



Other Departments and Offices for RESEARCH and SERVICES

Like other major universities, Michigan State University maintains a range of structural units to support activities and functions which, collectively, sustain an environment in support of the intellectual enterprise that is Michigan State University. Such activities and functions include research, and outreach and engagement programs; cultural events; health, counseling, and recreative services; and public information.

Some of the major units are described in the statements that follow.

INTERNATIONAL STUDIES and PROGRAMS

Jeffrey Riedinger, Acting Dean

Michigan State University conducts active programs of international education, research and outreach on the East Lansing campus and in numerous locations abroad. The University's international dimension is coordinated and facilitated by the Office of the Dean of International Studies and Programs (ISP). The wide array of activities and programs gives students and faculty at MSU numerous ways to explore global issues and to gain global experience and competence. Faculty members, in virtually every discipline, conduct international research and continue to enhance MSU courses with increasingly relevant international dimensions.

On campus in East Lansing, ISP geographic and thematic units include the: African Studies Center, Asian Studies Center, Canadian Studies Centre, Center for Latin American and Caribbean Studies, Center for European and Russian Studies and the Office

of Women and International Development. Through its colleges, MSU offers specializations in African studies, Asian studies, Canadian studies, Latin American and Caribbean studies, Russian and East European studies, Western European studies, and international development. There is a growing number of international education options available in academic programs throughout the University.

The Center for Advanced Study of International Development, the Center for International Business Education and Research, the Institute of International Health, the Office of International Studies in Education, the Institute of International Agriculture, and the Center for Language Education and Research coordinate numerous activities with the Colleges of Social Science, Arts and Letters, Human Medicine, Osteopathic Medicine, Nursing, Education, and Agriculture and Natural Resources, among others. MSU has six centers that are designated as national resource and language resource centers through the U.S. Department of Education Title VI program.

MSU's study abroad programs are facilitated and overseen by ISP. Its Office of Study Abroad coordinates the offering of over 200 MSU programs in over 60 countries worldwide ranging from the study of English literature in London; to natural resources in Brazil; to education, society and learning in South Africa, to studies in Antarctic system science in Antarctica and Argentina. Since its inception in 1989, ISP has administered the Japan Center for Michigan Universities on behalf of the 15 Michigan public universities that comprise the consortium. The center's programs are dedicated to building relationships among Japanese, Americans, and other nationalities through active learning and participation in language, culture, and internships.

ISP oversees the Office for International Students and Scholars, which is responsible for serving approximately 1450 visiting international scholars and some 3800 international students annually on campus. ISP facilitates the development of in-

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International Studies and Programs

creasing numbers of linkages between MSU and a variety of international institutions and currently maintains over 160 collaborative agreements worldwide. The significant relationships and mutual contacts that have developed through these agreements promote enriching opportunities for exchanges of faculty, staff and students.

ISP also oversees the Peace Corps Strategic Recruiting Office at MSU.

In order to draw upon the broad range of disciplines and expertise of MSU's faculty, staff and researchers, the Office of International Development was established at MSU to provide technical support and assist faculty and graduate students interested in implementing collaborative international development projects around the globe.

MSU conducts joint research and development programs with many countries in Africa, Asia, Australia, Europe and Latin America. These projects may be supported through agreements with other governments, the U.S. Agency for International Development, other U.S. government agencies, the World Bank, or private foundations. As a member of the Midwest Universities Consortium for International Activities (MUCIA), MSU cooperates and collaborates with the University of Illinois, the University of Minnesota, The Ohio State University, and Purdue University in programs of international research and service.

To contact our offices, please call 517-355-2350 or visit our website at www.isp.msu.edu.

African Studies Center

David S. Wiley, *Director*

Formally organized in 1960, the African Studies Center promotes understanding of Africa on campus, in the State of Michigan, and throughout the nation. It is one of the most prominent centers for the study of Africa in the nation with more than 140 MSU faculty with expertise on Africa. To this end, it encourages teaching and research concerning Africa and reciprocal linkages with Africans and African institutions. The Center is not a degree-awarding unit. Rather, it generates and promotes Africa-related perspectives through departmental teaching programs at the undergraduate and graduate levels, and through interdisciplinary programs. Fellowships are awarded by the Center for African language and area studies in departments in which there are African studies faculty. Disciplines represented by the faculty of the Center are found in the following colleges and departments: College of Agriculture and Natural Resources (Agricultural Economics; Animal Science; Crop and Soil Sciences; Fisheries and Wildlife; Food Science and Human Nutrition; Horticulture; and Community, Agriculture, Recreation and Resource Studies), College of Arts and Letters (Art and Art History; English; French, Classics and Italian; Linguistics, and Germanic, Slavic, Asian and African Languages; Music; Religious Studies; and Spanish and Portuguese), College of Communication Arts and Sciences (Advertising, Public Relations and Retailing; Communication; Journalism; and Telecommunication, Information Studies and Media), College of Education (Educational Administration; and Teacher Education), College of Human Ecology (Family and Child Ecology), College of Human Medicine (Epidemiology; and Pediatrics and Human Development), College of Natural Science (Physiology), College of Nursing (Nursing), College of Osteopathic Medicine (Family and Community Medicine; Neurology and Ophthalmology), College of Social Science (Anthropology; Economics; Geography; History; Labor and Industrial Relations; Political Science; and Sociology), College of Veterinary Medicine (Pathobiology and Diagnostic Investigation).

Students may concentrate work on Africa as an area and draw on other African studies courses outside their disciplines.

An undergraduate specialization in African Studies is available to interested students. For additional information, refer to the statement on the specialization in the *College of Social Science* section of this catalog. Study programs in Africa are available for year-long and shorter periods.

The Department of Linguistics and Germanic, Slavic, Asian and African Languages currently offers courses in Arabic, Hausa, and Swahili. By special arrangement, instruction in the following African languages is offered on request: Acholi, Akan/Twi, Amharic, Bambara/Dyula/Mandingo, Bemba, Fula (Fulfulde, Pulaar), Igbo, Kikuyu, kiNyarwanda, Kpelle, Krio, Lingala, Luganda, Malagasay, Mende, Nyanja/Chichewa, Oromo, Sesotho, Shona, Somali, Temne, Tigrinia, Tsonga, West African Pidgin, Wolof, Xhosa/Zulu, and Yoruba.

The Center administers an Outreach Program including the African Media Program which evaluates instructional materials about Africa and brings Africa-related materials into schools, colleges and universities, adult education programs, youth groups, community institutions, businesses, and the media.

The Center publishes *African Rural and Urban Studies and Northeast African Studies* through the MSU Press. The Center also distributes the African Studies Center Newsletter, and the weekly *Tuesday Bulletin*.

Asian Studies Center

Michael Lewis, *Director*

The Asian Studies Center was established in 1962 to further knowledge and understanding of the countries of Asia, with a concentration on East Asia. In 2000, the Center became the nation's first all-Asia National Undergraduate Resource Center, expanding the Center's focus to include regions as diverse as Central and Southeast Asia.

The Center's primary function is to enrich general and liberal education studies in the social sciences, and professional school training through Asia-centered curricular, extra-curricular, and outreach activities. A primary mission is to educate people who wish to become area specialists and integrate knowledge of Asia into their disciplinary studies. The Center is designed to strengthen academic programs, stimulate research and publications, aid in reciprocal linkages with Asian institutions, and facilitate activities in other related areas.

The Center coordinates the offerings of the various disciplines on campus. Students in Asian Studies are enrolled in the participating colleges and departments and receive credit through regular channels. An undergraduate degree program in East Asian Languages and Cultures and a specialization in Asian Studies are available. For additional information about the degree program, refer to the *Department of Linguistics and Germanic, Slavic, Asian and African Languages* in the *College of Arts and Letters* section of this catalog. For information about the specialization, refer to the *College of Social Science* section of this catalog.

