RESOURCE Guide

SMSU Mustangs

2019-2020

Where you belong!
Dear Mustang,

Welcome to Southwest Minnesota State University! We are excited that you have selected SMSU as your university of choice. We value your experience with us and are honored to have you join our campus community. Not only will you love it here, you will create lifelong relationships with students, faculty, and staff. We truly are a close-knit campus and SMSU will be your “home away from home” as you pursue your academic goals.

The Student Success & Advising Center strives to engage all students with their overall experience at Southwest. We are here to help students achieve academic success, as well as social and professional growth. We recognize characteristics of all students and seek to provide an atmosphere of inclusion and understanding. We want you to have the best experience possible as an SMSU Mustang.

The Resource Guide for Mustang Success will be a helpful tool for you. To name a few, this guide encompasses tutoring and learning assistance areas, financial resources, support systems, as well as student activities for you to take part in while you are here. We hope you find this information useful.

If you ever have any questions about SMSU or concerns about your experience, please know that we are here to help. We are happy to assist you, so please do not hesitate to contact us at any time.

We wish you all the best this academic school year.
Go Mustangs!

Sincerely,

Brittany Krull
Director of Student Success
The Student Success & Advising Center (SSAC) is located on the second floor of the Individualized Learning building within the Academic Commons. The purpose of the center is to encourage student development and academic success. The center provides support services for students to assist them in achieving their education goals and brings together, in one central location, a collection of services from the Office of Student Success, Blue to Brown Connection Program, Academic Commons, and Advising Center.

PROVIDED SERVICES:
- Drop-In Center for Questions and/or Concerns
- Courtesy Calls
- Acclimation Surveys
- Student Intervention & Support
  - Early Alerts
  - Satisfactory Academic Progress (SAP)
  - Last Date of Attendance (LDA) Grades
- Academic Success Program
- Blue to Brown Connection Program (SMSU & MN West Partnership)
- Tutoring Support / Study Strategies
- Academic Advising
  - Undeclared Majors
  - Academic Success Program Participants
- Student Success Programming
  - Mustang Success Night (Fall Semester)
  - Finish Strong Week (Spring Semester)
- Official University Withdrawals
- Exit Procedure

SSAC FACULTY/STAFF MEMBERS:

BRITTANY KRULL
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ERIN KLINE
Blue to Brown Connection Coordinator | Erin.Kline@SMSU.edu | 507-537-7223

LINDA NELSON
Director of the Academic Commons | Linda.Nelson@SMSU.edu | 507-537-7324

JILL SCHLEMMER
Director of the Advising Center | Jill.Schlemmer@SMSU.edu | 507-537-7100
The Advising Center coordinates programs and provides academic advising for undeclared students. We also assist students in the selection of an academic major and/or minor, work with students on academic warning or probation, and are the official office for a University Withdrawal. In addition to this, we are a resource center for all students, so if students have any questions, concerns, or need academic information, they can contact us anytime. We are here to help students achieve their personal, career and academic goals.

The Career Services staff is dedicated to helping students achieve their career and professional goals. We offer many beneficial resources that can assist in selecting a major, developing career plans, and applying to graduate schools. Career Services coordinates job fairs, employer visits to campus, and resume and interview workshops throughout the year. We assist students with job and internship searches, as well as job shadowing opportunities. Students are encouraged to make an appointment and begin networking with Career Services as a first-year student. Together we’ll do great things!

The mission of the SMSU Registration & Records Office is to provide excellent and timely service using current best practices for registration, records management, advising, transfer evaluation and degree completion management. In addition, we will strive to educate and empower SMSU students, faculty and staff to know and understand SMSU academic policies and services to maintain academic integrity.

College is a time of change that can be very exciting as well as stressful and challenging. Experiencing stress, relationship concerns, loneliness, or other personal issues can be difficult for students. Licensed Mental Health Therapists are here to provide counseling services to enrolled students. Services are confidential. Students do not have to be in crisis to access counseling services. Lexi the therapy dog is available. Other services offered include Group Counseling and Sport & Performance Psychology.

Two relaxation rooms are available for student use. A private room has a massage chair in which to relax and enjoy a full-body massage. A second relaxation room is available for individual or group use and has adult coloring books, games, crafts, yoga mats, relaxation CDs and more.

The Testing Center offers a variety of tests including CLEP, DSST, Pearson VUE tests (including MTLE), and many more. Test proctoring services are also available.

