

STUDENT HANDBOOK

2018 - 2019





What is in the Student Handbook?

This handbook contains a listing of offices where students may go for a wide variety of services and support, along with the contact information and personnel they should see to resolve questions and concerns. Policies and procedures are provided here so that all students are aware of the standards that surround the SOU campus community.

The Student Handbook is available on the University's website. Academic or program-specific information published by academic departments will provide further guidance and should be used in conjunction with this publication.

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Link to Campus map:

<https://map.concept3d.com/?id=707#!ct/9050,8683,8682,0>

Important Dates

Further information can be found on the online 2018-2019 academic calendar at
inside.sou.edu/enrollment/calendar

Fall 2018

September 24	Fall term classes begin
October 8	Last day to drop classes with a full refund
November 5	Priority registration for winter term begins
December 3	Finals Week
December 7	Fall term ends/Residence Halls close

Winter 2019

January 7	Winter term classes begin
January 2	Last day to drop classes with a full refund
February 25	Priority registration for winter term begins
March 18	Finals Week
March 22	Fall term ends

Spring 2019

April 1	Spring term classes begin
April 15	Last day to drop classes with a full refund
May 20	Priority registration
June 10	Finals Week
June 14	Spring term ends/Residence Halls close
June 15	Commencement



Letter from the President

Welcome to the 2018-19 academic year! Whether you are a new student to SOU or a returner, we are thrilled to start another outstanding year with you as our focus!

I encourage you to make the most of your time on our campus. After a quick opening last spring, our newest facilities—The Lithia Motors Pavilion, the Student Recreation Center and the Theatre Building—are waiting for you to fill them with energy and joy. Be bold, audacious, and creative in your classes, and be safe and have fun with friends and colleagues.

I hope I will run into you at some of the many events on our campus. Whether at a “Cookies with the President” event, an athletic contest, a music recital, a student sponsored program on sustainability or inclusion, or in the Stevenson Union for lunch, I would love to talk with you about how and what else SOU you can do to support you. Please don’t hesitate to introduce yourself and let me know about your SOU experience.

New and Returning Raiders, get ready for a great year together!





Letter from the Student Body President

Welcome to another academic year! The Students of Southern Oregon University and I are stoked for the opportunities a new year brings for the new and returning students at SOU!

The environment at SOU provides students with plenty of opportunities for growth and adventure. I encourage your active involvement in your coursework and class activities, in student government, our resource centers, our student-run clubs and organizations, and our greater Ashland community.

I'm excited to meet you and hope you'll stop by my office in the Sours Leadership Center in the Stevenson Union or set up a time to meet and talk about your experiences on this campus. As your student body president, I can help you get connected to resources and services that will support your campus experience. I look forward to working with you to make the SOU community better for us all and for the future Raiders that will arrive after us. I'm excited for what this next academic year will bring, and can't wait to share these opportunities with you all!

- Alexis Phillips
President, ASSOU



Student Code of Conduct

All students are accountable to the Code of Student Conduct upon matriculation to SOU. We recommend review of the Code of Student Conduct (SOU Policy SAD 15).

<https://inside.sou.edu/assets/policies/CodeofStudentConduct.pdf>

Sexual Misconduct, Bias, or Discrimination Policy

All students, staff, faculty, and guests are accountable under the Sexual Misconduct and Equal Opportunity Policy (SOU Policy SAD 007). We recommend careful review of this policy as it sets the minimum standards for the SOU community. To report these concerns please use the following form:

► SOU Sexual Misconduct and Equal Opportunity Report

The **Campus Choice Program** allows reports to be made both confidentially and anonymously.