Asian languages taught in the Department of Linguistics and Germanic, Slavic, Asian and African Languages include Chinese, Japanese, Hindi, Nepali, Vietnamese, Tagalog, Thai, and Korean. Other academic units offering courses on Asia include Agricultural Economics, Anthropology, Art and Art History, Economics, Geography, History, James Madison, Philosophy, Political Science, Religious Studies, and Sociology. Interdisciplinary courses on Asia are offered at the undergraduate level to provide a stimulating introduction to the area and to encourage further course work.

The Center's activities include bringing distinguished scholars as visiting professors to the campus in cooperation with interested departments, and inviting other specialists to the campus for lectures or seminars, and to meet with faculty and students.

The Center also arranges special institutes on research and teaching and secures research support for faculty and graduate students.

The Center houses several Asian country councils and various undergraduate and graduate student academic award programs.

Canadian Studies Centre

Phil Handrick, *Acting Director*

The Canadian Studies Centre is a multi-disciplinary unit with over seventy faculty and graduate students representing over thirty departments, the Libraries, and the Michigan State University Museum. The Centre's mission is derived from MSU's land-grant ethic of teaching, research, and outreach. Since its inception in 1958 as a faculty interest group, the Canadian Studies Centre has become a major generator of scholarship related to Canada in the United States. MSU faculty offer a broad array of courses, both undergraduate and graduate, and are involved in diverse research and outreach activities focusing on Canada and its relations with the United States, Latin America, the Pacific Basin, and Europe. Students interested in further study may enroll in the Specialization in Canadian Studies. For information about the specialization and internships, refer to the *College of Social Science* section of this catalog.

The Centre regularly arranges visits to campus of distinguished Canadian scholars, government personnel, and artists, who lecture in courses, conduct seminars and colloquia, and consult with students and faculty. Special events such as conferences, film series, and art exhibits are also presented. The Centre seeks to make resources available to Michigan public schools and programs. In addition, Centre faculty consult with the private and public sector on issues affecting Canada and maintain inter-institutional relationships with Canadian universities.

The MSU Libraries rank among the top ten U.S. libraries in its support of Canadian Studies programs. The MSU Press is a major U.S. publisher of scholarly books and monographs on Canada.

Center for European and Russian Studies

Norman Graham, *Director*

Michigan State University offers more than 375 undergraduate and graduate courses relating to Europe and the former Soviet Union. The Center facilitates teaching, research, and outreach activities relating to these areas. Undergraduate students interested in further study may enroll in the Specialization in Russian and East European Studies. Faculty from the Center also offer course work focusing on European and Russian studies. They direct study-abroad programs in ninety-five countries in the region, including among others, Belgium, Czech Republic, France, Germany, Russia and the United Kingdom.

The Center coordinates visiting speakers, film series, and conferences and workshops of interest to students, faculty, and the surrounding community. Numerous opportunities for study in Europe and Russia are available, with support from the Center's 70 core faculty and numerous linkage agreements with universities throughout Europe. The Center also serves as a resource on the area for elementary and secondary schools, as well as for civic organizations and groups throughout the State.

For information about the Specialization in Russian and East European Studies, refer to the *College of Arts and Letters* section

of this catalog. For information about the Western European Studies Specialization, refer to the *James Madison College* section of this catalog. For additional information about the Center and study abroad opportunities in the region, visit our website at www.isp.msu.edu/CERS.

Center for Latin American and Caribbean Studies

Scott Whiteford, *Director*

The Center for Latin American and Caribbean Studies (CLACS) seeks to coordinate the rich diversity of Latin American and Caribbean interests at Michigan State University as well as to promote a variety of academic, cultural, and social activities focusing on the region. Specifically, the Center's activities include: (1) stimulating and facilitating faculty and graduate student research by providing assistance in seeking funding from external donors; (2) cultivating undergraduate interest and study of the region through a specialization program, experiential learning opportunities, and scholarship; (3) assisting key departments in their efforts to increase staff with Latin American and Caribbean interests and courses with Latin American and Caribbean content; (4) publishing research titles that reflect a broad spectrum of fields and topics; and (5) providing the interested community both on and off the campus with current information regarding Latin American and Caribbean related events and studies. CLACS outreach activities include assistance to both the private and public sectors and professional development opportunities for educators in K-12 settings, community colleges, and for professional associations in Michigan.

Academic units that offer courses with substantial Latin American and Caribbean content include Agricultural Economics, Animal Science, Anthropology, Communication, Economics, Education, Family and Child Ecology, Geography, History, James Madison, Journalism, Spanish and Portuguese, and Sociology. A considerable range of language offerings is available as well. Additional information on the undergraduate Specialization in Latin American and Caribbean Studies is available in the *College of Social Science* section of this catalog.

The director of CLACS is assisted by an elected advisory committee that represents the more than 100 faculty members associated with the Center. The membership is drawn from several colleges, departments, and schools.

CLACS facilitates opportunities for graduate and undergraduate students interested in the region, including inter-institutional relationships with Latin American and Caribbean universities.

Office for International Students and Scholars

Peter Briggs, *Director*

The Office for International Students and Scholars (OISS) provides services for students and scholars from over 120 countries who enroll, conduct research, or engage in teaching at MSU. The services provided include advising on immigration procedures, financial needs, and personal concerns to promote a successful experience at MSU. Educational programs provided by OISS include orientation sessions, workshops, and cultural events designed to acclimate students and scholars to the MSU community. The Office for International Students and Scholars is MSU's primary information resource on issues related to international students and scholars; it collaborates with the offices of Admissions and Scholarships, Registrar, and Financial Aid, in addition to academic colleges, departments, and schools. The office acts as a liaison with community, national, and international organizations and agencies on international student and scholar issues.

Office of Study Abroad

Kathleen Fairfax, *Director*

Michigan State University is one of the national leaders in study abroad, offering more than 200 programs, in over 60 countries and on all continents. An increasingly common component of excellence in higher education today, study abroad is an integral part of the undergraduate experience at Michigan State University. Currently, over twenty percent of MSU graduates will have participated in study abroad and the program continues to grow.

Programs are offered every session, including winter and spring breaks, and range in length from two weeks to an academic year. Virtually every academic discipline is represented, including programs in Arts and Letters, Agriculture and Natural Resources, Business, Communication Arts and Sciences, Education, Engineering, Human Medicine, James Madison, Natural Science, Nursing, Social Science, and Veterinary Medicine. In many instances, costs on site do not exceed a semester's study on campus on a per credit basis.

MSU and its students understand that studying abroad helps them develop the academic/intellectual, personal, professional, and intercultural skills and attitudes required to become effective and competitive in the global environments they will encounter after graduation.

Students are encouraged to explore study abroad opportunities early—as early as the summer before their freshman year. They may start by visiting the Study Abroad website at <http://studyabroad.msu.edu>, by calling 517-353-8920, or by visiting the Office of Study Abroad in 109 International Center.

For additional information, see the *Guest Status at Another Institution* in the *Undergraduate Education* section of this catalog.

Women and International Development Program

Anne Ferguson, *Director*

The Women and International Development (WID) Program promotes teaching, research, and action on international development and global transformation as they affect women and gender relations. While WID's primary focus is the southern hemisphere, the program recognizes that the "south" is a set of relationships rather than a place. Moreover, development and global change bring costs as well as benefits, which are often not shared equally by men and women of different nations, races, classes, and ethnicities.

