

2015

Southern Adventist University Graduate Handbook & Planner 2015-2016

Southern Adventist University

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SOUTHERN
ADVENTIST UNIVERSITY

Power for Mind & Soul

Post Office Box 370
Collegedale, TN 37315
423.236.2000 • southern.edu

GRADUATE ACADEMIC PLANNER



2 0 1 5 - 2 0 1 6

Name: _____

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SOUTHERN'S COMMITMENT TO STUDENT RIGHTS

SOUTHERN ADVENTIST UNIVERSITY
WILL PROTECT THE ACADEMIC, SPIRITUAL,
SOCIAL, PERSONAL, AND CORPORATE
RIGHTS OF OUR STUDENTS.

- ACADEMIC** Southern will provide substantive academic programs that are clearly communicated and are responsive to the educational needs and concerns of our students.
- SPIRITUAL** Southern will promote the spiritual development of our students through the values we espouse, programs we present, and individual nurturing we provide.
- SOCIAL** Southern will treat our students with dignity and cultivate an environment of respect for individuals, including privileges of expression and assembly in harmony with university standards.
- PERSONAL** Southern will provide our students opportunity for development of personal potential by articulating and practicing high standards of healthful living, wellness, and entertainment.
- CORPORATE** Southern will clearly communicate what is required for all members of the university community and will apply our regulations with fairness, timeliness, and confidentiality.

STUDENT COMMITMENT TO RESPONSIBLE CONDUCT
AS A STUDENT AT
SOUTHERN ADVENTIST UNIVERSITY
I WILL CONSISTENTLY COMMIT MYSELF TO
ACADEMIC, SPIRITUAL, SOCIAL, PERSONAL,
AND CORPORATE RESPONSIBILITY.

- ACADEMIC** I will follow directions in the university catalog and will apply my best effort to my academic program with inquisitiveness, propriety, honesty, and integrity. I will promote the same conduct among my peers.
- SPIRITUAL** I will honor the university mission of seeking and teaching truth as revealed by Jesus Christ in the Bible. I will balance work, study, and recreation with Sabbath rest and spiritual enrichment.
- SOCIAL** I will show respect for all members of the university community—their lives, property, and environment. This includes respect for diversity, ethical use of communication technologies, and community service.
- PERSONAL** I will develop high standards of personal health, wellness, and entertainment and will promote the same for other members of the university community. I will avoid alcohol, tobacco, improper drug use, and sex outside of marriage.
- CORPORATE** I will actively participate in the corporate life of the university, taking initiative to meet all my duties under its regulations. I will follow the policies and standards of the Student Handbook, which includes financial obligations, program and class attendance, appropriate dress and behavior, vehicle procedures, and fulfillment of my designated role as a member of this residential community.

helpful information

Phone Numbers, Services, Operating Hours

To use a campus phone, dial 8 before the phone number, all numbers use the (423) area code.

General Information	236.2000
Academic Administration	236.2805
Oversees management all of academic areas of campus	
Monday-Thursday, 8 a.m.-12 p.m. and 1 p.m.-5:30 p.m.	
Friday, 8 a.m.-12 p.m.	
Academic Technology	236.2086
See eClass Support	
Admissions	236.2835
Monday-Thursday, 8 a.m.-4:30 p.m.	
Friday, 8 a.m.-12 p.m.	
Adventist Book Center <i>adventistbookcenter.com</i>	396.2814
Sunday, 10 a.m.-5 p.m.	
Monday-Thursday, 9 a.m.-6 p.m.	
Friday, 9 a.m.-3 p.m.	
Audio Visual	236.2410
Monday-Friday, 8 a.m.-5 p.m.	
Campus Safety <i>southern.edu/campusafety</i>	236.2100
Campus Safety personnel are available 24 hours a day, seven days a week. Services include: vehicle registration, motorist assists, life safety and crime investigation, lost and found, and safety escorts.	
Email <i>campussafety@southern.edu</i>	
Monday-Thursday, 7:30 a.m.-5:30 p.m.	
Friday, 7:30 a.m.-1 p.m.	
Campus Shop <i>saucampusshop.com</i>	236.2152
Textbooks, school supplies, bath/beauty products, cards/gifts, Southern apparel	
Monday-Thursday, 8:30 a.m.-5 p.m.	
Friday, 8:30 a.m.-12 p.m.	
Career Services	236.2782
Monday-Thursday, 8 a.m.-5 p.m.	
Friday, 8 a.m.-12 p.m.	
Cashier	236.2826
Monday-Thursday, 8:30 a.m.-4:30 p.m.	
Friday, 8:30 a.m.-12 p.m.	

Chaplain's Office and Campus Ministries236.2787
 Pastoral care, inreach and outreach activities; Student Missions; Student
 Wellness

Monday-Thursday, 9 a.m.-5 p.m.
 Friday, 9 a.m.-12 p.m.

Collegedale Church396.2134

Monday-Thursday, 8 a.m.-5 p.m.
 Friday, 8 a.m.-12 p.m.
 Vespers, 8 p.m., Church
 Church Services:
 Adoration, 9 a.m., 10:15 a.m., Renewal, 11:35 a.m.
 Connect, 11:30 a.m., Collegedale Academy

Collegedale Credit Union *collegedale.org*396.2101

Drive-thru open 7:30 a.m.-closing
 Sunday, 11 a.m.-2 p.m.
 Monday-Wednesday, 8 a.m.-4 p.m.
 Thursday, 8 a.m.-6 p.m.
 Friday, 8 a.m.-2 p.m.

Collegedale Police (non-emergency)396.3133

Collegedale Post Office396.9498

Monday-Friday, 9 a.m.-4 p.m.
 Closed: Saturday, Sunday, and Holidays

Computer Labs

Business/English (Brock Hall 3rd floor; check posted schedule for hours).....236.2599

Computing (Check posted schedule for hours)

Advanced Computing Lab (Hickman 118)

Computing Lab (Hickman 116).....236.2706

Education 21st Century Classroom (Check posted schedule for hours).....236.2778

Journalism Mac Lab (Brock Hall 1st floor; check posted schedule for hours)236.2933

Library236.2788

Sunday, 12 a.m.-11 p.m.
 Monday-Thursday, 7:45 a.m.-11 p.m.
 Friday, 7:45 a.m.-2 p.m.

Nursing (Check posted schedule for testing, holidays, and summer)236.2940

Sunday, 11 a.m.-9:45 p.m.
 Monday-Thursday, 8 a.m.-9:45 p.m.
 Friday, 8 a.m.-3 p.m.

Departments and Schools (Academic)

Departments

Allied Health.....236.2926

Biology236.2926

Chemistry236.2931

English236.2381

History236.2381

Mathematics236.2874

Modern Languages236.2221

Lab236.2742

Physics	236.2669
Technology.....	236.2860
Schools	
Business and Management.....	236.2527
Computing	236.2936
Education and Psychology	236.2765
Journalism and Communication.....	236.2330
Editing Lab	236.2332
Photography Lab	236.2933
Music	236.2880
Nursing	236.2940
Learning Lab	236.2970
Skills Lab	236.2969
Physical Education, Health, and Wellness	236.2850
Religion	236.2976
Social Work	236.2768
Visual Art and Design	236.2732
Dining Hall Menu.....	236.2399
Sunday, 10 a.m.-2 p.m.	
Monday-Friday, 6:30 a.m.-6:30 p.m.	
Saturday, 12 p.m.-2 p.m.	
Disability Support Services dss@southern.edu	236.2574
Monday-Wednesday, 8 a.m.-5 p.m.	
Thursday, 8 a.m.-11 a.m., 2-5 p.m.	
Friday, 8 a.m.-12 p.m.	
eClass Support	236.2086
Technical support for eClass, clickers, and Turnitin assignments is available	
Monday-Thursday, 8 a.m. -5 p.m.	
Friday, 8 a.m.-12 p.m.	
Emergency (ambulance, fire, or police).....	911
Enrollment Services	236.2835
Financial aid awards, scholarships, federal work-study, student loans, summer camp scholarships, annual application forms, financial aid counseling	
Monday-Wednesday, 8:30 a.m.-4:30 p.m.	
Thursday, 8:30 a.m.-8 p.m.	
Friday, 8:30 a.m.-12 p.m.	
First Year Experience.....	236.2575
Program for first year undergraduate students	
Monday-Thursday, 8 a.m.-5 p.m.	
Friday, 8 a.m.-12 p.m.	
Graduate Studies	236.2694
Processes applications for students seeking admission into Graduate Studies	
Monday-Thursday, 8:30 a.m.-12:30 p.m. and 1:30 p.m.-5:30 p.m.	
Friday, 8:30 a.m.-12:30 p.m.	

