Student Disability Services

• Larry K. Phillippe, M.R.C.
• Managing Director
• Larry.phillippe@ttu.edu

• 335 West Hall
• Box 45007
• (806) 742-2405 ph. (806) 742-4837 fax
• www.studentaffairs.ttu.edu/sds
Student Disability Services: Overview/Staffing

- **Student Disability Services** provides a full range of academic support services designed to promote success and retention for students with qualifying disabilities. These include classroom accommodations, counseling, and assistive technology. SDS is also responsible for maintaining TTU compliance with all ADA/Section 504 guidelines.

- **Staffing & Structure**
  - Full-Time: 20
    - 3 Disability/Accommodation Specialists
    - 7 Academic Counselors
    - 7 Sign Language Interpreters
    - 3 Support Staff
  - Students: 45
Student Disability Services:
Major Activities/Programs/Services

- Determine eligibility for services and academic accommodations
- Disability/Academic Counseling
  - Assistance with registration
  - Course selections based on disability limitations
- Remediation of Student/Faculty Issues
  - Resolve issues between faculty and students
  - Resource to faculty for assistance with establishing classroom accommodations
- Learning Success Seminars
  - Target specific academic skills
  - Offered at various times weekly throughout the semester
  - Designed for students with learning challenges, but open to any TTU student
- TECHniques Center – Academic Enhancement Program
  - CRLA Certified Training Center
  - Designed for students with LD and ADHD
  - Fee based
  - Provides weekly one on one tutoring in all academic areas
  - Weekly academic counseling meeting
  - Fall 2011 enrollment: 180 (all time record)
- Provide Brailling and electronic conversion of classroom materials
- Provide up to 12 scholarships each year through 5 permanent endowment fund
- Provide faculty training for ADA compliance issues
Student Disability Services:  
Goals/Partnership Opportunities

• Goals for 2011-2012
  – Implement and evaluate federally required ADA Compliance Plan in conjunction with Office of the Provost
  – Continue to build and establish new endowments for operations and scholarships

• Potential Partnerships for 2011-2012
  • Marsha Sharp Center for Athletes (tutor training, grade management system)
  • The Learning Center (tutor training, learning success seminars)
  • Advising Center (grade management system)
  • Institutional Advancement (endowment campaign)
  • TLTC (online training course for faculty – ADA compliance)
STUDENT DISABILITY SERVICES

Overview:

Student Disability Services provides a full range of academic support services designed to promote success and retention for students with qualifying disabilities. These include classroom accommodations, counseling, and assistive technology. SDS is also responsible for maintaining TTU compliance with all ADA/Section 504 guidelines.

Staffing: Full-Time: 20 Students: 45

Programs and Services:

Determine eligibility for services and academic accommodations
Disability/Academic Counseling
   Assistance with registration
   Course selections based on disability limitations
Remediation of Student/Faculty Issues
   Resolve issues between faculty and students
   Resource to faculty for assistance with establishing classroom accommodations
Learning Success Seminars
   Target specific academic skills
   Offered at various times weekly throughout the semester
   Designed for students with learning challenges, but open to any TTU student
TECHniques Center – Academic Enhancement Program
   Designed for students with LD and ADHD
   Fee based
   Provides weekly one on one tutoring in all academic areas
Provide Brailing and electronic conversion of classroom materials
Provide up to 12 scholarships each year through 5 permanent endowment funds
Provide faculty training for ADA compliance issues

2011-2012 Goals:
   1. Implement and evaluate federally required ADA Compliance Plan in conjunction with Office of the Provost
   2. Continue to build and establish new endowments for operations and scholarships

Potential Partnerships:

Marsha Sharp Center for Athletes (tutor training, grade management system)
The Learning Center (tutor training, learning success seminars)
Advising Center (grade management system)
Institutional Advancement (endowment campaign)
TLTC (online training course for faculty – ADA compliance)

Larry Phillippe, Managing Director
335 West Hall/Box 45007 Lubbock Texas 79409
(806) 742-2405 phone (806) 742-4837 fax
www.studentaffairs.ttu.edu/sds

Department Overview, updated 04/20/2011
Academic Testing Services

• Pat McConnel
  • Director
  • pat.mcconnel@ttu.edu

• 214 West Hall
• Box 45002
• (806) 742-3671 ph. (806) 742-5007 fax
• www.depts.ttu.edu/testing
Academic Testing Services: Overview/Staffing

– **Academic Testing Services** provides quality testing services essential to admissions, retention, graduation and post-graduation needs of Texas Tech and the community. *Exams administered increase enrollment and promote student success.*

– **Staffing & Structure**
  - Full-Time: 7
  - Graduate Assistants: 3
  - Students: 3
  - Operational 6-7 days per week.
Academic Testing Services:  
Major Activities/Programs/Services

National and State Programs:

- Admissions Exams
  - Undergraduate-ACT, SAT
  - Graduate-GRE, MAT, TOEFL
  - Professional-LSAT, MCAT

- THECB Closing the Gaps
  - TSI and College Readiness-Accuplacer, THEA
  - Nursing-TEAS

- Professional Certification
  - Texas Teacher Certifications
  - Engineering-FE, NICET
  - Law-Texas State Bar, MPRE
  - Counseling-NBCC
  - Sports Medicine & Health Care

Institutional Programs:

- Classroom Faculty Support
  - ADA Reasonable Accommodations-
    Extended time, reduced distraction, 
    reader/scribe
  - Classroom make-up exams

- Credit-By-Examination
  - AP
  - CLEP
  - IB

- Designated Departmental Exams
  - Grammar, Punctuation & Spelling 
    (GSP)
  - Comps and Qualls

- Distance Learning Exams
Academic Testing Services: 
Goals/Partnership Opportunities

• Goals for 2011-2012
  – Continue to provide a quality testing environment which perpetuates academic rigor and integrity, while promoting academic persistence for all student groups
  – Provide assessments integral to higher education participation which bring potential students to campus
  – Explore additional testing options that benefit the academic matriculation of non-traditional, military and transfer students

• Potential Partnerships
  – Maximize testing collaborations with Student Disability Services
  – Maximize collaborations with RRO and Parent Family Relations related to managing testing issues
ACADEMIC TESTING SERVICES

Overview:

Academic Testing Services provides quality testing services essential to admissions, retention, graduation and post-graduation needs of Texas Tech and the community. Exams administered increase enrollment and promote student success.

Staffing: Full-Time: 7  Graduate Assistants: 3  Students: 3

Operational 6-7 days per week.

Programs and Services:

• Admissions Exams
• Exams designated by the THECB as Closing the Gaps assessments
• Professional Certifications
• ADA Reasonable Accommodations
• Classroom Make-up Exams
• Credit-by-Examination
• Designated Departmental Exams
• Distance Learning Exams

2011-2012 Goals:

• Continue to provide a quality testing environment which perpetuates academic rigor and integrity, while promoting academic persistence for all student groups
• Provide assessments integral to higher education participation which bring potential students to campus
• Explore additional testing options that benefit the academic matriculation of non-traditional, military and transfer students

Potential Partnerships:

• Student Disability Services to maximize collaborations for a seamless testing experience
• Red Raider Orientation and Parent Family Relations to better manage testing issues

Pat McConnel, Director Academic Testing Services
214 West Hall/Box 45002 Lubbock Texas 79409
(806) 742-3671 phone  (806) 742-5007 fax
www.depts.ttu.edu/testing
Student Counseling Center

• Eileen P. Nathan, Ed.D.
• Managing Director
• eileen.nathan@ttu.edu

• 201 Student Wellness Center
• Box 45008
• (806) 742-3674 ph. (806) 742-0260 fax
• http://counseling ttu edu
Student Counseling Center: Overview/Staffing

– The Student Counseling Center provides psychological care and educational experiences for TTU students to help maximize their academic success. Counseling issues range from developmental topics of relationship loss and sexual identity to serious mental health disorders such as depression, anxiety and eating disorders, all of which are addressed in individual, couples or group therapy. Wellness educational programming is provided campus-wide to provide students with healthy living information related to issues that college students frequently encounter.

