Parent Handbook
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A Message from Student Life

The University of Redlands encourages parents to stay abreast of campus affairs and communicate with the University on any matter of interest. This Parent Handbook is your guide to the people, places, and telephone numbers that can help in this effort. Transitions can be difficult. Whether your student is leaving for college or living at home while attending classes, college is an adjustment for everyone involved. If you have issues or concerns, you will most likely be speaking with one of us.

Keep in mind that just because students move locations doesn’t mean they are leaving you behind. As they try new things, expand their world view and question assumptions, their perspectives may change. Successful students are able to do this very well because they know someone back home believes in them. Most importantly, your student needs to have you “let go.” Some good advice—“be interested yet not intrusive.” This is the key to a great new relationship with your student.

If you pick up clues which suggest to you that something is not right, whether it be related to rules and regulations or to the general demeanor and mood of your son or daughter, please call or e-mail us. We all want this to be a terrific experience for everyone involved, and you are a major partner in this next endeavor. We look forward to working with you during these next years, which for all of us will no doubt seem “all too short!”

Very Sincerely,

Charlotte G. Burgess ’69, ’70
Vice President and Dean of Student Life

Ruben Robles
Senior Associate Dean of Student Life

Leela MadhavaRau
Associate Dean of Campus Diversity and Inclusion

Amy Wilms
Assistant Dean of Student Life and Director of the Student Development Center

Valerie Belliston Sponheim ’79, ’82
Associate Dean of Student Life/Residence Life & Involvement
Important Numbers and Information

Contacting Students and University Officials

The University Switchboard number is (909) 793-2121. The Switchboard is open Monday–Friday from 7:30 a.m. to 5 p.m. and closed Saturday and Sunday. University Offices (see Important Numbers) are open from 8 a.m. to 5 p.m. After-hours calls are handled by the University’s answering service.

Emergency Telephone Calls

If, in an emergency, you have difficulty reaching a student, please call the Office of Student Life at (909) 748-8053 between 8 a.m. and 5 p.m. A Student Life Administrator is also on call 24 hours and may be reached via Public Safety, (909) 748-8888 (after hours).

Disaster Preparedness

University employees are highly trained to respond in the case of all emergencies. If there is a major and/or catastrophic emergency affecting the University and you are unable to reach the institution by phone, we have established a toll-free number which is located out-of-state. This toll-free number is (877) 687-8300. Updates to the message will be provided as necessary. This system has been set up to accommodate a large volume of calls. In addition, in an emergency, the University will post updates on the following websites: www.Redlands.edu and/or www.emergency-redlands.com. We recommend the toll-free number and important phone numbers (page 5) be added to your phone contact list and you may also want to add the above websites to your “favorite” website list. The University of Redlands website also includes a link to current security messages. Updated information is contained on this site along with links to other sites that contain helpful information. Please visit the website at www.Redlands.edu/SecurityMessages.

UR Bulldog Alert

UR Bulldog Alert is a communications service for students and parents used to quickly reach you with urgent voice and text messages. It is used to send emergency alerts, notifications and updates to your e-mail address, campus phone, cell phone, and/or other e-mail accounts, mobile devices, and emergency contacts. In the event of an emergency, the University will be able to send important alerts and updates right to your e-mail box, cell phone, or mobile device telling you what to do. Go to www.Redlands.edu/BulldogAlert to sign up and for additional information. Your student must register to receive this information, which they are asked to do when they complete on-line check-in. Please talk to them to be sure they have completed the process. If contact information needs to be updated, have your student log on to the UR website and follow the Bulldog Alert link under the families/parents tab.

University Tip Line

Anonymous reports and/or tips can be made to Public Safety via the University TipLine at (909) 335-4030 or via text message by texting “UOFR” followed by the message to 847411. We strongly encourage the use of this resource when you have information about a crime or observe odd/questionable behaviors or actions. If you are the victim of a crime and do not wish to pursue action either criminally or through the University system, you have the option of filing a confidential report with Public Safety.

Release of Academic Information

The University encourages parents to talk with their student about allowing the parent to have access to grades. However, sometimes students and parents have differences about grade access. Current University policy makes accessible to parents or legal guardians copies of their dependent’s academic record when a written request and proof of dependency are submitted to the Registrar’s Office at the end of each semester. The University will not release private information for independent students (students over the age of 23 or defined as “independent” by University financial aid policy) without the written request of the student. A copy of the University of Redlands policy on student records can be obtained from the Registrar’s Office, or call (909) 748-8019.
Important Numbers and Information

Important Numbers

Academic Success and Disability Services .......................................................... (909) 748-8069
Admissions ........................................................................................................ (909) 748-8074
Alumni Relations ......................................................................................... (909) 748-8011
Armacost Library ............................................................................................ (909) 748-8022
Athletics ........................................................................................................... (909) 748-8400
Bon Appétit .................................................................................................... (909) 748-8971
Bookstore ......................................................................................................... (909) 748-8950
Campus Diversity & Inclusion ......................................................................... (909) 748-8285
Cashier ................................................................................................................ (909) 748-8173
Chaplain ............................................................................................................ (909) 748-8368
Community Service Learning ........................................................................... (909) 748-8288
Counseling Center ............................................................................................. (909) 748-8108
Dean’s Office, College of Arts & Sciences ....................................................... (909) 748-8359
Event Services .................................................................................................. (909) 748-8116
Facilities Management ....................................................................................... (909) 748-8020
Human Resources ............................................................................................. (909) 748-8040
Johnston Center ................................................................................................ (909) 748-8573
Jones Computer Center .................................................................................... (909) 748-8965
Professional Development ................................................................................. (909) 748-8030
Public Relations/Communications ................................................................... (909) 748-8070
Public Safety ...................................................................................................... (909) 748-8888
Registrar’s Office .............................................................................................. (909) 748-8019
Student Financial Services ............................................................................... (909) 748-8047
Student Conduct ............................................................................................... (909) 748-8053
Student Employment ....................................................................................... (909) 748-8240
Student Health Center ..................................................................................... (909) 748-8021
Residence Life/Housing .................................................................................... (909) 748-8031
Student Leadership & Involvement ................................................................. (909) 748-8103
Student Life Office, V.P. Dean ........................................................................... (909) 748-8053
Student Receivables .......................................................................................... (909) 748-8186
University Tip Line ............................................................................................. (909) 335-4030

Other Important Information

Please access www.Redlands.edu and click on the Parents & Families tab to find additional resources for parents. On the Parents & Families page you will find the Code of Student Conduct. These are the guidelines students are expected to follow. For further information or help, call the Student Life Office at (909) 748-8053.
Liberal Education

The University of Redlands is dedicated to providing a liberal education for its students. It values the pursuit of knowledge and it welcomes the sense of achievement that accompanies learning. It seeks to develop for its students the self-confidence that proceeds from thinking critically, logically, and imaginatively. Beyond acquiring specific knowledge, students pursue wisdom. Since its founding, Redlands has advanced the ideals of liberal learning as a sure foundation upon which its students may build their lives and from which they might enrich the lives of others.

In inviting qualified men and women to live and learn at Redlands, the University has several objectives. First, students should strengthen their abilities in speaking and writing. Critical thinking requires a command of the language in which it takes place. Second, students should study at least one subject in depth, not only to gain the mastery of one field of study but also to understand how to achieve a level of knowledge beyond the introductory level. Third, through its general education program, the University invites students to study broadly so that they begin to understand the inter-relatedness of knowledge. Fourth, influenced by the entire campus community, the Redlands student is encouraged to reflect on his/her thoughts and actions from the perspective of the global community in which we live. The University then seeks to help its students obtain their fullest intellectual and personal potential within a context of moral choices and social concern. Finally, through the totality of the Redlands experience, we expect students to learn how to learn. This may well be the most important lesson of all!

The hallmarks of a liberal education—critical and unprejudiced inquiry, free and open discussion of ideas, and the pursuit of knowledge and truth—distinguish it from other kinds of learning, worthwhile though they may be. The precise content, however, of a liberal education is not easy to define. What should the liberally educated person know? A universally acceptable answer to this question is made difficult by the very nature of liberal education. Critical inquiry and free discussion ultimately mean that thoughtful men and women may disagree about exactly what should constitute a liberal education.

To say this, however, is not to suggest that the question is unanswerable. Redlands holds that the liberally educated person is one who appreciates the value of having studied a variety of academic disciplines, and who can, therefore, have both a sense of the unity and the diversity of human knowledge. Liberal education guards against the narrowness of outlook stemming from intensive study of but one area. Liberal education also builds the attitudes and self-confidence needed for the rewarding pursuit of many different careers.

Choosing a Major

If the freshman and sophomore years have been well planned, the student should have no difficulty deciding upon a major by the start of the junior year. A student who has built a foundation in several fields has a wider range of choices for a major. With the exception of the Bachelor of Music program, the Bachelor of Science programs, and the languages, a student can move to a department as a junior and complete a major if he or she has completed broad background work in several fields, has the general education requirements well in hand, and has taken the appropriate introductory course or courses in the department of choice. A student planning to continue work in college in languages, science, or mathematics should resume study in the first semester of the freshman year, so that the skill gained in high school does not lapse. It is particularly important to explore early those departments that require classes to be completed in a specific sequence (e.g., physics, chemistry, mathematics, biology, music, communicative disorders, etc.). The same will be true of foreign languages if the student begins at the first or introductory level.

