
General Information

Library

The Library supports the curricular and research needs of the University community through the development of pertinent collections and the provision of services designed to facilitate access to information. Service desks are located in these units: Circulation, General Reference, Government Publications and Maps, Media Center, Current Periodicals and Microforms Center, Reserve Book Room, Science Reference, and Special Collections. The Library also has a comprehensive instruction program, which includes course-related instruction, Internet workshops, and tours.

The Library has automated acquisitions, cataloging, circulation, and serials control systems. Computer based bibliographic search services provide student/faculty access to over 50 databases directly through library workstations. The Library's Internet Online Network (LION) provides access to the library's databases within the Library as well as remotely. The Information Systems and Technology organization utilizes software, network, and workstation technology to make information products available to students, faculty, and staff. Accessible resources include licensed research databases, CD-ROM titles, and global data via the Internet. The group also provides computer accounts to all students, as well as hosting WorldWideWeb pages for students, the University, and the Library (<http://libweb.sdsu.edu/>). The Library operates a student computing facility with over 200 PCs, as well as the student computing help desk which assists students with a variety of computer questions. The Library provides for interlibrary loan through a direct link with several thousand other libraries using the computer and telecommunications facilities of the OCLC bibliographic utility.

The Library's holdings include 1,217,413 monographs and bound periodicals; 623,496 government documents; over 3.9 million microforms; 176,479 maps; 8,887 sound recordings; and 5,075 linear feet of archival papers. The Library receives 4,765 periodical and serial titles, excluding government publications. It is a depository for United States and California government publications, and receives selected United Nations publications.

Academic Computing

The SDSU computing environment provides access to scores of software products including World Wide Web browsers, programming languages, word-processing, spreadsheets, presentation packages, relational databases, statistical software, and large databases such as Compustat. The University provides access to a Sun SPARC Server (running SOLARIS) and a CRAY C98/8128 Supercomputer. Both the Sun SPARC Server and the CRAY C98/8128 computers are available to the university community via the campus Internet which also links students to specialty computing centers located at other California State Universities.

The University has over 1,500 microcomputers as well as a significant number of X-Terminals located in 53 departmental/college computer laboratories. There are also three large computer labs open to all students; all machines in those labs are connected to the Internet. The open computer labs are (1) the Love Library Student Computer Lab located in Love Library 224 which

has PCs, Macintoshes, X-Terminals, and laser printing; (2) the Social Science Research Lab located in PSFA 140 has PCs, Macintoshes, and laser printing; and (3) the Terminal Labs in BA-110 and BA-113 have X-Terminals and laser printing.

Student computing and e-mail accounts are available through a student account system. This system allows enrolled SDSU students to create their own accounts via the Internet from computer or terminal on campus or via a modem from off campus.

A World Wide Web home page is available at <http://www.sdsu.edu>.

Instructional Technology Services

Instructional Technology Services provides support to faculty in the design, selection, production, and distribution of instructional technology. Service and support are provided in the areas of Instructional Development, Multimedia Production, Instructional Resources, Technology Systems and Baseline Access, Training and Support (BATS).

The Instructional Development program offers professional assistance in instructional design, course design, teaching techniques and assessment. Services include: assistance in development of instructional materials; assessing and selecting instructional methods; facilitating course design; assistance to faculty who wish to analyze their instruction; workshops on teaching skills and techniques; and a facility for faculty to produce their own media and to learn about new technologies.

Multimedia Production assists in the design and production of instructional, research, and other campus related materials. Services include development and production of instructional videotapes; graphic and photographic support of instruction, research and publication; and assistance in development of multimedia materials.

Instructional Resources provides support in the selection, use and distribution of instructional materials and audio-visual equipment. Services include consultation on selection and use of media and equipment for classroom use; check-out of media and equipment for classroom use; acquisition of new videotapes, video-discs, and CD-ROMs for instructional use; on-line access to our media catalog containing more than 7,000 titles; and maintenance and repair of audiovisual equipment.

Technology Systems provides support in the design, installation, maintenance, and operation of audiovisual systems in classrooms. Services include operation of the closed-circuit television system; installation and maintenance of audiovisual equipment in classrooms; design and installation of "Smart Classroom" systems; operation of videoconferencing systems for instructional and administrative use; and operation of a presentation room for high-quality video and data production.

The Baseline Access, Training and Support (BATS) program provides students, faculty, and staff with training in the uses of hardware and software systems, and ongoing professional and technical support for utilization of computer resources at SDSU. Services include operation of computer training facilities, "hands-on" workshops for faculty, staff and students, and operation of Computer Help Desks for faculty and staff.

San Diego State University Foundation

The San Diego State University Foundation was incorporated in 1943 as an auxiliary organization authorized by the Education Code of the State of California. It is a nonprofit corporation, self-financed, and chartered to provide and augment programs that are an integral part of the educational mission of San Diego State University.