Campus Services

ATHLETICS

SOU is a member of the Cascade Collegiate Conference and the a member of the National Association of Intercollegiate Athletics (NAIA). The SOU Raiderette Dance team, the SOU Cheer team, and the Raider band lead with spirit. Our student athletes represent Southern Oregon University through their values and personal character of integrity, service, diversity, gender equity, and high academic achievement. SOU Athletes represent the following teams:

Women's sports:

Wrestling
Soccer
Track and field
Volleyball
Cross Country
Track and Field
Softball

Men's sports:

Basketball
Cross Country
Football
Soccer
Wrestling
Track and Field

Information on recruitment, eligibility, athletic staff, event schedules, and tickets visit: <https://souraiders.com>

Matt Sayre • 541-552-6273 • sayrem@sou.edu • Lithia Motors Pavillion

CAREER CONNECTIONS

Southern Oregon University's Office of Career Connections provides resources to assist students from all academic programs and class years to identify and achieve their individual career goals. We welcome all students and foster opportunities to collaborate with employers; apply for graduate and professional schools; connect with faculty, staff, and student organizations; as well as obtain support from alumni in order to provide the highest quality of service to our students. For those students interested in on-campus employment, please register for Handshake by following the instructions provided at sou.edu/careers.

Max Brooks • 541-552-6131 • brooksm@sou.edu • Hannon Library

CAMPUS RECREATION and the Student Recreation Center

SOU Campus Recreation oversees the brand new Student Recreation Center (SRC) and 4 programming areas: Outdoor Programs, Intramural Sports, Sport Clubs and Fitness Programs. The SRC includes 2 indoor gymnasium courts, a suspended running track, a fitness center, 2 fitness studios, a bike maintenance shop, and a 40+ ft climbing wall (and more). The SRC membership fee is included in the tuition fees for enrolled students, and available for purchase for online students and staff/faculty. The Intramural Sports programs offer opportunities to play with and compete against the different SOU teams during the seasons (from 1 day tournament to a few weeks in length). Sport Clubs are student-led organizations who offer opportunities to play their respective sport and engage in competitions within regional and national leagues.

**Hugues Lecomte • 541-552-7230 • lecomteh@sou.edu
Student Recreation Center**

CAMPUS PUBLIC SAFETY

We support the Mission of Southern Oregon University through our dedication to student safety, success, and responsible citizenship. We strive to serve the Campus Community by maintaining the highest standards of work performance and interaction between the officers and the campus community. Through our partnerships, programs and a 24-hour seven days a week presence across campus our officers work to deliver services to meet the diverse needs of our students, faculty, staff and visitors. Part of our duties includes enforcing State laws, city ordinances, and University policies when those violations compromise safety and/or the livability of the campus community.

**Robert Gibson • 541-552-6258 • campuspublicsafety@sou.edu
Campus Public Safety 382 Wightman St.**

CIVIC ENGAGEMENT

SOU's Civic Engagement Program works to connect students to service opportunities both on and off campus. We coordinate service events that include serving food at a free weekly community dinner, large campus-wide days of service, and weekend outings volunteering at a nearby animal sanctuary. We also oversee the Raider Alternative Break Program, which hosts service trips multiple times per year to local, national and international destinations.

Jill Smedstad • 541-552-6454 • engage@sou.edu • Stevenson Union 106

Campus Services *cont'd*

COMMUNITY OF RECOVERY IN EDUCATION (CORE)

CORE, SOU's collegiate recovery program, offers support, and resources to SOU students who are in recovery from addiction. College is stressful, recovery is difficult, and the two combined can be uniquely challenging. Join SOU staff and other students in recovery for fellowship, and crucial recovery-protective support. We offer weekly support meetings, sober activities, leadership and service opportunities, connections to on-campus and off-campus resources, and an active and caring recovering community.

Anna D'Amato • 541-552-8464 • damatoa@sou.edu
Student Health & Wellness Center

DINING

On-campus dining is available to on- and off-campus students and their guests. Prices for meal plans and walk-in rates are here: <http://campus-dining.com/sou/>

The Hawk is located in the Dining Commons where guests enjoy home-style classics to ethnic and healthy entrees. Vegan, Vegetarian, and Gluten-Free options are always available. Breakfast, lunch, and dinner are served.

Elmo's is located in the Stevenson Union and offers Stack Burger, Chilaca, The Green Leaf salad bar. Signature options are available for breakfast and lunch.

Einstein's Bros. Bagels serve coffee, smoothies, bagels, and more!

The Hawk is located in the dining commons and offers home-style, ethnic, healthy entrees. Vegan, vegetarian, and gluten-free options are available for breakfast, lunch, and dinner.