Gymnasium (Iles P. E. Center)	236.2850
Reserving racquetball courts, equipment, and facilities. For intramural information, go to southern.edu/intramurals . For more facility hours, go to southern.edu/wellness	
Sunday, 5 p.m.-9 p.m.	
Monday-Thursday, 8 a.m.-10 p.m. (except during classes/Convocations/Breaks)	
Friday, 8 a.m.-12 p.m.	
Hair Designers	396.2600
Monday-Thursday, 9:30 a.m.-6 p.m.	
Friday, 9:30 a.m.-sundown	
Sunday, by appointment only	
Hulsey Wellness Center southern.edu/wellness	236.2850
The Kayak (snack shop), rock wall, indoor and outdoor walking tracks, fitness floor, aerobics room, hot tub, therapeutic-massage pool, locker rooms with steam baths and dry sauna	
Sunday, 12 p.m.-9 p.m.	
Monday-Thursday, 5 a.m.-10 p.m.	
Friday, 5 a.m.-2 p.m.	
Information Systems	
Campus Cards and replacements, phone cards, fax service	236.2707
Monday-Thursday, 8 a.m.-5 p.m.	
Friday, 8 a.m.-1 p.m.	
Computer support desk	236.2712
Monday-Thursday, 8 a.m.-5 p.m.	
Friday, 8 a.m.-12 p.m.	
Insurance (Risk Management)	236.2566
Monday-Thursday, 8 a.m.-12 p.m. & 1 p.m.-5 p.m.	
Friday, 8 a.m.-12 p.m.	
International Student Advising	236.2081
Monday-Thursday, 8 a.m.-5 p.m.	
Friday, 8 a.m.-12 p.m.	
Kayak (snack shop)	236.2592
Smoothie and sandwich bar	
Sunday 3 p.m.-9 p.m.	
Monday-Thursday, 6 a.m.-9 p.m.	
Friday, Saturday-Closed	
Kiddie Campus	396.9253
Child day-care option	
Monday-Thursday, 6:30 a.m.-6 p.m.	
Friday, 6:30 a.m.-4 p.m.	
KR's Place (snack shop)	236.2719
Sunday, 4 p.m.-10 p.m.	
Monday-Thursday, 10 a.m. to 10 p.m.	
Friday, Closed	
Saturday, 6 p.m.-10 p.m.	

Library (McKee)	236.2788
Databases, books, journals, Lincoln Civil War Collection, videos, and other types of media	
Sunday, 12 p.m.-11 p.m.	
Monday-Thursday, 7:45 a.m.-11 p.m.	
Friday, 7:45 a.m.-2 p.m.	
Online Campus	236.2087
Monday-Thursday, 8 a.m.-5 p.m.	
Friday, 8 a.m.-12 p.m.	
Outdoor Education Center	236.2416
Ropes Course and Alpine Tower; schedule by appointment	
Quick Print	236.2861
Copying, UPS, mail service, color copies, etc.	
Monday-Thursday, 8 a.m.-5 p.m.	
Friday, 8 a.m.-12 p.m.	
Records and Advisement/Transcripts	236.2899 or 236.2921
Registration, class schedule, class add/drop, grades, transcripts, verifications for student loans or good student driving discounts, major or adviser changes	
Monday-Thursday, 8:30 a.m.-4:30 p.m.	
Friday, 8:30 a.m.-12 p.m.	
Research & Writing Center	236.2384
Sunday-Thursday, 1 p.m.-9 p.m.	
Residence Halls	
Talge Hall for Men	236.2994
Thatcher Hall for Women	236.2904
Thatcher South for Women	236.2910
Sunday-Friday, lobbies close at 11 p.m.	
Saturday, lobbies close at 12:45 a.m.	
Sheriff (non-emergency)	622.0022
Student Association (Check posted schedule for hours)	236.2723
Festival Studios	236.2678
Social Activities	236.2603
Southern Accent	236.2612
Southern Memories	236.2613
SA President	236.2600
Student Center	236.2611
CNN and ESPN, video games, national and campus newspapers, pool table, air hockey, ping-pong, and various table games	
Sunday, 1 p.m.-10:30 p.m.	
Monday-Thursday, 11 a.m.-10:30 p.m.	
Friday, 11 a.m.-1 p.m.	

Student Employment (Human Resources) *southern.edu/hr* 236.2276 or 236.2278

Information about on and off-campus jobs
Monday-Thursday, 8 a.m.-12 p.m. and 1 p.m.-5 p.m.
Friday, 8 a.m.-12 p.m.

Student Finance (See Enrollment Services)

Student Life and Activities 236.2484

Coordinates social activities and student organizations, assists community students, Title IX Designee for students
Monday-Thursday, 9:30 a.m.-12 p.m. , 1 p.m.-5:30 p.m.

Student Park

Reservations 236.2555
Cave Reservations..... 236.2785
Goliath Wall amphitheater reservations 236.2785

Student Services 236.2814

Oversees management of student life—residence halls, Student Success Center, Student Life and Activities, Campus Ministries, Convocation/Worship/Vespers records, and enforcement of university rules and regulations
Monday-Thursday, 8 a.m.-12 p.m. and 1 p.m.-5 p.m.
Friday, 8 a.m.-12 p.m.

Student Success Center

Counseling and Testing Services 236.2782

Counseling, career planning, testing, international student advisement
Monday-Thursday, 8 a.m.-12 p.m. and 1 p.m.-5 p.m. (closed for Convocation)
Friday, 8 a.m.-12 p.m.

Learning Support Services 236.2838

Academic support, college survival skills, disability services
Monday-Thursday, 8 a.m.-5 p.m. (Tutoring Room, 8 a.m.-8 p.m.)
Friday, 8 a.m.-12 p.m.

Teaching Materials Center *southern.edu/tmc* 236.2661

Laminating, copying, binding, easy-punch lettering, videos, books, games, video viewing machines, free pictures for projects, multicultural costumes and artifacts, bulletin board materials, etc.
Sunday, 2 p.m.-7:30 p.m.
Monday-Thursday, 9 a.m.-8:45 p.m. (Closed during Convocation)
Friday, 9 a.m.-12 p.m.

Transportation Services 236.2716

Transportation to and from airport, bus station, and to Groome Transportation connecting to Atlanta and Nashville airports. Free to current students.
Monday-Thursday, 7:30 a.m.-12 p.m. and 1-5 p.m.
Friday, 7:30 a.m.-12 p.m.

University Health Center <i>southern.edu/universityhealth</i>	236.2713
Visit the UHC first, for minor illnesses or injuries, wound care, lab tests, immunizations, physicals, referrals to area doctors.	
Monday-Thursday, 8 a.m.-12 p.m. and 1 p.m.-5 p.m.	
Friday, 8 a.m.-12 p.m.	
Village Market (health food store)	236.2300
Sunday, 8 a.m.-6 p.m.	
Monday-Thursday, 7 a.m.-9 p.m.	
Friday, 7 a.m.-4 p.m.	
Village Market (VM) Deli	
Sunday, 8 a.m.-6 p.m.	
Monday-Thursday, 7 a.m.-9 p.m.	
Friday, 7 a.m.-4 p.m.	
Wright Hall	
Academic Administration	236.2805
Monday-Thursday, 8 a.m.-12 p.m. and 1 p.m.-5:30 p.m.	
Friday, 8 a.m.-12 p.m.	
Accounting.....	236.2820
Monday-Thursday, 8 a.m.-5 p.m.	
Friday, 8 a.m.-12 p.m.	
Cashier	236.2826
Monday-Thursday, 8:30 a.m.-4:30 p.m.	
Friday, 8:30 a.m.-12 p.m.	
Enrollment Services	236.2835
Monday-Wednesday, 8:30 a.m.-4:30 p.m.	
Friday, 8:30 a.m.-12 p.m.	
Human Resources.....	236.2276
Monday-Thursday, 8 a.m.-12 p.m. and 1 p.m.-5 p.m.	
Thursday, 8:30 a.m.-8 p.m.	
Friday, 8 a.m.-12 p.m.	
President's Office.....	236.2801
Monday-Thursday, 8 a.m.-12 p.m. and 1 p.m.-5:30 p.m.	
Friday, 8 a.m.-12 p.m.	
Records and Advisement	236.2899
Monday-Thursday, 8:30 a.m.-4:30 p.m.	
Friday, 8:30 a.m.-12 p.m.	
Transcripts	236.2921
Monday-Thursday, 8:30 a.m.-4:30 p.m.	
Friday, 8:30 a.m.-12 p.m.	
WSMC Radio (FM 90.5) <i>wsmc.org</i>	236.2905
Classical radio station	
Monday-Thursday, 8 a.m.-5 p.m.	
Friday, 8 a.m.-12 p.m.	

2015		Sunday	Monday	Tuesday
		<p>S1553 McKee Library Hours: Monday-Thursday, 7:45a-9p Friday, 7:45a-Noon Sunday, 2-9p Sign-up for intramurals: southern.edu/intramurals</p>	<p>Key for Summer Sessions: S15: Nursing Cohort May 11-August 20 S15S1: 1st Summer Session May 11-29 S15S2: 2nd Session June 1-July 24 S15S3: 3rd Summer Session July 27-August 20 F15: Fall Semester August 24-December 17</p>	
	5	6	7	<p>Tornado Siren Test, Noon</p> <p>S16 grades due, Verified Sp, Records</p>
	12	13	14	<p>Summer Institute, 9a-5p, White Oak Room</p> <p>Summer Institute, 9a-Noon, White Oak Room</p>
	19	20	21	<p>University Health Center Open, 11a-Noon Campus Shop Open, 11a-1:30p</p> <p>Summer Institute, 9a-Noon, White Oak Room</p> <p>Last day for 40% tuition refund No tuition refund after today for S15</p> <p>RAD-Women's Self Defense Class, 5p, Campus Safety</p> <p>Summer Institute, 9a-Noon, White Oak Room</p> <p>RAD-Women's Self Defense Class, 5p, Campus Safety Tornado Siren Test, 6p</p>
	26	27	28	<p>Parent's Day</p> <p>University Health Center Open, 11a-2p Campus Shop Open, 11a-3p</p> <p>S1553 Classes Begin</p> <p>S15S1 & S15S2 grades due, Verified Sp, Records office</p>