The Foundation serves the University in the following major areas:

- Development and administration of grants and contracts for faculty and staff research and educational projects;

- Administration of funds for more than 1,500 community service oriented programs including KPBS educational television and radio stations, and the College of Extended Studies;

- Financial administration of gifts and donations;

- Investment of endowment and other funds;

- Financial administration of student scholarship and loan funds;

- Management of a real property program whereby the Foundation acquires and provides space for grant and contract activity, and leases property to the University and other campus auxiliaries;

- Development of property adjacent to the campus;

- Provides funds for the support of University programs, such as the Grant-in-Aid for Research Program for faculty, and financial support for graduate students;

- Administration of activities such as the June Burnett Institute for Children, Youth and Families, and the Fred J. Hansen Institute for World Peace.

- Oversight of KPBS TV and FM stations.

The Foundation, as a nonprofit corporation, is governed by a Board of Directors in accordance with its Articles of Incorporation and Bylaws. The principal function of the directors is to establish policies and guide the corporation in achieving its objectives.

San Diego State University Press

As the scholarly press for San Diego State University, San Diego State University Press publishes works of original research, as well as other meritorious academic and creative works that will further the intellectual mission of the University. Although high-quality manuscripts from any source will be considered, the current focus of the Press is in these areas: Latin America and the United States-Mexico border; regional studies of the Pacific Southwest; and postmodernism. In addition to books, the Press also publishes under its imprint the journals, *Fiction International*, *Poetry International*, and the *Journal of Borderland Studies*.

The San Diego State University Press imprint is controlled by an editorial committee of scholars, appointed by the Vice President for Academic Affairs and the Senate. Financial accounting and coordination are provided by the San Diego State University Foundation.

CSU International Programs

Developing intercultural communication skills and international understanding among its students is a vital mission of The California State University (CSU). Since its inception in 1963, the CSU International Programs has contributed to this effort by providing qualified students an affordable opportunity to continue their studies abroad for a full academic year. More than 12,000 CSU students have taken advantage of this unique study option.

International Programs participants earn resident academic credit at their CSU campuses while they pursue full-time study at a host university or special study center abroad. The International Programs serves the needs of students in over 100 designated academic majors. Affiliated with more than 70 recognized universities and institutions of higher education in 17 countries, the International Programs also offers a wide selection of study locales and learning environments.

Australia – The University of Western Sydney

Canada – The universities of the Province of Quebec including: Université de Montréal, Concordia University, Université Laval, McGill University, Université du Québec system, Bishop's University, i.a.

Denmark – Denmark's International Study Program (the international education affiliate of the University of Copenhagen)

France – Institut des Etudes Francaises pour Étudiants Étrangers, Université de Droit, d'Économie et des Sciences d'Aix-Marseille (Aix-en-Provence); Mission interuniversitaire de coordination des échanges franco-américains, Universités de Paris III, V, VI, VIII, X, XI, XII, XIII

Germany – The institutions of higher education in the German Federal State of Baden-Württemberg, including: Universität Freiburg, Fachhochschule Furtwangen, Universität Heidelberg, Universität Hohenheim, Universität Karlsruhe, Universität Konstanz, Fachhochschule Mannheim, Universität Mannheim, Fachhochschule Nürtingen, Fachhochschule Reutlingen, Berufsakademie Stuttgart, Universität Stuttgart, Musikhochschule Trossingen, Universität Tübingen, Universität Ulm

Israel – Tel Aviv University, The Hebrew University of Jerusalem

Italy – CSU Study Center (Florence), Università degli Studi di Firenze, La Accademia di Belle Arti Firenze

Japan – Waseda University (Tokyo)

Korea – Yonsei University (Seoul)

Mexico – Universidad Pedagógica Nacional (Mexico City), Instituto Tecnológico y de Estudios Superiores de Monterrey, Campus Querétaro

New Zealand – Lincoln University (Christchurch), Massey University (Palmerston North)

Spain – Universidad Complutense de Madrid, Universidad de Granada

Sweden – Uppsala Universitet

Taiwan – National Chengchi University (Taipei)

United Kingdom – Bradford University, Bristol University, Hull University, Kingston University (Greater London), Sheffield University, University of Wales, Swansea

Zimbabwe – University of Zimbabwe (Harare)

International Programs pays all tuition and administrative costs for participating California resident students to the same extent that such funds would be expended to support similar costs in California. Participants are responsible for all personal costs, such as transportation, room and board, living expenses, and home campus fees. Participants remain eligible to receive any form of financial aid (except work-study) for which they can individually qualify.

To qualify for admission to the International Programs, students must have upper division or graduate standing at a CSU campus by the time of departure. Students at the sophomore level may, however, participate in the intensive language acquisition programs in France, Germany, and Mexico. California Community Colleges transfer students are eligible to apply directly from their community college if they can meet these

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requirements. Students must also possess a current cumulative grade point average of 2.75 or 3.0, depending on the program for which they apply. Some programs also have language study and/or other coursework prerequisites.