Two additional thoughts:

1) The choice of a major need not be rushed. With the exceptions noted above, the student has time to explore several fields before deciding, and also has time to continue several interests after deciding;

2) The selection and pursuit of a major should be placed in its proper context. It is the student’s total program, and the skills developed, not just the particular “major” listed on the college transcript that is important for most jobs or graduate schools.
Major Courses of Study

Accounting
Art (Art History or Studio Art)
Asian Studies
Biochemistry and Molecular Biology
Biology
Business (Business Administration, Global Business, or Managerial Studies)
Chemistry
Communicative Disorders
Economics
English (Literature or Creative Writing)
Environmental Studies (Environmental Studies, Environmental Science, or Environmental Management)
Financial Economics
History
International Relations
Latin American Studies
Liberal Studies
Mathematics
Modern Languages and Literatures (French, German or Spanish)
Music (Performance, Composition, or Music Education)
Philosophy
Physics
Political Science
Psychology
Race and Ethnic Studies
Religious Studies
Sociology/Anthropology
Theatre Arts
Visual & Media Studies
Women & Gender Studies

Academic Suggestions to Consider

• Encourage your student to utilize their instructors’ office hours, ask questions in class, and stay in touch with their academic advisor.

• Help your son or daughter create effective time management and study skills. Talk with him or her about balancing social demands with classroom workload.

• Engage your student in a conversation about the significance of their studies. Critical thinking is a process that requires students to go beyond factual answers and opinions.

• Encourage your student to explore different subjects and take classes he/she finds interesting.
Academic Success and Disability Services

**Amy Wilms**, Assistant Dean of Academics & Student Life  
amy_wilms@redlands.edu

**Sabrina Wilhelm**, Assistant Director Academic Success  
Office Phone: (909) 748-8104  
sabrina_wilhelm@redlands.edu

**Meigan Karraker**, Academic Support Counselor  
Office Phone: (909) 748-8484  
meigan_karraker@redlands.edu

**Location:** Student Development Center, Lower Level of the Armacost Library

Academic Success provides valuable resources for students who wish to become knowledgeable, successful, and motivated participants in their own education. We offer individual appointments for help with time management, study skills, and goal setting as well as discussion of opportunities in majors/minors, possibilities for study abroad, and strategies to resolve academic problems.

Disability Services provides services required under the Americans with Disabilities Amendment Act of 2010 (ADAAA), and Section 504 of the Rehabilitation Act of 1973 and is committed to the full participation of all students in the University’s educational programs and activities.

**What can we offer students?**

- Individual Peer Tutors and Mentors are assigned upon request. Tutor Request Forms are available online. Students may access up to 2 hours of peer subject tutoring per course, per week (subject to availability and resources). It is recommended that students request tutoring services early in the semester. There is no charge for tutoring.

- Writing Tutors are available on a drop-in basis Monday through Friday, approximately 30 hours per week. Hours are posted at the beginning of each semester and may vary slightly. Writing tutors can help with any project from generating a brainstorm of ideas in response to a prompt to helping a student make their final draft as polished as possible (and anywhere in between).

- Disability Services accommodations are coordinated by the Assistant Dean of Academics & Student Life. Academic or other accommodations for learning disabilities, attention problems, physical conditions, chronic illnesses, or injuries can be arranged through this office. Referrals for evaluation of learning disabilities can be arranged.

- College Success Strategies, SSRV 154, a two-unit course, is offered each semester and is designed to assist students in adopting habits that promote academic success. Key elements include setting specific goals, enhancing study skills (time management, note-taking, memorization, etc.), and developing life skills. Students are expected to make an active commitment to self-assessment, experimentation with new techniques, and taking concrete action steps towards achievement.

- Individualized academic counseling on a variety of topics, such as grades/GPA, academic problems, majors, motivation, learning styles, petitions, plans for graduation or study abroad, communication with faculty, etc., is available by appointment.

- One-on-one help with study skills and time management is available by appointment where an emphasis is placed on introduction to & application of tools (e.g., including to-do lists, calendars, note taking systems, etc).

- Programs for student groups or residence halls are available on a variety of topics by request.

- Calendars and handouts on study skills are available online. Reference books, style manuals, word processors, and a printer are available in the Academic Success Center.
Academic Success, continued

Students, particularly in their first year, can encounter academic difficulties. These students often face difficult transitions and adjustments to college, including separating from family members, adjusting to new living arrangements, and accommodating to the University’s higher academic standards.

High school students typically spend 3-5 hours per week on homework. A full course load at the University demands more independent academic work each day. A general guideline is 2-3 hours out of class for every hour spent in class. Therefore, a student taking an average load of 16 units at the University of Redlands can anticipate spending 32-48 hours per week on homework. First-year students who rely on high school-level study strategies during the transition to college are at risk for personal and academic difficulties.

Here at the University, we aim to help students with this transition. Each student’s First-Year Seminar professor is also their Academic Advisor. Additionally, each student is assigned a Peer Advisor. These two individuals are great resources in teaching academic skills. For instance, if a student is struggling with how to read a textbook or how to use the library or how to start a research paper, they should not hesitate to ask for help. We know that students will not come to Redlands with every skill they will need to succeed.

Additionally Academic Success offers individual support for students, which may include making a plan to talk with a professor about a need or concern. We recognize that students are “whole” beings. Often other issues can underlie academic difficulties. Some of these include:

- Motivational issues
- Anxiety/fear
- Higher level courses/increased academic standards
- Depression
- Learning issues
- Failure to attend and participate in classes
- Procrastination
- Poor time management/organization
- Family issues
- Financial concerns
- Excessive use of alcohol or drugs
- Inability to communicate with professors
- Inability to take advantage of campus resources

Recognizing the myriad of issues that might be affecting a student, we have an open-door policy. We will work with any student at any point in the semester, meet them where they are (whatever needs or issues they bring to the table we will help them address), and be solution-oriented. Occasionally students may be referred to other offices. Sometimes students are encouraged to try new skills and come back for follow-up appointments. Students might need to talk through their problems and get some help making a plan. We operate with a philosophy that empowers students to take responsibility for their experience, while recognizing that students may also need support in achieving their goals.
How Parents Can Help

Do not hesitate to make referrals to on-campus resources such as the Counseling Center and Academic Success & Disability Services.

The Office of Academic Success offers tools students can use to maintain personal accountability and develop self-advocacy. However, no matter how many resources we provide, students cannot be helped if they do not take the initiative for change themselves. First-year students usually come from very structured environments that are scheduled by others (high school instructors give assignments in pieces, athletic coaches schedule practices and trainings, parents schedule vacations & other extracurricular activities, etc).

Contrast this with an environment in which students must make decisions and choices about everything from what and when to eat and when to do their laundry, to what to major in and what career path to take. Adjusting to this change can be difficult. Parents may find themselves in that intermediary place where they know their student must learn to stand on their own two feet, but also know that they don’t necessary have the skills yet. How does a parent know when to step in and when to step back? Here are some tips:

Keep the lines of communication open.

Talk with your student about how they are managing the changes they are experiencing here, but try to keep it a two-way conversation. Offer suggestions, not demands. Do not hesitate to ask questions that are open-ended, encouraging your student to formulate their own ideas, opinions and solutions.

Be aware of the resources our office provides.

Be prepared to offer suggestions for resources as a proactive measure or when your student admits they are struggling.

Give your student room to make their own decisions and even their own mistakes.

A big part of college is learning how to function within a new and different community. Let your student find their own way. That does not mean you have to stop being their parent, it just means you have to trust that the time and energy you have put into being their parent for the last 18 years has adequately prepared them to make the right choices. Communicate you respect their decision-making skills and are available to offer support.

Be realistic in your expectations of your student’s academic achievements.

College level work and evaluations are different from the high school environment. Students are learning to balance new skills and new independence while also managing longer-term assignments and larger volumes of work. GPAs reflect this. Consider that the standard for college honor societies is often a 3.2—consider how different that is from high school GPAs that rise above a 4.0. Many students spend unnecessary energy worrying about disappointing their parents because they do not have the GPA they had in high school. Help your student understand you are aware of these differences and expect they do their best.
"Student’s Perspective“ on Parenting a College Student

Rule #1
Do not ask us if we are homesick

Rule #2
Text, Facebook or call periodically to check-in with us

Rule #3
Expect us to change in some ways, and reinforce the positive change

Rule #4
Take time to listen when we express our feelings about school, either positive or negative

Rule #5
Coordinate visits with us

Rule #6
Do not use money to control our behavior

Rule #7
Remind us of the support services on campus (e.g., Tutoring, Counseling, Health Center)
Student Adjustment Survey

This survey is an aid for parents. It can help you get a feeling for your son or daughter’s progress at Redlands. A student who can respond positively to the following questions in October is showing good adjustment to college life and has a high probability of success at Redlands.

1. Do you know the name of your CA (Community Assistant), CD (Community Director), or Resident Hall Director and where his or her room is located?
   
   Name: ___________________________ Hall/Floor: ___________________________

2. Can you name four friends you have made at Redlands? (Most likely roommate, suitemates, First Year Seminar class or new student orientation group).