– Staffing & Structure

Full-Time: 20
- 11 doctoral-level psychologists
- 3 pre-doctoral interns
- 1 counselor
- 1 case manager
- 4 support staff

Student Assistant: 1

Unpaid psychology grad student trainees: 7-9
Student Counseling Center: Major Activities/Programs/Services

Individual, Group & Couples Counseling

Outreach:
- Depression Awareness Week
- Feed Your Body & Soul Week
- Sexual Assault Awareness Month
  - “Talk Show” (Prevention & Awareness)
- Gay/Lesbian/Bisexual/Transgender/Queer Week
- Curb Your Anxiety Day
- Mental Health Awareness Week
- Red Raider Orientation
- Diversity Advocacy
  - Allies Training for faculty, staff & students
  - Four Corners: A GLBTQ Values Exploration
  - White Privilege Presentation
  - Diversity 101

Training of Pre-Professionals
- APA-accredited internship program
- Graduate student practicum program

Service:
- 24/7 on-call consultation
- Suicide Prevention Training: QPR (Question, Persuade, Refer)
- Mind/Body Lab (using biofeedback technology to teach stress management)
- On-line self-screenings: Depression, anxiety, bipolar disorder, eating disorders
- Liaison Relationships:
  - Law School
  - Athletics
  - Veterans Office
  - University Student Housing
  - International Cultural Center
Student Counseling Center:
Goals/Partnership Opportunities

• Goals for 2011-2012
  – Provide QPR suicide prevention training campus-wide
  – Prepare for 2012 reaccreditation review of our APA-accredited pre-doctoral internship program (accredited by the American Psychological Association)
  – Maintain state and national participation in organizations, conference presentations, and research

• Potential Partnerships
  – Collaboration to promote suicide prevention training related to managing students in distress
  – Expand wellness programming through technology with TLTC
Overview:
The Student Counseling Center provides psychological care and educational experiences to help restore academic success. Counseling issues range from developmental topics of relationship loss and sexual identity to serious mental health disorders such as depression, anxiety and eating disorders, all of which are addressed in individual, couples or group therapy. Wellness educational programming is provided campus-wide to expose students to healthy living information related to these topics.

Staffing:
- Full-Time: 20
- Student Assistant: 1
- Unpaid Part-Time Graduate Students: 7-9

Programs and Services:
- Outreach educational programs on developmental and mental health topics, e.g.:
  - Depression, Anxiety, Body Image, Sexual Assault Prevention & Awareness, Sexual Identity, Diversity Advocacy, Stress Management, Healthy Relationships, Grief & Loss
- Suicide Prevention Training for campus community: QPR (Question, Persuade, Refer)
- Training of Pre-Professionals:
  - Pre-doctoral internship program accredited by the American Psychological Association
  - Practicum trainee experience for TTU Psychology doctoral students
- Mind/Body Lab: Biofeedback Technology to Teach Stress Management Techniques
- 24/7 on-call Consultation
- Liaison Relationships: Law School, Athletics, Veterans Office, University Student Housing, International Cultural Center

2011-2012 Goals:
- Provide QPR suicide prevention training campus-wide
- Prepare for 2012 reaccreditation review of our APA-accredited pre-doctoral internship program
- Maintain state and national participation in organizations, conference presentations, research

Potential Partnerships:
- Collaboration with Faculty and Staff Senates, TLTC, and IS 1100 to promote suicide prevention training related to managing students in distress
- Expand wellness programming through technology with TLTC
- Collaboration with Cross-Cultural Academic Advancement Center on diversity programming

Eileen P. Nathan, Managing Director Student Counseling Center
201 Student Wellness Center/Box 45008 Lubbock Texas 79409
(806) 742-3674 phone (806) 742-0260 fax
http://counseling.ttu.edu
Support Operations for Academic Retention (SOAR)

• Michelle Kiser, Ed.D.
• Director
• michelle.kiser@ttu.edu

• 80 Holden Hall
• Box 45020
• (806) 742-3664 ph. (806) 742-0235 fax
• www.soar.ttu.edu
Support Operations for Academic Retention: Overview/Staffing

- **Support Operations for Academic Retention** provides services for Texas Tech students as a supplement to classroom and lab instruction, enabling them to achieve academic success and develop lifelong learning skills.

- **Support Operations for Academic Retention** will provide quality services to meet all the academic achievement needs for Texas Tech students by: establishing collaborative relationships with faculty to strengthen the students' educational experience; increasing learning opportunities to foster an eagerness to learn and contribute toward lifelong learning for all Texas Tech students; and ensuring that all students using any area of SOAR experiences full quality service addressing their personal and academic needs.

- **Staffing & Structure**
  - Full-Time: 16  
  - Part-Time: 3  
  - Graduate Assistants: 6  
  - Students: 64  
  - Instructors: 35
Support Operations for Academic Retention

Major Activities/Programs/Services

The Learning Center

- Provides Peer Tutoring
- Free peer tutoring in the following areas: Physics, Chemistry, Biology, Accounting, Economics, Engineering, Spanish Finance, Mathematics, and core curriculum subjects
- Walk-in basis for all subjects
- Faculty recommended staff
- Counseling Specialist onsite for academic skills advising, time management, goal setting, and test preparation.
- Peer Mentors: available to assist students with study help

Supplemental Instruction

- Student led review sessions on historically difficult classes
- Supplemental Instruction sessions are free weekly peer-led review sessions for students in historically difficult courses.
- Professor-recommended SI Leaders will help you take the information given in the lecture and the textbook and put it together in a way that you can learn it more efficiently utilizing activities and worksheets to help with difficult concepts.
- Leaders are students who have already excelled in the class Professor recommended staff
- No appointments necessary
- Consistent SI participants earn ½ to one full letter grade higher

Texas Success Initiative (TSI)

- Designed to provide students with support to reinforce Reading, Writing, and Math
- Show students how to adapt to college; small class environment
- Provide knowledge of Student Support Services, and offer Academic Advising for individual student needs
- Strives to improve student readiness for completion of college-level work

Tech Transfer Acceleration Program (TTAP)

- Provides a comprehensive and structured learning experience to provisional students.
- The goal of the program is to help students establish the skills needed to successfully complete college level work, develop strong academic behaviors such as study habits, and set goals toward graduation.
- Students who are not offered regular freshman admission to Texas Tech may apply to TTAP. Out-of-state students are not eligible to participate in TTAP.

XL: Strategies for Learning

- XL course is open to all students at TTU
- Required for freshmen who do not achieve a 2.0 GPA their first semester at Texas Tech.
- Freshmen of the College of Arts & Sciences who do not achieve a 2.25 GPA their first semester at Texas Tech
- Provides opportunities for personal and academic skill development including: Learning Style awareness, Time Management Skills Stress Management, Academic Study Strategies, Setting & Achieving Academic Goals
Support Operations for Academic Retention: Goals/Partnership Opportunities

• Goals for 2011-2012
  – Learning Center: Increase availability of online tutoring
  – Supplemental Instruction: Increase the number of course utilizing SI.
  – TSI: Add a nine month math remediation course for non-traditional students
  – TTAP: Increase community college partnerships by one college
  – XL: Create a new name for program and course for credit

• Potential Partnerships
  – Community College partnerships/MOU’s
  – Partner with University Student Housing (tutoring and mentor’s)
  – Partner with Student Judicial Services by offering academic techniques
  – Partner with Student Disability Services (training tutors)
  – Student Government and potential outreach opportunity
Overview:
Support Operations for Academic Retention provides services for Texas Tech students as a supplement to classroom and lab instruction, enabling them to achieve academic success and develop lifelong learning skills. Support Operations for Academic Retention will provide quality services to meet all the academic achievement needs for Texas Tech students by: 1. establishing collaborative relationships with faculty to strengthen the students' educational experience; 2. increasing learning opportunities to foster an eagerness to learn and contribute toward lifelong learning for all Texas Tech students; and 3. ensuring that all students using any area of SOAR experiences full quality service addressing their personal and academic needs.

Staffing:
- Full-Time: 16
- Part-Time: 3
- Graduate Assistants: 6
- Students: 64
- Instructors: 35

Programs and Services:
- Tutoring and mentoring services for all undergraduate students
- Supplemental instruction for historically high fail or withdrawal rates
- Transfer Acceleration in conjunction with South Plains College
- Texas Success Initiative Developmental Education Program
- Academic Skills courses used to assist in retention and improve success

2011-2012 Goals:
- Learning Center: Increase availability of online tutoring
- Supplemental Instruction: Increase the number of course utilizing SI.
- TSI: Add a nine month math remediation course for non-traditional students
- TTAP: Increase community college partnerships by one college
- XL: Create a new name for program and course for credit

Potential Partnerships:
- Community College partnerships/MOU’s
- Partner with University Student Housing (tutoring and mentor’s)
- Partner with Student Judicial Services by offering academic techniques
- Partner with Student Disability Services (training tutors)
- Student Government and potential outreach opportunity

Michelle Kiser, Ed.D. Director Support Operations for Academic Retention
80 Holden Hall/Box 45020 Lubbock Texas 79409
(806) 742-3664 phone (806) 742-0235 fax
www.soar.ttu.edu
Parent and Family Relations

• Elizabeth Massengale, Ph.D.
• Managing Director
• elizabeth.massengale@ttu.edu

• 201Q Student Union Building
• Box 42024
• (806) 742-3630 ph.
• www.parent.ttu.edu
Parent and Family Relations: Overview/Staffing

- **Parent and Family Relations**, in collaboration with the Texas Tech Parents Association, promotes each student's learning experience by engaging parents and families as active partners in supporting student success at Texas Tech University.