The SMSU Fitness Center, which opened in January 2006, gives SMSU students and faculty the opportunity to exercise in a comfortable and relaxed environment. Students and faculty are able to exercise during their free time while watching one of the three TV’s equipped with Broadcast Vision. The facility is FREE to enrolled students with a student ID.

Monday: 6:30 AM – 10:00 PM  
Tuesday: 6:30 AM – 10:00 PM  
Wednesday: 6:30 AM – 10:00 PM  
Thursday: 6:30 AM – 10:00 PM  
Friday: 6:30 AM – 8:00 PM  
Saturday: 9:00 AM – 7:00 PM  
Sunday: 12:00 PM – 10:00 PM
HEALTH SERVICES
BA 158 / 507-537-7202
www.smsu.edu/Go/HealthServices
Health Services provides registered students with free and confidential services for medical evaluations. There is a small fee for laboratory tests, minor procedures and medications. We assist students with off-campus referrals as necessary.

HEALTHY56258
BA 161 / 507-537-6483
https://healthy56258.org
Healthy56258 is a grass roots initiative bringing together passionate and dedicated individuals and groups to establish and sustain a culture of health and wellness in Marshall, Minnesota. Take a tour of our website to learn how healthy eating and active living can put you on path to living a healthier life.

INTRAMURALS
FH 301 / 507-537-7383
www.smsu.edu/Go/Intramural
The Intramurals sports program at SMSU provides students with opportunities to participate in a variety of competitive and recreational activities. All skill levels are welcome with nearly 10 sports leagues offered throughout the school year. You will be sure to find something just for you.

NEW HORIZONS CRISIS CENTER
SS 227 / 507-537-6817
24 Hour Crisis Line: 507-532-5764
www.newhorizonscrisiscenter.org
Our mission is to advocate for, support, and empower victims of crime, while providing education, resources, and prevention for our communities and partners.

CARE TEAM
BA 156 / 507-537-6844
www.smsu.edu/Go/CareTeam
The mission of the Campus Assessment, Response, and Evaluation (CARE) Team is to provide a proactive and supportive approach to the assessment and intervention of student situations in which there is concern for the well-being of the student and/or others. The team will serve as a coordinating network of existing SMSU resources, focused on early intervention and response to community situations involving SMSU students experiencing distress or engaging in harmful or disruptive behaviors.

LEARNING ASSISTANCE

ACADEMIC COMMONS
IL 224 / 507-537-7324
www.smsu.edu/Go/AcademicCommons
The Academic Commons is a study center that offers an array of student academic support services to enhance opportunities for learning for all students. Tutoring & study groups are available in many different subjects. The area is especially suited to group collaboration, with spacious seating and an open floor plan, and houses the Education Department Curriculum Library and other resources and materials. The Academic Commons offers seamless access to services for SMSU students, and education resources for the wider community.

ACCESS OPPORTUNITY SUCCESS (AOS)
Commons East / 507-537-6169
www.smsu.edu/Go/AOS
The mission of the AOS program is to provide a TRiO SSS Best Practices program for outreach/recruitment and retention of underrepresented students (low income, first generation and students of color). The program provides advising and supportive services to enable participants to be retained, SMSU graduates, and to enroll in graduate and professional programs where appropriate.

ACADEMIC SUCCESS PROGRAM
IL 224D / 507-537-7324
www.smsu.edu/Go/ASP
Applicants whose academic profile does not meet SMSU’s regular admission policy may be selected to participate in the Academic Success Program. SMSU understands that these students have the potential for academic success, but need additional support in making a successful transition to the expectations of university life. The Academic Success Program provides focused academic advising and instructional support, and requires enrollment in IDST 110.
The University Experience during their first semester. This 2-credit orientation and transition course is designed to assist students’ integration into the SMSU community and strengthen skills for academic and personal success. Academic Success Program students must complete this course with a grade of “C” or better. In addition, students also work with a designated advisor to set and achieve their academic goals and enhance their foundation for lifelong learning.

LIBRARY SERVICES
BA 299 / 507-537-6176
www.smsu.edu/library
The McFarland Library provides access to quality library services, relevant collections, and research guidance. Technology support and inviting study spaces are available. Online resources and research guides are available 24/7 through the library’s home page. The library is open seven days a week. Visit the library home page for hours or to make an individual Research Consultation appointment.