Established in 1978, WID is the longest-standing program of its kind in the nation. WID and MSU's Center for Advanced Study of International Development (CASID) are recognized as a National Resource Center by the US Department of Education. Nearly 200 MSU faculty and graduate students from all colleges are affiliated with WID. The program acts as a catalyst for the scholarly discussion of gender, development, and global change through the following activities and programs:

- The **Working Papers on Women and International Development** — journal-length articles by scholars from many disciplines and institutions around the world.
- The **Forum** — creative essays and short reports on research projects and development programs.
- The **Bulletin** — information on new publications, video resources, scholarships, conferences, and Web sites for researchers, development practitioners, and policy-makers.
- **Speakers Series** — presentations and conferences on gender, globalization, and development that are open to students, faculty, and the public.

WID offers mini-grants for initiation of faculty research and for the development of new courses, course modules, and study-abroad programs related to gender, development, and global change.

While WID is not a degree-granting unit, a gender specialization may be combined with a graduate student's major program of study. Two graduate specializations are available:

- Gender, Justice and Environmental Change
- International Development Studies

WID and CASID offer competitive US Department of Education Title VI-supported **Foreign Language and Area Studies Fellowships** to graduate students enrolled in degree programs that focus on international development and globalization.

The **Diversity and Global Change Undergraduate Internship Program** supports a small number of students per year to work on special projects.

LIBRARIES, COMPUTING and TECHNOLOGY

David Gift, *Vice Provost*

Libraries, Computing and Technology serves the University's needs in the areas of library services, academic and administrative computing and networking, public radio and television broadcasting, data resources management, classroom technology and instructional media, and virtual course development.

The Office of the Vice Provost for Libraries, Computing and Technology also is responsible for technology policy development and implementation, faculty technology development, instructional technology planning, and management of budgets.

The following unit directors report to the Vice Provost:

Academic Computing and Network Services

Academic Computing and Network Services (ACNS) supports the academic computing needs of the university and manages the campus network and the university's Internet links. In addition, ACNS provides general computing help desk services; operates the MSU Computer Store; runs the campus e-mail; network ID and file storage services; repairs computers and designs networks; develops Web sites, databases, and applications programs; provides shared and co-located server hosting; runs a technical training program; operates 50 instructional computer labs; provides campus test-scoring services; handles network security and abuse issues; and jointly with University Relations, operates MSU's main Web presence.

Administrative Information Services

Administrative Information Services (AIS) builds, integrates, operates and supports administrative information technology solutions that contribute to the success of the University's mission. Its major services include developing and maintaining systems and data to sustain core University support and academic administration functions, such as student records, course enrollment, financial aid, student billing and payment application, University financial records, human resources, and alumni/donor records. AIS functions include operation of a data center housing diverse University administrative systems, a data warehouse for reporting use, web and application hosting for University units, office systems support, and related technology training.

Broadcasting Services

WKAR-TV provides public television service on channel 23 and digital television on channel 55 and is affiliated with the Public Broadcasting Service (PBS), and the Michigan Association for Public Broadcasting (MAPB).

Broadcasting Services also operates the University radio stations, WKAR-AM at 870 on the a.m. dial and WKAR-FM at 90.5 on the FM dial. The FM station is webcast on the Internet at www.wkar.org. These stations provide educational and public service programming on behalf of the University for its faculty and students, and for all of the people in the listening and viewing areas. WKAR-AM-FM also offers various programs to other radio stations in Michigan and other states. A specialized broadcast service for persons with disabilities is presented eight hours a day via a subchannel of WKAR-FM. WKAR-AM-FM are affiliated with the National Public Radio network and the Michigan Public Radio network through which some of the programming is obtained.

Satellite-distributed teleconferences of varied types and for a variety of instructional and informational purposes are organized by Broadcasting Services. MSU cooperates with many originating groups and networks in hosting teleconferences for professional and public groups, as well as for University audiences. Broadcasting Services serves coordinating functions and also produces teleconference originations in both audio and video formats for University groups as well as contracting for external educational groups.

Client Advocacy Office

The Client Advocacy Office facilitates and coordinates the management of the university's data resources, and development and maintenance of its information technology policy framework in support of MSU's integrated instructional, research and public service mission. Data administration promotes and facilitates the accessibility, integrity and integration of the institutional data assets and systems; and coupled with information technology policy promotes maintenance of the confidentiality, integrity and security of the data and creation and maintenance of a trusted network.

Instructional Media Center

Instructional Media Center provides comprehensive multimedia and instructional support services that promote MSU's commitment to advancing knowledge and transforming lives. The **Classroom Media Support Services** division provides a wide variety of audiovisual and high tech equipment for faculty use in regularly scheduled courses on-campus. Support for technology classrooms is also provided through on-site training and web-based reference materials. Additionally, the following services are available on a charge basis: **Photographic Services** – portrait, studio, and location photography; and color digital printing. **Graphic Services** – layout and graphic design for posters, displays, brochures; large format printing and laminating; custom picture matting and framing, engraved nameplate and nametags, complete building signage systems, vinyl graphics, and interior/exterior banners. **Technical and Engineering Services** – technology classroom and media system design, integration, and installation; audiovisual equipment repair; public address, teleprompter, and portable television system rental; two-way radio system design, maintenance and installation. **Video/Audio/Digital Transfer Production Services** – design and origination of broadcast quality videotape productions, remote audio recording, duplication of videotape, CD and DVD materials, live web streaming and digitization of analog materials. **Instructional Materials Marketing Services** – assists faculty with the dissemination of University

sponsored instructional media and software materials. For information, call 353-3960 or visit www.msu.edu/unit/imc/.

Libraries

The MSU Libraries consists of the Main Library and several branch libraries and provides a broad array of information resources and services to support the needs of faculty, staff, and students. The collection includes more than 4.7 million volumes, 6.5 million microforms, 200,000 maps, 60,000 sound recordings, and 37,000 current journal subscriptions. The Libraries provides access to more than 28,000 electronic journals and 800 databases. With almost 400 public computer workstations, the Libraries is the largest microcomputer lab on campus. Wireless access is available in much of the Main Library and in several branches. Reference services are provided in person and online through e-mail and chat, to help students become more efficient and effective in searching for information. Books, articles or other materials not owned by the MSU Libraries may be borrowed from other libraries, and articles are typically delivered electronically to the desktop. During fall and spring semesters, the Main Library and the CyberCafe, located in the library, are open 24 hours from Sunday morning through Friday at midnight, and on Saturdays from 10:00 a.m. to midnight. Library hours vary during the summer, holidays and between terms. Hours and access to resources and services are available at www.lib.msu.edu.

Virtual University Design and Technology

Virtual University Design and Technology provides professional and innovative technology enhanced teaching and learning solutions in support of online and hybrid courses. Services to campus units include:

- assistance with design, development and offering of online and hybrid courses.
- customized designs to meet online instructional goals.
- creation of interactive learning objects.
- faculty development opportunities related to instructional technology and online pedagogy.
- consultation regarding development of web-based educational materials and online courses.

University Archives and Historical Collections

The Michigan State University Archives, as directed by the Board of Trustees, is responsible for the management of the University's records. The Archives provides record management services to all University offices, academic and non-academic, and is responsible for the appraisal of all University records as to their temporary or permanent historical, administrative, legal or fiscal value. The Archives also contains the papers of the faculty, staff, students and alumni, and is responsible for the preservation, control and access to all permanent records of the University.

The Historical Collections is a repository for the personal papers and documents of individual and social, civic, business, ethnic and religious organizations of local, national, and international scope, and includes materials from the early eighteenth century to the present.

The University Archives and Historical Collections maintains large image and sound collections, which document the MSU campus itself, teaching, research, students, faculty, civic and business activities, and sites and events in the state, nation and world from the mid-nineteenth century to the present.

