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*On the pages that follow, entries are grouped by type of service in order to better enable visual cross-referencing.*
ACADEMIC EXCELLENCE

Honors Program
Dr. Kathy Lyon, Director
Honors Center at The Courtyard
lyonk@winthrop.edu
803/323-2320

Alternate contact information for Dr. Lyon:
129 Kinard Hall, 803/323-2635

The purpose of the program is to identify students who might quality for the Honors Program Degree, which requires at least 23 hours of honors coursework including an honors thesis, honors symposia, and at least one service learning project.

www.winthrop.edu/honors

The program
• Works with eligible students to develop an individual honors course curriculum in their major
• Consults with faculty and staff in the development of honors courses, special activities, and programming for honors students including honors residence hall opportunities
• Works with the Office of Admissions to recruit possible Honors Program students
• Works with the Office of Nationally Competitive Awards to identify students who are eligible for awards, scholarships, and fellowships
Leadership Studies Program
Dr. Kristi Schoepfer, Interim Director
218B West Center
schoepferk@winthrop.edu
803/323-4686

This program enriches the college experience by developing and enhancing leadership skills for highly talented and motivated students.

www2.winthrop.edu/universitycollege/Leadership/dls.htm

The program
- Provides interdisciplinary offerings
- Creates a community of learners
- Prepares students for leadership roles after graduation

McNair Scholars
Dr. Cheryl Fortner-Wood, Director
104 Dinkins Hall
mcnair@winthrop.edu
803/323-2125

The McNair Scholars Program helps undergraduates who meet first generation, low-income, and/or underrepresented criteria prepare to succeed in doctoral programs. Winthrop’s Ronald E. McNair PostBaccalaureate Achievement Program is funded by a competitive and renewable U.S. Department TRiO grant. Winthrop’s program serves 30 students per year. Scholars may be from any major, come from other South Carolina universities, and be served until they complete their undergraduate degree. Applications for new participants are typically accepted each year between Labor Day and Fall Break. Student are encouraged to apply in the fall of their sophomore or junior year.

www.winthrop.edu/mcnair

The program
- Relies on faculty recommendations of outstanding students who might meet the eligibility criteria
- Funds the McNair summer research internship stipend, room and board, and faculty mentoring
- Provides support throughout the graduate admissions process, including GRE preparation
- Offers travel grants for McNair students to present research, attend conferences, and explore graduate programs
Office of Nationally Competitive Awards (ONCA)
Dr. Leslie Bickford
234 Dinkins Hall
onca@winthrop.edu
803/323-3906

Alternate contact information for Dr. Bickford:
275 Bancroft Hall,
bickfordl@winthrop.edu, 803/323-4564

The purpose of ONCA is to help Winthrop be more intentional about identifying the best and brightest students to apply for nationally and internationally competitive awards, scholarships, fellowships, and research opportunities.
www.winthrop.edu/onca

The office
• Maintains a website of awards, scholarships, and fellowships for undergraduate and graduate students in all disciplinary fields
• Recruits high achieving students to apply for awards, scholarships, and fellowships
• Consults with students to plan and apply for outstanding scholarship opportunities

Undergraduate Research Office
Dr. Robin Lammi, Director
222 Dinkins Hall
uresearch@winthrop.edu
803/323-3397

Alternate contact information for Dr. Lammi:
313A Sims Building
lammir@winthrop.edu
803/323-4946

The purpose of the Undergraduate Research Program is to promote student research, scholarship, and creative activities across all disciplines.
www.winthrop.edu/undergradresearch

The office
• Identifies and coordinates student research opportunities
• Administers travel funds for undergraduates presenting or performing their scholarly and creative work at conferences
• Produces an annual compilation of undergraduate work, Undergraduate Scholarship and Creative Activity
• Organizes an annual Showcase of Undergraduate Research and Creative Endeavors (SOURCE) held on campus each April
Academic Success Communities
Ms. Cindy Cassens,  
Director of Residence Life  
237 DiGiorgio Campus Center  
cassensc@winthrop.edu  
803/323-2223 (Main Line, Residence Life)