Wednesday	Thursday	Friday	Saturday
1	2 University Offices, Health Center, McKee Library & Campus Shop Closed General Conference Session, San Antonio, TX (2-11)	3 University Offices, Health Center, McKee Library & Campus Shop Closed Sunset, 8:58p	4 Independence Day Adoration, 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA
8	9	10 Payday: Hourly/Student University Health Center Closed Sunset, 8:57p	11 Adoration, 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA
15 Payday: Salary Summer Institute, 9a-Noon, White Oak Room Application Deadline for October NCE	16 Summer Institute, 9a-Noon, White Oak Room Last day to drop a S15 class	17 University Health Center Open, 8a-Noon Summer Institute, 9a-Noon, White Oak Room Sunset, 8:54p	18 Adoration, 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA
22 Summer Institute, 9a-Noon, White Oak Room	23 Summer Institute, 9a-Noon, White Oak Room Book Buy Back, 9a-5p, Campus Shop MSED Classes End MS Counseling Classes End RAD-Women's Self Defense Class, 5p, Campus Safety	24 Payday: Hourly/Student Book Buy Back, 9a-Noon, Campus Shop Summer Institute, 9a-Noon, White Oak Room S1552 Classes End Sunset, 8:50p	25 Adoration, 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA Diversions, 9:30p, Student Center
29 Last day to add S1553 Classes	30 Payday: Salary	31 Sunset, 8:45p	

2015 August

Sunday	Monday	Tuesday
<p>S1553 McKee Library Hours: Monday-Thursday, 7:45a-9p Friday, 7:45a-Noon Sunday, 2-9p Sign-up for intramurals: southern.edu/intramurals</p>	<p>Key for Summer Sessions: S15: Nursing Cohort May 11-August 20 S15S1: 1st Summer Session May 11-29 S15S2: 2nd Session June 1-July 24 S15S3: 3rd Summer Session July 27-August 20 F15: Fall Semester August 24-December 17</p>	
2	3	4
<p>Christian Media Camp (2-4)</p>	<p>New Employee Orientation, (HR) 8a-5p Last day for 100% tuition refund for S1553</p> <p>Southern Online Campus Support Sessions, 1-5p</p>	<p>Orientation to Teaching for New Faculty, 8a-5p, CTE</p> <p>Tornado Siren Test, Noon Southern Online Campus Support Sessions, 1-5p</p>
9	10	11
<p>University Colloquium (9-15)</p> <p>Employee Picnic, 6p</p>	<p>Employee In-Service, 8:30a-12:30p, Lynn Wood Last day for 50% tuition refund No tuition refund after today for S1553 BRIDGE Dessert, Noon, Presidential Banquet Room Employee In-Service, 1:30-5:30p, Lynn Wood</p>	<p>Employee Wellness Assessment, 6-10a, Iles Tennessee Valley Institute, 8a-4p, Hulsey</p> <p>Faculty Inservice: Center for Teaching Excellence & Southern Online Campus Support Sessions, 1-5p</p>
16	17	18
		<p>Tornado Siren Test, 6p</p>
23	24	25
<p>MSW Orientation, 8:30a Campus Shop Open, 10a-6p University Health Center Open, 11a-2p McKee Library Open, Noon-5p SBM Orientation, 3:30p Organization Showcase, 4:30-6:30p, Iles PE Center MSW Celebration, 7p</p>	<p>Classes Begin McKee Library Open, 7:45a-11p GCDP Classes Begin SEP Counseling Classes Begin SBM Classes Begin Softball Intramural Sign-up Begins, southern.edu/intramurals MSN Orientation, 4p</p>	<p>MSN Clinical Orientation Part I, Noon</p>
30	31	
<p>MSW Classes DNP Intensive (30-September 3)</p>	<p>Last day to make change without charge or for 100% tuition refund</p>	<p>S1553 grades due, Verified 5p, Records</p>

Wednesday	Thursday	Friday	Saturday
			<p>1</p> <p>Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA</p> <p>Diversions, 9:30p</p>
<p>5</p> <p>Orientation to Teaching for New Faculty, 8a-5p, CTE</p> <p>Southern Online Campus Support Sessions, 1-5p</p>	<p>6</p> <p>Orientation to Teaching for New Faculty, 8a-5p, CTE</p> <p>Southern Online Campus Support Sessions, 1-5p</p>	<p>7</p> <p>Payday: Hourly/Student</p> <p>Orientation to Teaching for New Faculty, 8a-Noon, CTE Southern Online Campus Support Sessions, 8a-Noon Last day to drop S1553 Classes</p> <p>Vespers, 8p, Church</p> <p>Sunset, 8:39p</p>	<p>8</p> <p>Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA</p> <p>Diversions, 9:30p</p>
<p>12</p> <p>Faculty Inservice: Center for Teaching Excellence & Southern Online Campus Support Sessions, 8a-Noon Writing Committee Rubrics, 10-11a Faculty In-Service, 12:30-5:30p, Marriott Inn (Center Drive, Chattanooga)</p>	<p>13</p> <p>Faculty Inservice: Center for Teaching Excellence & Southern Online Campus Support Sessions, 8a-Noon Graduate Faculty Luncheon, Noon-1:15p Faculty Inservice: Center for Teaching Excellence & Southern Online Campus Support Sessions, 1-5p</p>	<p>14</p> <p>Payday: Salary</p> <p>Faculty Inservice: Center for Teaching Excellence & Southern Online Campus Support Sessions, 8a-Noon Vespers, 8p, Church Employee Colloquium Vespers, 8p, Lynn Wood Chapel Sunset, 8:31p</p>	<p>15</p> <p>Adoration, 9 & 10:15a, Church Employee Colloquium Sabbath School & Church Service, 10a, Lynn Wood Chapel Renewal, 11:35a, Church Connect, 11:35a, CA</p> <p>Open Gym Night, 9:30p, lles</p>
<p>19</p>	<p>20</p> <p>Final Exams S1553 Book Buy Back, 9a-5p, Campus Shop Lights Volunteers Reception, 5:30p, Bietz Lawn</p>	<p>21</p> <p>Payday: Hourly/Student</p> <p>Book Buy Back, 9a-Noon, Campus Shop New Employee Reception, 5:30p, Bietz Lawn Vespers, 8p, Church Star Watch, 9-10p, Hickman Parking Lot Sunset, 8:23p</p>	<p>22</p> <p>Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA</p> <p>Diversions, 9:30p</p>
<p>26</p>	<p>27</p> <p>Convocation: Student Dedication, 11a, Church, Gordon Bietz</p>	<p>28</p> <p>Payday: Salary</p> <p>McKee Library Open, 7:45a-2p Community Corporate/Non- Profit Agency's Showcase, 10a-2p Last day for textbook returns, Campus Shop MSN Interviews, 9a-Noon Vespers, 8p, Church, Brennon Kirstein Sunset, 8:14p</p>	<p>29</p> <p>Adoration, 9 & 10:15a, Church SOAP Cartecay Kayak Trip, 10a, OEC Renewal, 11:35a, Church Connect, 11:35a, CA</p> <p>Evensong, 7:30p, Church SA Welcome Party, 9:15p, lles</p>

September 2015

Sunday	Monday	Tuesday
<p>Campus Fire Safety Month Suicide Prevention Awareness Month ADHD Month National Campus Safety Awareness Month Sign up for intramurals: southern.edu/intramurals</p>		<p>Fee charged for add/drop "W" on transcript DNP Intensives (August 30-3)</p> <p>Tornado Siren Test, Noon</p> <p>Faculty Recital: Julie Penner, Soprano, Peter Cooper, Pianist, 7:30p, Ackerman</p>
<p>6</p> <p>Southern Union Youth Director's Pancake Breakfast, 9:30-11:30a, Student Park SOAP Paddle Boarding, 10a, Wright Hall Fall OE Intensive (September 6-16)</p>	<p>Labor Day 7</p> <p>Last day to add a class (Census)</p>	<p>8</p> <p>MSN Capstone, Noon Dean's Luncheon, Noon, Presidential Banquet Room</p>
<p>Grandparents Day 13</p> <p>SOAP Ocoee Rafting Trip, 10a, Wright Hall Latin American Month Begins (13-October 11) MSW Classes</p> <p>RAD-Women's Self Defense Class, 5p, Campus Safety</p>	<p>14</p> <p>Last day for 80% tuition refund Futsal Season Begins Calling, Career & Vocation Committee, Noon, Presidential Banquet Room</p> <p>University Senate, 3:30p</p>	<p>Payday: Salary 15</p> <p>Lights Volunteer Luncheon, 11:30a, Presidential Banquet Room</p> <p>RAD-Women's Self Defense Class, 5p, Campus Safety Tornado Siren Test, 6p</p>
<p>20</p> <p>SOAP Ocoee Rafting Trip, 10a, Wright Hall Cave & Goliath Wall Open, 11a-3p, Student Park Dave Cress Memorial Golf Tournament, Nob North Golf Course</p>	<p>21</p> <p>ViewSouthern (21-22)</p> <p>Convocation: Piano, 7:30p, Ackerman Auditorium, Paul Kenyon</p>	<p>22</p> <p>Convocation: Around the World in 90 Minutes, Marty Essen, 7:30p, Iles</p>
<p>27</p> <p>SOAP Ocoee Rafting Trip, 10a, Wright Hall Employee Apple Festival MSW Classes</p>	<p>28</p> <p>Last day for 60% tuition refund Faculty Portfolios due, VP Academic Administration's office</p> <p>University Senate, 3:30p</p> <p>Fall at the Wall, 7p, Goliath Wall, Subodh Pandit</p>	<p>29</p> <p>BRIDGE Luncheon, 11:45a, Presidential Banquet Room</p> <p>Fall at the Wall, 7p, Goliath Wall, Subodh Pandit</p>

