and leadership development that prepare students to function effectively in a free enterprise economy and offers first hand experience in citizenship, leadership, social responsibility and values. Student Life fosters a sense of community through the promotion of informal and formal associations that value diversity, respect, freedom of thought and expression, and cultivate loyalty to the university.

Vision:
Contribute to student retention and satisfaction of customers through Involvement, Leadership, Outreach and Community.

The Department of Student Life consists of the following:
- Havener Center
- Leach Theatre
- Office of Involvement & Leadership
- Fraternity & Sorority Affairs
- Volunteerism & Service
- Southwestern Bell Cultural Center

You can reach us at
http://campus.umr.edu/studentlife
218 Havener Center,
Rolla, Mo 65409
(573)341-6771
stulife@umr.edu
# August 2004 - December 2004

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**APRIL 2005**

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**AUGUST 2005**

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important dates

Fall Semester 2004
August 23  Fall Semester Begins
September 6  Labor Day Holiday
September 8  UMR Campus Showcase
September 18-25  Greek Week
September 23  Fall Career Fair
October 1  Student Council Free Day
October11-16  Homecoming
October 16  Mid Semester
October 30  Family Day
November 24-28  Thanksgiving Holiday
December 10  Last Day of Class
December 13-17  Finals
December 18  Commencement

Spring Semester 2005
January 10  Spring Semester Begin
January 17  Martin Luther King Jr. Holiday
February 9  Spring Career Fair
March 5  Mid Semester
March 14-19  St. Pat's Celebration Week
March 17-18  Spring Recess
March 27-April 3  Spring Break
April 29  UMR Block Party
May 7  Last Day of Class
May 9-13  Finals
May 14  Commencement

Summer Semester 2005
June 6  Summer Semester Begins
July 4  Fourth of July Holiday
August 29  Summer Session Ends
thursday  

friday  

saturday  

sunday
Week Notes:

**Monday**

August 9

**Tuesday**

August 10

International Student Orientation

**Wednesday**

August 11
Opening Week

Opening Week, PRO Day
## Weekly Notes:

**AUGUST 2004**

<table>
<thead>
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### Monday

**August 16**

Opening Week

### Tuesday

**August 17**

Opening Week

### Wednesday

**August 18**

Opening Week

Transfer Student Orientation
<table>
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<tr>
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<td>Thursday</td>
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<td>August 21</td>
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<tr>
<td>Sunday</td>
<td>August 22</td>
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Classes begin on Monday, August 23.

Film Festival on Tuesday, August 24.

Weekly Notes for the week of August 23 - August 29.
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<thead>
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<th>Day</th>
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- **Friday, August 27**: Welcome Back Night sponsored by SUB
august 30 - september 5

Weekly Notes:

monday

august 30

Film Festival

tuesday

august 31

Film Festival

wednesday

september 1
<table>
<thead>
<tr>
<th>Day</th>
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<td>Thursday</td>
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</table>
monday

Labor Day No Classes

tuesday

UMR Campus Showcase

Wednesday

UMR Campus Showcase
Sunday September 10

Greek Service Day
**Weekly Notes:**

**Monday**
- September 13

**Tuesday**
- September 14
  - Film Festival

**Wednesday**
- September 15
  - Unity Day
friday  

saturday  

Greek Week  
CPAS: Dallas Brass  

sunday
Greek Week
Remmers Special Artist/Lecturer Series

Greek Week
Film Festival

Greek Week
Thursday  
September 23
Greek Week
Fall Career Fair

Friday  
September 24
Greek Week

Saturday  
September 25
Greek Week

Sunday  
September 26
Weekly Notes:

**monday**

**september 27**

**tuesday**

**september 28**

Film Festival

**wednesday**

**september 29**
Student Council Free Day - No Classes
Monday  October 4

Tuesday  October 5

Film Festival

Wednesday  October 6
<table>
<thead>
<tr>
<th>Day</th>
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<table>
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<table>
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<th>Day</th>
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| Saturday| CPAS: Melissa Thodos & Dancers  
UMR Open House |

<table>
<thead>
<tr>
<th>Day</th>
<th>October 10</th>
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<tbody>
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**Weekly Notes:**

**Monday**
- October 11
  - Homecoming

**Tuesday**
- October 12
  - Homecoming
  - Film Festival

**Wednesday**
- October 13
  - Homecoming
Thursday

October 14

Homecoming

Friday

October 15

Homecoming

Saturday

October 16

Homecoming
Mid-Semester

Sunday

October 17

CPAS: Arianna String Quartet
monday 

Weekly Notes:

october 18

Film Festival

tuesday 

october 19

wednesday 

october 20
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- **Family Day** on October 30
- **Halloween** on October 31
Weekly Notes:

monday  
november 1

tuesday  
november 2

Election Day

wednesday  
november 3
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**Weekly Notes:**

**monday**

**november 8**

**tuesday**

**november 9**

Film Festival

**wednesday**

**november 10**
Saturday, November 13

UMR Open House
Diwali Festival of Lights

Sunday, November 14
Weekly Notes:

### Monday - November 15

- **Film Festival**

### Tuesday - November 16

Film Festival

### Wednesday - November 17
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monday

november 22

weekly notes:

Film Festival

tuesday

november 23

Film Festival

wednesday

november 24

Thanksgiving vacation
Thursday

Thanksgiving vacation

Friday

Thanksgiving vacation

Saturday

Sunday

November 25

November 26

November 27

November 28
Week Notes:

monday  
november 29

Film Festival

tuesday  
november 30

Film Festival

wednesday  
december 1

Madrigals
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Weekly Notes:

**Monday**

**December 6**

**Tuesday**

**December 7**

Film Festival

**Wednesday**

**December 8**

Hanukkah

**December 6 - December 12**

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december 13 - december 19

Weekly Notes:

MONDAY
december 13

Finals

tuesday
december 14

Finals

wednesday
december 15

Finals
Thursday December 16

Finals

Friday December 17

Finals

Saturday December 18

Commencement

Sunday December 19
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Christmas

Kwanzaa Begins
New Year's Day
January 3 - January 9

**Weekly Notes:**

**Monday, January 3**

International Student Orientation

**Tuesday, January 4**

**Wednesday, January 5**
Weekly Notes:

monday

january 10

Classes Begin

tuesday

january 11

wednesday

january 12
Monday

Martin Luther King Day
No Classes

Tuesday

Film Festival

Wednesday
Weekly Notes:

**january 24 - january 30**

**JANUARY 2005**

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**monday**

january 24

**tuesday**

january 25

Film Festival

**wednesday**

january 26
thursday  
january 27

friday  
january 28

saturday  
january 29

sunday  
january 30
## Weekly Notes:

**FEBRUARY 2005**

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**Monday**

January 31

**Tuesday**

February 1

Film Festival

**Wednesday**

February 2
Weekly Notes:

**Monday, February 7**

**Tuesday, February 8**

Film Festival

**Wednesday, February 9**

Spring Career Fair
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weekly notes:

**Monday**

February 14

Valentine's Day

**Tuesday**

February 15

Film Festival

**Wednesday**

February 16

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february 21 - february 27

Weekly Notes:

monday

CPAS: Ladysmith Black Mambazo
Presidents Day
Open House

FEBRUARY 2005

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tuesday


wednesday


february 21

february 22

february 23
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Weekly Notes:

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Monday

February 28

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Tuesday

March 1

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Wednesday

March 2
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march 7 - march 13

Weekly Notes:

march 7

march 8

Film Festival

march 9
friday  march 11

PRO DAY

saturday  march 12

CPAS: I Love You, You're Perfect, Now Change

sunday  march 13
**Weekly Notes:**

**Monday March 14**

St. Pat's

**Tuesday March 15**

St. Pat's

Film Festival

**Wednesday March 16**

St. Pat's
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<td>St. Pat's</td>
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**Monday**

**March 21**

**Tuesday**

**March 22**

Film Festival

**Wednesday**

**March 23**
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monday  march 28

Spring Break

tuesday  march 29

Spring Break

wednesday  march 30

Spring Break
Thursday March 31

Spring Break

Friday April 1

Spring Break

Saturday April 2

Sunday April 3
weekly notes:

monday

april 4

TUESDAY

Film Festival

WEDNESDAY

APRIL 2005

S M T W T F S

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17 18 19 20 21 22 23

24 25 26 27 28 29 30
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**Monday, April 11**

**Tuesday, April 12**

Film Festival

**Wednesday, April 13**
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Weekly Notes:

**Monday**

April 18

**Tuesday**

April 19

Film Festival

**Wednesday**

April 20
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Weekly Notes:

**APRIL 2005**

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**Monday April 25**

**Tuesday April 26**

CPAS: Steel Magnolias
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Weekly Notes:

**Monday, May 2**

**Tuesday, May 3**

Film Festival

**Wednesday, May 4**
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Weekly Notes:

**Monday**

May 9

Finals

**Tuesday**

May 10

Finals

**Wednesday**

May 11

Finals

MAY 2005

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Monday, May 30

Memorial Day

Tuesday, May 31

Wednesday, June 1
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monday

Classes Begin

tuesday

PRO Day

wednesday

JUNE 2005

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**Weekly Notes:**

**Monday**

**July 4**

Independence Day Holiday

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**Tuesday**

**July 5**

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**Wednesday**

**July 6**

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**July 4 - July 10**

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July 12 - July 18

Weekly Notes:

Monday

Tuesday

Wednesday
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Weekly Notes:

monday  july 18

tuesday  july 19

wednesday  july 20
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Finals

Finals
<table>
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<th>Thursday</th>
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<td>Saturday</td>
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<tr>
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<td>UMR Women's Soccer Schedule</td>
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<td>08/28 Upper Iowa 6:30PM</td>
<td>08/28 Ouachita Baptist 5:00PM</td>
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<td>09/11 Missouri Southern 6:30PM</td>
<td>09/17 Truman 7:00PM</td>
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<td>09/25 Pittsburg State 6:30PM</td>
<td>09/18 Upper Iowa 7:00PM</td>
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<td>10/09 Central Missouri State 6:30PM</td>
<td>09/22 Missouri Southern 5:00PM</td>
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<td>10/16 Washburn (Homecoming) 1:00PM</td>
<td>10/01 Washington 5:00PM</td>
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<td>10/30 Truman (Family Day) 1:00PM</td>
<td>10/02 Southwest Baptist 7:00PM</td>
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| UMR Men's Basketball Schedule   | ADDITIONAL GAMES TBA                   |
|U MR Women's Basketball Schedule | ADDITIONAL GAMES TBA                   |

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<td>09/12 Northern Kentucky 12:00PM</td>
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<td>09/18 Upper Iowa 5:00PM</td>
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<td>09/19 Indianapolis 12:00PM</td>
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<td>09/22 Missouri Southern 7:00PM</td>
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<td>10/22 St. Joseph’s 7:00PM</td>
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<td>10/26 Lewis 5:00PM</td>
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* All times CST and subject to change; accurate as of publication.  
* View the UMR Athletic home page www.umr.edu/~sports for additional games and updates.