Additional information and application materials may be obtained from the Division of Undergraduate Studies (CH-3350) or by writing to The California State University International Programs, 400 Golden Shore, Suite 122, Long Beach, California 90802-4275. Visit us on the World Wide Web at www.gateway.calstate.edu/csuienet/.

Office of International Programs

In recognition of the rapidly expanding number and importance of international activities on the San Diego State University campus, the Office of International Programs has specific responsibility for coordinating and facilitating the development of the diverse international programs and activities of the University. The Office of International Programs is the primary contact for international programs and represents the University on international matters to external agencies and institutions. In addition to coordinating all international faculty and student exchange programs, the Office of International Programs serves as an information clearinghouse regarding international projects, funding opportunities, and academic programs and services that have an international component.

International Faculty Exchanges

In order to enhance the international character of instruction and research, San Diego State University has developed a continuing program of faculty exchange with partner universities worldwide. Currently, the University has formal arrangements to exchange faculty and administrators periodically with universities across the globe. Over 100 international scholars visit the San Diego State University campus each year to pursue scholarly research, participate in academic or professional programs, and share their international perspectives with the university community.

International Student Exchanges

In addition to the CSU International Programs, San Diego State University has entered into special institutional arrangements with selected universities that provide both undergraduate and graduate students the opportunity for study, research, and internships abroad. Currently San Diego State University has student exchange agreements with dozens of international partners.

For more information about the University's international programs and international exchanges, contact the Office of International Programs, (619) 594-1354. EMAIL: intnatprog@sdsu.edu or visit our website at <http://www-rohan.sdsu.edu/dept/intlprog/index.html>

Alumni Association

The SDSU Alumni Association is a non-profit organization dedicated to connecting SDSU alumni to the University and each other. Membership in the San Diego State University Alumni Association is open to those individuals who have an abiding interest in and commitment to the growth and future of SDSU and the community it serves.

The Alumni Association is a dynamic organization whose purpose is to serve and support the university and its graduates. It

offers a number of programs and services designed to meet the variety of needs and interests of its alumni, including library privileges, reduced admission to many cultural activities and sporting events, discounts on purchases at the Aztec Store and More, access to SDSU's Career Services for a nominal fee, and a subscription to SDSU Magazine, and Aztec update: publications for alumni and friends of the University.

In addition, the Alumni Association sponsors The Montys (annual awards event honoring alumni and faculty of the University), provides scholarships for students, organizes Homecoming, sponsors Career Panels, provides input regarding University programs and policies, and provides excellent networking opportunities through a myriad of events.

For further information, phone the Alumni Office at (619) 594-2586.

Associated Students of San Diego State University

The Associated Students of San Diego State University (A.S.) is a unique, full-service organization. The A.S. provides a variety of programs, services and activities for SDSU students, as well as faculty, staff, alumni, and the public. Managed by elected student executives, the Associated Students programs range from student employment and government, to recreation, entertainment and child care. An independent, not-for-profit corporation, it is funded by the student activities fee and revenues collected from programs and services. Associated Students can be reached by calling (619) 594-6555.

Student Government. The Associated Students sponsors extensive student leadership programs designed to encourage active student participation in the decision-making policies of the university. The A.S. Council is the voice of the SDSU student body. Composed of one representative per 1500 students and four executive officers, the Council is responsible for the (A.S.) \$10 million annual budget and for formulating policy. Elections held each semester allow for the selection of individuals to fill one-year terms on the Council. Meetings of the A.S. Council are weekly, open sessions.

Other student government activities include monitoring academic policies and managed programs; appointments to educational or campus-related committees; lobbying to provide student input to city, county, state and federal governments; and representing SDSU's interests with the California State Student Association. Call (619) 594-6487 for more details about student government programs.

Aztec Center. The hub of student activity at SDSU, Aztec Center is the headquarters of the Associated Students and its staff. Aztec Center features study lounges, meeting and conference rooms, the Campus Information Center, the Ticket Office and businesses that include Pak Mail, Council Travel, Enterprise Rent-A-Car, and USE Credit Union. The Center also houses Monty's Den, a popular campus eatery and meeting place for students that offers many food selections. For more information, call (619) 594-6551.

Cox Arena at Aztec Bowl. This new facility features seating for over 12,000 people and hosts SDSU basketball and volleyball games in addition to community events, concerts, graduation ceremonies, conferences, sports shows, and more. State-of-the-art staging and sound systems, along with deluxe dressing rooms. VIP lounges and meeting rooms are also available for rental. Full-service box office and TicketMaster location for events throughout California. Adjacent to the Aztec Recreation Center in the

heart of the SDSU campus with nearby parking for 2,000 vehicles. Call (619) 594-0234.

A.S. Recreation Programs. Associated Students manages most of SDSU's recreation and leisure programs. Offered at affordable prices, they are also open to the public, as well as students, faculty, staff, and alumni.