A program of Residence Life, Academic Success Communities are residential themed floors comprised of students with similar academic and personal interests. Current communities include focus on world cultures, creativity, healthy living, community volunteering, education and leadership among others.

www.winthrop.edu/reslife

The program
• Provides residence life staff, faculty partners, and other staff who present programming and activities centered on a particular theme  
• Encourages retention and graduation rates by targeting student interest and motivations  
• Offers opportunities to take classes and meet with specialized faculty within the residence facility  
• Provides opportunities for increased community interaction with peers/classmates

Academically At-Risk Consult

If you have a student whose attendance, class performance, and/or classroom behavior is putting them at risk academically, please email atrisk@winthrop.edu for assistance.

Student Organizations
Winthrop offers more than 160 student organizations through which students can make connections, make a difference, and make Winthrop their home:

269 DiGiorgio Campus Center  
www.winthrop.edu/studentorgs  
803/323-2248
Center for Career and Civic Engagement
Ms. Ellin McDonough, Director
1108 Crawford Building
mcdonoughe@winthrop.edu
803/323-2141 (Main Line)

The center provides students with a comprehensive approach to career preparation, personal growth, and service to the community with an emphasis on experiential growth. www.winthrop.edu/cce

The center
• Provides career assessments, special work shops, and counseling on career exploration and development
• Serves as a clearinghouse for internships, volunteer, and full/part-time and job opportunities while assisting students in developing tools and skills for positive career outcomes
• Links students to service learning opportunities, coordinates university-wide service projects, and connects faculty and staff to opportunities to social impact opportunities in the instructional setting

International Center
Dr. Leigh Poole, Director
poolela@winthrop.edu

218 Dinkins Hall (Center)
803/323-2133 (Main Line)

The center supports international students, scholars and guests by helping them adjust to campus life, navigate federal paperwork, and access campus services. It also assists students interested in a variety of study abroad opportunities.

www.winthrop.edu/international

The center
• Serves as a consultant for students, staff, and faculty who wish to conduct study abroad
• Assists international students and employees in navigating university policies and procedures as well as immigration requirements and offers programming to assist with acclimation
• Develops and delivers programming and services in support of the internationalization of the university
ACADEMIC SUPPORT

Academic Success Center
Ms. Michelle Wolf, Director
106 Dinkins Hall
wolfm@winthrop.edu
803/323-3912

Dinkins Hall, 1st Floor
success@winthrop.edu
803/323-3929 (Main Line)

The center serves students through a variety of personalized and structured experiences and resources that help students succeed academically.

www.winthrop.edu/asc

The center
- Provides individualized appointment-based tutoring in more than 50 general education courses
- Offers a weekly Tutee Seminar to introduce students to tutoring, study skills, and campus resources
- Works with students who are on probation or have incompletes to develop a plan of action to address their academic needs including coaching and referring them to other campus services

Chemistry Tutoring
Dr. Nick Grossoehme, Assistant Professor
101 Sims Building
grossoehmen@winthrop.edu
803/323-4955

301A Sims Building (Tutoring Location)

Chemistry majors provide free, walk-in tutoring in various General and Organic Chemistry courses. The tutoring schedule is advertised to students in these courses at the start of each semester.
College of Business Student Resource Room
Dr. Laura Ullrich, Assistant Dean,
College of Business Administration
207 Thurmond Building
ullrichl@winthrop.edu
803/323-4813

107 Thurmond Building (Resource Room)

Tutoring is available for several of the core business courses (CSCI 101, ACCT 280, 281, QMTH 205, 210, ECON 215, 216, and FINC 311). Check website for details (click “Resources,” then choose “CBA Resources” from the drop-down menu).