3. Are you involved with at least one club/organization at Redlands? (Hint: there are over 110 clubs and organizations on campus. Involvement Fair on the Quad—September)

4. Have you set a goal for your grade point average at the end of the fall semester? (Somewhere between 2.7 and 3.7 is the norm.)

5. Do you know your academic advisor’s name and the location of his/her office? (Your son’s or daughter’s academic advisor is the professor for their First Year Seminar class).

6. What day are you supposed to pre-register for the spring semester? (Usually the 11th week of semester.)

7. Do you know a faculty, staff or administrative person you could talk with in a time of need? (Most likely a favorite professor, CA/CD, counselor, an associate dean in Student Life, etc.)

8. Do you know the location of the Academic Success Center? (Student Development Center, Armacost Library, lower level.)

9. Do you know the location of the Jones Computer Center? (Armacost Library, lower level.)

10. Do you know how to view your semester grades? (Grades are accessed through student planning at my.Redlands.edu.)

If you have a concern about how your student responded to one or all of the questions above, please call the Student Life Office at (909) 748-8053. We prefer to talk with you sooner rather than later if there is a problem. If only for your own peace of mind, call and talk with someone about your concern. We are here to help.
15 Practices to a Successful First Year

Surveys have shown that students who complete these 15 practices tend to be successful in their first year.

1. Be open to asking for help and utilizing the resources available; every student needs a support system—make yours as big and diverse as possible.
2. Go to class. This is crucial in succeeding academically.
3. Write down and track measurable academic goals.
4. Meet with your academic advisor at least three times a semester.
5. Know your professors’ names and visit them during office hours.
6. Utilize the available academic support services early and often (e.g., tutoring/writing center, math lab, language lab).
7. Write papers using multiple drafts; get feedback from a Writing Tutor or your professor with each draft.
8. Develop a sense of belonging and make friends by getting involved in campus clubs and activities (especially if you live off-campus).
9. Communicate any frustrations with your roommate as soon as possible; refer to your CA, CD or RD for effective communication techniques.
10. Maintain a regular sleep routine.
11. Go to the Student Health Center if you are having any health related problems.
12. Read the Code of Student Conduct and know the behavioral expectations.
13. Homesickness is expected, especially during your first month on campus. Getting involved can make college feel like home. Work with your CA, counselor, professor, Orientation Mentor or academic advisor for support.
14. Meet with a counselor at the Counseling Center (located in The Student Development Center) for support around depression, anxiety, relationship problems, etc. You don’t have to be in crisis to utilize this resource.
15. Finally, it is important you ask questions and seek out assistance when things are not going well. We strongly encourage you to seek out your Community Assistant (CA) and talk with them about any or all concerns. The CA is an invaluable resource who can help direct you to the best department or administrator for help.
Student Life Office

Charlotte Burgess, Vice President and Dean of Student Life
Ruben Robles, Sr. Associate Dean of Student Life
Leela MadhavaRau, Associate Dean for Diversity and Inclusion
Valerie Belliston Sponheim, Associate Dean Student Life / Residence Life & Involvement
Amy Wilms, Assistant Dean of Academics and Student Life

Location: Hunsaker Center, 2nd floor

What is Student Life?

Student Life is a broad division covering just about every facet outside of the academic classroom. When students arrive at the U of R, they are truly joining a small community. Most of the services provided to support a student’s success are planned and/or coordinated through the Student Life Division. Student Life offices are spread across the campus, from the Health Center (located on the North/West part of campus) to the Athletic Department (located on the South/East part of campus) and a number of offices in between. For specific areas/services within Student Life, please call our office (x8053) or better yet, drop by and talk to us!

Why would I visit the Student Life Office?

Students primarily stop in because they have a concern, a question, or an issue they cannot resolve on their own. Often students will come to Student Life to be directed to the appropriate office that can address their need, or because they have not been able to “fix” something that has been bothering them. Other students visit to discuss ideas, programs or events that they would like to see implemented. Still, other students come by just to say “Hi” and see what is happening on campus and how they can get involved.

What other functions/services are part of Student Life in the Hunsaker Center?

Housing and Residence Life, Office of Community Standards and Well being, Community Service Learning, Campus Diversity and Inclusion, Orientation, Student Leadership and Involvement (SLIC), and Outdoor Programs are all functions of Student Life located specifically in the Hunsaker University Center.
Residence Life & Housing

Valerie Belliston Sponheim, Associate Dean of Student Life / Residence Life & Involvement  (909) 748-8053
valerie_sponheim@redlands.edu

Cassandra Morton, Director of Residence Life & Housing
cassandra_morton@redlands.edu

Location: Hunsaker Center, 2nd floor

The University of Redlands is a residential community, meaning that all students are required to live on campus while they attend the University. Living on campus is an integral part of the Redlands experience. As a result of the University’s commitment to the Residence Life program all students who are under 23 years of age and who do not live with immediate relatives, or legal guardians (within 30 miles from campus), are not married or in a domestic partnership are required to live on campus and to participate in a University meal plan. A limited number of other students may live off campus but must first be approved through the petitioning process. New students are asked to complete a Housing Application and First Year Seminar Forms to secure housing.

In the department of Residence Life & Housing our live-in staff are the cornerstone of our program. Community Assistants live on each floor of the hall communities and are responsible for community development, programming, policy enforcement, and crisis management. Community Directors (CD) are paraprofessional students who are responsible for the day-to-day management of their hall community and they supervise Community Assistants. Resident Directors (RD) are full-time professionals who are responsible for a hall community and also supervise Community Assistants as well as provide support in other departments within the Student Life division. Assistant Directors are professional staff with Master’s degrees who oversee a number of hall communities, supervise RD’s and CD’s and play a vital role on the RLH team.

All our live-in staff are trained in helping skills, crisis management, and student development theory. They provide assistance and support to all students. A member of our professional staff is always on duty and can be reached 24 hours a day, 7 days a week to assist with crisis and emergencies.

Residence Halls/Communities

Anderson Hall — Co-ed, Suite-style (two rooms share bathroom), Music floor
Bekins/Holt Hall — Two halls, both co-ed, Johnston Center students
Brockton Avenue Apartments — Apartment-style, upper-class and transfer students, application process
California-Founders Hall — Cal: Male wing, shared hallway bathrooms; Founders: Female Wing, suite-style bathrooms, vacation housing
Cortner Hall — Co-ed, suite-style rooms, many triples
East Hall — Co-ed, First Year hall, shared hallway bathrooms
Fairmont Hall — Co-ed, Catalyst Program/Social Justice, doubles and triples, few quads, some suite-style and hallway bathrooms
Grossmont Hall — Female, doubles and triples, some suite-style and hallway bathrooms
Grove Apartments — Apartment-style, upper-class students, application process
Melrose Hall — Co-ed, “quiet hall” (quiet hours between 7 p.m.–noon)
Merriam Hall — Co-ed, shared hallway bathrooms; Environmentally Conscious Living
North Hall — Co-ed, shared hallway bathrooms; Global Quarter
Organizational Houses — Available for specific organization members only
Williams Hall — Co-ed, First Year hall, shared hallway bathrooms

Residence Life & Housing, continued

Residence Life & Housing Professional Staff Positions and Phone Numbers

<table>
<thead>
<tr>
<th>Staff Position</th>
<th>Phone Number</th>
</tr>
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<tbody>
<tr>
<td>Cassandra Morton — Director of Residence Life &amp; Housing</td>
<td>(909) 748-8290</td>
</tr>
<tr>
<td>Brandi Veigh — Assistant Director of Residence Life &amp; Housing</td>
<td>(909) 748-8391</td>
</tr>
<tr>
<td>Chad Latka — Resident Director, Brockton Apartments</td>
<td>(909) 307-7610</td>
</tr>
<tr>
<td>Kimberly Myers — Resident Director, Williams Hall</td>
<td>(909) 307-7753</td>
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<tr>
<td>Adam Ghovayzi — Resident Director, Johnston Center</td>
<td>(909) 307-7607</td>
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<tr>
<td>Sebastian Rivera — Resident Director, East Hall</td>
<td>(909) 748-8613</td>
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<tr>
<td>Brandi Veigh — Resident Director, Anderson Hall, SLIC</td>
<td>(909) 307-7611</td>
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Community Director Staff (student positions)

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<tr>
<th>Community Director</th>
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<tbody>
<tr>
<td>Jadyn McKenna — Community Director, Merriam Hall</td>
<td>(909) 307-7688</td>
</tr>
<tr>
<td>Kate Albarian — Community Director, North Hall</td>
<td>(909) 307-7759</td>
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<tr>
<td>Keana Moore — Community Director, Grove</td>
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<tr>
<td>Riley Oestreicher — Community Director, Johnston Center</td>
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<td>Annie Lamb — Community Director, Fairmont</td>
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<tr>
<td>Landon Duarte — Community Director, Cortner, Melrose</td>
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<tr>
<td>Devin Appleton — Community Director, Cal-Founders</td>
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</table>

Vacation Schedule

Residence Halls remain open during all breaks except for Winter break. To accommodate students who are not able to leave the campus during Winter break, Cal-Founders hall as well as organizational houses and the Brockton and Grove Apartments will remain open. Unless other arrangements are approved by the Student Life Office, all students living in other residence halls must make arrangements in advance to move into Cal-Founders Hall for the break. There is no charge to those students who live further than 500 miles from Redlands. A $20.00 per night fee will be charged to those students staying on campus who live less than 500 miles from campus.