Aztec Recreation Center (ARC). The ARC is brand new and beautiful! Featuring four full-size gyms; a 30-foot climbing wall; 21,000 square feet of cardio, aerobic, dance, and weight rooms; outdoor equipment rentals; a 52" TV and lounge area; plus locker rooms with full towel services and saunas. Membership includes unlimited access to recreation facilities, aerobics, cardio and weight rooms, racquetball, wallyball, swimming, and intramural sports. Additional programming offered at minimal fees with a wide variety of leisure classes such as the arts, dance and music, food and beverage, health and fitness, martial arts, horseback riding, tennis and rock climbing. Economical membership fees start at only \$11.00 per month. Call (619) 594-PLAY for complete schedules and membership information.

Aztec Center Bowling and Games. One of the most affordable places on campus. This newly renovated facility includes AMF computer-automated scoring, over 40 video games, billiards, table tennis, and leagues. Also available for parties. Call (619) 594-6561.

Mission Bay Aquatic Center. The world's largest instructional waterfront facility, located at 1001 Santa Clara Point in Mission Bay Park, offers classes and recreational opportunities in surfing, sailing, windsurfing, waterskiing, rowing, wake boarding, and more. Equipment rentals and facilities for group meetings or barbecues are also available. Bus transportation from SDSU available on Transit Route 81. Call (619) 488-1036.

Aztec Adventures. Located in the Aztec Recreation Center complex, this outdoor adventure program offers camping, backpacking, rock climbing, canoeing, sea kayaking, and skiing outings. Also features excursions such as Baja whale watching, surfing safaris, and nature awareness weekends. Trips are always led by experienced guides or instructors. Most outings include transportation, food, group equipment, and all permits or fees. Outdoor rental equipment services are also available. Call (619) 594-6222 for more information and trip schedules.

Recreational Sports. An extension of the Aztec Recreation Center (ARC), Recreational Sports offers the popular Sport Clubs program - and free racquetball, wallyball and swimming to ARC members. The golf driving range, batting cage, and equipment rentals are also available for minimal fees. Non-ARC members can participate in all programs at slightly higher prices. Located at SDSU across from the ARC in 196 Peterson Gym. For more information, call (619) 594-6424.

Child Care Programs. Associated Students provides child care and preschool learning programs through two facilities: the Campus Children's Center and the Faculty/Staff Children's Center. Programs range from part-time to full-time care for children ages six months to five years, with all programming provided by expertly trained teachers and staff members. For more information, call (619) 594-7941 or 594-6359.

Open Air Theatre and Entertainment. A.S. offers multiple programs that provide fun and versatile entertainment. The 5,100 seat Open Air Theatre features regular performances to sellout crowds including concerts, lectures, and symphony performances. Call Aztec Center Ticket Office, (619) 594-6947 for performance schedules.

Athletics

San Diego State University sponsors a broad array of varsity intercollegiate athletics for women and men. SDSU's commitment to gender equity in athletics includes twelve sports for women (basketball, crew, cross country, golf, soccer, softball, swimming, tennis, indoor/outdoor track and field, volleyball, and water polo) and seven for men (baseball, basketball, football, golf, soccer, tennis, and volleyball). As a National Collegiate Athletic Association (NCAA) Division I program, Aztec athletic teams contend at the highest level of intercollegiate competition. All of the teams except men's volleyball and soccer compete in the 8-member Mountain West Conference. Men's volleyball and soccer are members of the Mountain Pacific Sports Federation.

Athletics serves a number of important roles on campus and within the larger San Diego community. In addition to encouraging student-athletes to expand their competitive capabilities to the fullest, San Diego State teams provide a catalyst which helps generate pride and a shared *esprit de corps* among students, faculty, staff, and alumni. This also helps link these groups from generation to generation. Similarly, with nearly a hundred-thousand alumni and former students and tens of thousands of supporters in the county with no other direct connection to the University, Aztec teams frequently carry the aspirations of San Diego in the forum of NCAA Division I Athletics. On-campus athletic events attract both students and members of the community to campus and this reinforces many mutually beneficial town-gown relationships.

Aztec Shops, Ltd. (Campus Store, Food Services, Copy Services)

Aztec Shops, Ltd. is a not-for profit auxiliary that was established to serve the San Diego State University community in 1931. It operates on-campus services such as The Campus Store and all food service operations, and off-campus it operates Aztec Store and More in Fashion Valley Center. It also operates stores at SDSU/IVC, CSU San Marcos, and Imperial Valley College. It is governed by a Board of Directors composed of faculty, students, and staff of SDSU. Aztec Shops is not funded by the State of California or the University.

The Campus Store houses more than 5,000 required textbook titles each semester (which includes the largest selection of used textbooks in the state), as well as assigned class materials, reference works, school supplies, computer supplies, software and hardware (most at educational prices). SDSU items, and a selection of over 35,000 general interest books. The Pulse, located in side The Campus Store, offers a wide selection of copying and other related needs. A large selection of art supplies may be found at Art Etc., which is located in the Art Building on campus.