Tutoring for CSCI 101 labs is available in Thurmond 303. A schedule is posted outside the door. The lab is available for lab homework or if a student has a question. Students can also e-mail the tutors with their questions: csci101a@winthrop.edu, csci101b@winthrop.edu, csci101c@winthrop.edu, csci101d@winthrop.edu, csci101p@winthrop.edu, csci101f@winthrop.edu, csci101i@winthrop.edu, csci101n@winthrop.edu.

www.winthrop.edu/cba/studentservices

Ida Jane Dacus Library
Dr. Mark Herring, Dean
824 Oakland Avenue
803/803/323-2232
herrinmg@winthrop.edu

Library contact info:
text: 803/272-4077
email: winthrop.libanswers.com
call: 803/323-2131 (Main Line)
call: 803/323-4501 (Reference Desk)

Dacus Library provides a broad collection of resources and services to support the intellectual experiences of the Winthrop community.
www2.winthrop.edu/dacus

The library
- Provides instruction to users in the full range of its 100+ electronic databases, 150,000+ EBooks, and more than 500,000 print and other media
- Circulates iPads, laptops, GoPro cameras, and MacAirs
- Offers specialized instruction via its Book-a-Librarian and Personal Librarian programs
- Open 24/5 during fall and spring semesters
- Provides facilities to meet a variety of individual and group study needs
International Student Tutor
Ms. LeAnn Lowrey, Tutor
219 Dinkins Hall
lowreyl@winthrop.edu
803/323-3905

Ms. Lowrey provides professional tutoring (by appointment) for international students across subjects, with focus on English as a Second Language (ESL) strategies for papers, projects, and presentations.

House Calls
Ms. Jenn Hester, Residential Learning Coordinator and Academic Associate
141 Thomson Hall
hesterj@winthrop.edu
803/323-3507

This program provides free tutoring, by appointment, for resident students who need emergency help in certain classes. Tutoring occurs right in the residence halls. To make an appointment or see what classes are covered, go to www.winthrop.edu/reslife.

LEAP/Learning Excellent Academic Practices
Dr. Frank Pullano, Director
168 Bancroft Hall
pullanof@winthrop.edu
803/323-4569

LEAP is an academic support program designed to identify, support, and evaluate provisionally admitted students before and during their first year at Winthrop. www.winthrop.edu/leap

The program
• Provides intensive academic advising sessions to ensure appropriate placement in first semester courses; offers similar spring advising opportunity
• Facilitates mandatory study hall services that include both college study skills development and core academic coursework support
• Coordinates with the Principles of the Academy program (ACAD)
The Mathematics Tutorial Center (MTC)
Dr. Tom Polaski, Department Chairperson
152 Bancroft Hall
polaskit@winthrop.edu
803/323-4604

271 Bancroft Hall (MTC Location)

The MTC is open to students enrolled in all mathematics courses, but is primarily designed to support students enrolled in MATH 101, 104, 105, 150, 151, 201, and 291. Students needing assistance in other courses should use their instructors as their primary support. No appointment is necessary for the MTC. See website for current times:
www.winthrop.edu/mtc

Rock Hill Coca-Cola Academic Resource Center
(Student-Athletes)
Ms. Joanna Harris, Director
Winthrop Coliseum
harrisp@winthrop.edu
803/323-2129, ext. 6405

The Academic Resource Center provides comprehensive services for student-athletes.

The center
• Advises student-athletes on, and monitors course enrollment for, NCAA academic eligibility
• Works with at-risk student-athletes to develop effective habits and strategies for academic success through tutoring, workshops, and academic coaching
• Manages study hall requirements
• Communicates team travel commitments to faculty members at the start of each semester
TRiO Student Support Services Program
Ms. Rose Gray, Director
102 Dinkins Hall
ggrayr@winthrop.edu
803/323-4794

trio@winthrop.edu
803/323-4797 (Main Line)

TRiO Student Support Services is a Federally funded academic support program designed to increase the academic performance, retention rates, and graduation rates of students who are first generation, low-income, and/or with a documented disability (identified at admission).

www.winthrop.edu/trio

The program
• Delivers a mandatory early orientation program, “TRiO CONNECT”
• Participants enroll in TRiO-specific ACAD sections
• Provides intentional academic support through graduation through such services as regular meetings with an academic counselor and tutorial services