There is no student housing during the summertime.

Winter Break

Halls close Sunday, Dec. 17 2017 10:00 a.m.
Halls open, Sunday, Jan. 7, 2018 1:00 p.m.

End of the Academic Year

Halls close Sunday, April 22, 2018 10:00 a.m. for those not staying for May term
May Term Halls close Friday, May 24th, 2018 10:00 a.m. for the summer
How Can Parents Help with Roommate Conflict

It is not uncommon for students to have roommate conflicts. While there are many resources on campus to help students (CAs, CDs, Counselors, etc.) often students will first call home looking for advice. Sharing a room requires flexibility and consideration. **Compromise is a saving grace in successful roommate relationships.** The following talking points/questions may help.

1. **How did you approach the “concern” with your roommate?**
   Bring up issues directly with your roommate. This shows you respect them and want to make things work. Be direct and to the point. Once an issue is laid on the table, it will be easier to determine the next steps to resolve the situation. Make eye contact and use “I” statements. Do not place blame or rationalize behaviors.

2. **Have you informed your roommate you are a morning or night person? How did he/she react?**
   Decide on some “ground rules” regarding the alarm clock and what happens if someone sleeps through the alarm. Agree not to play the “alarm war” game (when someone continually hits the snooze button). Set boundaries about appropriate quiet times in the room.

3. **Have you discussed how you feel about her/him borrowing your stuff?**
   Establish clear boundaries about “borrowing” another’s clothes, sports equipment, food, computer, etc. and if so, under what conditions.

4. **Where/When do you like to study? How about your roommate?**
   Talk about how you will handle it if one roommate is studying and people drop in for the other roommate(s) to socialize in the room. Establish quiet times in the room for study.

5. **Explore some topics through discussions...**
   ...eating, lifestyle choices, cultural background, faith life, spirituality, how you celebrate certain holidays, special things you’ve experienced.

6. **Respect safety concerns...**
   ...by locking the room at all times, not sharing passwords, always carrying keys and meal card, and following the University’s policies regarding smoking, candles in rooms and substance abuse. Agree to report a lost key immediately. Do not develop a plan to “share” a room key.

7. **Encourage your student to seek assistance with the CA...**
   ...for referrals for academic assistance, family issues, and behavior issues related to an unhealthy life style. If you (parent) believe there is a cohabitation concern, contact Student Life immediately, do not wait.

Encourage your student to be a “problem solver” in their approach to roommate conflicts. This is a great time to learn communication skills, positive dialogue and how to work through issues. What an invaluable life skill your student can learn to master if you allow them to take charge of the situation—with the assistance of great resources.
The University of Redlands exists to provide education to its students, and the purpose of the residential campus community is to create an environment that fosters student well-being and academic success. In service of that, the University must address any activities or situations that could threaten the safety or well-being of any member of the community, impede the normal operations of the University, or contribute to an environment that is not conducive to student academic achievement.

The Conduct Process

The Office of Student Conduct is tasked with determining if violations of University policy have occurred, and determining an appropriate response for the good of both the community and the individual. It is above all things an educational process, one that honors individuality and free choice, and seeks to cultivate student growth and development through experience. The core values embodied in the Code of Student Conduct include integrity, fairness, respect, community, and responsibility. More detailed information on this process can be found in the Code of Student Conduct and our Frequently Asked Questions Page available at www.Redlands.edu/StudentConduct.

Conduct Conference

Our staff talks with the individuals involved in an incident before making any determinations regarding responsibility or the appropriate university response. All Student Conduct staff are committed to providing a fair and educational process from start to finish. We do our best to treat every student as an adult and a valuable member of this community and we understand that one situation is not always reflective of a person’s character. Because of this, we try to get to know each student as an individual and understand the context of incidents. We also explain the conduct process and purpose of the meeting, and answer any questions a student may have. We will typically ask questions to try to understand the specifics of the incident in question, and communicate the next steps. It is important to remember that honesty and integrity are paramount to our process and our community. We do our best to make our policies as accessible and transparent as possible, and we expect honesty and partnership from every member of the University community.

Sharing Information with Guardians

On occasion, you, as a student’s parent or legal guardian, may receive a letter or phone call from a member of our staff to discuss an incident or concern. Our goal of this point of contact is to create a positive link between the school and the student’s guardian(s) to create a stronger support system and help the student learn from their experience.

Because of educational privacy laws, we are limited in what information we can share. It is usually best if parents have a conversation with their students once they receive the letter from us before contacting our office. In this, we encourage positive conversation between you and your student.
A Guide For Parents Regarding Alcohol and Students

When talking to your student about your own experiences with alcohol, be genuine and direct. Do not, however, idealize any over-indulgences from your own experiences. Your student may assume you are granting approval for dangerous levels of consumption. Encourage your student to assert her or his right to a safe and livable environment. Students who do not drink are affected by those who do. Explain that your student can address offensive behavior either directly by talking to the other student, by notifying their CA/CD or by calling the We Tips Line at (909) 335-4030 or Public Safety at (909) 748-8888 (or extension 8888).

Student Life strongly encourages you to discuss the questions below with your student prior to attending Orientation Week:

- How will you decide whether or not to drink at college?
- What would you say to your peers if you don’t want to drink?
- What will you do if you find yourself at a party with only alcohol to drink?
- What will you do if your roommate only wants to drink and party?
- What will you do if your roommate or a neighbor passes out from drinking too much?
- How will you get home if the person you rode with is too drunk to drive?
- How will you manage your actions if you get too “intimate” with another student when you (or both) are intoxicated?
- Who will you talk to, if not us (parents), about your concerns for your roommate, peer or yourself?
- Attending class
- Drinking and drug use
- Drinking and driving

Facts to Keep in Mind

It is true that “everyone drinks in college?”

No. Our assessments in recent years indicate that an average of 30% or more U of R students self-report to be abstinent, non-drinkers. An additional 30% of U of R students report to be moderate drinkers (e.g. 1-2 drinks/setting).

The University of Redlands policy prohibits underage drinking as well as use of illegal drugs

Students under the age of 21 may not consume alcohol. Students who are found responsible for the alcohol portion of the Alcohol and Other Drug Policy may undergo educational instruction, or if the action is severe enough or if the student has repeat offences, the case may result in an eventual suspension from the university.

Use of a controlled substance, such as marijuana, may also result in educational instruction, though repeated offenses may also lead to a suspension. It is important to note that the University of Redlands does not recognize the state of California’s laws on medicinal marijuana usage, as we are required to abide by Federal Law in this, and marijuana in all forms is not permissible. This means that, even if a student possesses a medical marijuana card and must use for a condition as prescribed by a physician, both use and possession are still not permitted. We recommend speaking with your student’s prescribing physician for alternatives to this substance.

Additionally, California Law prohibits all types of smoking (cigarettes, marijuana) in buildings. Smoking in building will result in fines as well as possible educational instruction.

If you have any further questions about our processes or policies, please see the following resources.

Code of Student Conduct
Alcohol and Other Drug Policy
Office of Community Standards and Wellbeing - all on the University of Redlands Website
Student Health Center

Elizabeth Meade, Director, MSN, FNP-C
elizabeth_meade@redlands.edu

Location: Behind the Chapel and across from the entrance to Stadium (See Campus Map, building 208) Hours: Monday-Friday, 8 a.m. to 11:30 a.m. and 1 p.m. to 4:30 p.m.
Closed: Saturday, Sunday and University Breaks

Services Offered at No Charge

- Health exams (acute illnesses and stable chronic diseases)
- Women’s health exams
- Evaluation and treatment of injuries
- First aid
- Referrals to specialist
- Health education
- Sport physicals
- Allergy injections
- Zofran injection (anti-nausea medicine)
- Toradol injection (non-steroidal anti-inflammatory medicine for acute moderate to severe pain)
- Rocephin injection (antibiotic indicated for moderate to severe infections)
- Kenalog injection (steroid medicine for moderate to severe allergy reaction)
- Albuterol med-nebulizer treatment (treatment for asthma exacerbation or bronchitis)
- TB screening
- Urinalysis (screening for urinary tract infections)
- Pregnancy screening
- Anemia screening
- Individualized over-the-counter medication packs
- Loaning of crutches/wheelchairs
- Local pharmacy delivery of prescription medications not carried by Student Health Center (Please note: prescription requests must be made to the pharmacy by 12:00 noon in order to be delivered to the Health Center on the same day)

For an Additional Fee, the Following Services are Available

Laboratory Tests  Immunizations  Prescription Medications

Contact Information for Transferring a Prescription to the Local Pharmacy Delivering to the Student Health Center

Beeman’s Pharmacy
255 Terracina Blvd. Suite 103 • Redlands, CA 92373
Tele: (909) 792-2300 • Fax: (909) 792-7171

- Rarely, Beeman’s Pharmacy cannot bill out of state health insurance. If transferring prescriptions, please verify your insurance coverage is accepted by Beeman’s Pharmacy.
- Beeman’s Pharmacy is willing to keep a parent’s or student’s credit card number on file and bill prescription refills to the credit card on file.