Aztec Shops Food Services operates over 17 restaurants on the SDSU campus. This includes a newly-renovated East Commons building that houses Aunt Mary's Corner Bakery, a coffee and pastry bar; SubConnection, offering freshly-made deli sandwiches; House of Tsang, an Asian restaurant; Casa del Sol, a fresh-Mex concept; and a full-service McDonald's. Also available

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on campus are DJ's Deli, KFC, and Taco Bell in West End Plaza, and Betty's Hotdogger near the Art Building. Aztec Shops leases space to Sbarro, Arbys, Don Diego, and Creative Juices in Aztec Center, as well as Allegro and Nectar Juices in West End Plaza. The residential dining program is housed at West Commons and features an all-you-care-to-eat dinner program. Questions on this program can be directed to the Meal Plan Office on the lower floor of the East Commons building.

In addition to the varied restaurant options, the SDSU campus has four Monty's Market Convenience stores, including a 3,000-square foot "mega-store" in East Commons. All stores carry a wide variety of grab-n-go sandwiches and salads; Monty's Market at Chupultepec also features a grill.

Aztec Shops is dedicated to providing quality services to the campus community. Questions or concerns may be directed to the corporate offices on the second floor of the East Commons building.

Childrens Centers

The Associated Students' Campus Children's Center and Faculty Staff Children's Center provide child care for children of SDSU students, faculty and staff. The academic year program is a parent participation program and gives priority to children of students. Other factors that determine priority are financial need and application date. The Campus Center serves children six months through six years of age, who are in good health. The year-round program serves children 18 months to six years of age and gives priority to children of faculty and staff. All applications are considered regardless of race, religion, creed, sex, national origin, or handicap.

Tuition for children enrolled during the academic year is determined on a sliding fee scale based on family size and income. The year round program fees are a set fee.

The program is designed so that a variety of activities are offered that will foster the child's social, emotional, intellectual, and physical development and help the child view himself/herself and the environment positively.

The programs are staffed by professional and student employees, volunteers and Child Development majors. Parents of children enrolled in the academic year program make a weekly contribution of time as teachers in the classroom and serve on a fundraising/publicity committee. Parent participation is not required in the Faculty/Staff Children's Center. Parents have the opportunity to serve on the Children's Center Board, which is composed of parents and other campus representatives.

The hours of operation are: Campus Preschool 7:30 a.m. to 5:30 p.m., Monday through Thursday, 7:30 a.m. to 4:00 p.m. Friday; Toddler Classroom 8:00 a.m. to 4:00 p.m. The Infant Classroom is open Monday through Friday 8:00 a.m. to 2:00 p.m. The Faculty/Staff Preschool is open 7:00 a.m. to 6:00 p.m. Monday through Friday. Call (619) 594-6359 for more information.

Career Placement

Career Services may furnish, upon request, information about the employment of students who graduate from programs or courses of study preparing students for a particular career field. This information includes data concerning the average starting salary and the percentage of previously enrolled students who obtained employment. The information may include data collected from either graduates of the campus or graduates of all campuses in The California State University.

Career Services

**Student Services, Room 1200,
(619) 594-6851, <http://career.sdsu.edu>**

Career counselors assist students in the exploration of their skills, interests and values as they choose a major and develop a career plan. A variety of computerized instruments are used in the career counseling and job search process. An extensive Career Resource Library is available to provide information about potential employers as well as current open positions for graduates.

A centralized listing of paid part-time jobs, volunteer positions, and internships for on and off campus is available through the Student Employment section of Career Services.

Career fairs are scheduled each semester allowing students to meet employers in an informal setting. A comprehensive career fair is scheduled in September followed by a graduate and professional school day. In the spring a series of specialty fairs are scheduled, including one for summer jobs. Access to a bank of SDSU alumni (through our Career Consultant Network) may also help students explore numerous career possibilities.

The On-Campus Interviewing program brings prospective employers and students together for career employment and internship interviews. Students are assisted in preparing for these interviews and all other aspects of the job quest through workshops and individual career counseling.

Various services are offered to alumni for a nominal fee.

Career Services is open 8:00 a.m.-4:30 p.m., Monday through Friday, and the Career Resource Library is open until 6:00 p.m. on Thursdays during fall and spring semesters while classes are in session.

Catalogs and Bulletins

The **General Catalog** is published annually in May and can be purchased at The Campus Store. The catalog carries information on admissions, fees and tuition, programs and degrees, courses, scholarships, residence halls, student services and activities, and a faculty directory.

The **Bulletin of the Graduate Division** is published annually in May and can be purchased at The Campus Store.

The **Summer Sessions Bulletin**, issued each April, includes an application form, information on admissions and registration, fees, living accommodations, courses, institutes, workshops, and study tours. It may be obtained free upon request to the Summer Sessions Office.

The **Class Schedule** with instructions for registration is published prior to the opening of each semester and may be purchased at The Campus Store.

Center for Community-Based Learning

The Center for Community-Based Learning (CCBL) serves faculty, students, and community organizations by providing a link to integrate community service programs with classwork, giving students unparalleled insight into community needs. The CCBL is a supportive and collaborative force for the campus and the community to come together for shared endeavors and goals.