- **Staffing & Structure**
  - Full-Time: 4
  - Graduate Assistants: 0
  - Part-Time: 0
  - Students: 1 (6 summer)
Parent and Family Relations:
Major Activities/Programs/Services

– Texas Tech Parents Association (Tech Parents)
  • 8000 members
  • Executive Council and Board of Directors
  • Free and paid memberships

– Family Weekend
  • Fall, over 4500 participants

– Sibling Weekend
  • Spring, 355 participants

– Red Raider Orientation
  • Parent and Family Member program, over 5500 participants

– Tech Parents Chapters
  • 8 in Texas

– Bus Trips
  • DFW, Houston, Austin/San Antonio

– Raider Relief Fund
  • $500 annual assistance to students

– Road Raiders

– Parent Ambassador Program

– Student Scholarships and Awards (70) and Faculty Awards (4)

– Parent and Family Guide
  • Over 5000 distributed
  • Spanish version available

– Monthly eNews and periodic eLerts
Parent and Family Relations: Goals/Partnership Opportunities

• Goals for 2011-2012
  – Continued growth and enhancements of Tech Parents Chapters
  – Expand Bus Trips
  – Expand Tech Parents Board of Directors and volunteers

• Potential Partnerships
  – Parent and Family Member education and experiences
  – Identifying and assisting students with financial need
PARENT AND FAMILY RELATIONS

Overview:

Parent and Family Relations, in collaboration with the Texas Tech Parents Association, promotes each student's learning experience by engaging parents and families as active partners in supporting student success at Texas Tech University.

Staffing: Full-Time: 4   Part-Time: 0   Graduate Assistants: 0   Students: 1 (6 summer)

Programs and Services:
- Texas Tech Parents Association (separate 501 c3)
- Family Weekend
- Sibling Weekend
- Red Raider Orientation (parent and family member program)
- Tech Parents Chapters
- Bus Trips
- Raider Relief Fund
- Road Raiders
- Parent Ambassador Program
- Student Scholarships and Awards
- Faculty Awards
- Parent and Family Guide
- eNews and eLert

2011-2012 Goals:
- Continued growth and enhancement of Tech Parents Chapters
- Expand Tech Parents Board of Directors and volunteers
- Expand Bus Trips

Potential Partnerships:
- Parent and Family Member education and experiences
- Identifying and assisting students with financial need

Elizabeth Massengale, Ph.D., Managing Director Parent and Family Relations
201Q Student Union/Box 42024 Lubbock Texas 79409
(806) 742-3630 phone
www.parent.ttu.edu

Department Overview, updated 04/20/2011
Ombuds Office

• Drew Canham, Ph.D., J.D.
• Ombuds
• Andrew.Canham@ttu.edu

• Student Union Building, Suite 024 (East Basement)
• Box 42031
• (806) 742-SAFE ph. (806) 742-4792 fax
• http://www.ombuds.ttu.edu/
Ombuds Office: Overview/Staffing

- The Ombuds Office is a “safe place to bring concerns and find solutions.” We provide confidential, informal, and objective dispute resolution services. We help visitors identify and evaluate options to address their student related concerns. Tools used include:

  - Conciliation (build relationships between parties)
  - Negotiation & Mediation
  - Shuttle Diplomacy
  - Partnering (prevent issues before they occur)
  - Training & Education
  - Conflict Coaching
  - Climate Assessment

- Staffing & Structure
  - Full-Time: 3
    - Becky, Asst. Ombuds; Patricia, Admin. Asst.
Ombuds Office: Major Programs/Activities/Services

Potential Partnerships:

- Our Dispute Resolution Services help:
  - Decrease Stress & Improve Productivity
    - Consider how many people are affected by “drama”
  - Folks feel connected & engaged
  - Provide “thinking space” in a safe place
  - Identify systemic trends
  - Amplify messages—up and down
  - Reputation Preservation (less bad press)
  - Prevent Formal Processes
    - Consider the hours and expense saved

- Return On Investment (ROI):
  - Ombuds offer Hope (less stress, disruption)
  - We keep concerns off your desk
  - Wellness
  - Retention
Ombuds Office:

Goals/Partnership Opportunities

• Goals for 2011-2012
  – Increase Campus Awareness of Ombuds Office: clarify who we are and what we do (student related concerns)
  – Enhance Database and Assessment Capabilities

• Potential Partnerships
  – Identify/Continue outreach and education opportunities
    • (EX: IS1100, XL0201, TLTC, Freshman Seminar, Orientation)
  – Our fundamental purpose is to be “a safe place to bring concerns and find solutions”; by referring students (and others) to our office, we can assist your area to be more efficient and true to your specific charge. Together, we all can succeed!
Overview:
The Ombuds Office is a “safe place to bring concerns and find solutions.” We provide confidential, informal, and objective dispute resolution services. We help visitors identify and evaluate options to address their student related concerns.

Staffing: Full-Time: 3

Programs and Services:

- Services typically provided include:
  - Conciliation (build relationships between parties)
  - Negotiation & Mediation
  - Shuttle Diplomacy
  - Partnering (prevent issues before they occur)
  - Training & Education
  - Conflict Coaching
  - Climate Assessment

- Services provided help:
  - Decrease Stress and Increase Productivity
  - Identify systemic trends
  - Amplify messages—up and down
  - Reputation Preservation (less bad press)
  - Prevent Formal Processes

2011-2012 Goals:

- Increase Campus Awareness of Ombuds Office: clarify who we are and what we do-- student related concerns
- Enhance Database
- Identify & Implement new marketing strategies
- Improve Survey & Assessment Tools to foster Retention

Potential Partnerships:

- Identify/Continue outreach and education opportunities
  (EX: IS1100, XL0201, TLTC, Freshman Seminar, Orientation)
- Our fundamental purpose is to be “a safe place to bring concerns and find solutions”; by referring students (and others) to our office, we can assist your area to be more efficient and true to your specific charge. Together, we all can succeed!

Drew Canham, Ph.D., J.D., Director, Ombuds Office
Student Union Building, Suite 024 (East Basement)/Box 42031 Lubbock, Texas 79409-2031
(806) 742-SAFE phone (806) 742-4792 fax
ombuds.ttu.edu
Student Government Association

- Tyler Patton
  - President
  - tyler.patton@ttu.edu
  - 301 Student Union Building
  - Box 42032
  - (806) 742-3631 ph. (806) 742-0170 fax

- Micheal Gunn
  - Student Government Services
  - Managing Associate Director
  - micheal.gunn@ttu.edu
Student Government Association: Overview/Staffing

- **Student Government Association** represents and protects the interests of the student body at Texas Tech University.

- **Student Government Services** oversees the daily operations associated with the Student Government including financial management and campus services. Focuses on the education and development of the SGA Executive Council in terms of their development in leadership, civic responsibility, and integrity-based decision making.

- **Staffing & Structure**
  
  - Full-Time: 2  
  - Officers: 3  
  - Student Assistants: 4  
  - Senators: 79

  Generalist student affairs office, is supported by positions in Dean of Students Office, and Student Union & Activities.
Student Government Association: 
Major Activities/Programs/Services

- Welcome Events
  - Raider Welcome
  - New Graduate Welcome Reception
- New Leader Development
  - Freshman Council
- Student Transportation
  - Citibus Routes
  - Bike Lanes
  - Safe ride
- Student Safety
  - Nightly Shuttle
  - Blue Light Phones
  - Safe Ride Home
- Student Organizations Funding
  - Over $380,000

- Student Service Fees
  - Represent Student Interest
  - Assign Students
- Tech Lubbock Community Day
  - As Known As TLC day
- Take A Kid to the Game
- Campus Recycling Support
- Voter Registration
- Campus Publications
  - The Word Magazine
  - The Raider Reader
  - Housing Guide
  - Bus Maps
Student Government Association: 
*Goals/Partnership Opportunities*

**Goals for 2011-2012**

- Transportation Reform
- Increased Community Service
- Programming Agencies
- System Advisory Council
- Legislative Working Group
- Campus Diversity Taskforce

**Potential Partnerships**

- Work with Graduate Schools to develop programs
- First Year programs to develop initial base
- Make connections with under-represented and under-utilized areas to spark interest in student government.
- City of Lubbock
- Local Apartment Association
STUDENT GOVERNMENT ASSOCIATION

Overview:

Student Government Association represents and protects the interests of the student body at Texas Tech University. Student Government services oversees the daily operations associated with the Student Government including financial management and campus services. Focuses on the education and development of the SGA Executive Council in terms of their development in leadership, civic responsibility, and integrity based decision making.

Staffing: Full-Time: 2  Student Assistants: 4  Officers: 3  Senators: 79

Generalist student services office whose operations are overseen by other departments.