If you have questions regarding the Student Health Center or obtaining prescription medication, please contact the Student Health Center at (909) 748-8021. Or visit our website at http://www.redlands.edu/student-life/student-health-services.aspx.
Suggested items for students to have on hand:
Managing common illnesses and navigating the health care system are challenges a student may face for the first time once they arrive at college. Students can always stop by the Health Center, but it’s good to have these items as well.

- Over the counter pain relievers such as Tylenol or Ibuprofen for the relief of mild pain
- Antibiotic ointment such as Neosporin or Bacitracin
- Sunscreen
- Over the counter cough syrup
- Over the counter nasal decongestant
- Topical anti-itch cream such as hydrocortisone cream
- Digital thermometer
- Insect repellent
- Anti-diarrheal medication such as Imodium or Peptobismol
- Antacid tablets such as Tums
- Bandaids
- Insurance card
- Medication in container with complete prescribing information if your student takes prescription medication.
The Counseling Center provides:

- Free and confidential counseling for individuals, couples, and groups on a wide range of issues and concerns, such as depression, anxiety, homesickness, alcohol and drug abuse, sexuality, body image, and interpersonal relationships.
- Psychiatric medication evaluation and ongoing care.
- Referrals for care by other community mental health resources.
- After-hours emergency phone via residence hall staff or Public Safety.

If you are concerned about your student, please refer them to the Counseling Center. Students can easily make an appointment by coming directly to the Counseling Center or by calling (909) 748-8108. Crisis appointments are available.

### Supporting your Student

**Stay Involved With Your Student**

You may want to inquire about how your student is doing from time to time here are some questions that may help you do that:

- What do you like about college?
- How are you doing in your classes?
- What is the party scene like?
- What activities are you involved in?
- How is your sleep?
- How often and what have you been eating?
- How is your relationship with your roommate?
- How high is your stress level?
- What are you doing to cope with stress?
- Who have you connected with on-campus for support?
- Would you like my help for anything?

The Counseling Center closes for the summer from June 15 through August 15. If you have questions about Center services during that time please contact:

Ruben Robles, LMFT
Senior Associate Dean of Student Life
(909) 748-8053
Public Safety

Jeff Talbott, Director
jeff_talbott@redlands.edu
Marc Taylor, Associate Director
marc_taylor@redlands.edu

Location: Willis Center

What is the Public Safety Office?
The Department of Public Safety is committed to providing a safe and educational environment for the entire University of Redlands community, including students, faculty, staff and guests. Public Safety provides 24-hour, year-round security coverage for the University campus. It is comprised of a Director, an Associate Director, two sergeants, eleven officers, six dispatchers, five shuttle drivers, and two locksmiths.
The Department of Public Safety is located in the south portion of the Willis Center, adjacent to the Admissions Office.
Office hours are from 8 a.m. to 5 p.m., Monday through Friday. The office can be contacted by dialing extension 8888 from on campus or (909) 748-8888 from off campus.
Public Safety Dispatchers are on duty 24 hours a day, seven days a week to answer emergency and routine phone calls. Public Safety should be contacted to report cases of theft, assault, medical emergencies, campus disturbance, suspicious persons/vehicle, fires etc. In any emergency situation in which you are unable to contact Public Safety, immediately call 9-1-1 to be connected with the Redlands Police Department Dispatch Center. The Department of Public Safety and the Redlands Police Department enjoy a strong collaborative partnership and have direct two-way radio communication with one another. Campus crime statistics can be found online at: www.Redlands.edu/PublicSafety.

How can students stay safe on campus?
• Lock residence hall doors when leaving.
• Never walk in dark areas alone—stay on lighted pathways.
• Use the shuttle for transport to various campus destinations.
• Carry a University provided whistle at all times. Whistles are available at Student Life.
• Know the location of emergency phones on campus (see below).
• Do not store valuables in parked cars.
• Keep residence hall doors closed. Propping open these doors compromises students’ safety.
• Report suspicious persons or activities to Public Safety immediately.
• For emergencies on campus, place the Public Safety phone number on speed dial on your cell phone—(909) 748-8888.

The University takes a proactive approach to safety that includes four interactive elements: prevention, intervention, suppression and education. All of these elements require collaboration with the entire campus community—students, personnel, parents and guests—safety is everyone’s concern.

Protecting your property
• Buy a U-shaped lock for your bicycles—they are stronger than cable type locks.
• Register your bike with Public Safety and receive a free permit to place on your bike.
• Keep a record of descriptions and serial numbers of your electronics such as iPods, cell phones, laptops, etc. so if they become lost or stolen, we can include it in a report for identification purposes.
• Do not store valuables in parked cars.
Public Safety, continued

Lost and Found

The lost and found is located in the Department of Public Safety Office in the Willis Center. Any lost articles should be reported to Public Safety by telephone or in person, as soon as possible, so that a description of the missing property can be placed on file. Any items found on campus should be turned in to the Public Safety Office immediately.

Emergency Telephones

For your safety and use, 40 Emergency Telephones are located throughout the campus (see Campus Map provided in this handbook). Telephones are located on the front and/or rear of the residence halls near the main doors (with the exception of Melrose). The telephone at Melrose Hall is located on the east side of the hall (rear) and identified by a blue light. The residence hall phones are at the following locations:

- Anderson Hall (front and rear entrances)
- Bekins Hall (front entrance)
- Bekins-Holt Hall (front and rear entrances)
- Cal-Founders Hall (front entrance)
- Cottner Hall (front entrance)
- East Hall (front and rear entrances)
- Fairmont Hall (front entrance)
- Grossmont Hall (front entrance)
- Melrose Hall (east side)
- Merriam Hall (front entrance)
- North Hall (front entrance)
- Williams Hall (front and rear entrances)

There are wall-mounted telephones, identified by a blue light. They are located at:
- Armacost Library (west side of main entrance)
- Art Studio (east side directly across from the LaFourcade Garden)
- Facilities Management (northwest corner)
- Grossmont Hall (west side)
- Hedco Hall (east side)
- Hornby Hall (south side)
- Gallery Building / Old Peppers (west side)
- Willis Center (outside Public Safety entrance)

There are 16 other telephones, identified with a blue light, around campus. They are located at:
- Armacost Library (east side along sidewalk adjacent to the Jones Computer Center)
- Brockton Apartments
- Currier Gym (southeast side)
- Fraternity Row
- Gannett Center (west side)
- Hentschke Hall (east side)
- Labyrinth (south side)
- Orton Center (northwest corner)
- Bridge west of the Phi Chi House
- Stauffer Science Center (interior quad and west side of parking lot)
- Ted Runner Stadium (main gates)
- Thompson Aquatic Center
- Truesdail Speech Center (east side)
- University Hall—School of Education (near east entrance)
- Willis Center (west side)
- Center for the Arts in the south parking lot behind the Frederick Loewe Theatre

Please take the time to locate these telephones as you become familiar with the University campus. All life-threatening situations can be reported directly to the Redlands Police Department by dialing 911 from any campus telephone.
Public Safety, continued

Transportation

Vehicle and Parking Regulations
All vehicles operated and/or parked on the University of Redlands campus, or property owned by the University, are subject to the conditions contained in the California Vehicle Code Section 21113 (a). Enforcement of these regulations is the responsibility of the Department of Public Safety. The University of Redlands reserves the right to suspend motor vehicle use privileges from any University employee or student at any time for cause.

All University students and employees are required to obtain a Parking Permit and properly display it on their vehicle, when the vehicle is operated or parked on campus. Parking Permits may be obtained in the Public Safety Office. Parking is free.

Any person wishing to appeal a citation may obtain a Parking Citation Appeal form from Public Safety. Appeals must be submitted within ten (10) calendar days of the citation date in order to be reviewed by the Parking Citation Appeals Supervisor.

Local Travel Services
Below is a listing of the local travel options. For current schedules and other information, call the numbers given.

<table>
<thead>
<tr>
<th>Service</th>
<th>Number</th>
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<tbody>
<tr>
<td>AMTRAK</td>
<td>(800) 872-7245</td>
</tr>
<tr>
<td>Greyhound Bus Lines</td>
<td>(800) 231-2222</td>
</tr>
<tr>
<td>Metrolink</td>
<td>(800) 371-LINK</td>
</tr>
<tr>
<td>Omnitrans</td>
<td>(909) 379-7100</td>
</tr>
<tr>
<td>Audrie’s Limousine Service</td>
<td>(909) 792-9229</td>
</tr>
<tr>
<td>Bell Cab Co.</td>
<td>(800) 340-8294</td>
</tr>
<tr>
<td>Redlands Taxi</td>
<td>(909) 798-1111</td>
</tr>
<tr>
<td>Super Shuttle (Ontario)</td>
<td>(800) 700-1983</td>
</tr>
<tr>
<td>Super Shuttle (LAX)</td>
<td>(800) 700-1983</td>
</tr>
<tr>
<td>Yellow Cab Co.</td>
<td>(909) 793-6151</td>
</tr>
</tbody>
</table>

Transportation Services (coordinated through Public Safety)
Public Safety offers two transportation services for students.