Materials in the University Archives and Historical Collections are available for use in the Archives by faculty, staff, students and the public. For further information, visit www.archives.msu.edu.

NATIONAL SUPERCONDUCTING CYCLOTRON LABORATORY

C. Konrad Gelbke, Director

Located on south campus, the National Superconducting Cyclotron Laboratory (NSCL) is a major research facility. The Laboratory is administered by the Office of the Provost. External funding is primarily provided by the National Science Foundation.

The NSCL is the premier university-based nuclear science research facility in North America. The laboratory staff of over 280 includes faculty, post-doctoral fellows, technicians, engineers, and graduate and undergraduate students. As a *user facility*, the NSCL is available to MSU faculty and students and to scientists from all over the world on the basis of scientific merit. More than 600 scientists from the U.S. and abroad have come to the NSCL to do their research. The laboratory houses two MSU-built superconducting cyclotrons, the K500 (the world's first) and the K1200 (the world's most powerful). Together with sophisticated detection equipment and modern computers, these cyclotrons are used for advanced research in many areas of nuclear science. The NSCL has recently completed a major facility upgrade which will ensure continued world-class research capabilities for the coming years.

The laboratory has earned international recognition for its basic research and for its pioneering innovations in accelerator design, including the construction of a cancer therapy cyclotron now operating at Harper Hospital in Detroit. Research at the NSCL is primarily devoted to basic nuclear physics and chemistry, nuclear astrophysics, accelerator physics and associated instrumentation research and development. Specific areas of current interest include studies of the properties of nuclei with unusual proton-to-neutron ratios and extended distributions of nearly pure proton or neutron matter, of the role of nuclear physics in the cosmos (e.g., element formation in stars), and of hot, compressed and decompressed nuclear matter. About 5-10% of the beam time is allocated to support cross-disciplinary research, including atomic physics, condensed matter physics, space science, and medical applications of nuclear and accelerator physics technology.

The laboratory plays a major role in training the next generation of nuclear scientists for the United States. *U.S. News and World Report* ranks MSU's nuclear physics Ph.D. program as #2 in the nation. Typically, about 60 graduate students from MSU and other universities use the facilities at the NSCL for their Ph.D. work in experimental or theoretical nuclear physics, nuclear chemistry, or accelerator physics. The doctoral degree programs are administered through the academic departments, primarily Physics and Astronomy, and Chemistry. Admission and program of study are subject to the regulations of the appropriate department. In addition, the NSCL plays an important role in undergraduate education, providing experience for undergraduate students in a uniquely stimulating environment where they are exposed to forefront physics research and technologies ranging from applied superconductivity to accelerators designed for cancer therapy.

For further information, see www.nscl.msu.edu, or email directors@nscl.msu.edu or phone at 517-355-9671.

UNIVERSITY OUTREACH and ENGAGEMENT

Hiram E. Fitzgerald, Assistant Provost

Working for the "public good" has always been an important part of the purpose of American higher education. Michigan's citizens rely increasingly on the University for the knowledge they need in many areas of their civic, work, and personal lives. Adults are returning to college in record numbers for continuing professional education or for retooling. Businesses seek technical assistance, agencies request demographic data, and communities ask for help in problem solving and strategic planning about local economic and social concerns. The Office of the Assistant Provost for University Outreach and Engagement facilitates the varied ways the University responds to such requests. It:

- connects the University and its faculty with agencies, communities, schools, groups, businesses, non-profit and other organizations, professional associations, and varied public and private sector constituencies.
- uses a model based on using assets to obtain positive outcomes and long-term impacts to provide linkages between multidisciplinary faculty teams and external groups, facilitation services, and evaluation research and training.
- uses its facilities for usability and accessibility evaluation, and tests and recommends designs for Web sites and information systems.
- develops and maintains Web sites that catalog a wide variety of MSU's activities and areas of expertise.
- provides seed funding for proposals that include collaborations of external partners and multidisciplinary approaches.
- collaborates with the Office of Student Services and Affairs to facilitate inclusion of service-learning components in undergraduate courses.
- recommends institutional structures, policies, and procedures that will enhance public access to the University's knowledge resources, as a part of its institution-wide mission and mandate.
- works to strengthen outreach and engagement incentives and rewards for faculty and for academic units.
- coordinates networks of faculty around geographical areas and topics of concern such as literacy, obesity, and the arts.
- encourages and creates opportunities for community-based research for graduate students.

Across the University, the Unit collects data and information about faculty, department, college, and institution outreach and engagement activity and participates in various national higher education benchmarking initiatives. It uses these data to provide information about what and how much the University is contributing to the public good in a given general locale such as a legislative district or urban area, or about a particular major social issue.

For more information, see www.outreach.msu.edu or email outreach@msu.edu or call 517-353-8977. For information on statewide programs, see <http://www.srn.msu.edu>. To learn about the many youth programs the University offers, see <http://spartanyouth.msu.edu>. University Outreach and Engagement is housed on the Garden Level, Kellogg Center.

Michigan State University Museum

C. Kurt Dewhurst, *Director and Curator of Folk Art*

The MSU Museum provides education through exhibits and statewide outreach programming with supportive research through the accumulation, preservation, and study of documented collections, and with public service for the state of Michigan. These activities focus on a theme of natural and cultural history with emphasis on the state of Michigan and the Great Lakes region. The museum is a Smithsonian Affiliate Museum.

Exhibits that illustrate basic concepts feature pertinent display specimens and objects of natural and cultural history. The continuing exhibit "Diversity of Animals: Our World/Our Responsibility" provides a comprehensive view of vertebrate biodiversity issues. Habitat groups in the Hall of North American Life are outstanding exhibits in natural history. The Hall of Evolution traces, through displays of specimens and murals, the history of our planet and prehistoric life. The Hall of World Cultures examines the concept of culture as expressed in a changing series of cases devoted to the diversity of cultural expression throughout the world. A series of exhibits that explore the theme of cultural heritage are featured in Heritage Hall. Reconstructed are a British fur trader's cabin (c. 1780), a country store (c. 1900), and a printing shop (c. 1900). Major special exhibits and educational programs are featured throughout the year. An orientation theatre and orientation exhibits provide an overview of museum activities, programs, and services. The Museum Store offers educational and gift items from around the world.

Research materials include documented collections of fossil and modern vertebrates (mammals, birds, reptiles, amphibians, and fishes), folk art and folklife, and historical materials, notably from archaeological excavations of sites of early human habitations in the upper Great Lakes region. Collections are under the care of curators who may hold joint appointments in such departments as Anthropology, Art and Art History, Fisheries and Wildlife, Geological Sciences, Agricultural Engineering, English, Human Environment and Design, and Zoology; who also teach courses within their specialties; and who direct graduate student research. These collections and the fieldwork required to obtain them are closely correlated with teaching activities and, indeed, strengthen the research and teaching capabilities of the several academic areas. Interested students participate in Museum fieldwork expeditions. Financial support is often available to assist research studies. Research contributions are published in periodic MSU Museum Publications. The Museum also collaborates with the Kresge Art Museum and other academic units to offer the *Specialization in Museum Studies* that is administered by the Department of Art and Art History.

Students desiring information concerning collections, field activities, or special studies in the MSU Museum may write to the director.

The Museum is the home of the Michigan Traditional Arts Program, the State Folklife Program. Major outreach programs include: the Great Lakes Folk Festival; the MSU Museum Traveling Exhibition Service; technical assistance to other museums; FOLKPATTERNS: a state cultural heritage program for youth, the Rural Arts and Culture Program; and an active contract archaeology program. Museum staff also provide consulting assistance to a wide variety of state museums and agencies on areas related to biodiversity and cultural resource management.