Writing Center
Dr. Jane Smith, Director
230 Bancroft Hall
smithjb@winthrop.edu
803/323-4587

242 Bancroft Hall (Writing Center)
803/323-2138 (Main Line)

The center provides a free writing, consulting service for all members of the university community including students, staff, administrators, and faculty. Appointments recommended, but not necessary.

www.winthrop.edu/wcenter

Student tutors help writers
• Analyze assignments and address audiences appropriately
• Improve their composing processes
• Strengthen the focus and organization of their writing
• Improve control of their writing
OFFICES OF STUDENT SERVICES

Office of Student Services, College of Arts & Sciences
Dr. Adria Belk, Director
106 Kinard Hall
belkal@winthrop.edu
803/323-2183
www.winthrop.edu/cas/studentservices

Office of Student Services, College of Business Administration
Ms. Gay Randolph, Director
225 Thurmond Building
randolphg@winthrop.edu
803/323-4833
www.winthrop.edu/cba/studentservices

Office of Student Academic Services, College of Education
Ms. Ruth Gaylor, Advising Coordinator
144 Withers Building
gaylorr@winthrop.edu
803/323-4592
www.winthrop.edu/coe/sas

Office of Student Services, College of Visual & Performing Arts
Ms. Anna Fredericks, Director
124 McLaurin Hall
fredericksa@winthrop.edu
803/323-2465
www.winthrop.edu/cvpa/studentservices

These offices support both students and faculty advisors to ensure accurate and timely academic advising within the college of the student’s major.

These offices
- Utilize plans of study checklists, catalogs, and DegreeWorks to ensure students stay on track for graduation
- Evaluate transfer transcripts
- Facilitate evaluation of CLEP
SUPPORT SERVICES

IT Service Desk
Department of Computing Information and Technology
15 Tillman Hall
servicedesk@winthrop.edu
803/323-2400 (Main Line)

The IT Service Desk is the single point of contact for any technology-related issues.
www.winthrop.edu/technology

The service desk
• Provides ID cards to students, employees, and retirees
• Supports user accounts for all students and employees
• Supports Smart classroom technology

See the Faculty/Staff Technology Handbook or Student Technology Handbook for more information.

Office of Financial Aid
Ms. Michelle Hare, Director
Sykes House, 638 Oakland Avenue
harem@winthrop.edu
803/323-2189 (Main Line)

The office provides students and their families with comprehensive financial assistance including scholarships, grants, student loans, and employment.
www.winthrop.edu/finaid

The office
• Assists students and their families in applying for financial aid and evaluating financial assistance options
• Works with students in identifying scholarship options
• Manages the work study process
• Processes more than $90 million in financial aid each year
Office of Records and Registration
Ms. Gina Jones, Registrar
126 Tillman Hall
jonesgg@winthrop.edu
803/323-3692
RecandReg@winthrop.edu
803/323-2194 (Main Line)

The office is responsible for all student registration and record keeping. www.winthrop.edu/recandreg

The office

- Interprets and communicates university, academic policies
- Provides administrative service in such areas as Cultural Events, Degree Audits, Graduation, Registration, Transcripts and Veterans Benefits
- Serves as a liaison between transfer institutions in the development of articulation agreements
- Trains faculty and staff on the Banner student information system, Wingspan, and Degree Works, as well as FERPA, and other standards of practice crucial to the running of an effective record keeping process

Student Financial Services
Ms. Judy Basehore, Manager
21 Tillman Hall
basehorej@winthrop.edu
803/323-2165 (Main Line)

The office provides financial information and resources to students and their families. www.winthrop.edu/sfs

The office

- Provides assistance to students with financial holds on registration
- Sets up payment plans for qualifying students
- Prepares and distributes billing statements for tuition, fees, room, board and other related charges
- Bills third party entities such as Vocational Rehab, Military Assistance and Tuition Prepay
- Facilitates Perkins Loan repayments, SC Teaching Fellows repayments and past due tuition and fee accounts
- Processes payments and issues refunds
The mission of the Military, Adult, and Transfer Services is to provide support services, programming, and advocacy for post-traditional, veteran, and transfer student populations.