On-Campus Shuttle
A shuttle service operates each evening of the week on the following schedule:
6:00 p.m. to 1:00 a.m., Sunday through Wednesday (last pickup 12:30 a.m.)
7:00 p.m. to 3:00 a.m., Thursday through Saturday (last pickup 2:30 a.m.)
The on-campus shuttle runs on a set route within the boundaries of the campus. Students wishing a ride simply need to flag the driver down or call (909) 907-2820 for pick up.

Off-Campus Shuttle
To assist students who do not have their own transportation, Public Safety offers a free Off-Campus Shuttle service to downtown Redlands, the local theater, and popular business/shopping areas. The Off-Campus Shuttle service will not transport students outside of the city of Redlands. The current operating schedule for the Off-Campus Shuttle is:
2:00 p.m. to 10:00 p.m., Sunday and Monday (last pickup 9:30 p.m.)
3:00 p.m. to 10:00 p.m., Tuesday through Friday
3:00 p.m. to 11:00 p.m., Saturday (last pickup 10:30 p.m.)
The Off-Campus Shuttle can be reached by calling telephone number—(909) 856-0476
What does the Student Leadership and Involvement Center (SLIC) do?
The center’s primary purpose is to assist in the teaching and modeling of leadership skills, provide practical and useful resources and to encourage students to host and facilitate innovative programs for the campus community.

How can my student get involved on campus?
• Over 110 clubs and organizations
• 6 local fraternities and 7 local sororities
• TRAIN retreat (first year leadership retreat)
• Attend campus programs hosted by SLIC and ASUR

What is there to do on campus?
SLIC works closely with the Associated Students of the University of Redlands (ASUR) to host events such as Homecoming, Leadership Retreats, Convocation and other major social events such as concerts, parties and Social Affairs events.

How can I find out what’s going on around campus?
SLIC publishes the weekly Bullsheet (newsletter) and the SLIC Monthly Calendar. Go to www.Redlands.edu/CurrentStudents and you will find links to both these publications. The link is updated every Monday. In addition, you will receive the Summer Bulldog in August which will give you information for the start of the school year.

How You Can Help
• Encourage your student to get involved with at least one activity.
• Ask your son or daughter if they attended the Involvement Fair. Did he/she sign up for any clubs or organizations?
• If your son or daughter has an idea for a new club, you should encourage him/her to visit the Student Leadership and Involvement Center (SLIC) and pick up a Club Start up Kit. Students start about 15 clubs per year.
• Ask your student what programs they are attending. Remind them that the UR Connect Calendar is a great way to find out what’s going on around campus.
ASUR (Associated Students of the University of Redlands)

Mackenzie Dawes, Director of Student Activities  
(909) 748-8101  
mackenzie_dawes@redlands.edu

Anne Thorson, ASUR Student President  2016-2017  
(909) 748-8426  
asur_president@redlands.edu

Location: Student Leadership and Involvement Center, Hunsaker Center, 2nd floor

What does “ASUR” mean and what is its function?

ASUR stands for the Associated Students of the University of Redlands. This is the student government for the U of R.

How is ASUR organized?

ASUR is comprised of three main branches:

1. Executive: responsible for day-to-day operations and government
2. Legislative: responsible for enacting all legislation affecting ASUR
3. Judicial: responsible for ensuring fairness and resolving judicial matters

Much of what is accomplished by the student government is done through a variety of committees which have openings for new students to join including:

- Social Affairs
- Convocation/Lecture Series
- Club Advisory Board
- Peer Education
- Elections Commission
- Senate
- Judicial
- Inclusion

How You Can Help

- Encourage your student to get involved with at least one club, organization and/or campus activity.
- Ask your son or daughter if they attended the Involvement Fair. Did he/she sign up for any clubs or organizations?
- If your son or daughter has an idea for a new club, you should encourage him/her to visit the Student Leadership and Involvement Center (SLIC) and pick up a Club Startup Kit. Students start about 15 new clubs per year.
- Ask your student what programs/activities they are attending. A monthly calendar and weekly Bullsheet are distributed which highlight all the activities going on.
- The Redlands Bulldog is available online at www.Redlands.edu/parents-families (listed under “Campus Resources”)
What can you tell me about Intercollegiate Athletics at the University?

The University of Redlands has 21 intercollegiate athletic programs, including ten men’s and eleven women’s teams. The University of Redlands is a member of the NCAA Division III and the Southern California Intercollegiate Athletic Conference (SCIAC). Although Division III does not permit athletic scholarships, the Bulldog student-athlete experience is a highly competitive athletic environment and Bulldog Athletics teams consistently compete on the national scene. Many of the athletics programs have histories that date back to the early years of the school. Bulldog student-athletes have a rich tradition of sportsmanship, community service, and outstanding athletic and academic achievement.

How does a student join a team?

Any student interested in participating on a University of Redlands intercollegiate athletic team should contact the Athletic Department offices at (909) 748-8400, or the respective coach, as listed below.

**Fall**
- (M) Football, Coach Mike Maynard, ext. 8023
- (W) Volleyball, Coach Lisa Lindberg, ext. 8398
- (M) Soccer, Coach Ralph Perez, ext. 8397
- (W) Soccer, Coach Suzette Soboti, ext. 8421
- (M) Water Polo, Coach Tom Whittemore, ext. 8425
- (M&W) Cross Country, Coach Mike Schmidt, ext. 8403
- (M&W) Cheer Team, Coach Summer De Vore, ext. 8437

**Winter**
- (M) Basketball, Coach Jim Ducey, ext. 8402
- (W) Basketball, Coach Rich Murphy, ext. 8420
- (M&W) Swimming & Diving, Coach Trevor Harp, ext. 8424

**Spring**
- (M) Baseball, Coach Aaron Holley, ext. 8410
- (W) Lacrosse, Coach Suzette Soboti, ext. 8421
- (W) Softball, Coach Dani Spaulding, ext. 8414
- (M&W) Track & Field, Coach Mike Schmidt, ext. 8403
- (M&W) Tennis, Coach Geoff Roche, ext. 8417
- (M) Golf, Coach Butch Edge, ext. 8440
- (W) Golf, Coach Art Salvesen, ext. 8400
- (W) Water Polo, Coach Chris Gielen, ext. 8395

For additional information, please check out Bulldog Athletics at [www.goredlands.com](http://www.goredlands.com)

What’s the price of admission?

University of Redlands students are provided complimentary admission with their student I.D. card. Admission is charged for non-students only for football and men’s and women’s basketball games, $7 for adults, $4 for students and seniors, under 12 free. Admission is also charged for all SCIAC and NCAA Championship events hosted by Bulldog Athletics.
Outdoor Programs/Intramurals

Andrew Hollis, Director of Recreation
andrew_hollis@redlands.edu
Patrick Whalen, Assistant Director of Recreation
patrick_whalen@redlands.edu

Outdoor Programs

University of Redlands Outdoor Programs strives to help students make meaningful connections to the natural world. We teach the skills of wilderness leadership through outdoor activities, and use these experiences to facilitate students' exploration of their relationships with themselves, others, and the world around them. It is our hope that our students will develop a lifelong commitment to healthy outdoor pursuits and environmental conservation.

Trips

Ranging in length from one afternoon to one month, Outdoor Programs offers a variety of trips to meet different interests and skill levels. Trips center around activities such as:

- Rock Climbing
- Sea Kayaking
- Biking
- Scuba Diving/ Snorkeling
- Surfing
- Backpacking
- Canoeing
- Rafting
- Camping
- Fishing
- Hiking
- Bungee Jumping
- Hot Air Ballooning
- Skiing/Snowboarding
- Sailing
- Community Service

Intramurals

The intramural athletics program is designed to offer a wide variety of recreational activities for all members of the University community. There are opportunities for individual and team participation on both competitive and recreational levels. The schedule (subject to change) for the 2016-17 school year is:

- **Fall**: Flag Football and Volleyball
- **Spring**: Soccer and 5 vs 5 Basketball
- **May Term**: Life Jacket Water Polo

How you can help

- Encourage your student to explore the outdoors by going out on trips offered by Outdoor Programs. Or, encourage him/her to join a residence hall intramural team or enroll as a free agent player.
- If your student is interested in leading an Outdoor Programs trip or has questions about intramurals, have him/her talk with Andrew Hollis, or his staff, about these programs.
Community Service Learning

Tony Mueller, Director
tony_mueller@redlands.edu

Erin Sanborn, Associate Director
erin_sanborn@redlands.edu

Location: Hunsaker Center, 2nd floor

Redlands is one of six schools in the nation to receive seven consecutive Honor Roll with Distinction Awards from the National Corporation of Community Service and has also been selected by The White House as receiving the Presidential Award for service to youth. The University of Redlands makes service an integral part of the undergrad experience where students are encouraged to serve in areas that are meaningful and educational. Students work closely with the Community Service Learning (CSL) office to ensure a successful experience and are given a variety of choices in how, who, and where to serve. Our Campus is also one of the first nationally classified campuses from the Carnegie Foundation in service-learning and community partnerships.

What is the function of the Office of Community Service Learning (CSL)?

Each year hundreds of students use CSL to design their Community Service Activity Course (CSAC) or to locate service opportunities as volunteers, paid work-study participants, or interns at non-profit agencies and schools. Popular student-led programs such as Big Buddies, Jaspers Corner Homework Club, America Reads, Totally Kids Outreach (TKO), University Humor Outreach Program (UHOP) and Gardeners in Residence come under the auspices of CSL.