The MSU Museum is open to students and the public from 9:00 a.m. to 5:00 p.m. on Monday- Saturday and from 1:00 p.m. to 5:00 p.m. on Sunday. Staff members in the Main Office and in the Museum Store can assist visitors and answer inquiries about the collections.

The MSU Museum is accredited by the American Association of Museums and is the state's first Smithsonian Institution Affiliate. Visit www.museum.msu.edu.

OFFICE OF THE PRESIDENT

Lou Anna K. Simon, President

Office of Affirmative Action, Compliance and Monitoring

Paulette Granberry Russell, *Director and Senior Advisor to the President for Diversity*

The Office of Affirmative Action, Compliance and Monitoring (AACM) is responsible for implementing the University's affirmative action program and promoting Michigan State's commitment to equal opportunity, nondiscrimination and affirmative action. The University's affirmative action program dates back to 1968.

The AACM is responsible for insuring University compliance with federal and state laws on non-discrimination and affirmative action and supports campus-level efforts promoting diversity and equal access to education and resources. The AACM monitors search and selection procedures for faculty, academic staff and support staff and provides advice on recruitment and retention strategies designed to achieve and maintain campus diversity and to insure consistency in University hiring policies and procedures. The office provides staff support for the President's Advisory Committee on Disability Issues and the Council of Racial and Ethnic Minorities on matters and issues of concern to their MSU constituent communities. The office also provides advice to the President, Provost, and other vice presidents through various administrative channels established for addressing equal opportunity and affirmative action issues.

The main office is located in 444 Administration Building (prussell@msu.edu; 353-3924).

Alumni Lifelong Education Programs

Alumni Lifelong Education, a division of the Michigan State University Alumni Association, offers noncredit personal enrichment learning opportunities for all adults including MSU alumni, friends, students, faculty, and staff. Housed in 57 Kellogg Center, Alumni Lifelong Education administers the Fall and Spring semesters of Evening College and the annual Odyssey to Oxford travel/study program in England.

Established in 1951-52, Evening College annually offers over 120 evening and weekend noncredit university-level courses attracting over 2,000 adults from the mid-Michigan area. Courses (including online courses) are taught by MSU faculty and guest instructors and are offered cooperatively with MSU colleges and units and off-campus organizations. Courses offer a stress-free learning environment without credits or exams. Textbooks may be recommended in some courses.

The annual Odyssey to Oxford travel/study program offers all adults a two-week residential study program at the University of Oxford, famous as a great center of learning since the 12th century. Each participant enrolls in one course taught by Oxford tutors in the mornings, and attends afternoon field trips and general lectures in the evenings. New courses are offered every year. Call (517) 355-4562 or visit www.msualum.com or email eveningcollege@msualum.com for more information.

Ombudsman

Stanley I. Soffin, Ombudsman

This office was created in 1967 with the adoption of *Academic Freedom for Students at Michigan State University*. The Ombudsman is a senior faculty member who assists all students in resolving problems with faculty and administrators. After assessing the validity of each complaint, the Ombudsman advises the student on possible remedies and, where indicated, actively assists the student in securing a fair resolution of the matter. To support these efforts, the Ombudsman has broad powers of investigation, including direct and ready access to University officers and faculty and to official records. For further information, see www.msu.edu/unit/ombud, or email ombud@msu.edu or phone at 517-353-8830.

OFFICE OF THE PROVOST

John Hudzik, Acting Provost

The Provost (Vice President for Academic Affairs) is the principal academic officer of the University with administrative responsibility for the colleges including the MSU College of Law, academic programs, and all academic units including the Honors College, International Studies and Programs, and the National Superconducting Cyclotron Laboratory.

The Office of the Provost has responsibility at the dean's level for the Department of Aerospace Studies and the Department of Military Science.

The Office of the Provost also has administrative responsibility for the academic support units: Academic Human Resources, Academic Services (including the Office of Admissions and Scholarships, the Office of Financial Aid, and the Office of the Registrar), Academic Student Services and Multicultural Issues, Office of Affirmative Action Compliance and Monitoring, Environmental Safety (jointly with the Vice President for Research and Graduate Studies), Faculty and Organizational Development, The Graduate School, Libraries, Computing and Technology, MSU Press, Olin Health Center, Office of Planning and Budgets (jointly with the Vice President for Finance and Operations), Student-Athlete Academic Support Services, Undergraduate Education, University Outreach and Engagement (including the Wharton Center for Performing Arts and the MSU Museum), the University Physician (jointly with the Vice President for Finance and Operations), the Office of the Secretary for Academic Governance, and the Women's Resource Center (jointly with the Vice President for Finance and Operations, and the Vice President for Student Affairs and Services).

In addition, the Office has University-wide responsibility for summer session programs, University travel, commencement, faculty seminars, liaison with academic governance standing committees, and awards for faculty and graduate assistants.

The two departmental units and selected administrative units are described in the statements which follow.

DEPARTMENT OF AEROSPACE STUDIES

The U.S. Air Force Reserve Officer Training Corps (AFROTC) Program consists of either a two-year or a four-year program. The four-year program is composed of the General Military Course (GMC) and the Professional Officers Course (POC), both of which are taken on campus, and attendance at a four-week field training encampment. The two-year program is composed of the equivalent of the GMC. It consists of attendance at a

six-week field training encampment and the POC, which is taken on campus.

Scholarships

The AFROTC program offers, to qualified students, four-year scholarships as well as scholarships for periods of three and two years. Although stipends vary, these scholarships pay for tuition, fees, a book allowance, and a monthly subsistence allowance during the academic year ranging from \$250 to \$400. Students must apply for the four-year scholarship by December 1 of the senior year in high school. Applicants for scholarships covering periods of less than four years should apply during fall semester of the school year preceding the one in which the scholarship would become effective.

General Military Course

The GMC consists of four 1-credit courses, normally completed during the freshman and sophomore years. The 100-level portion of the GMC deals with the Air Force in the contemporary world. The 200-level portion of the GMC focuses on a study of air power through the jet age, a historical review of air power employment in military and nonmilitary operations and the evolution of air power concepts and doctrine.

Portions of the GMC may be waived for students with prior military experience or for students who transfer from another reserve officer training program.

Although the equivalent of the GMC is available through attendance at a six-week field training encampment, persons seeking entry into the POC are encouraged to complete as many GMC courses as possible.

Professional Officers Course

Students are accepted for the POC on a competitive basis provided they have at least two years of school remaining as a full-time undergraduate or graduate student. Performance in the GMC and/or the field training encampment is among the factors considered.

The POC consists of four 4-credit courses that extend over a two-year period. The 300-level portion of the POC emphasizes the concepts and skills required by the successful leader. The 400-level portion of the POC is designed to provide future Air Force officers a background in national security policy and issues while stressing responsibilities of the military officer and civil-military relations.

Students who successfully complete the requirements of the POC and their degree programs will be commissioned as Second Lieutenants in the United States Air Force Reserve and will enter active duty within one year. Delay of entry to active duty to study at the master's or doctoral level may be permitted. There are openings for individuals who qualify for flight training after graduation, who are majoring in scientific and engineering programs, who are seeking missile duty, and who qualify for numerous non-flying specialties.

Leadership Laboratory

As part of the GMC and POC, the student is a member of an organized cadet corps that conducts a leadership laboratory. Instruction is conducted within the framework of the cadet corps with a progression of experiences designed to develop each student's leadership potential. The laboratory typically includes field trips to Air Force installations throughout the United States.

Field Training

Students qualifying as four-year program cadets attend a four-week field training encampment. Those students qualifying as two-year program cadets attend a six-week field training encampment. Students normally attend this encampment between

their sophomore and junior years. Encampment expenses are paid by the Air Force. See www.msu.edu/user/airforce/.