Programs and Services:

• Welcome Events: Raider Welcome & New Graduate Welcome Reception
• New Leader Development: Freshman Council
• Student Transportation: Citibus Routes, Bike Lanes & Safe ride
• Student Safety: Nightly Shuttle & Blue Light Phones
• Student Organizations Funding Over $380,000
• Student Service Fees
• Tech Lubbock Community Day, TLC Day, Campus Recycling Support, Voter Registration

2011-2012 Goals:

• Transportation reform
• Increased community service
• Programming Agencies
• System Advisory Council
• Legislative Working Group
• Campus Diversity Taskforce
• Improve Lubbock Relations

Potential Partnerships:

• Work with Graduate Schools to develop programs
• First Year programs to develop initial base
• Make connections with under-represented and under-utilized areas to spark interest in student government
• City of Lubbock
• Local Apartment Association

Tyler Patton, President, Student Government Association
Mike Gunn, Managing Associate Director Student Government Services
301 Student Union/Box 42032 Lubbock Texas 79409
(806) 742-3631 phone  (806) 742-0170 fax

Department Overview, updated 04/25/2011
Student Media

• Susan Peterson
• Managing Director
• Susan.peterson@ttu.edu

• 103 Student Media Building
• Box 43081
• (806) 742-3388 ph. (806) 742-2434 fax
• www.dailytoreador.com
Student Media: 
Overview/Staffing

– **Student Media** provides employment opportunities for students to use journalism, broadcast and business academic knowledge obtained at Texas Tech in the practical settings of publishing the student newspaper, *The Daily Toreador*; the campus yearbook, *La Ventana*; and a website devoted to new media, www.dailytoreador.com.

– **Staffing & Structure**
  
  • Full-Time: 7
  • Students: 50-75

  Generalist student affairs office with specialists in the field of journalism, advertising and business.
Student Media:
Major Activities/Programs/Services

– Publishes *The Daily Toreador* student newspaper
  • Distributes 12,000 copies each class day in the fall and spring semesters
  • Distributes 5,500 copies Tuesdays & Fridays during summer sessions

– Publishes Raider Life orientation issue
  • Distributes 6,500 copies at Red Raider Orientation
  • Distributes 3,500 copies to residence halls during Welcome Week

– *Daily Toreador* advertising
  • Marketplace for local, regional and national business to purchase print and website advertising
  • Print-display ads, classified ads, front page ads, sticky note front page stickers & inserts
  • Website-leaderboard, weather sponsor, banner, page peel & run of site.

– Publishes [www.dailytoreador.com](http://www.dailytoreador.com) website.
  • Time sensitive breaking news events
  • Photo galleries of photos for purchase
  • Videos, podcasts, broadcast shows & slideshows

– Publishes *La Ventana* yearbook
  • Provides a pictorial of campus events throughout the year
  • Publishes a 352 page full color book
  • Yearbooks are sold to students on the Raiderlink portal and at Red Raider Orientation
  • Beginning third year of 4-Year purchase plan that allows students to purchase a yearbook each of the four years at Texas Tech at a savings of $15 per book.
Student Media:
Goals/Partnership Opportunities

• Goals for 2011-2012
  – Launch a mobile application for *The Daily Toreador*
  – Create a Daily Toreador Commencement Edition, Honor your Red Raiders, to be distributed during finals and at commencement ceremonies

• Potential Partnerships
  – Host a UIL Coaches/Contestant open house for high school UIL journalism coaches and their contestants
  – Partner with faculty from MCOM, Design Comm, etc. to provide publication critiques of DT & LV
  – Involve faculty as speakers for BTS and monthly training
Overview:

Student Media provides employment opportunities for students to use journalism, broadcast and business academic knowledge obtained at Texas Tech in the practical settings of publishing the student newspaper, *The Daily Toreador*; the campus yearbook, *La Ventana*; and a website devoted to new media, [www.dailytoreador.com](http://www.dailytoreador.com)

Staffing:  
Full-Time: 7       Students: 50-75

*Generalist student affairs office with specialists in the field of journalism, advertising and business.*

Programs and Services:

- Publishes and distributes 12,000 copies of *The Daily Toreador* student newspaper each class day in the fall and spring semesters
- Publishes and distributes Raider Life issue at Red Raider Orientation and Welcome Week
- *Daily Toreador* advertising provides a marketplace for local, regional and national business to purchase print and website advertising
- Publishes [www.dailytoreador.com](http://www.dailytoreador.com) website for breaking news, photos for purchase, videos, podcasts, broadcast shows & slideshows
- Publishes *La Ventana* yearbook to provide a pictorial of campus events throughout the year

2011-2012 Goals:

- Launch a mobile application for *The Daily Toreador*
- Create a *Daily Toreador* Commencement Edition, Honor your Red Raiders, to be distributed during finals and at commencement ceremonies
- Launch an updated Website for [www.dailytoreador.com](http://www.dailytoreador.com)
- Downsize full time staff to 6
- Partner with College of Mass Comm to involve faculty in critiques, create a journalism internship, and provide training opportunities.

Potential Partnerships:

- Host a UIL Coaches/Contestant open house for high school UIL journalism coaches and their contestants
- Partner with faculty from College of Mass Comm, Design Comm, etc. to provide publication critiques of DT & LV
- Involve faculty as speakers for BTS and monthly training
- Work with College of Mass Comm to create a journalism internship program in Student Media

Susan Peterson, Managing Director  
Campus Life  
103 Student Media Bldg./Box 43081 Lubbock Texas 79409  
(806) 742-3388 phone    (806) 742-2434 fax  
[www.dailytoreador.com](http://www.dailytoreador.com)
Teaching, Learning, and Technology Center

• Suzanne Tapp
• Interim Director
• suzanne.tapp@ttu.edu

• Library, Northeast Wing
• Box 42044
• (806) 742-0133 ph. (806) 742-0134 fax
• www.tltc.ttu.edu
The Teaching, Learning, and Technology Center: Overview/Staffing

Mission:
The Teaching, Learning, and Technology Center at Texas Tech University supports the university’s commitment to excellence in teaching and learning by providing interactive faculty development opportunities, practical teaching assistance, encouraging innovation in experiential pedagogies, supporting technologies that enhance the teaching and learning process, and promoting the Scholarship of Teaching and Learning (SoTL).

Staff Structure:
11 Full-time
2 Part-time
2 Graduate-Student Interns
5 Student Assistants
Teaching, Learning, and Technology Center: 
**Major Activities/Programs/Services**

- **The TEACH Program**
  20 Fellowships per year
  10th Year
  Featured as a model on ELIXR/Merlot Project

- **TLTC Instructional Design Services**
  Informal Consultations
  Design Assistance Partnership
  Course Production Partnership
  Copyright on Campus
  Evaluating Online Teaching Checklist
  Quality Matters

- **Blackboard Support**
  Online Faculty Quickstart Guide
  Year-round training opportunities

- **Service Learning**
  62 “S-Designated” Courses
  Service Learning Faculty Fellows Program

- **Teaching Academy**
  Recognition of Excellence in Teaching
  Mentoring
  Peer Observation

- **Faculty Development Opportunities**
  Teaching and Learning Sessions
  Teaching Consultation Services
  Faculty Reading Circle
  SoTL Research Opportunities
  Teaching Resources (White Papers)
  Search Committee Resources
  Special Programming Projects

- **Special Events**
  Advancing Teaching and Learning Conference
  Burns Conference
  Guest Speakers
  President’s Excellence in Teaching Award
  Departmental Excellence in Teaching Award

- **And there’s more...**
  Teaching Award Recognition
  Video Seminars
  Room Reservations
  State and National Leadership in TFDN, POD, and Distance Learning
  Collaborations with the TTU Center for Ethics, Office of the VP of Research, and the Graduate School
Teaching, Learning, and Technology Center: Goals/Partnership Opportunities

• Selected Goals for 2011-2012
  – Identify and assist with high enrollment courses
  – Development of workshops regarding changing student populations
  – Develop peer evaluation program with the Teaching Academy
  – Explore a Service Learning certificate for students

• Potential Partnerships
  – Faculty Development workshops with Student Disability Services, Freshmen Seminar*, CUR*, Center for Campus Life
  – Opportunity to host Academic Advising face-to-face staff development opportunities
  – Assist with grant proposals for undergraduate education

* Currently in planning stages
Overview:

The Teaching, Learning, and Technology Center at Texas Tech University supports the university’s commitment to excellence in teaching and learning by providing interactive faculty development opportunities, practical teaching assistance, encouraging innovation in experiential pedagogies, supporting technologies that enhance the teaching and learning process, and promoting the Scholarship of Teaching and Learning (SoTL).