MATH LEARNING CENTER
IL 224 / 507-537-6484
www.smsu.edu/Go/AcademicCommons
The Math Learning Center is available to help students succeed in mathematics coursework. Whether you need regular tutoring, places to hold a study group session, or simply just a little help with a homework question, pay them a visit. For hours of operation, please visit our website.

SPEECH CENTER
BA 511 / 507-537-6126
www.smsu.edu/Go/SpeechCenter
The Speech Center provides free tutoring for any SMSU course that requires public speaking or group presentations. The student does not need to be enrolled in a public speaking course to work with a tutor. The Speech Center is located on the fifth floor of the library and is equipped with a SmartBoard and video camera. Tutors are prepared to assist with a range of speech related issues including brainstorming topics, preparing outlines, developing slide presentations, and refining delivery techniques.

TUTOR.COM
IL 224D / 507-537-7324
www.smsu.edu/Go/AcademicCommons
SMSU offers free online, on-demand tutoring, through Tutor.com. Tutors are always available, even late at night when your instructor may not be. Are you stuck on a problem? Do you want someone to review your paper? This tutoring service is easy to use and can be accessed on any device that connects to the internet. Access Tutor.com through the home page and your course pages in D2L Brightspace.

WRITING CENTER
BA 527 / 507-537-7294
www.smsu.edu/Go/WritingCenter
The Writing Center offers FREE tutoring for students on any kind of paper for any class. Undergraduate Writing Consultants, who have taken or know about SMSU’s classes, work with students at any stage of the writing process. They can help students identify a topic, brainstorm, organize the ideas, learn how to cite appropriately, or use punctuation correctly. Face-to-face or online chat appointments are available, as well as “eTutoring” appointments during which a consultant reviews the paper and sends comments back (students need not be present). The center is open during class days in the fall and spring semesters with some online appointments possible at other times. Students sign up for appointments on the Writing Center’s website.

FINANCIAL RESOURCES
BUSINESS SERVICES
IL 139 / 507-537-7117
www.smsu.edu/Go/BusinessServices
Through the office of Business Services, SMSU offers a payment plan option through Nelnet Business Solutions. Through this program, you can arrange for a down payment of $300 or 15% of your bill (whichever is less) and or monthly payments to be automatically deducted from a checking or savings account or charged to a VISA, MasterCard, Discover, or American Express Card.

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Monthly payments are taken out of your bank account due on the 5th of each month. The dates are firm and there is no flexibility of when it comes out of your bank account. This is not a loan program, there are no interest or finance charges assessed, and there is no credit check. The cost to enroll in the Nelnet payment plan is $24 per semester.

FINANCIAL AID
IL 145 / 507-537-6281
www.smsu.edu/Go/FinancialAid
The mission of the Student Financial Aid Office is to provide fair, equitable, and unbiased service to students seeking financial aid. This mission supports the mission of the University by helping students find financial means that enable them to enroll in and complete their academic programs. The office guarantees delivery of federal and state financial assistance to students within rules and regulations established by the respective departments of education. The Student Financial Aid Office coordinates all federal, state and institutional financial assistance, including grants, scholarships, student employment, and student loans.

MUSTANG CARD CENTER
SC 225 / 507-537-7330
www.smsu.edu/MustangCard
The Mustang Card is designed to simplify campus life by combining access to financial accounts, services, and activities all into one card. It is the only card students need to carry with them to buy books, pay tuition and fees, access their meal plan, do their laundry, rent movies, access library materials, work out at the fitness center, grab a quick beverage at the Coffeehouse or vending machine, get into a football game, and more. The Mustang Card also provides free bus rides and merchant discounts all around Marshall. Visit our website to learn about simplifying your life and getting maximum benefits from your Mustang ID.

SUCCESS GRANTS
IL 224B / 507-537-7290
www.smsu.edu/Go/StudentSuccess
Success grants may be available for students who experience an acute and unexpected short-term hardship (e.g. significant reduction or disruption in salary, unexpected unreimbursed medical bills, etc.). Eligible students must be on-campus, degree-seeking, undergraduate students. Award decisions will be made based on the applicant’s individual situation, but amounts awarded are subject to limitations. Grants will generally be a maximum of $500 due to limited funds available. Applicants must state the amount requested and provide documentation to support that amount. For more information and to pick up an application, visit the Student Success & Advising Center in IL 224.