Wednesday	Thursday	Friday	Saturday
<p>2</p> <p>Softball Season Begins</p> <p>Teach³, Noon, Presidential Banquet Room</p>	<p>3</p> <p>Convocation, 11a, Church, Iki Taimi</p> <p>Begin ordering December graduation regalia & announcements, www.cbgrad.com</p> <p>Deans/Chairs Advisory, 3:30p</p>	<p>4</p> <p>Payday: Hourly/Student</p> <p>Futsal Intramural Sign-up Begins, southern.edu/intramurals</p> <p>SOAP Bat Vespers, 6p, Wright Hall</p> <p>Vespers, 8p, Church, Iki Taimi</p> <p>Ministry Expo, 9:30p</p> <p>Sunset, 8:04p</p>	<p>5</p> <p>Adoration, 9 & 10:15a, Church</p> <p>Renewal, 11:35a, Church</p> <p>Connect, 11:35a, CA</p> <p>The Great Haystack, Noon, Iles</p> <p>Evensong, 7:30p, Church</p> <p>Open Gym Night, 9:30p, Iles</p>
<p>9</p> <p>SEP Counseling Student Orientation</p> <p>Faculty Showcase, Noon, Presidential Banquet Room</p> <p>New Graduate International Student Immigration Workshop, 5p, Lynn Wood</p> <p>Futsal Captains Meeting, 5p, Hulsey</p>	<p>10</p> <p>World Suicide Prevention Day</p> <p>Convocation: Department & Schools, 11a, Various Locations</p> <p>Graduate Council, 3:30p</p>	<p>11</p> <p>MSN Interviews, 9a-Noon</p> <p>Vespers, 8p, Church, Anna Romuald</p> <p>GroupLink, 9:30p, Iles</p> <p>Sunset, 7:55p</p>	<p>12</p> <p>Adoration, 9 & 10:15a, Church</p> <p>Renewal, 11:35a, Church</p> <p>Connect, 11:35a, CA</p> <p>Evensong, 7:30p, Church</p> <p>Men's Club Bowling Night, 9-11p, Holiday Bowl, Chattanooga</p>
<p>16</p> <p>Graduate Program Fair, 11:30a-2p, Dining Hall</p> <p>Faculty Tech Bites, Noon, Presidential Banquet Room</p>	<p>17</p> <p>Constitution Day</p> <p>Convocation: Constitution Day, 11a, Iles, Dennis Boggs</p> <p>RAD-Women's Self Defense Class, 5p, Campus Safety</p> <p>Convocation: Abe Lincoln Impersonator, 7:30p, Thatcher, Dennis Boggs</p>	<p>18</p> <p>Payday: Hourly/Student</p> <p>SOAP Horseback Riding, 1p, Wright Hall</p> <p>Reynolds' Chair Symposium, 6:30-8p, Hulsey Wellness Center</p> <p>Lawn Concert Vespers, 8p, Goliath Wall</p> <p>Star Watch, 8:30-9:30p, Hickman Parking Lot</p> <p>Sunset, 7:45p</p>	<p>19</p> <p>Adoration, 9 & 10:15a, Church</p> <p>Reynolds' Chair Symposium, 9:30-Noon, Hulsey Wellness Center</p> <p>Renewal, 11:35a, Church</p> <p>Connect, 11:35a, CA</p> <p>Evensong, 7:30p, Church</p> <p>SA Harlem Globetrotters Basketball Game, 9p, Iles</p>
<p>First Day of Autumn 23</p> <p>Faculty Showcase, Noon, Presidential Banquet Room</p> <p>Convocation: Sexual Awareness, Katie Koestner, 7:30p, Iles</p>	<p>24</p> <p>Convocation: Mock Trial, 11a, Iles, Kevin Wilson</p> <p>Graduate Council, 3:30p</p> <p>Convocation: Sexual Violence Q & A, 7:30p, Thatcher</p>	<p>25</p> <p>MSN Interviews, 9a-Noon</p> <p>Flag Football Sign-up Begins, southern.edu/intramurals</p> <p>SOAP Sand Rock Climbing Trip, 3p, OEC (25-27)</p> <p>Ministerial Candidate Recognition, 7:30p, Thatcher Chapel, Peter Kulakov</p> <p>Vespers: Latin American Heritage, 8p, Church</p> <p>Sunset, 7:34p</p>	<p>26</p> <p>Adoration, 9 & 10:15a, Church</p> <p>Ministerial Candidate Recognition, 9:30 & 11a, Thatcher Chapel, Peter Kulakov</p> <p>Renewal, 11:35a, Church</p> <p>Connect, 11:35a, CA</p> <p>Evensong, 7:30p, Church</p> <p>LAC Night, 9p, Iles</p>
<p>Payday: Salary 30</p> <p>Faculty Professional Development</p> <p>Flag Football Captains Meeting, 5p, Hulsey</p> <p>Fall at the Wall, 7p, Goliath Wall, Subodh Pandit</p>			

October 2015

Sunday	Monday	Tuesday
<p>Domestic Violence Awareness Month</p> <p>National Depression Education & Awareness Month</p> <p>Fire Prevention Month</p> <p>National Bullying Prevention Month</p> <p>Sign up for intramurals: southern.edu/intramurals</p>		
<p>4</p> <p>32nd Annual Sunbelt Cohutta Springs Triathlon Registration, 10:30-11:45a Race Begins, 12:30p</p> <p>Board of Trustees Meeting</p> <p>Symphony Orchestra Concert, 7:30p, Church</p>	<p>5</p> <p>Mid-Semester Book Buy Back, 9a-5p, Campus Shop</p> <p>Flag Football Season Begins</p>	<p>6</p> <p>Mid-Semester Book Buy Back, 9a-5p, Campus Shop</p> <p>Tornado Siren Test, Noon</p> <p>Percussion: Michael Burritt, 7:30p, Ackerman</p>
<p>11</p> <p>No Field Trips or Tours (11-15)</p> <p>MSW Information Session</p> <p>MSW Classes</p> <p>Wind Symphony Concert, 7:30p, Church</p>	<p>12</p> <p>Columbus Day Canadian Thanksgiving Day</p> <p>Duck Walk, 7a-7p, Athletic Track</p> <p>Calling, Career & Vocation Committee, Noon, Presidential Banquet Room</p> <p>University Senate, 3:30p</p> <p>Archaeological Museum Lecture, 7p, Lynn Wood Chapel, Michael Hasel</p>	<p>13</p> <p>Duck Walk, 7a-7p, Athletic Track</p> <p>Employee Town Hall, 10:30a-Noon, Lynn Wood Chapel</p> <p>MSW Forum</p> <p>Employee Town Hall, 3:30-5p, Lynn Wood Chapel</p>
<p>18</p> <p>Flea Market, 8a-3p, Wood/Talge Parking Lot</p> <p>Employee Appreciation Event</p> <p>McKee Library Open, 6-11p</p>	<p>19</p>	<p>20</p> <p>Mid-Term grades due, Verified 5p, Records</p> <p>Tornado Siren Test, 6p</p> <p>Convocation: Sand Art, 7:30p, Iles, Joe Castillo</p>
<p>25</p> <p>MSW Classes</p>	<p>26</p> <p>Last day for 40% tuition refund No tuition refund after today</p> <p>University Assembly, 4p</p>	<p>27</p> <p>New Employee Orientation, 8a-5p</p>

Wednesday	Thursday	Friday	Saturday
	1 Convocation: Week of Prayer, 11a, Church, Subodh Pandit Online Registration for S1653 Begins MSN Application Deadline Deans/Chairs Advisory, 3:30p Fall at the Wall, 7p, Goliath Wall, Subodh Pandit	Payday: Hourly/Student 2 Board of Trustees Retreat (2-4) Vespers: Fall at the Wall, 8p, Goliath Wall, Subodh Pandit Sunset, 7:24p	3 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA Evensong, 7p, Church All Night Softball Tournament, 8:30p, Summit Softball Complex
7 Teach ³ , Noon, Presidential Banquet Room	8 Convocation: Adventist Heritage, 11a, Church, Jud Lake Meet the Firms, 2-5p, Church Fellowship Hall Graduate Council, 3:30p	9 SOAP Horseback Riding, 1p, Wright Hall Vespers, 8p, Church, Reggie Horton Sunset, 7:15p	10 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA Evensong, 7p, Church Studio 4109 LIVE, 8:45p, Iles
14 Faculty Showcase, Noon, Presidential Banquet Room	15 Payday: Salary Last day to submit SOR post session writing projects Society of Adventist Communicators, Washington, D.C. (15-17) 3 on 3 Basketball Sign-up Begins, southern.edu/intramurals McKee Library Closes, 5p	16 National Boss's Day Payday: Hourly/Student MIDTERM BREAK (16-18) No Classes NCE Counseling Exam University Health Center Closed (16-18) McKee Library Closed SOAP Back Packing Trip, 3p, OEC (16-18) Sunset, 7:05p	17 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA
MIDTERM BREAK			
21 Faculty Tech Bites, Noon, Presidential Banquet Room 3 on 3 Basketball Captains Meeting, 5p, Hulsey	22 Convocation: Latin American Heritage, 11a, Church Graduate Council, 3:30p Convocation: GYCSE, 7:30p, Thatcher Chapel, Taj Pacleb	23 Deadline to request December/May Graduation, Records office Faculty Winter Textbook Adoptions due, Campus Shop SOAP Island Camping, 3p, Wright Hall (23-24) Graduate Vespers, 6p Vespers: GYCSE, 8p, Church, Taj Pacleb Star Watch, 8:30-9:30p, Hickman Parking Lot Sunset, 6:57p	24 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA Evensong, 6:30p, Church 3 on 3 Basketball Tournament, 7:30p, Iles
28 Faculty Showcase, Noon, Presidential Banquet Room	29 Convocation, 11a, Iles, Stephen Black Last day to drop a class "W" on transcript Homecoming Weekend (29-Nov. 1) Preview Southern 101 (29-30) Alumni Banquet, 6p, Dining Hall	30 Payday: Salary/Hourly/Student Psychology Symposium, 9a-1p, Summerour #1200 Floor Hockey Sign-up Begins, southern.edu/intramurals Comp Exam for December Counseling Graduates 4th Annual Beyond the Columns Supper, Alumni & Senior Class 6p, Student Center Vespers, 8p, Iles, Concert, Anthony Evans Alumni Vespers, 8p, Church Sunset, 6:49p	31 Adoration, 9 & 10:15a, Church, Larry Caviness/Bob Cundiff Renewal, 11:35a, Church, David Williams Connect, 11:35a, CA Sacred Concert: Jennifer LaMountain, 4p, Church Evensong, 6:30p, Church Southern Shuffle, 9:30p, Wood