DEPARTMENT OF MILITARY SCIENCE

The U.S. Army Reserve Officers' Training Corps (ROTC) Program offers undergraduate and graduate students an opportunity to qualify as commissioned officers in the United States Army. The ROTC program provides preparation for leadership in any profession, military or civilian.

General Eligibility Requirements

To enroll in the Reserve Officers' Training Corps program, the student must:

1. Be of good moral character.
2. Be a citizen of the United States. (Aliens may enroll by special request.)
3. Be enrolled as a full-time student at Michigan State University.
4. Execute an oath of loyalty to the United States.
5. Not be a conscientious objector.

Additional requirements exist for Advanced Course participation. Contact the Department of Military Science for specific information.

Uniforms and Textbooks

Army uniforms are furnished to students on a loan basis. Most textbooks necessary for Military Science courses are furnished by the department but must be returned when the student completes association with the department.

ROTC Scholarships

The ROTC program offers four-year, three-year, and two-year scholarships to qualified students. An Army ROTC scholarship can provide all or most of the tuition and fees at Michigan State University, if the student is a resident of Michigan. The scholarship also provides an allowance for text books. Scholarship students also receive a monthly allowance for up to ten months per year ranging from \$250 to \$400. Scholarship students must meet University admissions criteria.

ROTC Basic Course

The Basic Course, normally completed in the freshman and sophomore years, provides the student with a general knowledge of the military's role in our society, and the missions of the Army. It is possible for a sophomore to complete the Basic Course in one year through prior arrangement with the department. No military obligation is incurred for nonscholarship students participating in or completing the Basic Course. Successful completion of the Basic Course is a prerequisite for enrollment in the ROTC Advanced course. Additionally, selected sophomores and juniors can also qualify for the Advanced Course by completing ROTC Basic Camp in the summer, or through prior military service, either active or reserve.

ROTC Advanced Course

The Advanced Course is the professional phase of the ROTC program. The Advanced Course includes courses in leadership skills, training and personnel management, ethics, military justice, and military tactics. Students must complete one course from an academic department other than the Department of Military Science in each of the following areas: written communication skills, human behavior, military history, computer literacy, and mathematical reasoning. A list of approved courses is available

from the Department of Military Science. Furthermore, it is recommended that all students complete a management course and a national securities course from a list of approved courses available from the department. Two scheduled field trips are required each year, and all students must meet physical fitness and weight standards. All Advanced Course students must attend a six-week long Advanced Camp at an Army installation. Students normally attend the Advanced Camp the summer between their junior and senior years.

Upon satisfactory completion of the Advanced Course requirements and the awarding of the bachelor's degree, the student is eligible for a commission as a second Lieutenant in the United States Army, the U.S. Army Reserve, or the Army National Guard.

Special Opportunities

Selected students participating in the ROTC program may attend Airborne, Air Assault, Jungle Expert, Master Fitness, or Northern Warfare training. Additionally, selected students are offered the opportunity to participate in Cadet Troop Leadership Training and spend three weeks performing the duties of an officer at an Army installation. Non-scholarship students in the Advanced Course may elect to serve as officer trainees in local National Guard and Army Reserve units, thereby receiving additional training, experience, and financial support while attending college.

Credit for Previous Military Training

Students with previous collegiate military training may be granted transfer credit for corresponding Military Science courses completed satisfactorily in a senior division ROTC unit in another college or university. Students with prior military service may be accepted for Advanced Course training, but no credit is granted for Basic Course courses. See www.msu.edu/unit/milsci/.

SELECTED ADMINISTRATIVE UNITS

Office of Financial Aid

Richard E. Shipman, *Director*

The staff assists approximately 67 percent of MSU students in meeting their educational costs by administering a comprehensive program of grants, loans, and work opportunities funded through federal, state, donor, and institutional resources. Eligibility for most of these aid programs is determined by a standardized needs test which is part of a general application process. Scholarships provided by private donors and academic departments are administered through this office.

Staff members advise students with long-term and short-term financial needs. In addition, they provide information and resources for faculty, staff, parents, high school counselors, and prospective students through workshops, visitations, and special presentations.

For information on available financial aid and application procedures, refer to the Office of Financial Aid's website at www.finaid.msu.edu.

Michigan State University Press

Fred C. Bohm, *Director*

Michigan State University Press is the scholarly publishing arm of the University. The Press publishes books and journals in the humanities, liberal arts, and social sciences. The Editorial Review Committee and senior staff recommend titles and journals for publication.

Office of the Secretary For Academic Governance

Jackie Wright, *Secretary*

The Secretary for Academic Governance is secretary to the Academic Senate, Academic Council, Executive Committee of Academic Council, Faculty Council, and Academic Assembly of ASMSU and serves as ex-officio member on the University Committee on Academic Governance. The Office of the Secretary provides staff support to the Academic Council and its committees, supervises elections to the Academic Council and its committees, and provides assistance to colleges, departments, and schools in the preparation and interpretation of unit bylaws for academic governance.

Student-Athlete Academic Support Services

James R. Pignataro, *Director*

Student-Athlete Support Services (SASS) helps student-athletes reach their full potential. Its philosophy is to offer an academic support program, integrated with the University that will assist all student-athletes with their transition into college. This all-encompassing support continues throughout each student-athlete's collegiate career until the day he or she receives a diploma, lands a job, or enters graduate school.

The SASS program is integrated with the total University to assist student-athletes in all phases of college life. Academic coordinators, who are knowledgeable about NCAA and Big Ten regulations, and learning specialists work proactively with student-athletes from 25 varsity sports throughout their college careers.

SASS is housed in a nationally recognized facility, the Clara Bell Smith Student-Athlete Academic Center, where a wide range of services and facilities are available, including academic counseling, computer labs with instruction, tutoring in all subject areas, career planning, community-service opportunities, personal-development workshops, and informing student-athletes about athletic eligibility, course registration, and current NCAA, Big Ten and University rules and regulations. Visit: www.sass.msu.edu.

MSU Women's Resource Center

Patricia M. Lowrie, *Director*

The MSU Women's Resource Center is the unit designated to provide a focal point for issues and ideas of importance to university women. The overall intent of the unit's educational and advocacy programming and resource coordination and referrals is to stimulate leadership and scholarship and to empower women faculty, students, and staff to actively participate in the life of the University, to fully utilize their skills and abilities, and to realize their aspirations both within the university community and society at-large. The Center, through the director, reports jointly to the Provost, the Vice President for Finance and Operations, and the Vice President for Student Affairs and Services.

For further information, call (517) 353-1635 or visit www.msu.edu/~wrc; or email wrc@msu.edu.

OFFICE of the VICE PRESIDENT for RESEARCH and GRADUATE STUDIES

J. Ian Gray, Vice President for Research and Graduate Studies

Research and creative activity are tightly woven into the culture at Michigan State University, part of the daily life of professors and students alike. What researchers learn in their labs becomes what they teach in classrooms on campus and off. Through explorations of aesthetics, education, business, the arts, and the humanities, researchers also explore the behavior of the human as a thinker, an artist, and a citizen of a state and the world. The goal of such learning and creating is to develop knowledge that provides a deeper understanding of individuals, society, and the world and to help make the world a better place to live.

Every aspect of life is influenced by MSU research, which addresses topics as diverse as growing and storing food; understanding, preventing, and treating diseases; and developing biometric methods for verifying identity. Basic discoveries about the age of stars, the nature of atoms, and the structure of proteins will affect textbooks and medical care for generations to come.