Staffing: Full-Time: 11 Part-Time: 2 Graduate Student Interns: 2 Student Assistants: 5

Programs and Services:
- Faculty Development Opportunities
- The TEACH Program
- TLTC and TTU Ethics Series
- The “So You Want to be a Professor?” Series/Graduate School
- TLTC Instructional Design Services
- BlackBoard Support
- The Service Learning Program
- The Teaching Academy
- The Jumpstart Program
- Teaching Awards (Faculty Spotlight Program, President’s Excellence in Teaching award, The Chancellor’s Distinguished Teaching award, the Departmental Excellence in Teaching award)
- The Advancing Teaching and Learning Conference
- Responsible Conduct in Research Conference
- The John M. Burns Conference on the Scholarship of Teaching and Learning

Selected 2011-2012 Goals:
- Identify and assist with high enrollment courses
- Development of workshops regarding changing student populations
- Develop peer evaluation program with the Teaching Academy
- Explore a Service Learning certificate for students

Potential Partnerships:
- Faculty Development workshops with Student Disability Services, Freshmen Seminar*, CUR*, Center for Campus Life
- Opportunity to host Academic Advising face-to-face staff development opportunities
- Assist with grant proposals for undergraduate education

Suzanne Tapp
Interim Director
Teaching, Learning, and Technology Center
suzanne.tapp@ttu.edu
806.742.0133
www.tltc.ttu.edu

Like us at facebook.com/ttultc Follow us at twitter.com/tltctweets

TLTC Overview, updated 04/21/2011
University Career Services

• Jay Killough
• Managing Director
• jay.killough@ttu.edu

• 150 Wiggins Complex
• Box 45006
• (806) 742-2210 ph. (806) 742-2474 fax
• www.careerservices.ttu.edu
University Career Services: Overview/Staffing

– **Texas Tech University Career Services** views a student's career development as an integral part of the student's overall college and life experience. Our primary focus is to assist in career development and education. UCS and Texas Tech take pride in achieving a #18 ranking in the Wall Street Journal’s Employer Survey.

– **Staffing & Structure**

  • Full-Time: 12   Part-Time: 1
  • Graduate Intern: 1   Students: 4
  • Career Services Liaisons provide career services to all students and alumni. We currently share a part-time position with Recreational Sports.
University Career Services:
Major Activities/Programs/Services

– Career Fairs
  • University Wide Career Fair each Fall
  • Teacher Job Fairs each Fall and Spring
  • Summer Camp Job Fair
  • CASNR Career Fair each Spring
– Assessment Program since 2004-05
  • StrengthsQuest-27,000 students
  • Focus, TypeFocus, MBTI and Strong Interest inventory-18,000 students
– On-Campus Interviews
– Career Connection
  • Local Employer Networking Event for Students
– IS 4100
  • StrengthsBased Senior Seminar Class
– OptimalResume.com
– Raider Mentor Network
– “What Can I Do With This Major”
– Individual Student Appointments
  • Approximately 4,000 students per year
  • Career Liaisons for each College
– RaiderJobs.com
  • Thousands of full-time, part-time and internship listings
– Career Development Seminars
  • Salary Negotiation Tips
  • Overseas Experiences
  • Generational Work Behaviors
– Etiquette Dinners
  • Provide Etiquette coaching to 150 students each semester
– Class Presentations
  • Presentations made to approximately 400 classes and student organizations a year outreaching to approximately 18,000.
University Career Services:

Goals/Partnership Opportunities

• Goals for 2011-2012
  ▪ Explore application development for mobile devices for mobile career services
  ▪ To enhance value added potential serving prospective students, current students, alumni, employers, faculty and the community.

• Potential Partnerships
  – Assessment programming with the Advising Center, IS 1100, and XL: Strategies for Learning for first year students to start forming their career decision making process.
  – Red Raider Orientation for assistance with admitted students in their career exploration process.
  – Continued career services presentations across campus
UNIVERSITY CAREER SERVICES

Overview:
Texas Tech University Career Services views a student's career development as an integral part of the student's overall college and life experience. Our primary focus is to assist in career development and education. University Career Services provides an extensive list of online jobs and on-campus interviews through RaiderJobs (www.raiderjobs.ttu.edu), as well as, career counseling and assessments for students in interviewing opportunities exploring those factors influencing career decisions.

Staffing:        Full-Time: 12        Part-time: 1        Graduate Intern: 1        Students: 4

Programs and Services:
- Assessments, including Focus, Strong Interest Inventory, TypeFocus and StrengthsQuest™
- On-campus interviews with employers for full-time and internship positions
- Resume and cover letter development and critiques
- OptimalResume.com available online to assist in creating or updating a resume
- Mock interviews for employment, graduate school and professional school
- RaiderJobs.com; an online search database to search jobs, internships and co-ops
- Career development seminars, such as salary negotiation tips
- Career Fairs and Etiquette Dinners
- IS 4100 for-credit course focusing on career preparation
- Jobs and internships posted on RaiderJobs and available 24/7
- Career liaisons designated for each college
- “What Can I Do With This Major” link
- Raider Mentor Network

2011-2012 Goals:
- To enhance value added potential serving prospective students, current students, alumni, employers, faculty and the community.
- Explore application development for mobile devices for mobile career services
- Increase employer development and involvement.
- New and developing programs such as Online Video Interviewing with Skype, Raider Mentor Network, and employer advisory boards

Potential Partnerships:
- Assessment programming with the Advising Center, IS 1100, and XL: Strategies for Learning for first year students to start forming their career decision making process.
- University Career Services with Red Raider Orientation for assistance with admitted students in their career exploration process.
- Continued career presentations to student groups through Campus Life, SGA, TLTC, CUR, MVP, Upward Bound, Advising Center, Student Disabilities, Student Media, Pegasus, Mentor Tech, Parent Relations, IS 1100, XL, Athletics, CC&TR, Student Counseling, and Academic Colleges.

Jay Killough, Managing Director, University Career Services
150 Wiggins Complex/Box 45006 Lubbock, Texas 79409
(806) 742-2210 phone    (806) 742-2474 fax
www.careerservices.ttu.edu

Department Overview, updated 04/25/2011
The Freshman Seminar

Interdisciplinary Studies 1100: Tech Transitions

Roger C. Saathoff, Ph.D.
University Coordinator
roger.saathoff@ttu.edu

207 Mass Communications
Box 43082
(806) 742-6500 x246 ph. (806) 742-1085 fax
www.is1100.ttu.edu
The Freshman Seminar: Overview/Staffing

- **The Freshman Seminar** is an academic program designed to ensure freshmen at Texas Tech are SPECTACULARLY successful in their career here at TTU. The program educates students on faculty expectations in and outside the classroom. Students learn about college transitions and methods to combat potential academic roadblocks. The course explores the resources available to help students succeed academically, socially, and personally in the university environment.

- **Staffing & Structure**
  - University Coordinator*: 1 @ 33% time (500-700 hours a year)
  - Student Assistant: 1 @ 25% time (10 hours a week)
  - Others, on a part-time basis, as needed

*The University Coordinator position for the program is equivalent to a department chair position for 100+ faculty and 1,800+ students.
The Freshman Seminar:  
**Major Activities/Programs/Services**

- **Academic Insurance**
  - Taught by university faculty
  - 1 sch/student earns letter grade
  - Increases student engagement
  - Reduces stress
  - Higher grades, increased retention
  - Assist to graduate on time

- **Formats**
  - Corridor
  - 7 x 1
  - 7 x 2
  - Semester long (FIGs)

- **Course Content (14 classroom hrs)**
  - Teaching /learning styles
  - Goals & objectives setting: educational, social, personal
  - Time/event/activity management
  - Critical thinking/decision making
  - Studying, reading, note and test-taking skills
  - 3 graded writing assignments
  - Attendance at a cultural event
  - 6 hours determined by instructor

- **Student Evaluations**
  - Research skills (library, web, technology) - 96%
  - Better understand value of education - 93%
  - Better prepared for college - 88%
  - Critical thinking/decision-making - 79%
  - Would recommend to incoming Freshmen - 96%
The Freshman Seminar:  
*Goals/Partnership Opportunities*

**•Goals for 2011-2012**

- Develop curriculum to address unique needs of transfer and military/veteran students
- Recruit additional faculty
- Explore alternate faculty development opportunities
- Research/develop proposals for a 3-4 course sequence of student success courses across a 4-year academic program

**•Potential Partnerships**

- Marketing to incoming students – Admissions, Red Raider Orientation, department academic advisors
- Military and Veterans Program initiatives
- Transfer Student initiatives
THE FRESHMAN SEMINAR – IS 1100

Overview:
The Freshman Seminar is an academic program designed to ensure freshmen at Texas Tech are successful in their career at TTU. The program educates students on faculty expectations in and outside the classroom. Students learn of college transitions and methods to combat potential academic roadblocks. The course explores the variety of resources available to support student success academically, socially, and personally in the university environment.

Staffing:
Full-Time: 0   Part-Time: 1   Adjunct: 100+   Student asst.: 1

University coordinator = 33%; student assistant = 25%. The University Coordinator position for the program is equivalent to a department chair position for 100+ faculty and 1800+ students.