november 2015

Sunday	Monday	Tuesday
<p>1</p> <p>Daylight Savings Time Ends, clocks back one hour at 2a Set</p> <p>12th Annual Antique/Classic Car Show, 11a, Wood/Talge Parking Lot</p> <p>American Indian Heritage Month</p> <p>SA Fall Festival, 6-9p</p>	<p>2</p> <p>Student Missions Emphasis Week (2-6)</p>	<p>3</p> <p>Election Day</p> <p>Online Registration for Winter (3-13)</p> <p>Tornado Siren Test, Noon</p>
<p>8</p> <p>MSW Information Session</p> <p>MSW Classes</p>	<p>9</p> <p>Floor Hockey Season Begins</p> <p>Calling, Career & Vocation Committee, Noon, Presidential Banquet Room</p> <p>University Senate, 3:30p</p> <p>RAD-Women's Self Defense Class, 5p, Campus Safety</p>	<p>10</p> <p>Dean's Luncheon, Noon, Presidential Banquet Room</p> <p>RAD-Women's Self Defense Class, 5p, Campus Safety</p>
<p>15</p> <p>SOAP Horseback Riding, 1p, Wright Hall</p> <p>Symphony Orchestra Concert, 7:30p, Church</p>	<p>16</p> <p>Payday: Salary</p> <p>December graduates deadline to finish incompletes & home study correspondence</p> <p>Online Winter Registration opens for Transfer students (16-January 19)</p> <p>BRIDGE Luncheon, 11:45a, Presidential Banquet Room</p>	<p>17</p> <p>International Archaeology Symposium: A World in Miniature, 9a-9p, Lynn Wood</p> <p>Lights Volunteer Luncheon, 11:30a, Presidential Banquet Room</p> <p>Tornado Siren Test, 6p</p> <p>Archaeology Symposium: A World in Miniature, Thomas Staubli, 7:30p, Lynn Wood Chapel</p>
<p>22</p> <p>McKee Library Closed</p> <p>MSW Classes</p> <p>Cowboy Jubilee (WSMC), 5-8p, Bill Hullander's farm</p>	<p>23</p> <p>THANKSGIVING BREAK (23-29)</p> <p>No Classes</p> <p>University Health Center Closed (23-29)</p> <p>McKee Library Open, 1-5p</p>	<p>24</p> <p>McKee Library Open, 1-5p</p>
<p>29</p> <p>Concerto Competition Finals Auditions, 4-8p, Wood Hall, Ackerman Auditorium</p> <p>McKee Library Open, 6-11p</p>	<p>30</p> <p>Payday: Salary</p>	<p>Sign-up for intramurals, southern.edu/intramurals</p>

Wednesday	Thursday	Friday	Saturday
4	5	6	7
<p>Teach³, Noon, Presidential Banquet Room</p> <p>Floor Hockey Captains Meeting, 5p, Hulsey</p>	<p>Convocation: Student Missions, 11a, Church, John Baxter</p> <p>Dean/Chairs Advisory, 3:30p</p>	<p>uQuest Orientation Weekend (6-8)</p> <p>SOAP Sand Rock Climbing, 3p, OEC (6-8)</p> <p>Vespers, 8p, Church, John Baxter</p> <p>Mission Expo, 9:30p, Church</p> <p>Sunset, 5:42p</p>	<p>Adoration, 9 & 10:15a, Church</p> <p>Renewal, 11:35a, Church</p> <p>Connect, 11:35a, CA</p> <p>Evensong, 6:30p, Church</p> <p>Extreme Dodgeball, 7:30p, Iles</p>
11	12	13	14
<p>Veteran's Day</p> <p>Faculty Showcase, Noon, Presidential Banquet Room</p> <p>RAD-Women's Self Defense Class, 5p, Campus Safety</p>	<p>Convocation: Wounded Warrior Project, 11a, Iles, Andrew Smith</p> <p>Preview Southern 102 (12-13)</p>	<p>Payday: Hourly/Student</p> <p>Comp Exam Re-test date for December Counseling Graduates</p> <p>SBM Classes End</p> <p>Vespers: Topics 1, 8p, Iles, Brennon Kirstein</p> <p>Vespers: Pierson Weekend, 8p, Thatcher Chapel, Ron Clouzet</p> <p>Sunset, 5:37p</p>	<p>Adoration, 9 & 10:15a, Church</p> <p>Pierson Weekend, 9:30 & 11a, Thatcher Chapel, Ron Clouzet</p> <p>Renewal, 11:35a, Church</p> <p>Connect, 11:35a, CA</p> <p>Evensong: I Cantori, 5:30p, Church</p> <p>Studio 4109 LIVE, 8:09p, Iles</p>
18	19	20	21
<p>Faculty Tech Bites, Noon, Presidential Banquet Room</p>	<p>Convocation: SA, 11a, Iles, Mosab Hassan Yousef</p> <p>Graduate Council, 3:30p</p> <p>We Give Thanks, 5p, Lynn Wood</p> <p>SOAP Adventure Movie Night, 6p</p> <p>Sunset, 5:32p</p>	<p>Sunset, 5:32p</p>	<p>Adoration, 9 & 10:15a, Church</p> <p>Renewal, 11:35a, Church</p> <p>Connect, 11:35a, CA</p> <p>New York Study Tour Begins</p>
25	26	27	28
<p>University Offices & McKee Library Closes, Noon</p>	<p>Thanksgiving Day</p> <p>University Offices Closed</p>	<p>Payday: Hourly/Student</p> <p>University Offices Closed</p> <p>Sunset, 5:30p</p>	<p>Adoration, 9 & 10:15a, Church</p> <p>Renewal, 11:35a, Church</p> <p>Connect, 11:35a, CA</p>
THANKSGIVING BREAK			

december 2015

Sunday	Monday	Tuesday
<p>Sign-up for intramurals: southern.edu/intramurals</p>		<p>Begin purchasing Winter Semester textbooks, Campus Shop</p> <p>Giving Tuesday</p> <p>MSN End of Program Luncheon, Noon</p> <p>Tornado Siren Test, Noon</p> <p>President's Circle 100, 5:30p</p> <p>Graduate Christmas Party, 5:30p</p> <p>Christmas Tree Lighting, 6:30p, Taylor Circle</p>
<p>6</p> <p>Employee Christmas Brunch, 9:30a, Dining Hall</p> <p>No Field Trips or Tours (6-12)</p> <p>RAD-Men's Self Defense Class, 5p, Campus Safety</p> <p>Talge Open House, 6p</p>	<p>7</p> <p>Christmas Open House, 8:30a-6p, Campus Shop</p> <p>RAD-Men's Self Defense Class, 5p, Campus Safety</p>	<p>8</p> <p>MSN Clinical Orientation, Noon</p>
<p>13</p> <p>No Field Trips or Tours (13-17)</p> <p>MSW Information Session</p> <p>MSW Classes</p> <p>McKee Library Open, Noon-Midnight</p>	<p>14</p> <p>Semester Exams (14-17)</p> <p>McKee Library Open, 7:45a-Midnight</p> <p>Book Buy Back, 9a-5p, Campus Shop</p> <p>Calling, Career & Vocation Committee, Noon, Presidential Banquet Room</p> <p>University Senate, 3:30p</p> <p>Crunch Brunch, 6-11p, Dining Hall</p>	<p>15</p> <p>Payday: Salary</p> <p>McKee Library Open, 7:45a-Midnight</p> <p>Book Buy Back, 9a-5p, Campus Shop</p> <p>SOR Field School Applications due</p> <p>Last day to make up Winter & Summer 2015 incompletes</p> <p>Tornado Siren Test, 6p</p>
<p>20</p>	<p>21</p> <p>Residence Halls Close, Noon (21-January 3)</p> <p>Food Services Closed (21-January 8)</p> <p>Fall Semester grades due, Verified 5p, Records office</p>	<p>22</p> <p>First Day of Winter</p>
<p>27</p>	<p>28</p>	<p>29</p>