www.winthrop.edu/adultstudents

The center
- Develops and delivers targeted educational and social programming to meet student needs
- Assists students in transitioning to the university and navigating university policies and procedures
- Serves as an advocate and consultant for post-traditional, veteran, and transfer student needs
- Meets individually with students to provide referrals to campus resources and offices
HEALTH AND COUNSELING SERVICES

Ms. Jackie Concodora
Director of Health and Counseling Services
224 Crawford Building
concodoraj@winthrop.edu
803/323-2206 (Main Line)

Health Services
Ms. Mary Jo Barreto
Assistant Director of Health and Counseling Services
277 Crawford Building
barretom@winthrop.edu
803/323-2206 (Main Line)

Medical services are provided to students by a professional medical team that includes certified and licensed nurse practitioners, registered and licensed nurses, a consulting pharmacist, and a registered laboratory technician. Office visits are offered at no charge to students who have paid their student health fees, are enrolled in the current semester, and have documented compliance with Winthrop University’s immunization policy on file. Upon request, Health Services will provide a blue note to a student at the time they leave Health Services; this note verifies having been at Health Services, but is not intended to be used as an excuse for missing class. Students are expected to follow the established attendance policy for each class. If a student shows flu-like symptoms, Health Services will notify the Dean of Students Office, which will in turn notify the student’s professors. Travel Clinic is available to students/faculty/staff planning to travel/study abroad. For groups traveling abroad, a presentation is available. After the group presentation, travelers may be seen individually for specific needs. www.winthrop.edu/hcs

Health Services
- Conducts basic medical services such as consultation, diagnosis, treatment, and follow-up of acute illness or injury (such as asthma, back pain, common colds, skin conditions, abdominal pain, headaches, pneumonia, and sexually transmitted infections)
- Provides work physicals and annual female GYN exams
- Makes available mandatory immunizations
- Performs some routine diagnostic laboratory tests
- Administers allergy injections per personal physician’s orders
- Provides copy of immunization records/health records for internship-related requirements with the student’s written consent.
- Offers flu immunization clinics on campus and in Health Services
- Provides blood pressure checks and first aid for Faculty/Staff
Counseling Services
Dr. Gretchen Baldwin
Coordinator of Counseling Services
217 Crawford Building
baldwing@winthrop.edu
803/323-2206 (Main Line)

After hours and on weekends, students in need of immediate assistance should contact their RA, RLC, Campus Police (803/323-3333), or go to the emergency room of the nearest hospital.

Personal struggles can get in the way of doing one’s best academically. Professional, licensed counselors offer short term counseling on a free and confidential basis. Counselors make every effort to see a student in crisis immediately. www.winthrop.edu/counseling

Counseling Services
• Offers assessment, treatment, and referral services for a wide range of personal and mental health issues from friend, roommate, couples, and family conflicts to depression, anxiety, disordered eating, trauma, and so on
• Same day appointments are available for emergencies. Students are encouraged to call first thing in the morning for these

Office of Victims Assistance
Ms. Joan Harris, Coordinator
104 Crawford Building
harrisjs@winthrop.edu
803/323-2206 (Main Line) x6178

After hours and on weekends, call Campus Police at 803/323-3333 or the local rape crisis center, Safe Passage, at their 24-hour hotline, 803/329-2800

The Office of Victims Assistance provides direct services to students who have experienced major crimes, including sexual assault, stalking, harassment, domestic and dating violence, or victims of crimes or discrimination based on bias through a concentrated community response. The office also supports and provides campus-wide educational programming to prevent these crimes from occurring and is staffed with a full-time Victim Services Coordinator and a full-time (9 month) licensed counselor.