Community-based learning, also known as service learning, is a form of experiential education combined with the ethic of giving back to the community. The goals of the CCBL include assisting and supporting faculty as they make community service part of their classwork, and helping individual students and student organizations identify places where they can directly address community needs.

The CCBL serves as a central location on campus for students, their clubs, faculty and staff to plan and implement

community projects. To aid in those efforts, the CCBL has developed several resources and services to include:

Relational databases of faculty and courses involved in community-based learning;

A listing of community activities meeting student volunteer or service needs;

A bank of community projects suitable for faculty to include in their courses;

A listing of grants related to community-based and experiential learning;

A resource library for research, assessment, grant writing, course design, focusing upon experiential and community-based learning;

A place for faculty and staff to meet to discuss service-learning curriculum;

Assessment tools such as campus-wide surveys of faculty interest and learning; outcomes of individual courses.

The CCBL is located in Scripps Cottage. For more information, contact the CCBL at (619) 594-0807, on the World Wide Web at www.sa.sdsu.edu/ccbl, or EMAIL at cobl@mail.sdsu.edu.

Counseling & Psychological Services

**Student Services, Room 2109,
(619) 594-5220**

Counseling & Psychological Services (CPS) offers individual and group counseling for the typical college student who wants assistance in coping with, and successfully resolving, the problems they face in everyday life. Issues relating to intimate relationships, self-esteem, personal independence, conflict, anxieties, self-confidence and academic performance are difficult and common obstacles for most college students. Peer counselors are also available to assist students with personal and family problems.

Individual counseling services are designed for students who can benefit from short term, intensive counseling, lasting a maximum of six sessions. If a student's situation requires longer term therapy, referrals can be made to off-campus resources.

CPS has a stress management program and Personal Growth Resource Library equipped with over 200 video and audio tapes and a variety of free brochures on topics to assist students in their academic performance and personal growth.

Enrolled SDSU students who want help from the CPS staff in locating off-campus community services can call (619) 594-5220.

Counseling psychologists at CPS offer help in:

Learning to reduce stress. Stress can interfere with concentration, memory, and mental processing.

Dealing with relationship loss, feelings of helplessness or hopelessness, which may lead to a lack of motivation or prolonged depression.

Developing communication skills and problem solving techniques to improve important relationships.

Building self-esteem and improving coping skills.

Clarifying values and career decisions.

Counseling & Psychological Services is open from 9:00 a.m. to 4:00 p.m., Monday through Friday.

Disabled Student Services (DSS)

**Student Services, Room 1661,
(619) 594-6473; TDD: 594-2929**

Disabled Student Services provides support services for students with mobility limitations, learning disabilities, hearing or visual impairments, psychological disabilities, and other disabilities. Counselors are available to help students plan an SDSU

experience to meet their individual needs. They assist students in making personal, academic, and vocational choices, and show how best to utilize campus facilities. Prior to receiving assistance, appropriate medical documentation must be submitted to Disabled Student Services.

Services available to all DSS students include a writing center/assistive computer technology lab (the High Tech Center) where students may use standard or assistive computer technology for assignments and may receive tutoring assistance with their writing. Other services available when appropriate include priority registration for students with special needs; close-in parking; transportation on campus and information about off-campus transportation; government benefits counseling; accessibility information, maps, and library study rooms; reader services and assistance with books on tape; sign language interpreters for deaf students; testing assistance for visually impaired, learning disabled, and dexterity limited students; loan of educational support equipment (tape recorders, amplification equipment, wheelchairs, etc.); tutoring and notetaking services, referral to off-campus agencies for mobility orientation, financial benefits; and other services.

In addition to these services, DSS offers a series of classes aimed at helping students achieve academic success and fulfill university requirements. Rhetoric and Writing Studies 92A and 92B are designed to help students develop their writing skills and meet the lower division writing requirement. General Mathematics Studies 90A and 90B are review classes designed to help students meet university mathematics competency requirements. Rhetoric and Writing Studies 98A is designed to teach students effective test preparation, notetaking, and other strategies to help them improve their academic performance.

Faculty Office Hours

All faculty members are required to hold regularly scheduled office hours during the week to allow for student consultation. A schedule of those hours is posted outside each faculty member's office door.

Health Services

**Corner, Campanile Drive and Hardy Avenue,
(619) 594-5281**

<http://shs.sdsu.edu>

All regularly enrolled SDSU students have prepaid a health fee which entitles them to basic medical services. Some services, including annual Pap smears and pharmacy, require a minimal fee. Charges associated with these services are usually dramatically lower than those found elsewhere. This care is provided at Student Health Services, an on-campus center where health care providers offer a wide range of programs and services. Services include:

Medical care by physicians board certified in family practice, internal medicine, orthopedics, psychiatry, dermatology, and preventive medicine, and by primary care nurse practitioners; nursing, x-ray, and laboratory services; a pharmacy which dispenses prescriptions and over-the-counter items at cost; health-related counseling and campuswide health education programming offered by the Health Promotion Department.