Wednesday	Thursday	Friday	Saturday
2	3	4	5
<p>Last day to order December graduation regalia online. www.cbgrad.com</p> <p>Teach³, Noon, Presidential Banquet Room</p>	<p>Convocation: SA Town Hall Meeting, 11a, lles</p> <p>Deans/Chairs Advisory, 3:30p</p> <p>Christmas Tree Lighting, 6:30p, Taylor Circle (Rain Date)</p>	<p>MSN Capstone Presentations, 9a-Noon</p> <p>SOAP Overnight Caving Trip, 10a, OEC</p> <p>Basketball Sign-up Begins, southern.edu/intramurals</p> <p>Kirsten Wolcott Memorial 5K Run, 3p, Duck Pond</p> <p>Vespers, 8p, Church, Campus Ministries</p> <p>Sunset, 5:28p</p>	<p>Adoration, 9 & 10:15a, Church</p> <p>Renewal, 11:35a, Church</p> <p>Connect, 11:35a, CA</p> <p>Evensong: Festival of Lessons & Carols, 5p, Church</p> <p>Wind Symphony Christmas Concert, 8p, lles</p>
9	10	11	12
<p>Faculty Showcase, Noon, Presidential Banquet Room</p> <p>RAD-Men's Self Defense Class, 5p, Campus Safety</p> <p>Basketball Captains Meeting, 5p, Hulsey</p> <p>Biology Expo, 7:30p, Hickman Atrium</p> <p>School of Journalism & Communication Research Showcase, 7:30p, Brock Hall</p>	<p>Convocation: Department & Schools, 11a, Various Locations</p> <p>Graduate Council, 3:30p</p> <p>SOAP Adventure Movie Night/Party, 6p</p> <p>Christmas Stories: Gordon Bietz, 7:30p, Thatcher Chapel</p>	<p>Payday: Hourly/Student</p> <p>Vespers: School of Music, 8p, Church</p> <p>Sunset, 5:29p</p>	<p>Adoration, 9 & 10:15a, Church</p> <p>Renewal, 11:35a, Church</p> <p>Connect, 11:35a, CA</p> <p>School of Music Christmas Concert, 4p, Church</p> <p>Student Organizations/Department/Schools Christmas Party, Various Times & Locations</p>
16	17	18	19
<p>Book Buy Back, 9a-5p, Campus Shop</p> <p>Summer Institute Luncheon, Noon, Presidential Banquet Room</p> <p>McKee Library Closes, 5p</p> <p>Rho Iota Induction, 5:30p</p> <p>School of Nursing Dedication, 7p, Church</p>	<p>McKee Library Open, 9a-5p</p> <p>Book Buy Back, 9a-6:30p, Campus Shop</p> <p>Winter Commencement, 7p, lles</p>	<p>CHRISTMAS BREAK (18-January 10) No Classes</p> <p>University Health Center Closed (18-January 9)</p> <p>McKee Library Closed (18-January 4)</p> <p>Sunset, 5:30p</p>	<p>Adoration, 9 & 10:15a, Church</p> <p>Renewal, 11:35a, Church</p> <p>Connect, 11:35a, CA</p>
CHRISTMAS BREAK			
23	24	25	26
<p>University Offices Closed (23-January 3)</p>	<p>Christmas Eve Service, 6p, Church</p>	<p>Christmas Day</p> <p>Payday: Hourly/Student</p>	<p>Adoration, 9 & 10:15a, Church</p> <p>Renewal, 11:35a, Church</p> <p>Connect, 11:35a, CA</p>
30	31		
<p>Payday: Salary</p>	<p>Last day to make a gift for tax deduction purposes for 2015</p>		

2016 January

Sunday	Monday	Tuesday
Sign-up for intramurals: southern.edu/intramurals		
3	4 Residence Halls Open, 8a McKee Library Open, 1-5p	5 Tornado Siren Test, Noon McKee Library Open, 1-5p
10 University Health Center Open, 10a-2p Campus Shop Open, 10a-6p MSW Orientation McKee Library Open, Noon-5p SBM Orientation, 3p	Classes Begin 11 GCDP Classes Begin SBM Classes Begin SEP Counseling Classes Begin Basketball Season Begins Calling, Career & Vocation Committee, Noon, Presidential Banquet Room University Senate, 3:30p MSN Orientation, 4:30p	12 Lights Volunteer Luncheon, 11:30a, Presidential Banquet Room MSN Clinical Orientation Part I, Noon
17 MSW Classes Winter OE Intensive (17-27)	Martin Luther King Jr. Day 18 Community Service Day, 8:30a-3p, lles No Day Classes -- Evening Classes Meet, No Overnight Leaves Signed Last day return textbooks, Campus Shop McKee Library Open, 6-11p Playing by Air, 7:30p, lles	19 Last day to make a change without charge or for 100% tuition refund All vehicles must be registered with Campus Safety Tornado Siren Test, 6p
24	25 Last day to add a class (Census) University Senate, 3:30p	26 BRIDGE Luncheon, 11:45a, Presidential Banquet Room MSN Capstone Forum, Noon
MSW Classes Symphony Orchestra Concerto Concert, 4p, Church 31	E.A. Anderson Lectures Series, 7p	

Wednesday	Thursday	Friday	Saturday
		New Year's Day 1 University Offices Closed Sunset, 5:38p	2 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA
CHRISTMAS BREAK			
6 McKee Library Open, 1-5p	7 McKee Library Open, 1-5p	Payday: Hourly/Student 8 McKee Library Closed Sunset, 5:44p	9 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA
13 Faculty Showcase, Noon, Presidential Banquet Room	14 Convocation: SA, 11a, Iles, Steve Curwood Deans/Chairs Advisory, 3:30p Resident Hall Joint Worship: Southern Union Summer Camp Recruitment, 9:15p, Thatcher	Payday: Salary 15 Begin ordering graduation regalia & announcements online, www.cbgrad.com Application deadline for April 2016 NCE Last day to return textbooks, Campus Shop I Cantori Concert Tour (15-18) Star Watch, 6:30p, Hickman Vespers, 8p, Church, Brennon Kirstein Sunset, 5:50p	16 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA Evensong, 6p, Church SA Mid-Winter Party, 8p, Iles
20 Fee charged for add/drop "W" on transcript Faculty Tech Bites, Noon, Presidential Banquet Room Convocation: Beethoven Dialogues, 7:30p, Ackerman	21 Convocation: Schools & Departments, 11a, Various Locations Graduating Graduates Immigration Workshop, 3p, Lynn Wood Graduate Council, 3:30p SOAP Adventure Movie Night/Party, 6p	Payday: Hourly/Student 22 3 on 3 Volleyball Sign-up Begins, southern.edu/intramurals DEEP Exchange Weekend (22-24) GroupLink II, 7p, Iles Vespers: Topics II, 8p, Iles, Anna Romuald Sunset, 5:57p	23 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA Evensong, 6p, Church Sigma Theta Chi Skating Party, 11:30p, Hamilton Skate Place
27 Faculty Showcase, Noon, Presidential Banquet Room 3 on 3 Volleyball Captains Meeting, 5p, Hulsey	28 Convocation, 11a, Iles, Dave Farrow	Payday: Salary 29 SOAP Horseback Riding, 1p, Wright Hall Vespers: Commitment to Adventist Education, 6:30p, Lynn Wood Chapel Vespers: Ministerial Trainee Induction, 8p, Church Sunset, 6:04p	30 Adoration, 9 & 10:15a, Church Ministerial Trainee Induction, 9:30 & 11a, Thatcher Chapel Sabbath School/Church: Commitment to Adventist Education, 10a-Noon, Lynn Wood Chapel Renewal, 11:35a, Church Connect, 11:35a, CA Evensong, 6p, Church 3 on 3 Volleyball Tournament, 7p, Iles

february 2016

Sunday	Monday	Tuesday
<p>Black History Month National Eating Disorder Awareness Month Sign-up for intramurals: southern.edu/intramurals</p>	<p>1</p> <p>SOR pre-session appointments available Remember to file for Financial Aid (Priority Deadline March 1) Last day for 80% tuition refund</p> <p>E.A. Anderson Lectures Series, 7p Student Week of Prayer, 7p, Church</p>	<p>2</p> <p>Convocation: Student Week of Prayer, 11a, Church</p> <p>Tornado Siren Test, Noon</p> <p>Student Week of Prayer, 7p, Church</p>
<p>7</p> <p>SA Super Bowl 50 Party, 6p, Iles</p>	<p>8</p> <p>Chinese New Year</p> <p>Calling, Career & Vocation Committee, Noon, Presidential Banquet Room</p> <p>University Senate, 3:30p</p> <p>E.A. Anderson Lectures Series, 7p</p>	<p>9</p> <p>Dean's Luncheon, Noon, Presidential Banquet Room</p> <p>International Tax Preparation Seminar, 3-5p, Lynn Wood</p>
<p>Valentine's Day 14</p> <p>MSW Information Session MSW Classes</p>	<p>President's Day 15</p> <p>Payday: Salary</p> <p>Mid-Semester Book Buy Back, 9a-5p, Campus Shop</p> <p>Last day for 60% tuition refund Volleyball Season Begins</p> <p>E.A. Anderson Lectures Series, 7p</p>	<p>16</p> <p>Mid-Semester Book Buy Back, 9a-5p, Campus Shop</p> <p>Faculty Portfolio Workshop, 11a-Noon, Presidential Banquet Room 2</p> <p>Tornado Siren Test, 6p</p>
<p>21</p> <p>Southern 6 Trail Race & Kid K Race, 9a, Hickman</p> <p>Board of Trustees Meeting</p> <p>RAD-Women's Self Defense Class, 5p, Campus Safety</p>	<p>22</p> <p>University Senate, 3:30p</p> <p>RAD-Women's Self Defense Class, 5p, Campus Safety</p> <p>E.A. Anderson Lectures Series, 7p</p>	<p>23</p> <p>Clarinet: Narek Arutyunian, 7:30p, Ackerman</p>
<p>28</p> <p>No Field Trips (28-March 3) MSW Classes</p>	<p>29</p> <p>Payday: Salary</p> <p>E.A. Anderson Lectures Series, 7p</p> <p>Archaeological Museum Lecture, 7p, Lynn Wood Chapel, Thomas Levy</p>	