Programs and Services: Student Success Class

- Taught by university faculty; 1 semester credit hour; student earns letter grade. Designed to: increased retention, improve grades, increase student engagement; assist students to graduate on time, reduce stress
- 4 formats – corridor; 7 x 1; 7 x 2; semester long (FIGs)
- Course Content – teaching/learning styles; setting educational, social, and personal goals and objectives; time/event/activity management; critical thinking/decision making; studying, reading, note and test-taking skill; includes 3 graded writing assignments; attendance at a cultural event; 6 hours determined by instructor
- Student Evaluations – 96% state they would recommend IS 1100 to incoming freshmen.
- Assessments (self reports): Completion of course improved
  - Research skills (library, web, technology) 96%  Study and classroom skills 85%
  - Better understand value of education 93%  Learning and teaching styles 85%
  - Better prepared for college 88%  Critical thinking/decision-making 79%
  - Time Management 86%

2011-2012 Goals:
- Develop curriculum to address unique needs of transfer and military/veteran students
- Recruit additional faculty
- Explore alternate faculty development opportunities
- Research/develop proposals for a 3-4 course sequence of student success courses across a 4-year academic program

Potential Partnerships:
- Red Raider Orientation with Academic Advising, SOAR, Community College & Transfer Relations, Career Services, IS 1100 for a seamless admitted student experience
- Student Organizations and Greek Life with SOAR to coordinate academic success initiatives in student organizations
- Continued development of Off Campus Student Services with Student Legal Services, Student Media, and Student Government Association.

Roger C. Saathoff, University Coordinator, The Freshman Seminar
207 Mass Communications | Box 43082 | Lubbock, TX  79409-3082
(806) 742-6500 x246 phone  (806) 742-1085 fax
www.is1100.ttu.edu

Department Overview, updated 04/20/2011
Student Legal Services

- Jill S. Stangl, J.D.
  - Managing Director/Attorney at Law
  - Jill.stangl@ttu.edu

- 307 Student Union Building
- Box 45010
- (806) 742-3289 ph. (806) 742-0740 fax
- www.depts.ttu.edu/sls
Student Legal Services: Overview/Staffing

– **Student Legal Services** supports each student’s learning experience by providing legal advice, counsel, document preparation, limited representation and preventative programming.

– **Staffing & Structure**
  
  • Full-Time: 4
  • Law Clerks/Graduate Assistants: 2
Student Legal Services:
Major Activities/Programs/Services

– **Limited Representation**
  • Landlord/Tenant
  • Expunctions
  • Non-Disclosures
  • Essential Needs Licenses
  • Name Changes
  • Non-assaultive Misdemeanors*

– **Document Preparation**
  • Affidavits
  • Powers of Attorney
  • Estate Planning Documents
  • Contract Review/Edits

– **Mediation**
– **Referral**
– **Notary**

– **Legal Consultations**
  • Traffic Tickets
  • Employment Law
  • Child Support
  • Contested Family Matters
  • Fee-generating Contingent Cases

– **Outreach**
  • Orientations
  • Responsible Community Living
  • Webinars

– **Presentations**
  • IS1100
  • Student Organizations
  • Residence Halls
  • Pegasus
  • XL
  • Departmental Presentations

*Strict criteria must be met for criminal defense representation*
Student Legal Services:
Goals/Partnership Opportunities

• Goals for 2011-2012
  – Develop “Know Your Rights” activities and additional programming
  – Increase outreach opportunities
  – Maintain current level of service and representation

• Potential Partnerships
  – Community College and Transfer Relations
  – IS1100
  – Pegasus
STUDENT LEGAL SERVICES

Overview:

Student Legal Services supports each student’s learning experience by providing legal advice, counsel, document preparation, limited representation and preventative programming.

Staffing: Full-Time: 4 Law Clerks/Graduate Assistants: 2

Programs and Services:

- Limited Representation
- Document Preparation
- Legal Consultations
- Mediation
- Notary
- Outreach
- Presentations

2011-2012 Goals:

- Develop “Know Your Rights” activities and programming
- Maintain current level of service and representation
- Increase outreach opportunities

Potential Partnerships:

- Community College and Transfer Relations
- IS1100
- Pegasus
- Continued development of Off Campus Student Services with Center for Campus Life, Student Media, and Student Government Association.

Jill S. Stangl, J.D., Managing Director/Attorney at Law Student Legal Services
307 Student Union/Box 45010 Lubbock Texas 79409
(806) 742-3289 phone    (806) 742-0740 fax
www.depts.ttu.edu/sls

Department Overview, updated 04/25/2011
Student Judicial Programs

• Sofia Rodriguez
  • Managing Director
  • Sofia.rodriguez@ttu.edu

• 025 Student Union Building
• Box 45029
• (806) 742-1714 ph. (806) 742-1719 fax
• http://www.depts.ttu.edu/studentjudicialprograms/
Student Judicial Programs: 
Overview/Staffing

- **Student Judicial Programs** is the central conduct office at Texas Tech University which oversees the discipline policy standards for Texas Tech students. Student Judicial Programs is committed to educating students about their rights and responsibilities as members of the Texas Tech University Community. Students and registered student organizations are subject to judicial action according to the provisions of the Code of Student Conduct and/or the Student Handbook. The standard of proof used in university judicial proceedings is the preponderance of evidence.

- **Staffing & Structure**
  - Full-Time: 4
  - Students: 2
Student Judicial Programs:  
**Major Activities/Programs/Services**

- Presentations regarding Judicial Process
- Serves as Central Clearinghouse for Academic Integrity Violations
- University Discipline Committee
- University Discipline Appeals Committee
- Code of Student Conduct Review Committee
- Campus Climate Committee
- Maintain On-Line Incident Report Form
- Member of Assessment Response Team

- Member of Case Management Team
- Sanctions
  - Probation
  - Deferred Suspension
  - Suspension
  - Expulsion
- Conditions
  - Alcohol Edu
  - Parent Notification Letter
  - BASICS
  - Intake Counseling Session
  - Intake Session with Student Disabilities
  - Intake Session with S.O.A.R.
- Restrictions
  - Revoke On Campus Housing Privileges
  - Loss of Parking Privileges
  - Loss of Campus Driving Privileges
  - Trespass from areas of campus
Student Judicial Programs: 
*Goals/Partnership Opportunities*

• **Goals for 2011-2012**
  – Assist in Implementation of new Academic Integrity Policy upon approval of Board of Regents
  – Utilize Advocate Software Program to ensure efficient, effective, and secure judicial process.

• **Potential Partnerships**
  – Greek Life and student organizations in regard to risk management issues.
  – Work with faculty in regard to issues of Academic Integrity, student behavior
STUDENT JUDICIAL PROGRAMS

Overview:

Student Judicial Programs is the central conduct office at Texas Tech University which oversees the discipline policy standards for Texas Tech students. Student Judicial Programs is committed to educating students about their rights and responsibilities as members of the Texas Tech University Community. Students and registered student organizations are subject to judicial action according to the provisions of the Code of Student Conduct and/or the Student Handbook. The standard of proof used in university judicial proceedings is the preponderance of evidence.

Staffing: Full-Time: 4 Part-Time: 0 Graduate Assistants: 0 Students: 2

Programs and Services:

• Presentations regarding Judicial Process
• Serves as Central Clearinghouse for Academic Integrity Violations.
• University Discipline Committee
• University Discipline Appeals Committee
• Code of Student Conduct Review Committee
• Campus Climate Committee
• Maintains On-Line Incident Report Form
• Member of Assessment Response Team
• Member of Case Management Team

2011-2012 Goals:

• Assist in Implementation of new Academic Integrity Policy upon approval of Board of Regents
• Utilize Advocate Software Program to ensure efficient, effective, and secure judicial process

Potential Partnerships:

• Greek Life and student organizations in regard to risk management issues
• Work with faculty in regard to issues of Academic Integrity and student behavior
• Student Legal Services in regard to working with Lubbock legal community

Sofia Rodriguez, Managing Director Student Judicial Programs
025 Student Union/Box 45029 Lubbock Texas 79409
(806) 742-1714 phone (806) 742-1719 fax
http://www.depts.ttu.edu/studentjudicialprograms/index.php
University Advising

• Joshua Barron, MBA
  • Unit Associate Director
  • joshua.barron@ttu.edu

• 079 Holden Hall
• Box 41038
• (806) 742-2189 ph. (806) 742-2200 fax
• www.advising.ttu.edu
University Advising:
**Overview/Staffing**

- **Mission**
  University Advising exists to engage, equip, empower, and encourage students (and their families) to explore and excel in their educational goals and beyond.

- **Staffing & Structure**
  - Full-Time: 6 (+3 Vacancies)  Part-Time: 0
  - Graduate Assistants: 4  Students: 3
  - Summer Advisors: 4  Volunteer Students: 11

- Generalist Academic Advising office with three assigned student populations, one interdisciplinary minor, one program to facilitate major selection, one program to support law school-bound students, and one administrator facilitating relationships with campus offices on advising related matters.
University Advising:
Major Activities/Programs/Services

- **University Advising Center (UAC)** is a physical space and welcoming point of contact in 079 Holden Hall for students seeking academic direction.

- **TTU DISCOVERY! Program** guides the academic exploration of undecided and uncertain students.

- **TTU PreLaw Program** aids TTU undergraduates pursuing future education in a school of law.