The office
• Provides counseling services, advocacy, and support, also assists with obtaining sexual assault forensic exams, STI testing/treatment, pregnancy prevention and support with Title IX complaints, housing options, legal prosecution, and access to other support services
• Handles each case individually with the client selecting which services he or she wishes to pursue
Office of Accessibility
Ms. Tina Vires, Program Director
1st Floor, 106 Crawford Building
803/323-3290 (Main Line)

The goal of the Office of Accessibility is to help create an accessible campus community where students with disabilities have equal opportunities to participate fully in their educational experience.

www.winthrop.edu/accessibility

The office
- Works with students, faculty, and staff to provide reasonable accommodations and services for students with documented disabilities
- Serves as an advocate for students with disabilities through the removal of physical, informational, and attitudinal barriers
- Encourages students with disabilities to express their needs, develop independence, and accept personal responsibility
- Provides training opportunities to educate the campus community concerning the disability culture and applicable laws and regulations

Wellness Services
Ms. Rosie Hopkins-Campbell
Campus Wellness Coordinator
102 Crawford Building
hopkinscampb@winthrop.edu
803/323-2206, ext. 6175

Wellness Services promotes the physical and well-being of Winthrop students by enabling them to make informed choices that contribute to healthy lifestyles.

www.winthrop.edu/wellness

The program
- Helps students make informed life decisions by increasing their knowledge, changing attitudes, building skills, and supporting positive behavior change
- Provides educational information on topics such as sexually transmitted infections, exercise, nutrition, disordered eating, and alcohol, tobacco, and other drug preventions
- Facilitates educational and preventive programs, upon request, for residence halls, classes, and to student groups
- Partners with the Student Wellness Advocacy Team (SWAT), which provides peer-to-peer health education
The Testing Program and Test Center provide secure, confidential test administration for Winthrop University students and others to promote success, enhance learning, and help test takers meet both professional and personal educational goals. www.winthrop.edu/testing

The program

- Offers registration information and/or administers the following credit-by-examination tests, graduate school entrance examinations and standardized tests: CLEP, GRE, LSAT, MAT, and SAT
- Offers non-Winthrop University test proctoring

Title IX Coordinator

Dr. Kimberly Faust  
Chief of Staff, President’s Office  
114 Tillman Hall  
803/323-2225  
faustk@winthrop.edu

The Title IX Coordinator oversees all complaints of sex discrimination, as well as identifying and addressing patterns or systemic problems that arise during the review of such complaints. Students who believe they have experienced sexual misconduct or have questions about sex discrimination may contact Dr. Faust.
Ms. Bethany Marlowe, Dean of Students
marloweb@winthrop.edu

Mr. Anthony Davis, Assistant Dean of Students and Director of Student Conduct
davisa@winthrop.edu

Ms. Miranda Knight, Assistant Dean of Students
knightm@winthrop.edu

246 DiGiorgio Campus Center
803/323-4503 (Dean of Students Office)

The Dean of Students Office provides and coordinates support for situations in which students are in distress or are suspected of being in violation of the student code of conduct.

www.winthrop.edu/student-affairs

The office
- Provides disciplinary consultation and assistance for both matters of academic dishonesty and disruptive behaviors (call Campus Police, 803/323-3333, for threatening behavior)
- Supports community members through allegations of sexual harassment or relationship violence
- Assists with general student difficulties, concerned parents, or family emergencies including verifying illness or other absence-related concerns
- Handles situations of concern regarding students who are living off-campus

Campus Police
Chief Frank Zebedis
Good Building
526 Myrtle Drive
803/323-3333
www.winthrop.edu/police

Our campus police deliver quality police and community safety services. Please contact them directly for emergency or criminal matters.
When used to support faculty conversations regarding the mission-critical work of making student referrals across campus resources, this guide becomes much more powerful than a stand-alone directory. Please consider the following:

1. In small groups or pairs, select one or more student scenarios and match with the appropriate campus success center(s). Prepare to share back with the larger group why you matched each student with each resource.

2. Discuss student scenarios not represented in this training guide and appropriate campus resources per scenario.

3. In pairs, role play the language you might use as a faculty member with a student during the process of making an in-person recommendation or referral of a specific campus resource. How might your message be differently constructed if provided electronically?

4. As a department, discuss the role of the faculty advisor. How are faculty advisors on our campus an additional support for students?