What is the Community Service Activity Course (CSAC)?

CSAC is the required community service activity course with credit designed to introduce students to issues facing our communities. Students may design their own contract and serve in non-profit agencies and schools or they may take a faculty-led service learning course which occur both locally and abroad.

When can students enroll in CSAC?

Students may enroll during any semester, summer or May Term during their undergraduate experience. Several hundred placements are made each year and the results are often transforming for students and highly valued by the agencies. Faculty-taught service learning courses are also extremely popular. These exciting courses explore new and meaningful ways to combine service and learning and vary from year to year.

Where can students serve?

At home, abroad, or in Redlands at almost any non-profit or helping agency. The choice is really up to the student but the most popular time is to serve during a May Term. Still, many students elect to enroll in CSAC over a semester or summer and the extended service time allows for meaningful relationships to be built.

“Learn from yesterday, serve today, change tomorrow.” - CSL
¿Prefiere su información universitaria en español?

La Universidad está dispuesta a proporcionar servicios en español para padres de familia. Estos servicios son disponibles durante eventos sociales y para consultas personales sobre estudiantes. Para más información, favor de comunicarse con Priscilla Moreno al 909.748.8871 ó priscilla_moreno@redlands.edu.

What does this department provide?

CDI serves as a catalyst to the campus community, working collaboratively to create a campus where diversity is valued and welcomed. Areas within CDI include: Office for International Students and Scholars, First Generation Student Services, Multicultural Center, Native Student Programs, Pride Center, and the Women’s Center alongside collaborations with Residence Life (Fairmont Hall) and Men’s Retention Working Group.

Who does this department serve?

CDI serves all members of the campus community and has strong relationships with many off-campus organizations, all with the goal of promoting the personal growth and development of a culturally competent student body and workforce. CDI works collaboratively with all University programs and departments to promote and support an inclusive campus environment.

Future Programs

CDI will be continuing its collaborations with various academic departments to produce a wide range of events and speakers. The complete calendar may be viewed on the CDI website. In addition, student-initiated programs, undertaken in conjunction with CDI, will occur throughout the year. Large-scale programs include the annual Pow Wow and the Living on Common Ground Multicultural Festival, both held in late March/early April.

How you can help?

The University of Redlands offers many opportunities for students to broaden their knowledge base outside the classroom. Encourage students to attend a wide range of programs, regardless of whether they believe they will agree with the topic or speaker. The ability to argue their position will stand them in good stead as they move into the workplace. If students are experiencing difficulties in an area where you believe CDI might help (issues around race/ethnicity, national origin, class, sexual orientation, identity, for example), prompt them to stop by and chat.
Office of International Students and Scholars

OISS, Office of International Students and Scholars, serves about 100 students and scholars from over 25 countries. OISS services offer wide variety of programs such as orientation program, cultural activities to help students adjust to life in Redlands, student visa regulations and tax workshops. OISS staff are dedicated to support your student’s endeavors at University of Redlands. For more information, please visit our website at http://www.redlands.edu/student-life/1489.aspx.

Important Immigration Terms

**F-1:** Refers to an immigration status that is used primarily for degree-seeking students who are funded by self or family. F-2 is an immigration status that is the dependent of F-1.

**I-20:** Official immigration document issued to F-1 and F-2 visa holders. The I-20 must be kept accurate and up to date while in the United States.

**J-1:** Refers to an immigration status that is used primarily for students attending school in the US through an exchange program, or for students who are funded by external organizations (rather than self or family). The J-1 category is also used for visiting scholars and researchers. J-2 is an immigration status that is the dependent of J-1.

**DS-2019:** Official immigration document issued to J-1 and J-2 visa holders. The DS-2019 must be kept accurate and up to date while in the United States.

**SEVIS:** The Student and Exchange Visitor Information System is a web-based database that is used by the Department of Homeland Security to track and monitor information for F-1 and J-1 students, scholars, and their dependents. Information stored in SEVIS is accessible to various federal agencies. University of Redlands is required to maintain accurate information in the SEVIS system for all international students and scholars on our campus.

**Visa Process**

The following list outlines the steps to obtain your visa. If you have any questions, please email Leela_Madhavarau@redlands.edu.

A. Receive I-20 (F-1 student) or DS-2019 (J-1 student) from the University of Redlands by FedEx
B. Check your immigration document (I—20 or DS-2019) for accuracy
C. Pay the SEVIS fee, if applicable
D. Schedule your U.S. visa interview
   Many countries have EducationUSA Advising Centers that offer assistance to international students including pre-departure orientation and workshops that provide guidance in the US visa application process. To find a center near you, visit the EducationUSA website.
E. Go to your visa interview
   Information about the visa application process and what to bring with you is listed on the Department of State website. It is important to bring all required documents with you to your visa appointment, and to answer questions clearly and truthfully
F. Prepare for the next steps
   After your visa interview, if your visa has been approved please check the visa stamp for accuracy. If there are any errors these must be corrected at the US Embassy or Consulate prior to travel.

If your visa was not approved, please email Leela_Madhavarau@redlands.edu and your admissions representative to let us know whether you will schedule another visa appointment or defer attendance to a future semester. You may request that the Consulate or Embassy provide you with a written statement explaining the reason for denial.

**International Student Orientation**

The first semester for an international student can be a stressful time characterized by all the challenges new students face, but with the addition of many stressors unique to international students. Therefore the Office of International Students and Scholars host International Student Orientation to help ease this transition. Students will acclimate to the new environment, connect with current students, and receive specialized workshops in areas international students typically struggle in. Our office also provides airport transfer from LAX to University of Redlands and trips to local stores if the students wishes to purchase any living essentials (linen, cellphones, etc.,)

International Student Orientation is a separate orientation specific for international students and occurs the week before mandatory New Student Orientation. International students are expected to attend both orientations.
Professional Development

Erik Larsen, Director
erik_larsen@redlands.edu
Courtney Carter, Associate Director
courtney_carter@redlands.edu
Heather Luth, Assistant Director
heather_luth@redlands.edu

(909) 748-8030
professional_development@redlands.edu
Location: Lower Level of the Armacost Library

Assistance provided by Professional Development includes personality, interest and skill assessments, coaching and graduate school advising, internship and employment information including national recruiting trends, resume, cover letter and personal statement critiques, interview preparation, small group instruction, class presentations, referral recruiting and relationship management.

Suggestions for Parents:
Pursuing a professional path is a learning process and students go through stages of the process at different rates of speed. These steps include:

1. Assessing skills, interests and abilities
2. Exploring majors, minors, and certificates/certifications
3. Researching graduate programs, professional fields, industries and employers
4. Learning professional written and verbal communication skills
5. Conducting informational interviews, job shadowing and related enquiry
6. Implementing an effective internship or employment strategy to achieve results

As a parent you will want to support your student in each of these stages, but how? One of the most important things parents can do to help their student with planning is to encourage your student to carefully assess their professional interests and be prepared to thoroughly research internship/employment and graduate school options.

• Affirm what you know to be the talents and strengths your student has consistently demonstrated. Sometimes what is obvious to you isn’t necessarily obvious to them.
• Talk with your student on a regular basis about the classes and activities he or she is enjoying and excelling in. Support his or her involvement in campus activities, as a balance to classroom achievement.
• Encourage your student to find out where Professional Development is located (on the lower level of the Armacost Library) and to take advantage of the assessment instruments that are offered to help him/her ascertain skills, interests and abilities.
• Recognize that your professional experience and contacts can be of great value to your student and his or her classmates. We welcome referrals for informational interviews, job shadowing, internships and employment, and can work closely with you to ensure students are well prepared to take advantage of these opportunities.

First-Year Parents

In the first year of college, students will be assessing, either informally or formally, their skills, interests and abilities. They will take courses they never knew existed and be exposed to majors they hadn’t previously considered. Even those who enter college with a plan may be drawn to other options. Support exploration of new areas of study and interests that are a part of the University of Redlands experience.

As the parent of a first-year student:

• Affirm what you know to be the talents and strengths your student has consistently demonstrated. Sometimes what is obvious to you isn’t necessarily obvious to them.
• Talk with your student on a regular basis about the classes and activities he or she is enjoying and excelling in. Support his or her involvement in campus activities, as a balance to classroom achievement.
• Encourage your student to find out where Professional Development is located (on the lower level of the Armacost Library) and to take advantage of the assessment instruments that are offered to help him/her ascertain skills, interests and abilities.
• Recognize that your professional experience and contacts can be of great value to your student and his or her classmates. We welcome referrals for informational interviews, job shadowing, internships and employment, and can work closely with you to ensure students are well prepared to take advantage of these opportunities.
Student Employment

Kathryn Wood, Director  
kathryn_wood@redlands.edu

Location: Willis Center

Benefits of Student Employment

When first coming to the University of Redlands, many students imagine spending their college days studying, taking interesting courses, making lifelong friends, all while obtaining a top-notch education. The Student Employment program provides employment opportunities to assist with college expenses, creates a connection to the campus and community, the ability to develop skills relevant to any career, and better preparation for the job market after graduation. Working on or off-campus through the Student Employment program can provide students with many long term benefits. In addition to the advantages of a regular paycheck, students benefit by learning important real-world transferable job skills, personal responsibility, establishing a work history, developing professional contacts, improving communication skills, as well as providing a sense of accomplishment.