- **TTU PreEngineering Program** supports students not directly admitted to the Whitacre College of Engineering.

- **TTU Academic Advisor Liaison** facilitates advisor Communications, Knowledgebase, Online Handbook, Guidance on Self-Assessment and Student Assessment, and Professional Development Opportunities

- **Populations Served – FY11 to date**
  - ‘Current Student’ Appointments: 3,138
  - Assigned Student Populations (Major): 1,848
    - ASUD – A&S Undeclared
    - PLAW – A&S PreLaw Undeclared
    - PREN – University PreEngineering
  - Assigned Legal Studies Students (Minor): 75
  - DISCOVERY! Process Participants: 1,119
  - PreLaw Program Participants (Any): 987
  - ‘Prospective Student’ Visits: 813
  - Non-appointment Office Visits: 16,751
  - Campus Academic Advisors: 271

- **Other Numbers of Note – FY11 to date**
  - Majors Explored: 3,327
  - Referrals Made: 12,602
  - Quality Assurance Checks: 7,074
  - Facebook® Likes & Friends: 848
  - RRO Parent/Student Audiences: All/All A&S
  - Recorded* Interactions with Partners: 123
University Advising: Goals/Partnership Opportunities

• Goals for 2011-2012
  – Validate Assessments, Solidify Partnerships, Conduct & Publish Research

• Potential Partnerships & Shared Assessments
  – Campus Advising Council & College Advising Liaisons
  – RRO “Introducing Academics” with Students & Parents
  – University Career Services Transitions
  – Student Counseling Services Referral and Verification
  – Student Disability Services Communication, Referral, and Reinforcement
  – Campus Organization & Greek Life Advising Timeline Communication
  – Transfer Student, MVP, UB, & FGC Transition Support
  – SGA Co-sponsored Communications & Grassroots Student Advising Prep
  – FYRE/SYRE Integration in Advising Processes
  – Communication Campaigns via Student Media
  – Handoff of Academic Physical workshop content to SOAR/Learning Center
  – Developing Academic Course Clusters and Residential Learning Communities
UNIVERSITY ADVISING

Overview:
University Advising exists to engage, equip, empower, and encourage students (and their families) to explore and excel in their educational goals and beyond.

Staffing:
- Full-Time: 6 (+3 Vacancies)
- Part-Time: 0
- Graduate Assistants: 4
- Students: 3
- Summer Advisors: 4
- Volunteer Students: 11

We are a generalist Academic Advising office with three assigned student populations, one interdisciplinary minor, one program to facilitate major selection, one program to support law school-bound students, and one administrator facilitating relationships with campus offices on advising matters.

Programs and Services:
- **University Advising Center (UAC)** is a physical space and welcoming point of contact in 079 Holden Hall for students seeking academic direction.
- **TTU DISCOVERY! Program** guides the academic exploration of undecided and uncertain students.
- **TTU PreLaw Program** aids TTU undergraduates pursuing future education in a school of law.
- **TTU PreEngineering Program** supports students not directly admitted to College of Engineering.
- **TTU Academic Advisor Liaison** facilitates advisor Communications, Knowledgebase, Online Handbook, Guidance on Self-Assessment and Student Assessment, and Professional Development.

2011-2012 Goals:
- Validate Assessments
- Solidify Partnerships
- Conduct & Publish Research

Potential Partnerships & Shared Assessments:
- Campus Advising Council & College Advising Liaisons
- RRO “Introducing Academics” with Students & Parents
- University Career Services Transitions
- Student Counseling Services Referral and Verification
- Student Disability Services Communication, Referral, and Reinforcement
- Campus Organization & Greek Life Advising Timeline Communication
- Transfer Student, MVP, UB, & FGC Transition Support
- SGA Co-sponsored Communications & Grassroots Student Advising Prep
- FYRE/SYRE Integration in Advising Processes
- Communication Campaigns via Student Media
- Handoff of Academic Physical workshop content to SOAR/Learning Center
- Developing Academic Course Clusters and Residential Learning Communities

Joshua Barron, Unit Associate Director University Advising
079 Holden Hall /Box 41038 Lubbock Texas 79409
(806) 742-2189 phone (806) 742-2200 fax
www.advising.ttu.edu

Department Overview, updated 04/20/2011
Center for Campus Life

• Amy L. Murphy, Ph.D.
  • Managing Director
  • amy.murphy@ttu.edu

• 201 Student Union Building
• Box 45014
• (806) 742-5433 ph. (806) 742-0138 fax
• www.campuslife.ttu.edu
Center for Campus Life: 
Overview/Staffing

- The Center for Campus Life focuses on student transitions and student leadership, connecting students to the University and campus traditions, establishing positive relationships with students and families, and maintaining collaborative partnerships.

- Staffing & Structure
  - Full-Time: 17 (2 vacant)  Part-Time: 1
  - Graduate Assistants: 2  Students: 45
  - Generalist student affairs office, shared positions Parent & Family Relations, Student Retention & Assessment, and Enrollment Management Information Technology.
Center for Campus Life:

Major Activities/Programs/Services

- Red Raider Orientation
- Admitted Student Website
- First Year Raider Experience
  - Summer Reading Program
  - Raider Welcome
- Transfer Connection
  - Transfer Ambassadors
  - Transfer Council
- Student Organizations
  - 400+ registered in 13 categories
- Greek Life
  - 4 leadership councils and 40 fraternities and sororities
- Sophomore & Off Campus Students
  - Responsible Community Living
- Spirit Squads
  - 32 co-ed Cheerleaders
  - 16 Pom Squad
  - Masked Rider
  - Raider Red
  - Spirit Coordinating Committee
- Raiders Who Rock
- Focus Lubbock
- Former Office of Student Retention & Assessment
  - Student Profiles
  - CAS Review
  - National Surveys
  - Student Voice
- Grounds Use & Solicitation
Center for Campus Life: 
Goals/Partnership Opportunities

• Goals for 2011-2012
  – Continue mapping a 2-year cycle from admitted student to successful sophomore
  – Review and enhance the Red Raider Orientation curriculum
  – Reinstitute Spirit Coordinating Committee and Raiders Off Campus Student Services Committee
  – Create a relationship statement for TTU and Greek fraternities and sororities

• Potential Partnerships
  – Improved integration of departments into Red Raider Orientation for a common campus experience and a seamless transition
  – Expansion of Summer Reading Program
  – Efforts to assist Former Tech students upon re-enrollment
  – Transfer Student efforts and initiatives
  – Leverage the Admitted Student Website as a tool for new students
CENTER FOR CAMPUS LIFE

Overview:

The Center for Campus Life focuses on student transitions and student leadership, connecting you to University and campus traditions, establishing positive relationships with students and families, and maintaining collaborative partnerships with TTU departments and the Lubbock community.

Staffing:

Full-Time: 17  Part-Time: 1  Graduate Assistants: 2  Students: 45

Generalist student services office with shared positions in other departments.

Programs and Services:

- Red Raider Orientation and Other Admitted Student Services
- First Year Raider Experience, including Raider Welcome and Summer Reading Program
- Transfer Connection, including Transfer Ambassadors and Transfer Council
- Student Organizations, including 400+ registered organizations, training, and administration
- Greek Life, including 4 leadership councils and 40 fraternities & sororities
- Spirit & Traditions, including Cheerleaders, Pom Squad, Masked Rider, and Raider Red
- Student Retention & Assessment, including student profiles, CAS review, and surveys
- Transition & Retention Services, including Sophomore and Raiders Off Campus Student Services
- Raiders Who Rock partnership with The Foundation for a Better Life
- Focus Lubbock partnership with the Lubbock Chamber of Commerce
- Grounds Use & Solicitation, General Student Services

2011-2012 Goals:

- Mapping of a 2-year cycle from admitted student to successful sophomore
- Review and enhance the Red Raider Orientation curriculum
- Reinstitute Spirit Coordinating Committee and Raiders Off Campus Student Services
- Create a relationship statement between TTU and Greek fraternities and sororities

Potential Partnerships:

- Red Raider Orientation with Academic Advising, SOAR, TTAP, Community College & Transfer Relations, Career Services, IS 1100 for a seamless admitted student experience
- Continued development of Off Campus Student Services with Student Legal Services, Student Media, and Student Government Association
- Efforts to assist Former Tech students upon re-enrollment
- Transfer student efforts & initiatives
- Leverage the admitted student website as a tool for new student involvement and engagement

Amy Murphy, Ph.D., Managing Director Campus Life
201 Student Union/Box 45014 Lubbock Texas 79409
(806) 742-5433 phone  (806) 742-0138 fax
www.campuslife.ttu.edu
Office of Dean of Students

• Amy L. Murphy, Ph.D.
• Associate Dean of Students
• amy.murphy@ttu.edu

• 201AA Student Union Building
• Box 45022
• (806) 742-2984 ph. (806) 742-0290 fax
• http://www.depts.ttu.edu/dos/
Office of Dean of Students: Overview/Staffing