5. In small groups or as a department, identify programs or offices that are instrumental in supporting your students; let them know in what ways they are providing outstanding and meaningful support.

6. In small groups or as a department, identify additional programs, services, or other Winthrop components that might be important to consider/reconsider in order for an increasing number of our students to meet their full potential and complete a Winthrop degree. Please communicate these suggestions to academicaffairs@winthrop.edu.
**STUDENT SCENARIOS**

**Ashanti**
Ashanti consistently turns in a quality product on time. However, she is extremely quiet, and does not seem to have made any connections with her peers in the class. You suspect that she is a commuter. At midterm, when computing grades, you realize that she has the highest grade in the class. Upon reflection, you realize her work has truly been outstanding.

**Adam**
It is midway through the term, and Adam has repeatedly asked if he can have an extension on each of the out-of-class assignments. Adam sends you an email once again to ask for more time. None of his work has been substandard, but he doesn’t abide by the timelines set forth for all students. Even when given an extension, he barely turns in his work by the extended deadline.

**Chaozi**
It is the fourth week of the term, and thus far Chaozi has almost missed the allotted number of permissible absences. You would like to talk to her about it, but when she does attend class she arrives just as you are starting and promptly leaves before you can catch her. Chaozi is very quiet when she is in class; you are unsure if there are language barriers for her (she is not a heritage/native speaker of English).

**Darren**
You overhear Darren talking to another student about financial difficulties. He is trying to get a part-time job across town and comments that the timing and commute might require him to drop your course.

**Sophie**
Sophie performs poorly on the first exam in your class partially because she was unable to finish the exam in the time allotted. Sophie waits after class on the day exams are returned to ask you privately if you can give her extra time on the second exam.
Foster
Foster is not only in a course of yours this semester, but she is also one of your advisees. When she registered for classes, her mother came with her and dominated much of the meeting. Foster’s mother has particular aspirations for Foster’s professional life; it is unclear whether or not Foster shares these career goals. Now, it’s the third week of class, and you have assigned one short paper and two journal assignments based on class reading. Foster has been in class every session. Her performance on these assignments, however, is lackluster. Foster continues to attend classes and turn in average-to-fair work, but you have no evidence of her being engaged in the subject (her major).

Sara
Sara is enrolled in your senior capstone course. She is an active participant in your class. However, after several weeks, she begins to miss class and fails to hand in assignments. Her colleagues in her group project complain that she is not responsive to their emails and does not complete her share of the project workload. You approach Sara after class and set up a time to talk with her. During your scheduled meeting, she reports that she is pregnant and expects to deliver later in the semester. She says she plans on graduating this semester. “I feel terrible that I might let my group down, but I will need some extra slack on the group project.” You are unsure how to accommodate her needs and those of the group.

Hannah
A first-year student, Hannah actively participates in her classes and appears to be a hard worker. After failing the first major assignment in your class, Hannah comes to talk to you about how she can improve. You believe she attempted to follow your suggestions, but she still fails the second major assignment. You are unsure if this is occurring in just your course or across courses.

Isaac
Isaac is a good student who seems to put lots of pressure on himself to maintain a 4.0. He is currently earning a B in your class. The drop deadline is approaching; he insists he needs to drop if there is no way that he can get an A in your class.
Jeremy, a student in his mid 20's, is just starting college after completing military service. He is excited to be in college and understands that success requires commitment. A few weeks after the start of the term Jeremy and his girlfriend become parents. Because of the high cost of day care, Jeremy and his girlfriend take turns providing childcare; Jeremy cares for the baby during the day while his girlfriend works; she cares for the baby in the evening while Jeremy goes to classes. Financially strained, Jeremy takes on a part-time job working nights at UPS. Jeremy informs you that he is starting to think that he will be unable to keep up with his school work in addition to childcare and working part time.
PROFESSIONAL DEVELOPMENT WEBINARS

To supplement our Teaching & Learning Center (TLC) offerings, Winthrop University has subscribed to Innovative Educator’s on-demand professional development for higher education trainings, “Go2Knowledge.” With more than 100 recorded webinars in six categories, Winthrop employees have unlimited access anytime, anywhere, individually, or as part of a group!