Wednesday	Thursday	Friday	Saturday
3	4	5	6
<p>Teach³, Noon, Presidential Banquet Room</p> <p>Student Week of Prayer, 7p, Church</p>	<p>Convocation: Student Week of Prayer, 11a, Church</p> <p>Deans/Chairs Advisory, 3:30p</p> <p>Student Week of Prayer, 7p, Church</p>	<p>Payday: Hourly/Student</p> <p>Volleyball Sign-up Begins, southern.edu/intramurals</p> <p>Vespers: Student Week of Prayer, 8p, Church</p> <p>Sunset, 6:12p</p>	<p>Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA</p> <p>Evensong, 6p, Church 10th Annual Cardboard Boat Event, 7:30p, Iles</p>
10	11	12	13
<p>Faculty Showcase, Noon, Presidential Banquet Room</p> <p>International Tax Preparation Seminar, 3-5p, Lynn Wood</p> <p>Volleyball Captains Meeting, 5p, Hulsey</p>	<p>Convocation: African American Heritage, 11a, Iles, Bryan Stevenson</p> <p>Graduate Council, 3:30p</p>	<p>Preview Southern 103 for Public High School Students (12-15)</p> <p>Vespers, 8p, Church, Ruth Williams</p> <p>Sunset, 6:19p</p>	<p>Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA</p> <p>Evensong, 6p, Church Rees Series Finals, 7p, Iles Pops Concert, 7:30p, Ackerman Auditorium</p>
17	18	19	20
<p>Academy Honor Choir Festival (17-20)</p> <p>Faculty Tech Bites, Noon, Presidential Banquet Room</p>	<p>Convocation: SA Elections Speeches, 11a, Iles</p>	<p>Payday: Hourly/Student</p> <p>Love for a Lifetime Weekend (19-20)</p> <p>SOAP Horseback Riding, 1p, Wright Hall</p> <p>Festival Vespers: I Cantori, 7p, Ackerman Auditorium</p> <p>Star Watch, 7-8p, Hickman Parking Lot</p> <p>Vespers: Student Missions, 8p, Church</p> <p>Sunset, 6:25p</p>	<p>Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA</p> <p>Festival Concert, 4p, Church Evensong, 6p, Church Studio 4109 LIVE, 8:04p, Iles</p>
24	25	26	27
<p>Graduate Program Fair, 11:30a-2p, Dining Hall</p> <p>Employee Town Hall, 10:30a-Noon</p> <p>Faculty Portfolio Workshop, Noon, Presidential Banquet Rm 2</p> <p>Faculty Showcase, Noon, Presidential Banquet Room</p> <p>Employee Town Hall, 3:30-5p</p> <p>RAD-Women's Self Defense Class, 5p, Campus Safety</p>	<p>Convocation: Health Career Fair, 11a, Iles (Booths Open, 10:30-11a & Noon-1:30p)</p> <p>Meet the Firms, 2-5p, Church Fellowship Hall</p> <p>Sigma Tau Delta Induction, 5:30p, Presidential Banquet Room</p>	<p>uQuest Orientation Weekend (26-28)</p> <p>SOAP Overnight Caving, 3p, OEC (26-27)</p> <p>Vespers: African American Heritage, 8p, Church</p> <p>Sunset, 6:32p</p>	<p>Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA</p> <p>Evensong, 6p, Church BCU Night, 8p, Iles</p>

2016

march

Sunday	Monday	Tuesday
<p>National Women's Month National Social Work Month National Self Injury Awareness Month Sign-up for intramurals: southern.edu/intramurals</p>		<p>FAFSA Priority Deadline for 2016-17</p> <p>Tornado Siren Test, Noon</p>
6	7	8
	<p>I Cantori, ACDA Southern Division Convention, Chattanooga (7-12)</p> <p>McKee Library Open, 1-5p</p>	<p>International Women's Day</p> <p>McKee Library Open, 1-5p</p> <p>Mid-Term grades due, Verified 5p, Records office</p>
13	14	15
<p>Daylight Savings Time Begins, Set clocks forward one hour at 2a</p> <p>RAD-Men's Self Defense Class, 5p, Campus Safety</p> <p>McKee Library Open, 6-11p</p>	<p>Brain Awareness Week (14-18)</p> <p>Calling, Career & Vocation Committee, Noon, Presidential Banquet Room</p>	<p>Payday: Salary</p> <p>RAD-Men's Self Defense Class, 5p, Campus Safety</p> <p>Tornado Siren Test, 6p</p>
20	21	22
<p>First Day of Spring</p> <p>Adventist Lego Robotics League, Southern Challenge, 9a-5p, Illes</p> <p>SOAP Day Caving Trip, 10a, OEC</p> <p>MSW Information Session</p> <p>MSW Classes</p> <p>Symphony Orchestra Concert, 7:30p</p>	<p>BRIDGE Luncheon, 11:45a, Presidential Banquet Room</p> <p>Last day for 40% tuition refund No tuition refund after today</p> <p>ASSIST/PFE Spring Conference</p> <p>University Senate, 3:30p</p> <p>E.A. Anderson Lectures Series, 7p</p>	<p>ASSIST/PFE Spring Conference</p> <p>MSN Forum, Noon</p>
27	28	29
<p>Easter</p>	<p>Soccer Season Begins</p> <p>University Assembly, 4p</p> <p>E.A. Anderson Lectures Series, 7p</p> <p>Archaeological Museum Lecture, 7p, Lynn Wood Chapel, James Hardin</p>	<p>Online Registration begins for Fall for returning graduates (29-April 8)</p>

Wednesday	Thursday	Friday	Saturday
2	3	4	5
Teach ³ , Noon, Presidential Banquet Room	Deans/Chairs Advisory, 3:30p McKee Library Closes, 5p	Payday: Hourly/Student SPRING BREAK (4-13) No Classes Campus Shop Closed University Health Center Closed (4-13) Sunset, 6:38p	Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA
SPRING BREAK			
9	10	11	12
Faculty Showcase, Noon, Presidential Banquet Room McKee Library Open, 1-5p	McKee Library Open, 1-5p	University Offices Closed McKee Library Closed	Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA
16	17	18	19
Faculty Tech Bites, Noon, Presidential Banquet Room	Convocation, 11a, Church, Karl Haffner PreviewSouthern 103 (17-18) Graduate Council, 3:30p RAD-Men's Self Defense Class, 5p, Campus Safety SOAP Adventure Movie Night, 6p Convocation: Brain Awareness, 7:30p, Thatcher Chapel, Jud Lake	Payday: Hourly/Student Comp Exam for May Counseling Graduates Soccer Sign-up Begins, southern.edu/intramurals SOAP Build Your OWN Trip, 3p, OEC (18-19) Vespers, 8p, Church, Paddy McCoy Star Watch, 8:30-9:30p, Hickman Parking Lot Sunset, 7:50p	Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA Evensong, 7:30p, Church SA Talent Show, 9p, Iles
23	24	25	26
Faculty Showcase, Noon, Presidential Banquet Room Soccer Captains Meeting, 5p, Hulsey	Convocation: Hasel Lecture-ship, 11a Last day to drop a class "W" on transcript PreviewSouthern 104 (24-25) SOAP Challenge Course, 5p, OEC	MSN/DNP Interviews, 9a-Noon Faculty Summer Textbook Adoptions due, Campus Shop Tennis/Badminton Sign-up Begins, southern.edu/intramurals SOAP Camping Trip, 3p, OEC (24-26) Vespers, 8p, Various Locations, Student Organizations/Departments/Schools Sunset, 7:56p	Church Services, SonRise Resurrection Pageant Table Game Night, 9p, Student Center
30	31		
Payday: Salary Faculty Professional Development, Noon, Presidential Banquet Room Tennis/Badminton Captains Meeting, 5p, Hulsey	Convocation: Social Work, 11a Tuition Freedom Day		

2016	Sunday	Monday	Tuesday
april	<p>Abuse Awareness Month National Driving Awareness Month National Sexual Assault Awareness Month National STD Awareness Month Sign-up for intramurals: southern.edu/intramurals</p>	<p>Key for Summer Sessions: S16S1: 1st Summer Session May 9-June 3 S16S2: 2nd Session June 6-July 22 S16S3: 3rd Summer Session-July 25-August 18 F16: Fall Semester August 22-December 18</p>	
	3	4	5
	<p>MSW Information Session MSW Classes</p>	<p>May graduates deadline to finish incompletes & home study correspondence Badminton/Tennis Tournament Begins E.A. Anderson Lectures Series, 7p</p>	<p>Tornado Siren Test, Noon</p>
	10	11	12
	<p>SOAP Ocoee Rafting, 10a, Wright Hall National Volunteer Week (10-16) Gym-Masters Home Show Matinee, 2:30p, Iles Wind Symphony Concert, 7:30p, Church</p>	<p>Online Registration for S16, S16S1, S16S2 Online Registration for New/Transfer students for Fall 2016 Calling, Career & Vocation Committee, Noon, Presidential Banquet Room University Senate, 3:30p E.A. Anderson Lectures Series, 7p</p>	<p>Campus Research Day Last day to order May Graduation regalia online, www.cbgrad.com Deans Luncheon, Noon, Presidential Banquet Room</p>
	17	18	19
	<p>Legacy Society Brunch, 10a SOAP Ocoee Rafting Trip, 10a, Wright Hall MSW Classes I Cantori Spring Concert, 7:30p, Ackerman Auditorium</p>	<p>RAD-Women's Self Defense Class, 5p, Campus Safety</p>	<p>MSN End of Program Brunch/ Lunch RAD-Women's Self Defense Class, 5p, Campus Safety Tornado Siren Test, 6p</p>
	24	25	26
	<p>No Field Trips or Tours (24-29) McKee Library Open, Noon-6:30p SA Strawberry Festival, 8p, Iles</p>	<p>University Senate, 3:30p</p>	<p>Student Appreciation Day, Various Times & Locations MSN Clinical Orientation Part 2, Noon</p>