MSU's research breakthroughs—from the cross-fertilization of corn in the 1870s and the homogenization of milk in the 1930s, to one of the most successful anticancer drugs in the 1960s, and a system to reduce the time needed to detect salmonella on fruits and vegetables in 2000—have improved life for people around the world.

Today, at the beginning of the 21st century, research is still the foundation of the intellectual enterprise at Michigan State University. Much of it cuts across traditional disciplines, and much of it reaches beyond the United States. In the land-grant problem-solving tradition, MSU faculty, staff, and student researchers address areas including the environment, food production and processing, criminal justice systems, communications, energy systems, and human and animal health. Faculty, staff, and students explore new materials, delve into the genes of plants and animals, and reach to the edges of the universe to design ways to improve life for all.

The Office of the Vice President for Research and Graduate Studies stimulates, supports, and oversees policy relevant to research and creative activities throughout the university. It enhances the safety of researchers and research subjects and assures compliance with research regulations by supporting and overseeing the university's institutional review boards; the Office of Radiation, Chemical and Biological Safety; University Laboratory Animal Resources, the Office of Environmental and Occupational Safety, and export control policies. In concert with the Provost, the office administers the Graduate School and is responsible for maintaining a healthy relationship between research and creative scholarship and the education of graduate students.

The office works with MSU's colleges to identify and encourage cross-disciplinary research that responds to society's needs. It makes grants to faculty to help seed new research projects and is a source of information on sponsored research opportunities for all MSU departments and colleges. The office supports infrastructure for the MSU research enterprise by maintaining major analytical facilities that enable researchers to conduct advanced studies. It facilitates access to university expertise by industry, government agencies, and others and interacts with the MSU Foundation on research-related matters. The office administers patent and copyright policies and facilitates the transfer of research results to industry.

For further information, email vpgrs@msu.edu, call (517)355-0306, or visit <http://www.msu.edu/unit/vpgrs/>.

University Laboratory Animal Resources

The University Laboratory Animal Resources (ULAR) is dedicated to the humane care of animals used in research and teaching and provides supportive services for instructional and research programs involving laboratory animals. ULAR's animal care staff provide daily animal care, and a veterinarian is always available. There is no charge for veterinary care.

ULAR coordinates the purchase and delivery of laboratory animals, as well as the purchase, storage, and delivery of laboratory animal feed and bedding. On a per diem basis, ULAR can provide partial or complete animal care service, either in central facilities or in departmental facilities. Technical services and assistance with research programs are available for a fee. Training for technical skills development is available at no charge. Professional consultative services are provided without charge.

ULAR maintains a library of audiovisual programs, books, news clippings, and scientific articles concerning the use of animals in research. This material can be borrowed for individual study or departmental education programs.

ULAR personnel are available for lectures and laboratories in MSU courses. Group tours of the facilities can be arranged by calling 353-5064. ULAR is accredited by the Association for Assessment and Accreditation of Laboratory Animal Care International.

Office of Radiation, Chemical and Biological Safety

John D. Parmer, *Director*

The Office of Radiation, Chemical and Biological Safety (ORCBS) is responsible for a comprehensive radiation, chemical, and biological safety program for all University operations. The public served consists of University faculty, staff, students, employees, and visitors. The ORCBS is responsible for oversight to assure the safe use of hazardous materials and to assure that use does not have a negative impact upon the surrounding community. The ORCBS provides educational and consultative services to all University units in order that colleges, departments, and faculty and staff may meet their responsibilities for ensuring safe practices when hazardous materials are used.

The ORCBS provides monitoring and training sessions and is responsible for the safe disposal of all hazardous wastes generated on the Michigan State University campus. The Office prepares required reports on hazardous materials to University, state, and federal agencies and is responsible for the safe design of facilities utilizing hazardous materials. The Office also assists employees to learn about potential hazards in the workplace.

The Office is guided by a number of University advisory committees on radiation, chemical, and biological safety.

The Office of Radiation, Chemical and Biological Safety may be reached by calling 355-0153.

OFFICE of the VICE PRESIDENT for STUDENT AFFAIRS and SERVICES

Lee N. June, Vice President for Student Affairs and Services

The Vice President for Student Affairs and Services provides leadership and coordination for several offices, all of which collaborate with faculty and other University offices to promote active learning, improve the climate for learning, and increase student retention. Major attention is given to encouraging and supporting diversity while fostering a sense of community and inclusiveness for all students, faculty and staff. The Division of Student Affairs and Services staff work with students individually and in groups to assist them in achieving their educational and personal goals. Offices within the Division are listed below. For information call (517) 355-2264 (TTY 353-0304); visit 153 Student Services; or visit www.vps.msu.edu/vpsas/index.htm.

Multicultural Development

Led by the Special Assistant to the Vice President, this unit gives special attention to multicultural issues for both staff and students. Efforts include the development of training and resource materials, conducting experiential learning sessions and collaborative programming, and consultation with various offices, on the topics of: power and privilege, issues of race, gender, sexual orientation, religious diversity, physical abilities, and other human differences. For information, phone: (517) 353-7745.

Office of Racial Ethnic Student Affairs

Programs and services that are designed to enhance the quality of life for racial ethnic students are the primary focus of this unit. Staff members work with a number of student groups and outreach programs such as: transitional workshops for new students, the Racial Ethnic Student Aide Program, workshops to enhance academic success and retention, student leadership development, cultural enrichment, and the Multicultural Center. Emphasis is given to support an environment that encourages African American, Asian Pacific American, Chicano/Latino, and Native American students to fulfill their individual potential and their educational objectives.

For information, phone: (517) 353-7745 or visit 338 Student Services or www.msu.edu/user/oresa. To contact the Multicultural Center, phone: (517) 432-7153 or visit the center, located in the MSU Union, cafeteria level.

Career Services Network

The Career Services Network of Michigan State University comprises the Career Development Center, Student Employment Office, the Office of Placement Services, the Lear Corporation Career Services Center, and a network of Field Career Consultants in seven undergraduate colleges.

The Career Services Network helps students develop an understanding of their skills, interests and values; explore career pathways and options; learn strategies and techniques for navigating a search; acquire experience that builds abilities and tests options; and gain direct access to opportunities of choice.

Services provided by the network include:

RESEARCH AND SERVICES
Office of the Vice President for
Student Affairs and Services

1. **One-on-one advising appointments** with career consultants to assist students in self assessment, career exploration, decision-making, resumes and cover letters, job search strategies, interview preparation, and negotiating offers.
2. **Workshops** offered routinely on topics ranging from resume writing and career exploration to networking and interviewing skills. Custom workshops may be requested by student organizations.
3. **Career fairs**, including the two-day *Career Gallery* (business, science and technology), *Graduate/Professional School Recruitment Fair*, *Agriculture Fair*, *Government/Non-profit Fair*, *Environment & Natural Resources Fair*, *Communication Conference*, *Summer Employment Fair*, *Creative Arts Forum*, *Teacher Recruitment Fair*, and the *Diversity Fair*.
4. **On campus interviews** with employers for entry-level and internship positions, with over 10,000+ interviews conducted annually.
5. **Career education events**, such as alumni panels, networking sessions, and topical discussions on work-related issues (e.g., "Career Summit," "The Case for Diversity," "Applying Competencies in the Workplace," etc.).
6. **Online and paper-based career resources:** *SpartanTRAK* (www.spartantrak.com), an interactive system that manages job, internship, and part-time campus employment listings, on-campus interviews, and the *Alumni Career Advisory Network*; *CareerSearch*, a database of over 1.7 million employers across the US and Canada; *WetFeet Press Insider Guides* to industries and major recruiting companies; *Career Passport*, a mini-guide to basic career search topics written by Career Services Network career professionals; and, websites (www.csp.msu.edu, www.bus.msu.edu/learcenter, www.ns.msu.edu/acrc) with information on services, events, guides, career news, and links to other useful resource sites.
7. **Assessment tools** to help students align interests and preferences to job types and work environments: *Discover*, *Holland Self-Directed Search*, *Myers-Briggs Type Indicator*, and the *World of Work Inventory*. All assessments are interpreted with a career consultant.