Southern Grounds is a coffee shop in the Hannon Library serving treats from the Human Bean and sandwiches and soups from Ebert & Gerbert's.

The Landing is located in the Dining commons and offers a quick snack, Starbucks coffee, beverages, salads, sandwiches and groceries.

Staci Buchwald • 541-552-6377 • buckwalds@sou.edu
Greensprings Lobby

DISABILITY RESOURCES

Our office provides accommodations for students with disabilities, and is a resource to all of SOU, for creating an inclusive and accessible learning environment. Accommodations are individually determined with the student in an interactive process. Some of our more common accommodations include: testing accommodations, note taking services, alternative textbook formats, assistive technology, housing accommodations, accessible classroom seating, and sign language interpreters/captioning.

Shawn Foster • 541-552-6213 x 2 • dr@sou.edu
Stevenson Union, 1st Floor (Academic Support Programs)

ECOs SUSTAINABILITY RESOURCE CENTER

We inspire a student body who is socially, economically, and environmentally responsible. We offer events, workshops, and campaigns to inspire local and global sustainability; access to the community garden, and different options for transportation around campus and town. We offer sustainable amenities that include UPcycled reusable beverage containers, print cartridge recycling, and a dish loan program.

Jill Smedstad • 541-552-6454 • ecos@sou.edu • Stevenson Union 105

ENROLLMENT SERVICES CENTER (ESC)

The ESC is the office of academic services, financial aid, and student billing. Here you will find information on course registration, transcripts, changes to your course schedule, and academic policies and payment policies. You can find information on your student account, your SOU OneCard, tuition and fees, and make a payment to your student account.

Matt Stillman • 541-552-6600 • esc@sou.edu • Britt Hall 1st Floor

Campus Services *cont'd*

THE FARM at SOU

The student-led organic Farm produces healthy, sustainably-grown food for the SOU community. It is a hub for education, student and faculty research and community outreach to the Rogue Valley. Projects on The Farm inspire a generation of ecologically-committed leaders who promote a vision of living and working sustainably. All SOU students are invited to work and study at The Farm. We welcome volunteers to the weekly work parties at the Farm on Friday afternoons. Come have fun in the dirt and the sun and help grow healthy veggies for your fellow students.

Dean Williamson • 541-552-6399 • thefarm@sou.edu
155 Walker Street Ashland

FINANCIAL AID

The primary goal of the Financial Aid team is to assist you with your research, knowledge, and processing of your Financial Aid funding. We have a student-focus and are here to answer your questions on your aid status, scholarships, grants, loans, and work study.

Kristen Gast • 541-552-6600 • finaid@sou.edu
Britt Hall 1st Floor in Enrollment Services

FIRST YEAR MENTOR PROGRAM

First-year students are paired with returning students who offer support, guidance and a source for connection. All mentors assist with finding university services, making friends, joining or starting student clubs and organizations, on-campus employment, and more. Students must sign up for this program.

Larry Locke • 541-552-6066 • FYMP@sou.edu • Student Life 312

MULTICULTURAL RESOURCE CENTER (MRC)

The MRC is a centrally located space on campus where all students, faculty, and staff may meet, share ideas, design and execute plans for community and campus programs that advance understanding of the social and cultural elements in our campus community. Signature programs include Diversity Scholars, Race Awareness Week, and the campus Social Justice Conference.

Marvin Woodard • 541-552-8793 • woodardm@sou.edu
Stevenson Union 303

OFFICE OF INTERNATIONAL PROGRAMS

The Office of International Programs (OIP) provides a wide variety of unique cultural exchange opportunities to students through our international university partnerships, study away providers and the National Student Exchange (NSE). Our study away advisors offer step-by-step guidance to all students interested in an education abroad program or the NSE. In addition, we serve as a Passport Acceptance Facility in which community members may apply for a U.S. passport to travel abroad. The OIP enthusiastically welcomes and supports international students by offering quarterly orientations & workshops, advising services, and International Student Club (ISA) mentorship. Our services also include the Intensive English Program (IEP) which helps students improve their English language skills to successfully transition to SOU degree studies.