SUPPORT SYSTEMS

STUDENT-ATHLETE ACADEMIC RESOURCES
FH 308E / 507-537-7133
www.smsu.edu/Go/SAAR
The Student-Athlete Academic Resources program provides for a quality student-athlete experience within the context of higher education and promotes student-athletes ownership of their academic, athletic, career, personal and community responsibilities. The program also promotes respect for diversity and inclusion among student-athletes, assists in identifying and applying transferable skills to foster an environment that encourages student-athletes to effectively access campus resources and encourage the development of character, integrity and leadership skills.

CAMPUS RELIGIOUS CENTER
1418 Birch Street / 507-532-5731
(across from Commons Central)
www.smsucrc.org
The Campus Religious Center (The Center) is a partnership with The Catholic Church of the Holy Redeemer (Marshall, MN) and Lutheran (ELCA) Campus Ministry. The LuMin Club and Newman Club of SMSU hold the majority of their events within the center.

Lutheran Campus Ministry is led by Pastor Jeff Greathouse (330) 234-1317. He is in his eighth academic year. The ministry is based on the following four core values: Building Community, Deepening Faith, Expanding Minds and Inspiring Service. Check them out on the web: www.lutheranmustangs.org.

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Catholic Campus Ministry is served by the priests of Holy Redeemer, who are currently Fr. Mark Steffl and Fr. Denny Labat, as well as through the Campus Minister, Becki Johnson, who is in her sixth academic year at SMSU. Mass is offered at the Campus Religious Center at least three times a week, with Reconciliation and Adoration offered at least two times per week. They can be found on the web at www.catholicstangs.com.

The Center is open from 8 am to 8 pm, Monday through Thursday and is available for students to spend time in the Chapel, to do homework, or simply relax with friends. While the Center houses the Lutheran and Catholic Ministries, all students are welcomed in the activities provided. The Center provides an opportunity for you to connect with other people on their faith journeys. We hope to see you at your Campus Religious Center soon!

In addition to these core ministries. The Center also offers:

- Catholic Charities
- Habitat for Humanity
- Legal Aid
- Narcotics Anonymous
- Secular Order of the Franciscans

OFFICE OF DIVERSITY & INCLUSION
Commons East / 507-537-6169
www.smsu.edu/Go/Diversity

The mission of the Office of Cultural Diversity and Inclusion is to provide an inclusive, quality and comprehensive educational experience for students from all religions, races, ethnicities, genders, ages, sexual orientation and countries. We will engage the campus and surrounding communities to promote and advocate for Diversity and Multiculturalism.

DISABILITY SERVICES
BA 246 / 507-537-6492
www.smsu.edu/Go/Disability

The mission of Disability Services is to provide an accessible university community, where students with disabilities have equal opportunity to fully participate in all aspects of the educational environment. Upon request, services, advocacy and accommodations are provided to students with documented disabilities in their academic program or to access university programs, facilities and/or activities.

INTERNATIONAL STUDENT SERVICES
SC 237 / 507-537-6018
www.smsu.edu/Go/International

International Student Services is the primary contact for all International students from the time they apply to the time they graduate. The office also helps International students adjust to the American culture and encourages students to accomplish their academic and career goals.

NON-TRADITIONAL STUDENT ORGANIZATION
CH 121 / 507-537-6345
NTSO@smsu.edu

NTSO is an organization that helps non-traditional students achieve their personal and professional goals. Membership is free, and students have the opportunity to draw motivational support from meeting others who may share challenges such as balancing school, work, and family responsibilities. The NTSO clubroom has a study area with computers, comfortable seating, and a kitchenette. Members who choose to do so can participate in club activities, such as Tree of Hope, Out of the Darkness Walk, Relay for Life, Fresh Check Day, etc. NTSO can also refer members with financial and other needs to campus support services.

TECHNOLOGY RESOURCE CENTER
McFarland Library / 507-537-6111
www.smsu.edu/Go/ITServices

The Technology Resource Center provides free services such as wireless and wired network configuration, software installation, virus removal, operating system maintenance and limited hardware support. Information regarding software package benefits for students can also be obtained there.
VETERANS RESOURCE CENTER
SS 130 & 132 / 507-537-7213
or 507-401-0104
www.smsu.edu/Go/Veterans
The Veterans Resource Center is available to provide assistance to veterans and their family members on education benefits, VA programs, tricare insurance, and military academic success while pursuing their college career and employment needs.