CAREER DEVELOPMENT CENTER, 6 Student Services Building, (517) 355-9510 extension 335.

LEAR CORPORATION CAREER SERVICES CENTER, 21 Eppley Center, (517) 432-0830.

OFFICE OF PLACEMENT SERVICES, 113 Student Services Building, (517) 355-9510 extension 176.

STUDENT EMPLOYMENT OFFICE, 110 Student Services Building, (517) 355-9520.

FIELD CAREER CONSULTANTS may be contacted in their colleges:

College of Agriculture and Natural Resources	(517) 355-0234
College of Arts and Letters	(517) 432-8257
College of Communication Arts and Sciences	(517) 355-6500
College of Engineering	(517) 432-0750
College of Natural Science	(517) 355-9510
College of Social Science	(517) 353-9202
James Madison College	(517) 353-6756

COLLEGIATE EMPLOYMENT RESEARCH INSTITUTE. The Institute is located in 8 Student Services Building and conducts studies of post-graduate transitions into the workforce, employer hiring trends, and other career-related topics. The Institute is best known for its annual publication, *Recruiting Trends*, which surveys the recruiting intentions of entry-level employers across the country. It also coordinates the university-wide *Follow Up Survey* that documents the post-graduation outcomes of graduating seniors.

Counseling Center

The Counseling Center offers time-limited counseling to MSU students who are in the pursuit of academic and personal goals. Programs include individual and group, personal or career counseling, testing, multicultural issues, substance abuse assessment, and sexual assault crisis and safety education. Any student registered for one or more credits is eligible for a consultation or assessment interview. As resources permit, additional services and/or referrals may be provided.

Two campus locations are available for service: 207 Student Services, 355-8270 and 329 Olin Health Center, 355-2310. The TTY number for the hearing and/or speech impaired is 353-7278. For information visit www.counseling.msu.edu.

Educational and Support Services

Staff in this unit provide coordination for the division in areas of publications and communications, computer technology, and special projects. Staff also collaborate with the Department of Educational Administration to support the Student Affairs Administration preparation program and serve as administrators for EAD 315 Student Leadership Training. For information call (517) 353-6650 (TTY 353-6651); visit 162 Student Services; or visit www.vps.msu.edu/ESS/ESS_Home.htm.

Intramural Sports and Recreative Services

This department operates on the belief that individuals who participate in enjoyable sports activities during their college years will gain benefits for a healthy life. Three intramural buildings welcome men and women at all levels of ability to participate in over 25 organized intramural sports and over 35 student sports clubs. MSU community members may choose from a diverse array of activities: from formal league and tournament play, to more leisurely and informal recreational activities, to exercise and fitness programs. Persons with disabilities are urged to take advantage of those facilities accessible to them.

For information, refer to *Intramural Sports and Recreative Facilities and Recreative Services* in the *General Information* section of this catalog, call the IM office at 355-5250, or refer to website: <http://www.imsports.msu.edu>.

Department of Residence Life

Residence Life staff members are responsible for working with residents to create living-learning environments in the residence halls and university apartments. The department provides live-in professional and student staff to assist residents with issues and concerns. These staff members are community leaders and resource persons, and they plan and implement educational initiatives to support students in gaining skills in the areas of

integrating in-class and out-of-class learning, multicultural development, community responsibility, character development, and personal well-being. Residence Life is committed to providing students with opportunities to connect with one another in meaningful ways and reduce barriers to individual success by connecting residents to University resources. Safe Place, a unit within Residence Life, is the only domestic violence shelter located on a university campus. For additional information, visit the Department of Residence Life website at www.reslife.msu.edu or call (517) 353-3780/e-mail at reslife@msu.edu.

Resource Center For Persons With Disabilities

Refer to the statement on *Resource Center for Persons with Disabilities* in the *General Information* section of this catalog for additional information.

Student Life

The staff coordinates the programs described below, provides general assistance to students, and refers students to other offices or agencies as appropriate. Except as noted, Student Life programs are located in the Student Life Center, 101 Student Services, (517) 355-8286 (TTY 355-2217). See also: www.vps.msu.edu/SpLife/index.htm.

CAMPUS LIFE ORIENTATION. The staff coordinates and promotes academic, cultural, recreational, and personal programs that help ease the transition to the University during the Fall Welcome period. These programs extend throughout a student's first year on campus.

GREEK LIFE. The staff serves as liaisons between the University and the collegiate chapters, parents, alumni/ae, and (inter)national organizations to provide educational programs, services and resources to support the ideals of Greek Life. Staff also assist the three major governing boards that are individually responsible for managing and providing services to their member organizations.

INTERNATIONALIZING STUDENT LIFE. Staff work with faculty, staff, and student organizations to develop and coordinate programs that will allow students to: learn about cultures other than their own; develop cross-cultural communication skills; interact with faculty and students of diverse international backgrounds; and learn how international social, political, cultural and economic forces affect their lives.

JUDICIAL AFFAIRS. The staff provides direction and coordination for the development and administration of the student non-academic disciplinary process. Responsibilities include: advising five all-student judiciaries and two student-faculty judiciaries; coordinating the selection and training of judiciaries; and training and supporting those serving as administrative officers within the disciplinary process. Staff also provide alcohol and marijuana education seminars attended by approximately 800 students a year.

STUDENT LIFE CENTER AND OFF-CAMPUS LISTING SERVICE. The staff provides information about University resources, student organizations, student events and off-campus living. A computer listing of available rental units is available.

STUDENT GOVERNMENT AND STUDENT ORGANIZATION ADVISING. Staff members assist student government leaders by advising, consulting, and serving as a resource on University policies and procedures. Staff also register over 400 student organizations, as well as the programs and events sponsored by these groups, and provide consultation to enhance student group development. Leadership training and development programs help those in student government and other organizations increase their effectiveness.

PRE-COLLEGE OPPORTUNITIES

Upward Bound Program

The Upward Bound Program is a federally funded program designed to motivate low-income high school students with academic potential to pursue post-secondary education. The program is also targeted toward students whose parents do not have bachelor's degrees. Students are admitted to the program on the basis of their school performance, recommendations of teachers and counselors, and a personal interview.

The program provides services such as personal counseling; instruction in careers, communication skills, mathematics, science, and foreign language; tutoring; field trips; and numerous extra-curricular activities. These services are provided during the intensive six-week residential component of the program and in the academic year follow-up component. Instruction and tutorial assistance are provided by secondary school teachers, University faculty, and graduate and undergraduate students.

College preparation activities for seniors include college tours, admission and financial aid workshops, and opportunities to hear a variety of speakers who talk about adjusting to life in college, personal finances, choosing a major, orientation testing, and other topics of interest to prospective undergraduates. Students who are accepted to MSU participate in the SUPER program.

The Upward Bound Program office is located in Room 192 Ernst Bessey Hall (telephone 353-6701).

Gifted and Talented Programs

In conjunction with the Ingham Intermediate School District and with funding support from private and regional agencies, Michigan State University offers an array of programs designed for pre-college students identified through a variety of measures as academically gifted and talented. CHAMP is an accelerated mathematics program offered during the academic year on the MSU campus. Summer programs address the needs of students from 4th grade through the junior year of high school. Many of the programs emphasize development of skills in mathematics and the sciences. High Achievers offers a set of regular MSU courses for talented high school students. For additional information, visit www.msu.edu/user/gifted.