Virginia Roberson • 541-552-6336 • intprogs@sou.edu
Stevenson Union 322

OUTDOOR PROGRAM (OP)

The SOU Outdoor Program is committed to making outdoor recreation accessible to all students. It provides leadership opportunities, empowering students to gain skills that will benefit their careers and personal lives. On campus, our Climbing Center, Bike Repair shop, and rental shop are full of outdoor adventure and camping gear. Off campus opportunities include kayaking, whitewater rafting, mountain biking, hiking, backpacking, snowshoeing, snowboarding, skiing, and rock climbing.

Willie Long • 541-552-7231 • outdoorprogram@sou.edu
Student Recreation Center

Campus Services *cont'd*

PARKING

On-campus parking is managed by our Campus Public Safety (CPS) department. This team offers regular lot maintenance, painting, and resurfacing to meet the access and safety needs of our campus. Parking rules are enforced 365 days a year, including summer term, and federal holidays. Parking permits are offered on a first-come, first-served basis. Visit the <https://inside.sou.edu/parking/faq.html> on rates, parking maps, and online purchase information.

Robert Gibson • 541-552-7275 • parking@sou.edu
Campus Public Safety 382 Wightman St.

PRINT AND COPY SERVICES

We offer full service, low cost copying and printing available to you on campus. You can print your class projects, booklets, headshots, graduation announcements, club flyers, brochures, postcards, and more. We offer binding, laminating, business cards, etc. Visit our website to place your order.

John Silverman • 541-552-6134 • printcopy@sou.edu • Stevenson Union 120

QUEER RESOURCE CENTER (QRC)

Our mission is to provide visible and accessible advocacy for the needs of queer students on campus and in our community. It encourages relationship building and support systems empowering every person to have a positive university experience, to grow as a self-aware individual, and to be a responsible community member. Everyone is welcome to access, visit, and utilize resources offered through the QRC. Campus Pride has ranked SOU as one of the Top 25 LGBTQ-Friendly Colleges & Universities for the past 5 years.

Thomas Arce • 541-552-8329 • QRC@sou.edu • Stevenson Union 125

STUDENT HEALTH AND WELLNESS CENTER

The Student Health and Wellness Center (SHWC) is SOU's on-campus clinic which provides access to primary medical care, mental health care, preventive services and campus-wide health promotion. Students do not need insurance to access services. All students taking at least 4 on-campus credits automatically pay the Health Fee which allows them access to our services. M, Tu, Th, Fri : 8 am – 5 pm, Wed 9 am – 5 pm; limited hours in the summer.

Anna D'Amato • 541-552-6136 • SHWCfeedback@sou.edu
Student Health & Wellness Center

STUDENT LIFE

Student Life provides social, cultural, and educational programs experiences to promote campus involvement and a sense of connection to the SOU community. The Student Life staff assist with advising student organizations and helping students make the most of their university experience. Whether you would like to join an existing student group or begin a new one, we have the resources and staff to assist you.

Jennifer Fountain • 541-552-6462 • fountainj@sou.edu
Stevenson Union 312

STUDENT GOVERNMENT (ASSOU)

The Associated Students of SOU provide students with resources that enrich the college experience, encourage the exchange of ideas, and foster a positive campus environment. ASSOU positions are appointed or elected and all positions within ASSOU are paid employment opportunities. ASSOU oversees a budget of \$4.0M of student fees that fund campus involvement, civic engagement, and legislative advocacy. ASSOU offices are located in the SOURS Leadership Center in the SU.

Alexis Phillips • ASSOU President • ASSOUPresident@sou.edu
Sours Leadership Center, Stevenson Union 308

Campus Services *cont'd*

STUDENT CLUBS AND ORGANIZATIONS

Student clubs and organizations serve as a means for connection with other students while growing leadership skills, promoting campus pride, and advancing a wider representation and inclusion of all SOU students. Leaders from all recognized student organizations participate in the Inter-Club Council (ICC) and receive funding for regional, national, and international experiences through the office of Student Life.

Larry Locke • 541-552-6066 • lockel@sou.edu • Stevenson Union 312

STUDENT PUBLICITY CENTER (SPC)

The SPC provides low-cost graphic design services and is staffed by students who are mentored by a professional graphic designer. These services include the creation of posters, flyers, and banners for students, student clubs, groups, and organizations, and the SOU community. They also offer photography, social media, and large format printing and mounting services.