Various studies across the country show that college students who work tend to make better grades, learn to manage their time more efficiently, and are more persistent in their goal to graduate. That being said, at times it can be challenging for some students to balance academics, work, and other extracurricular activities. Students, who choose to work, are limited to working ten hours a week during the academic year. This policy helps to ensure that academics remain the first priority for students. Individual work schedules vary and are worked out between each student employee and their respective supervisor. Schedules are typically based on a combination of a student’s academic schedule availability and a department’s need. Students are not permitted to work during University breaks and finals, these are considered “non-work days” for student employees. The average salary on campus is $9.50 an hour.

What Types of Jobs are Available?

During the 2014-2015 academic year, roughly 1,200 students found on and off-campus positions through the Student Employment program. Campus jobs run the gamut from departmental research assistants, commons or plaza staff, community service tutors, office assistants, library staff, peer tutors, athletic game managers, technical assistants and building monitors. For those students with their own transportation, there are off-campus opportunities to choose from such as City of Redlands, Redlands Unified School District and a variety of positions at other local businesses.

How and When Can I Apply for a Job?

Students who have a Work Award as part of their Financial Aid Package may apply for a job through Student Employment. Students who are interested in working are encouraged to attend one of the sessions during new student week titled, “Work-Study programs at the University of Redlands.” At that time, students will receive an application to complete and are then able to sign-up for a job referral appointment. All current vacancies are posted online for students to review. All students must first interview with the prospective supervisor or employer in order to be hired. Students may need to interview more than one time, as they may not get their first position of choice. Jobs are not guaranteed. While we do our best to help facilitate proper placement, sometimes student’s availability or skill set does not match department needs or requirements. All hired student workers have a work-award earnings limit for the academic year. Although the University is not obligated to ensure a student reaches said limit, students cannot surpass this amount per federal work-study guidelines.
Lastly, in order to start a student job entails necessary paperwork. Students who plan to work while on campus must complete an I-9 Form (to verify their legal eligibility for employment in the United States) and a W-4 Form (for tax withholding/reporting purposes). Once hired, in order for our office to accurately fill out these forms and prevent any delays in working, students will need to bring an original unexpired document from the I-9 list:

For more information, the list can be found on the Redlands website: http://www.redlands.edu/offices-directories/student-employment/4176.aspx
Redlands City Tour

Redlands Shows Off its Turn-of-the Century Past

At the beginning of the 20th century, millionaires seeking to escape the East Coast’s brutal weather traveled west for the winter. They didn’t head to Malibu, however, or to Beverly Hills. They built their mansions some 75 miles due east, in the “gem city” of Redlands, the Navel Orange Capital of the World. These days, the abundance of historic homes, set like baubles in orange groves and lush gardens, has turned Redlands into a location manager’s dream. No wonder many television series and movies have been filmed here.

Start your journey on tree-lined State Street, with its Victorian street clock and brick storefronts. If you’re in the mood for some window shopping, check out State Street’s unique stores, or simply stroll to the many restaurants and coffee shops. Walk over a block to the Moorish style A.K. Smiley Public Library at 125 W. Vine Street. Directly behind the library sits the Lincoln Shrine, the only research collection and museum devoted to Lincoln west of the Mississippi. This octagonal structure, designed by Southern California architect Elmer Grey in 1932, houses thousands of volumes on Lincoln and the Civil War, as well as original manuscripts. There is always a special display worth seeing. Around the other side of the library you’ll pass the Redlands Bowl, an outdoor amphitheater between Eureka and Grant Streets that offers free Tuesday and Friday evening concerts in July and August. On Brookside Avenue, visit the historic U.S. Post Office, with its blue and- white tiled dome, iron grill archways, photos of Redlands in the old days, and a post office museum.

For lunch, Citrone is located across the street from the Santa Fe Station on Orange Street, and Martha Green’s Eating Room and Briskett’s are both located on Citrus Avenue. A short distance north on Orange you will find Corner Bakery, Panera, Cuca’s, Starbucks, Rubio’s and Chipotle Grill. Other local favorites include Mu’s, a Thai restaurant with lovely alfresco dining located at 309 W. State Street, and The University Club, located on the University of Redlands campus, is open during the academic year for lunch.

After lunch, embark on a driving tour of the city’s historic mansions, armed with a copy of The Historic Redlands Driving Tour CD ($10), available from Smiley Library’s Heritage Room or University of Redlands Campus Events. You won’t want to miss the Kimberly Crest House and Gardens, located at 1325 Prospect Park Drive, just off Highland Avenue. Tours of this three story French Chateau, with its formal Italian-style gardens and surrounding orange groves, are offered Thursday through Sunday from 1 to 4 p.m. Other noteworthy mansions include the Burrage mansion, a 28-room estate with lavish gardens at 1205 W. Crescent Avenue, the Moorish-style William E. Holt House at 405 Olive Avenue, and the Morey House at 190 Terracina Blvd. When you travel back onto Highland Avenue, notice the old streetlights. In 1893, Redlands’ Electric Light and Power Company generated the first two-phase power in the world. You’ll also want to appreciate the hand-cut ashlar stone curbs. Redlands still has miles of this historically protected curbing, cut by more than two dozen stone masons circa 1900. Round out your trip to Redlands with a walking tour into 35-acre Prospect Park to savor the area’s lush planting.

On your way out of town, consider stopping by the San Bernardino County Museum, just off the 10 freeway. This natural history museum boasts large displays on local bird life, in addition to art, archaeology, geology, and history collections. There is also the unique Redlands Historical Glass Museum with a huge collection of antique and contemporary glass located very near the campus, at 1157 Orange Street.

Check out websites http://redlandsweb.com/ or https://aboutredlands.com/ for up to the minute information.

—LINDEN GROSS
Excerpts taken from Avenues magazine
Celebration Resources

From time to time parents contact the Student Life Office wanting to create a celebration for their student, whether it is a birthday, special occasion, a family event or graduation. The following businesses offer celebration resources:

**Caterers who are willing to bring a party to a special location**

- **Bon Appetit**
  - Nicole Hoss
  - (909) 335-5120
  - www.bonapetitrestaurant.com

- **Nicole Hoss**
  - (909) 335-9557
  - www.cucasmex.com

- **Citrone Restaurant**
  - 328 Orange Street
  - Michael Phillips
  - (909) 793-6635
  - www.citronerestaurant.com

**Places to have that special party**

- **University of Redlands**
  - Amy Metcalf, Event Services
  - (909) 748-8116

- **Heritage Hall**
  - 255 E. Olive Redlands (909)
  - 793-1515
  - www.hallsofredlands.com

- **Sylvan Park**
  - Adjoining the University
  - Reservations through City Parks
  - (909) 798-1655

- **Isabella’s**
  - 330 N. 6th Street Redlands
  - (909) 792-2767

- **Mitten Building**
  - 345 N. 5th Street Redlands
  - (909) 793-1294
  - http://mittenbuilding.com

- **The Carriage House**
  - In Prospect Park Shown by Appointment
  - (909) 792-2111

**Flowers, cakes and balloon bouquets**

- **Redlands Hockridge Florist**
  - 405 W. Redlands Boulevard Redlands, CA 92373
  - (909) 793-1331
  - www.hockridgeflorist.com

- **Bouquet Florist**
  - 702 W. Colton Ave., Redlands, CA 92373
  - (909) 793-2553

- **Conroy’s Flowers**
  - 1580 Barton Rd.
  - (909) 335-8500
  - www.conroysflowersredlands.com

**Party rental supplies**

- **Party Plus**
  - 1801 Orange Tree Lane
  - Redlands (909) 335-2811
  - http://partypalus.net

- **Party America**
  - 27588 Lugonia Avenue Redlands
  - (909) 798-7272
  - www.partycity.com
Accommodations

Redlands

**Ayres Hotel**
1015 W. Colton Ave.
(909) 335-9024
www.ayreshotels.com/redlands

**Comfort Suites** 1230 W. Colton Ave.
(909) 335-9988
www.comfortsuites.com

**Country Inns & Suites**
1650 Industrial Parkway Ave.
(909) 792-7913
www.countryinns.com/redlandsca

**Dynasty Suites** 1235 W. Colton Ave.
(909) 793-6648
www.dynastysuites.com

San Bernardino (10 Minutes)

**Fairfield Inn**
1041 E. Harriman Place
(909) 382-4560
www.marriott.com

**La Quinta**
205 East Hospitality Lane
(909) 888-7571
www.laquinta.com

**Residence Inn by Marriott**
1040 E. Harriman Place
(800) 331-3131
www.marriott.com

Ontario (30 Minutes)

**Ayres Suites**
4370 Mills Circle
(909) 481-0703
www.ayreshotels.com

**Red Roof Inn**
1818 E. Holt Blvd.
(909) 988-8466
www.redroof.com

**Sheraton Hotel**
429 N. Vineyard Ave. (909) 937-8000
www.sheraton.com

Highland (5 Minutes)

**Hampton Inn & Suites – San Manuel Village**
29759 Highland Ave.
(800) 426-7866
http://hamptoninn1.hilton.com

Riverside (25 Minutes)

**Mission Inn**
3649 Mission Inn Ave.
(951) 784-0300
http://www.missioninn.com/