- **The Dean of Students** leads an effort to focus on non-academic matters that affect student life, student success, and student learning
  - Full-Time: 4
    - Dean of Students
    - Senior Administrator/Case Manager
    - Sr. Administrative Assistant
    - Administrative Business Assistant
  - Shared Positions: 3
    - Associate Dean of Students
    - Varied
  - Joint positions with Center for Campus Life and Parent & Family Relations
Office of Dean of Students:
Major Activities/Programs/Services

– Dean’s Luncheons
  • Focus Groups
  • Recognition for Student Leaders

– Foundation for a Better Life
  • www.forabetterlife.org

– Strive for Honor Week
  • Raiders Who Rock

– Cash Course
  • Free financial education for college students

– Student Life Council

– Big XII Deans Council

– Responsible Students
  • Community Living
  • Strive for Honor
  • Academic Integrity
  • Town/Gown
  • Sportsmanship

– Student Emergency & Crisis
  • ART
  • Case Management
  • Active leadership in managing distressed students

– General Services & Administration
  • Grievances
  • Student Handbook
Office of Dean of Students: 
Goals/Partnership Opportunities

• 2011-2012 Goals
  – Review and create guidelines for backdated withdrawals
  – Further examination of the existing involuntary withdrawal policy, ART, and Case Management
  – Approval and implementation of new academic integrity policy

• Potential Partnerships
  – Common faculty and staff development plan and training related to managing students in distress and other student issues
  – Repurpose Student Life Council for Undergraduate Education & Student Affairs
  – Expansion of Responsible Community Living Initiatives and Foundation for a Better Life
DEAN OF STUDENTS OFFICE

Overview:
The Dean of Students office leads efforts to focus on non-academic matters that affect student life, student success, and student learning.

Staffing: Full-Time: 4

Generalist student services office with shared positions in other departments.

Programs and Services:
- Dean’s Luncheons
  - Focus groups, recognition of student leaders
- Foundation for a Better Life
- Strive for Honor Week
- Cash Course
- Student Life Council
- Big XII Deans Council
- Responsible Student initiatives
  - Community living, academic integrity, town/gown interaction, sportsmanship
- Student Emergency and Crisis
  - ART, Case Management, distressed student situations
- General Services and Administration
  - Appeals, grievances, Student Handbook

2011-2012 Goals:
- Review and create guidelines for backdated withdrawals
- Further examination of existing involuntary withdrawal policy
- Continue to refine and develop ART and Case Management processes
- Approval and implementation of new Academic Integrity policy

Potential Partnerships:
- Common faculty and staff development plan and training related to managing students in distress and other student issues
- Repurpose Student Life Council to meet the needs of Undergraduate Education & Student Affairs
- Expand Responsible Community Living initiatives and integration of Foundation for a Better Life

Amy Murphy, Associate Dean of Students
201AA Student Union/Box 45022 Lubbock Texas 79409
(806) 742-2984 phone     (806) 742-0290 fax
www.dos.ttu.edu
Center for Undergraduate Research

• Jeannie Diaz  
  • Director  
  • jeannie.diaz@ttu.edu

• 125 Doak  
• Box 41010  
• (806) 742-1095 ph. (806) 742-1389 fax  
• www.undergraduateresearch.ttu.edu  
• cur@ttu.edu
Center for Undergraduate Research: Overview/Staffing

- **The Center for Undergraduate Research** provides guidance, support, and training to assist undergraduates in engaging in campus research initiatives. The Center collaborates with faculty, students and campus partners and serves as a hub for research activity.

- **Staffing & Structure**
  - Full-Time: 2
  - Graduate Assistants: 1  Students: 2
Center for Undergraduate Research: 
Major Activities/Programs/Services

- TTU Undergraduate Research Conference
- CUR Scholars Program
- CUR Ambassador Program
- Undergraduate Research Organization
  - Newly established student org.
- Conference Travel Awards
- Research Supply Funding
- Research Training Sessions
- CUR Advisory Committee

- Undergraduate Research Spring Banquet
- Local, State, and National Research Initiatives & Representation
- Meeting of the Minds
- Undergraduate Research & Faculty Database
- Recognize Outstanding Faculty Mentors & Researchers
- Campus outreach and marketing
- Collaborate with campus partners

undergraduatereasearch.ttu.edu
Center for Undergraduate Research: 
*Goals/Partnership Opportunities*

• **Goals for 2011-2012**
  – Increase student engagement in undergraduate research activity
  – Grant submissions & funding
  – Host summer undergraduate research conference
  – Increase scholarship funding
  – Host a Director’s meeting targeted at undergraduate research

• **Potential Partnerships**
  – TLTC
  – Admissions
CENTER FOR UNDERGRADUATE RESEARCH

Overview:

The Center for Undergraduate Research provides guidance, support and training to assist undergraduates in engaging in campus research initiatives. The Center collaborates with faculty, students and campus partners and serves as a hub for research activity.

Staffing: Full-Time: 2  Graduate Assistants: 1  Students: 2

Programs and Services:
- TTU Undergraduate Research Conference
- CUR Scholars Program
- CUR Ambassador Program
- Undergraduate Research Organization
- Conference Travel Awards
- Research Supply Funding
- Research Training Sessions
- CUR Advisory Committee
- Undergraduate Research Spring Banquet
- Local, State, & National Research Initiatives & Representation
- Meeting of the Minds
- Undergraduate Research & Faculty Database
- Ethics & Research
- Outstanding Faculty Mentors & Researchers

2011-2012 Goals:
- Host summer Undergraduate Research Conference
- Develop internal tracking mechanism for undergraduate research activity
- Ethics & Research Certificate
- Increase Grant applications & funding

Potential Partnerships:
- TLTC Faculty initiative
- Admissions Recruitment & Outreach activities

Jeannie Diaz, Director Center for Undergraduate Research
125 Doak/Box 41010 Lubbock Texas 79409
(806) 742-1095 phone  (806) 742-1389 fax
www.undergraduateresearch.ttu.edu

Department Overview, updated 04/26/2011
Office of Community College
& Transfer Relations

• DaNay Phelps
  • Senior Administrator
  • danay.phelps@ttu.edu

• 234 West Hall
• Box 41076
• (806) 742-0876 ph. (806) 742-0884 fax
Community College & Transfer Relations: Overview/Staffing

- The Office of Community College & Transfer Relations serves a dual charge. Create & strengthen partnerships with community colleges and provide pre-transition academic advising services to prospective transfer students.

- Staffing & Structure
  - Full-Time: 3
    - Senior Administrator
    - Senior Academic Advisor – vacant
    - Administrative Assistant
Community College & Transfer Relations: Major Activities, Programs, and Services

- Facilitate academic agreements/transfer plans between TTU and other institutions of higher education
- Identify opportunities for collaboration
  - Institutions
  - Disciplines (programs, majors, minors, certifications, etc.)
  - Services/resources
  - Faculty and staff
  - Students
- Identify and resolve obstacles to transfer student enrollment, persistence, and success
- Enhance recruitment, outreach and marketing activities to transfer students
- Research transfer best practices
- Assess transfer processes, student issues/concerns
- Provide pre-transition academic advising, degree planning, goal setting, etc.
Community College & Transfer Relations: 
**Goals/Partnership Opportunities**

• Goals for 2011-2012
  – Develop network of contacts
  – Establish schedule for regular campus visits
  – Identify needs of prospective transfer students at individual campuses
  – Provide pre-transition academic advising

• Potential Partnerships
  – Student recruitment and admissions
  – Communications and marketing
  – Student retention and assessment
COMMUNITY COLLEGE & TRANSFER RELATIONS

Overview:

The Office of Community College & Transfer Relations serves a dual charge. Create & strengthen partnerships with community colleges and provide pre-transition academic advising services to prospective transfer students.

Staffing: Full-Time: 3

- Senior Administrator
- Senior Academic Advisor – vacant
- Administrative Assistant

Programs and Services:

- Facilitate academic agreements/transfer plans between TTU and other institutions of higher education
- Identify opportunities for collaboration
  - Institutions
  - Disciplines (programs, majors, minors, certifications, etc.)
  - Services/resources
  - Faculty and staff
  - Students
- Identify and resolve obstacles to transfer student enrollment, persistence, and success
- Enhance recruitment, outreach and marketing activities to transfer students
- Research transfer best practices
- Assess transfer processes, student issues/concerns
- Provide pre-transition academic advising, degree planning, goal setting, etc.

2011-2012 Goals:

- Develop network of contacts
- Establish schedule for regular campus visits
- Identify needs of prospective transfer students at individual campuses
- Provide pre-transition academic advising

Potential Partnerships:

- Student recruitment and admissions
- Communications and marketing
- Student retention and assessment

DaNay Phelps, Senior Administrator
234 West Hall | Box 41076 | Lubbock, TX  79409-1076
(806) 742-0876 phone    (806) 742-0884 fax
www.ttu.edu