Connie Gage • 541-552-8327 • spc@sou.edu • Stevenson Union 310

STUDENT SUPPORT AND INTERVENTION (SSI)

SSI serves as the primary point of contact for parents and family member concerns. We advocate for students by consulting with faculty and staff related to student concerns, by providing support planning with on and off-campus partners, and by applying an educational approach of community standards and the student code of conduct. Look to the Office of SSI for a guide to student referrals, resources for survivors, the student academic commitment, and the SOU Title IX Confidential Advisor.

To report concerns click here: [SOU Cares report](#). For more information, look to the SOU Cares section of this handbook.

Angela Fleischer • 541-552-7079 • fleischea@sou.edu • Stevenson Union 321

Survivor/Victim of Sexual Assault:

Southern Oregon University is committed to maintaining a safe and healthy campus for all of its students.

If you are in immediate danger, call 911.

If you are, believe you may be, or know someone who is the victim of sexual assault, there are resources available to you. If you have been the recipient of unwanted touch, sexual solicitations, or sexual assault, there are systems in place to help you. Beginning with the SOU Confidential Advisor Angela Fleischer or the online reporting form will provide you with the most options available. If you are concerned for your immediate safety, please contact the police or Campus Public Safety by calling 911.

Campus Reporting Options and Resources:

Anonymous Reporting:

Southern Oregon University Anonymous Harassment, Violence, and Interpersonal Misconduct Form

Campus Choice is the Southern Oregon University system of addressing sexual assault. Through Campus Choice you can access Confidential Advisors who are able to explain all of your options as well as guide and accompany you through any process in which you choose to take part.

Confidential Advising Reporting:

SOU Title IX Confidential Advisor Confidential Advisor Angela Fleischer will also assist you if you need housing accommodations for health or safety.

Medical and counseling staff at the SOU Student Health and Wellness Center. Aside from SOU Confidential Advisors or medical or counseling staff at the Student Health and Wellness Center, no other group, faculty, staff, or administrator on our campus can guarantee that what you tell them will be held in confidence.

STUDENT UNION (SU)

The **Stevenson Union** provides an environment that encourages interaction and strives to increase a sense of campus community for students, faculty, staff, alumni, and visitors. The Stevenson Union offers a supportive environment for cultural, recreational, educational, social, and service activities; appropriate facilities for the diverse needs and activities of the campus community; a sense of community that fosters university pride.

Danielle Mancuso • 541-552-8346 • mancusod@sou.edu • Stevenson Union 312

Campus Services *cont'd*

TRiO: Success at Southern

TRiO is a free program that serves low-income, first-generation students, and students with disabilities. Services include academic advising, tutoring, financial aid and scholarship advising, dedicated study space and tutoring center, and workshops and cultural events. Admission is application based and can be found here or on the website of the TRiO office. This program is funded through a federal grant.

Jane Reeder • 541-552-6062 • success@sou.edu • Academic Support Programs (lower level of the Stevenson Union Building)

TRANSPORTATION OPTIONS AT SOU

Bicycle Rentals: \$50 each quarter through the Outdoor Program in the Student Recreation Center. For information and availability complete this form here.

Bicycle Share: \$2 per hour up to \$30 per ride, you can find Zagster bicycles throughout the city of Ashland. Look first at Raider Village on the corner of Siskiyou and Wightman Avenue. For more information visit: Zagster.

Carpool: Go Raider Rideshare at Drive Less Connect to find your ride match.

Car-share: Go where and when you want without the hassle or expense of owning a car. Gas and insurance are included in the fee. For rates and more information go to: Zipcar

Bus: Students can purchase an RVTB (Rogue Valley Transit District) bus pass for \$15 in the Enrollment Services Center (Britt Hall). All RVTB buses have bicycle racks. For maps and schedules click here.

Shuttle: The POINT shuttle offers low-cost transportation across southern Oregon. Besides Grants Pass and Brookings, you can get a ride to the Amtrak Train Station in Klamath Falls. Routes are included for the Cascades, Eastern, High Desert, NorthWest, and SouthWest Oregon. For specific information click here.