REQUIRED: Proof of Measles and Rubella Immunizations or Immunity

New or readmitted students born on or after January 1, 1957 must present proof of immunity to measles and rubella (German Measles) during their first semester at SDSU. Students who have

not complied with this California State University mandate prior to the registration deadline will not be able to register for their second semester.

Measles and rubella immunization is now required because both of these diseases continue to cause disability and sometimes death in college-age individuals. Epidemics have occurred on many college campuses during the past few years because a sizeable percentage of students lack immunity to measles and rubella. The **minimum** requirement is proof of **at least one** immunization for measles and rubella given after the first birthday and after 1968. **All students are encouraged to consider a second immunization for measles prior to enrollment.**

Students may fulfill the immunization requirement by bringing or sending documentation as proof of either previous illness or immunization to **Student Health Services**. Students may also receive a free immunization in Student Health Services. For more information, call (619) 594-6684.

Strongly Recommended Health Screening

Immunization from the following diseases may also protect students against potentially severe infections: tetanus, diphtheria, polio, mumps, and Hepatitis B. Like measles, these too can be particularly harmful in the college-age group. The chicken pox vaccine is available for students who have not had the disease. These immunizations are available at reduced cost in Student Health Services. Flu shots are available annually, as well.

Entering students are also strongly encouraged to have a screening test for tuberculosis (TB). The TB skin test is offered free at Student Health Services.

Appointments

Students without acute or urgent problems are encouraged to make an appointment. Those with problems requiring immediate medical attention should walk in. Student Health Services is open twelve months of the year. During the fall and spring semesters, the clinic is open from 8:00 a.m. until 4:30 p.m., Monday through Friday (call for extended hours of operation). During the summer, clinic hours vary. It is best to call for hours of service and to ask about the availability of services, (619) 594-5281. All medical care provided at Student Health Services is **strictly confidential**. No one, on or off campus, other than Student Health Services staff has access to medical record information without written permission from the student.

Student Health Advisory Board

Students can participate in the clinic activities and offer important feedback about services through membership on the Student Health Advisory Board (SHAB) sponsored by SDSU Associated Students. Members not only work with clinic staff on a variety of health education projects, but also act as liaison between the SDSU student body and Student Health Services. SHAB keeps Student Health Services staff focused and current on major student health issues. Membership from all academic majors is encouraged.

Accidents and Student Insurance Coverage

First aid or urgent medical care is also provided to faculty, staff, and campus guests for accidents and injuries occurring on campus. Accidents requiring treatment and/or transportation to Student Health Services or a local hospital should be reported immediately to the SDSU University Police, (619) 594-1991.

SDSU students are treated by the University as adults. Accordingly, students are responsible for their own safety and health in connection with participation in campus activities and should

exercise good judgment and due care at all times. **The University does not provide accident, liability, or health insurance coverage for students. This includes those participating in extracurricular activities, intramural sports, and required or elective academic programs, such as laboratory courses, workshops, theatrical productions, internships, or practica.** Specific questions regarding insurance coverage for campus programs, institutional safety regulations, and potential risks inherent in academic programs and student activities should be directed to the responsible faculty or staff member in charge of the activity.

Through the Associated Students, a supplemental **health insurance policy** is available and recommended to students having no private medical or accident insurance coverage. The insurance includes hospitalization benefits and specified medical and surgical services. The policy may be purchased per semester or yearly basis. An open enrollment period is available the first thirty days of each semester, and the policy may be purchased at the Aztec Center Ticket Office.

Housing and Residential Life

6050 Montezuma Road, (619) 594-5742

There are six residence halls/complexes at San Diego State University including two apartment complexes—Villa Alvarado and Piedra del Sol. Graduate students may find that the Piedra del Sol apartments best meets their needs.

Scheduled for completion in August 1999, the Piedra del Sol apartments offer two, three, and four single bedrooms. These unfurnished apartments are leased on a 12-month basis to returning, transfer, and graduate students. No residence life program is offered in this complex. A part-time on-site manager will be available. Early leasing is required.

The Villa Alvarado apartments are available for the academic year by license agreement. These furnished two bedroom apartments offer double accommodations for four residents. A full-time professional Residence Hall Coordinator and six part-time Resident Advisers live on-site and offer a residence life program in support of community living. Early application and contracting is highly recommended.

Graduate students may also choose traditional, double residence hall housing in Chapultepec, Tenochca or Zura. Students needing housing over the breaks may select the Templo del Sol complex which remains open over Thanksgiving, Winter and Spring breaks. These undergraduate halls house students for the academic year. Early application and contracting is highly recommended.

Housing applications are accepted beginning each November 1 for the following academic year and beginning September 1 for the following Spring semester. License agreements are available beginning May 15 for the following academic year and beginning November 1 for the following Spring semester.