Buttons for “Go2Knowledge” are on both the TLC Resources Page and the Homepage for the Provost & Office of Academic Affairs.

Or type into an Internet address bar: www.go2knowledge.org/winthrop

username: Winthrop
password: Go2Winthrop

Please note that the username and password are case sensitive

Recommended trainings include, but are not limited to:

- The 10 Traits of Great Teachers: How to Tap Into Student Motivation and Maximize Retention
- Best Practices in College Teaching: Creating an Active Learning Environment
- Diversity, Inclusivity, and Civility: Developing and Enhancing Students’ Cultural Competence
- Identifying and Reaching Unprepared Students: Strategies for Creating Success in the College Classroom
- Incorporating Active Learning Strategies into Your Online Teaching Environment
- Student Retention Through an Academic Lens
- Supporting the Engagement, Learning, and Success of Students At-Risk
- Managing Disruptive Classroom Behavior
- Handling Distracting Behavior
- Conducting Difficult Conversations with Students: How Faculty and Staff Can Change a Negative into a Positive
EDUCATION ADVISORY BOARD

EAB helps today’s education leaders solve their biggest problems. Formerly known as Education Advisory Board, EAB finds best practices to address education’s top challenges and provides peer-tested research to their members. Through Winthrop’s institutional membership, employees have access to a variety of research forums, technologies, and services. See below for how you can access EAB insights and apply them here at Winthrop University.

User Guide for EAB.com

1. How to create an EAB.com account
   - Go to the website, at www.eab.com
   - On the top right of the homepage, click the “Log in Now” bar. Select “I am a New User.”
   - Clicking the link takes you to the registration page through which you will be prompted to provide your location, institution name, and your personal information and password.
   - Click “submit” and you’ll receive an e-mail containing a confirmation code and link to login to the website.

2. How to manage your account settings
   - Log into your account on EAB.com
   - On the top bar there is a drop down menu that reads “Welcome, (Name)”
   - This tab gives you the option to:
     - Update your Personal Information
     - Update your Subscriptions (includes daily briefing emails and specific updates from the research team)
     - Access your Saved Webpages and Saved Searches
     - Invite Colleagues to Register for EAB.com
     - Manage your upcoming events: registration for upcoming webinars

3. How to register for a webinar
   - Click the direct link provided or go to “Upcoming Events” from EAB.com homepage
   - Select the webinar of your choice and click the title
   - Click the blue “Register” button provided and fill our required information. Click “Submit”
   - You will receive a confirmation e-mail in the next 24 hours
   - You will receive link, via e-mail, to join the webinar on the date it is presented or join by repeating the first two steps on the webinar date. (Or click “My Events” on the homepage)

4. How to access archived webinars
   - Webinars are archived and can be found under “Archived Events”

5. How to search the library
   - Using the “Search” bar: EAB.com has a search bar on the top left-hand side of the homepage
   - Using topics: click on “Research Briefs” or “Studies” tabs. Select “Topics,” “Products,” and/or “Dates” on the left-hand side of the page to filter as desired.
The Art & Science of Making Student Referrals:
Suggested Strategies

1. **Describe** the goals and services of the referred service. (Don’t assume that the student already knows its purpose or benefits.)

2. **Personalize** the referral: Refer the student to a person (a name)—rather than an office.

3. Reassure the student of the qualifications and capability of the person to whom s/he is being referred.

4. Help the student identify what questions to ask and how to approach the resource person.

5. Make sure that the student knows where to go and how to get there. Or, if possible, and better yet: (👇)

6. **Phone** for an appointment while the student is in your presence. Or, if possible, and better yet: (👇)

7. **Walk** with the student to the referred person’s office.

8. **Follow-up** the initial referral by asking the student if the contact occurred and how it went—in general (rather than probing for specific or personal details).

9. **Acknowledge** the student’s willingness to seek support, for taking personal initiative to resolve the issue and for using available resources (i.e., for being resourceful).


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