Walk: Ashland is ranked as Oregon's most walkable community.

Jill Smedstad • 541-552-6454 • ecos@sou.edu • Stevenson Union 105

UNIVERSITY COACHING AND ACADEMIC MENTORING (UCAM)

We provide support for students in the areas of time management, organization, self-advocacy, emotional health, academic/life balance and resiliency. Professional coaches meet with students individually to hear their specific needs and assist with their transition to college and utilization of campus resources. Students have access to weekly academic coaching, a professional writing coach, a two-credit academic skills class, student mentors, and social activities. An additional fee is assessed and is included in the total cost of attendance for estimating Financial Aid awards. A limited number of need-based scholarships are available.

Jennifer Jones • 541-552-6213 x2 • UCAM@sou.edu • Academic Support Programs (lower level of the Stevenson Union Building)

UNIVERSITY HOUSING

University Housing oversees Residence Halls, SOU Dining Services, Student Apartments and Family Housing, and conferences for our students, staff, faculty, and campus guests. For more information on the variety of residential complexes available, click here. For information on SOU Dining services, see the Dining section in this handbook.

We provide a safe and secure learning and living environment that complements our students' academic pursuits. Students who reside in our residence halls quickly become part of the campus community. A group of students, or Resident Advisors (RAs), serve as a source of support, mentorship, and connection. A professional staff team is on-site to guide social and educational programming and promote campus and personal safety.

Staci Buchwald • 541-552-6371 • Housing@sou.edu • Greensprings Lobby

WOMEN'S RESOURCE CENTER

Founded in 1976, the Women's Resource Center (WRC) is passionately dedicated to improving the lives of women and all genders in our community through education, empowerment, physical resources, and support services. The coordinator, student staff, and volunteers of the Center embrace an intersectional feminist model: empowering all to actively stand against oppression.

Riah Safady • 541-552-6216 • WRC@sou.edu • Stevenson Union 103

Campus Services *cont'd*

WRITING CENTER

The Writing Center works with all undergraduate students who may be beginning writers or advanced writers. The Writing Center will help you with incorporating research, organizing longer papers, and properly citing sources. From one paragraph summaries to full-length research papers, we provide guidance in all aspects of the writing process.

If you are writing a long paper or planning a research project, you may want to schedule a series of appointments. Regular weekly meetings with a tutor can help you stay on track and manage deadlines. Although we focus on writing, we can also help with speech preparation, including outlining, development, and delivery.

Julie Helmandollar • 541-552-8415 • helmandoj@sou.edu • Hannon Library

VA BENEFITS

A team of advisors from the office of Financial Aid will address the needs of our military connected students in support of your enrollment, academic course scheduling, certification, and benefits. Information on programming, advocacy, support, student organizations, networking, and recognition will be available soon.

Stephanie Hanigan • 541-552-7102 • VAbenefits@sou.edu • Stevenson Union

SOU CARES Report

The entire SOU campus is committed to supporting the success of students, faculty, and staff. The entire campus can submit an online anonymous reporting form where a note of concern is submitted to the office of Student Support and Intervention. Some examples of reported concerns include, mental and emotional health, academic performance, personal illness or injury, alcohol and other drug use, academic integrity, distressing or threatening behavior, hate and/or bias-related incidents, and/or crime.

Taylor Burke • 541-552-6652 • taylorburke@sou.edu • Stevenson Union 321

Community Contacts

Asante Ashland Community Hospital (24-hour)

541-201-4000

280 Maple St, Ashland, OR 97520

Ashland Police

541- 488-2211

1155 E Main St, Ashland, OR 97520

Valley Immediate Care

541-488-6848

1401 Siskiyou Blvd, Ashland, OR 97520

Mental Crisis Hotline (24-hour)

541-774-8201

National Crisis Text Hotline

24-hour availability

Text "Home" to 741-741

Suicide Prevention Hotlines (24-hour)

Jackson County Phone: 541- 774-8201

National/Veterans Phone: 1-800-273-TALK[8255]

Red Nacional/Veterans: 1-888-628-9454