STUDENT ACTIVITIES

CENTER FOR CIVIC & COMMUNITY ENGAGEMENT
BA 161 / 507-537-6423
www.smsu.edu/Go/Civic
The Center for Civic and Community Engagement is a starting point for learning more about ways in which you can connect with the community and help address area needs through volunteering, service-learning, social entrepreneurship, or community-based research. The Center houses the MustangsVolunteer platform www.smsu.edu/volunteer an online resource that connects campus members with 60+ service agencies, enabling us to work together with local communities to meet a variety of needs. The Center is also home to a food and resource pantry for students.

CLUBS & ORGANIZATIONS
SC 219 / 507-537-6394
www.smsu.edu/Go/StudentActivities
The Southwest Minnesota State University Club and Organization Program is developed to facilitate your co-curricular experience through hands-on involvement. This will enhance your collegiate life, teach you life and leadership skills, provide you with opportunities to meet and work with diverse campus populations, and expose you to many new viewpoints, ideas and experiences that will enrich your education. Visit the website to see a list of those that are available!

HONORS PROGRAM
BA 104 / 507-537-7141
www.smsu.edu/Go/Honors
The Honors Program offers qualified students from all disciplines enhanced opportunities to develop leadership skills, engaged critical thinking, and global consciousness. The Honors Program supports an undergraduate education through a rigorous and challenging curriculum with a focus on the individual student’s potential talents, interests, and abilities. Honors Program students are encouraged to design an academic plan that creates innovative experiences, exploration of diversity, interdisciplinary connections, and contributions to the community.

STUDENT ASSOCIATION
SC 217 / 507-537-6140
www.smsu.edu/Go/StudentGov
The Student Association highly encourages active involvement by all students in the decision making process at our university. We are always seeking out the best ways to benefit the entire student body. In order to do so, it is important we hear input from other students and faculty. If you have an idea, or an issue, feel free to contact a senator or a student government executive by using the contact info and members sections in our website. You can also attend any of our committee and senate meetings.

STUDY ABROAD
SC 238 / 507-537-6428
www.smsu.edu/Go/StudyAbroad
Study Abroad opportunities coordinated through the International Program Office and an academic advisor at SMSU, offers students the unique opportunity to earn credits towards a degree while learning about another culture, history and people.
CHILD CARE SERVICES

**SMSU CHILD CARE CENTER**

1502 Birch Street / 507-537-6014  
www.smsu.edu/Go/ChildCare  
The SMSU Child Care Center offers licensed day care to students, faculty, and staff of the university. The center’s overall program promotes development of the total child: physically, socially, and emotionally. There is emphasis on language, arts, communication, math, logical reasoning, science, social-personal growth, art and social studies.

SECURITY

**UNIVERSITY PUBLIC SAFETY**  
FH B / 507-537-7252  
www.smsu.edu/Go/PublicSafety  
At Southwest Minnesota State University, the safety of our students, faculty, and staff is always at the top of our agenda. We work hard to provide a secure campus, and we make available information and resources to members of the campus community to advise and educate them on making and keeping the environment safe. All members of the SMSU community should take an active role in their own security.

**MARSHALL POLICE DEPARTMENT**  
507-537-7000  
www.ci.marshall.mn.us/main  
The police mission of the Marshall Division of Public Safety, Marshall Police Department is to provide quality police services to the community, acting as partners with community members to promote safety, peace, and order; to respond to and deter crime; to enforce laws and ordinances; and the safeguarding of constitutional guarantees. We nurture public trust by striving to attain the highest degree of ethical behavior and professional conduct at all times.

TRANSPORTATION

**MARSHALL AREA TRANSIT**  
507-537-1416  
https://unitedcapmn.org/services/community-transit/dispatch-service/  
Community Transit of United Community Action Partnership is a public transit service providing transportation options for all people throughout Southwest Minnesota. SMSU students can ride free on either the red or blue route by showing their Mustang ID. Maps of each route can be found on the website.

**MARSHALL TAXI**  
507-829-3055  
The Marshall Taxi has been providing the area with both local and long distance taxi services since 2009. Marshall Taxi is a locally owned and operated company. We provide local taxi services anywhere you need to go (within Marshall city limits) for a low flat rate.

**JEFFERSON LINES**  
1-800-451-5333  
www.jeffersonlines.com  
Providing scheduled individual and group travel services, Jefferson Lines gives SMSU students the opportunity of traveling with them due to a convenient stop at Southwest Minnesota State University. Pick up location is in front of the Conference Center.
To contact these departments, call 1-800-642-0684 and ask for the four digit extension.

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