Off-Campus Housing

Since family housing is not available at SDSU, off-campus housing serves the needs of families and others. The Housing and Residential Life Office maintains an Off-Campus Housing World Wide Web site with current listings of off-campus rental units. In addition, listings of available dwellings and also of students seeking roommates are posted next to the Housing and Residential Life Office. Off-campus housing accommodations in the San Diego area include apartments, condominiums, houses, rooms in private homes, etc. To view listings posted on the web, visit the Housing main page at <http://www.sa.sdsu.edu/hrlo>.

International Student Center

International Student Center, (619) 594-1982

<http://www.sa.sdsu.edu/isc>

More than 700 international students from 75 countries attend SDSU. Through the support provided by the International Student Center, these students can find assistance in reaching their educational goals. Services include prearrival advising, orientation to campus life, academic and immigration advising, and a housing referral service.

The International Student Center also coordinates a variety of activities designed to foster intercultural goodwill, understanding, and friendship. One such activity is provided by the Intercultural Ambassadors, through which selected international students make home-country presentations in San Diego schools. In addition, the ISC invites faculty, staff, and the community to become American Friends to international students new to the SDSU community and to participate in the many events listed in the ISC Calendar of Intercultural Activities. These include the International Coffee Hour, the Whole Earth Dialogue Series, the International Festival, and the Intercultural Exchange Camps.

Ombudsmen

Student Services, Room 3635, (619) 594-6578

Becoming a student at SDSU also means becoming a member of a special community which includes students, faculty, staff, and administrators. As a member of this community, students are responsible for knowing and complying with established rules and regulations.

The Ombudsmen are independent and impartial agents who help individuals and groups seeking the resolution and correction of complaints. The Ombudsmen act as liaisons between students and the University, assisting students through formal grievance procedures and functioning to mediate and reinforce other means of redress when possible. This office does not supplant existing avenues of redress. It exists to encourage appropriate and timely access to those existing processes which may best resolve the problem.

Examples of student complaints which have been resolved through this process include disputes over grades, faculty or staff conduct, academic disputes, appeals or waivers, administrative policies, and institutional compliance with federal and state non-discrimination laws. Should a complaint not be resolved at the referral level, the Ombudsmen may act as mediators and suggest compromise solutions between parties. If the problem is still unresolved, the student may file a grievance with the student grievance committee. No student grievance can be filed with this committee later than the last day of the semester (excluding summer session) after the semester during which the student was allegedly aggrieved.

Parking and Transportation

Where possible, carpooling or use of alternate modes of transportation is recommended. For carpool information call (619) 594-5224.

San Diego Transit has six bus routes connecting the metropolitan area with service to the University Transit Center. These are routes 11, 13, 55, 81, 115, and 936. Monthly bus passes can be purchased at the Aztec Center Ticket Office. The San Diego Transit office at (619) 233-3004 will provide further information concerning bus routes, fares, and services.

Visitor parking is available in seven metered lots. On-campus parking for students and employees is by permit only. Parking structures are located on the south, east and west perimeters of the campus, in addition to student and faculty/staff parking lots. A free shuttle bus service to remote parking lots operates daily during the academic year. Major events at Cox Arena may require parking location adjustment. Visitors are directed to the Information Kiosk on Campanile Drive for directions to appropriate parking areas. For further information on parking at the San Diego campus, contact the Department of Public Safety, (619) 594-6671. For visitor parking at the Imperial Valley Campus, call (760) 357-5500.

Test Office

Student Services, Room 2549,

(619) 594-5216, FAX: (619) 594-5036

<http://www.sa.sdsu.edu/testofc/testpage.html>

The Test Office is an important resource for the entire University community, serving both students and faculty by administering paper and pencil and computer based tests for the purpose of admission, class placement, competency for graduation, licenses, credentials, and career planning. A library of standardized assessment instruments is maintained for use by faculty and students in testing classes, and test scoring and analysis services are provided for classroom tests.

Test dates for San Diego State University competency and placement tests are listed in the Test Information section of the current *Class Schedule*. Advance reservations as well as fee payments are required for most tests. The Test Office will provide students with test dates and registration procedures for major national examinations in the form of a bulletin of information or with the address of the testing service. Reservation for computer based tests can be made at the Test Office (619) 594-0968. Students who are interested in assessments, assisting with the counseling process, or career planning must contact Counseling and Psychological Services or Career Services. Special competency and national testing arrangements for disabled students are made through Disabled Student Services.

Although competency test requirements are monitored by various offices on campus, the Test Office will attempt to assist students in signing up for the required examinations or refer them to the proper agency.

Veterans' Affairs

Student Services, Room 1510,

(619) 594-5813

Students who are eligible for veterans, dependents, or reservists V.A. education benefits should visit SDSU's Veterans Affairs Office (VAO). Services available through the VAO include assistance in applying for education benefits, coordinating the V.A. work/study program, and processing tutorial assistance paperwork.

Students planning to attend SDSU should contact the Veterans' Affairs Office two months before the beginning of their first semester; they may be eligible for an advance payment of the first V.A. education check. For additional information, about the VAO or the services provided, please telephone or visit the office.