Wednesday	Thursday	Friday	Saturday
		Payday: Hourly/Student 1 Scholarship Event (1-3) SOAP Spiritual Retreat, 3p, Wright Hall (1-2) Vespers: Campus Ministries, 8p, Church Sunset, 8:01p	2 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA Evensong, 7:30p, Church Asian Night, 9p, Iles
6 Teach ³ , Noon, Presidential Banquet Room	7 Convocation: Origins, 11a Deans/Chairs Advisory, 3:30p SOAP Challenge Course, 5p, OEC Convocation: Folk Music, Rani Arbo & daisy mayhem, 7:30p, Ackerman	8 MSN/DNP Interviews, 9a-Noon SBM Classes End Faculty Fall Textbook Adoptions due, Campus Shop I Cantori Concert Tour (8-9) Vespers, 8p, Church, Gym-Masters Sunset, 8:07p	9 Adoration, 9 & 10:15a, Church Cave & Goliath Wall Open, 11a- 3p, Student Park Renewal, 11:35a, Church Connect, 11:35a, CA Evensong, 7:30p, Church Gym-Masters Home Show, 9p, Iles
13	14 Convocation: Awards, 11a, Iles Graduate Immigration Workshop, 3p, Lynn Wood Graduate Council, 3:30p	15 Payday: Salary/Hourly/ Student Income Tax Return Due SOAP Horseback Riding, 1p, Wright Hall SOAP Camping/Back Packing Trip, 3p, OEC (15-17) Vespers: Topics III, 8p Iles, Bren- non Kirstein Star Watch, 8:30-9:30p, Hickman Parking Lot Sunset, 8:12p	16 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA Evensong, 8p, Church Studio 4109 LIVE, 9:33p, Iles
20 Summer Institute Reunion, Noon, Presidential Banquet Room RAD-Women's Self Defense Class, 5p, Campus Safety	21 Convocation: Asian Heritage, 11a, Church, Zane Yi	22 Earth Day uQuest Orientation Weekend (22-24) SOAP Bat Vespers, 6p, Wright Hall Vespers: Asian Heritage, 8p, Church Sunset, 8:18p	23 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA School of Music Concert, 4p, Church Evensong, 8p, Church Diversions: Student Organization End of the Year Parties, Various Times & Locations Dusk 'til Dawn Race, 9p-6a
National Administrative Professionals Day 27 Faculty Showcase, Noon, Presi- dential Banquet Room	28 Convocation: Schools & Depart- ments, 11a, Various Locations Employee Retirement Party, 5:30-8p	29 Payday: Salary/Hourly/ Student MSN/DNP Interviews 9a.-Noon Vespers: SM/TF/ERC/Religion Dedication Service, 8p, Church, Mark Finley Sunset, 8:24p	30 Adoration, 9 & 10:15a, Church Religion Senior Consecration, 9:30 & 11a, Thatcher Chapel, Mark Finley Renewal, 11:35a, Church Connect, 11:35a, CA Jazz Ensemble Concert, 9p, Acker- man Auditorium Open Gym Night, 9p, Iles

2016 may

Sunday	Monday	Tuesday
<p>1</p> <p>No Field Trips or Tours (1-5) MSW Classes MSN/DNP Application Deadline</p> <p>McKee Library Open, Noon-Midnight</p>	<p>2</p> <p>Semester Exams (2-5)</p> <p>McKee Library Open, 7:45a-Midnight</p> <p>Cookies & Fruit on the Prom- enade, 9a-3p, Student Center</p> <p>Book Buy Back, 9a-5p, Campus Shop</p> <p>Crunch Brunch, 6-11p, Dining Hall</p>	<p>3</p> <p>National Teacher's Day</p> <p>McKee Library Open, 7:45a-Midnight</p> <p>Book Buy Back, 9a-5p, Campus Shop</p> <p>Last day to make up Fall 2015 incompletes</p> <p>Tornado Siren Test, Noon</p>
<p>8</p> <p>Mother's Day</p> <p>Commencement, 9:30a, Chattanooga Convention Center</p> <p>McKee Library Closed</p>	<p>9</p> <p>S16S1 Classes Begin</p> <p>McKee Library Summer Hours: Monday-Thursday, 9a-9p Friday, 9a-Noon Sunday, 2-9p</p> <p>MSW Emphasis I (9-11)</p> <p>GCDP Classes Begin</p> <p>SBM Classes Begin</p> <p>Calling, Career & Vocation Committee, Noon, Presidential Banquet Room</p>	<p>10</p> <p>Winter Semester grades due, Verified 5p, Records</p>
<p>15</p> <p>Flea Market, 8a-3p, Wood/Talge Parking Lot</p> <p>Board of Trustee Meeting</p>	<p>16</p> <p>Payday: Salary</p> <p>Last day for 100% tuition refund for S16S1</p> <p>All vehicles must be registered with Campus Safety</p>	<p>17</p> <p>Tornado Siren Test, 6p</p>
<p>22</p>	<p>23</p> <p>Last day for 100% refund for S16 Last day for 50% tuition refund No tuition refund after today for S16S1</p>	<p>24</p>
<p>29</p>	<p>30</p> <p>Memorial Day Payday: Salary</p> <p>University Offices, Heath Center, McKee Library, Campus Shop Closed</p> <p>No Classes</p>	<p>31</p>

Wednesday	Thursday	Friday	Saturday
4 DNP Scholarly Presentations, 9a Book Buy Back, 9a-5p, Campus Shop McKee Library Closes, 5p	5 National Day of Prayer Book Buy Back, 9a-6:30p, Campus Shop McKee Library Open, 9a-5p DNP End of Program Lunch, Noon	6 National Nurses' Day Spring Graduates Breakfast, 8a, Church Graduation Practice, 9a, Iles McKee Library Open, 9a-Noon Social Work Pinning, 6p, Ackerman Auditorium Rho Iota Induction, 6:30p Consecration, 8p, Church Sunset, 8:29p	7 Adoration, 9 & 10:15a, Church Sabbath School, 10a, Chatt. Convention Center Baccalaureate, 11a, Chatt. Convention Center Renewal, 11:35a, Church Connect, 11:35a, CA School of Education/Psychology Dedication, 4p, Church School of Nursing Dedication, 7p, Chatt. Convention Center
11 Last day to add S1651 classes	12 MSW Emphasis II (12-15)	13 Payday: Hourly/Student University Health Center Closed Sunset, 8:35p	14 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA
18 Spring Planning Day, 9a-4p (All Directors, Deans, & Chairs)	19	20 Last day to drop S1651 classes University Health Center Closed Sunset, 8:40p	21 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA
25	26	27 Payday: Hourly/Student University Health Center Closed Sunset, 8:45p	28 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA
<p>Key for Summer Sessions: S16: Nursing Cohort May 9-August 12 S16S1: 1st Summer Session May 9-June 3 S16S2: 2nd Session June 6-July 22 S16S3: 3rd Summer Session July 25-August 18 F16: Fall Semester August 22-December 18</p>			

2016 june

Sunday	Monday	Tuesday
<p>McKee Library Summer Hours: Monday - Thursday, 9a-9p Friday, 9a-Noon Sunday, 2-9p Sign-up for intramurals: southern.edu/intramurals</p>	<p>Key for Summer Sessions: S16: Nursing Cohort May 9-August 12 S16S1: 1st Summer Session May 9-June 3 S16S2: 2nd Session June 6-July 22 S16S3: 3rd Summer Session July 25-August 18 F16: Fall Semester August 22-December 18</p>	
5	<p>6</p> <p>S16S2 Classes Begin MsEd Session Begins (6-30) SEP Counseling Session Begins (6-30) SOR S16S1 Classes Begin (6-17)</p>	<p>7</p> <p>Tornado Siren Test, Noon</p> <p>S16S1 Session class grade due, Verified 5p, Records</p>
12	<p>13</p> <p>Last day for 100% tuition refund for S16S2 All vehicles must be registered with Campus Safety</p>	<p>14</p> <p>Flag Day</p>
<p>Father's Day</p> <p>19</p>	<p>20</p> <p>First Day of Summer Last day for 60% refund for S16 Last day for 50% tuition refund No tuition refund after today for S16S2 SBM Classes Begin SOR S16S2 Classes Begin (20-July 1)</p>	<p>21</p> <p>Tornado Siren Test, 6p</p>
<p>S16 Break (26-July 4)</p> <p>26</p>	<p>27</p> <p>Book Buy Back, 9a-5p, Campus Shop At First Sight - School of Music (27-30)</p>	<p>28</p>
S16 BREAK		

Wednesday	Thursday	Friday	Saturday
1 Georgia Cumberland Campmeeting, Shawn Boonstra (1-4)	2 Book Buy Back, 9a-5p, Campus Shop	3 University Health Center Closed S16S1 Classes Ends Book Buy Back, 9a-noon, Campus Shop Sunset, 8:50p	4 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA
8 Last day to add S16S2 classes	9	10 Payday: Hourly/Student University Health Center Closed Sunset, 8:54p	11 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA
15 Payday: Salary	16	17 Last day to drop S16S2 classes University Health Center Closed SBM Classes End Sunset, 8:56p	18 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA
22 Chamber Music Weekend (22-25)	23	24 Payday: Hourly/Student University Health Center Closed Sunset, 8:58p	25 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA
29	30 Payday: Salary MS Counseling Classes End MSEd Classes End		

2016		Sunday	Monday	Tuesday
		S16S3 McKee Library Hours: Monday - Thursday, 7:45a-9p Friday, 7:45a-Noon Sunday, 2-9p Sign-up for intramurals: southern.edu/intramurals	Key for Summer Sessions: S16S1: 1st Summer Session May 9-June 3 S16S2: 2nd Session June 6-July 22 S16S3: 3rd Summer Session July 25-August 18 F16: Fall Semester August 22-December 18	
	3	Independence Day University Offices, Health Center, McKee Library, Campus Shop Closed SOR Intensive Session (4-15) or (5-22)	4	5 MSEd Session Begins (5-28) SEP Counseling Session Begins (5-28) Tornado Siren Test, Noon S16 grades due, Verified Sp, Records
	10	Recharge sponsored by School of Religion (10-22)	11	12
	17	University Health Center Open, 11a-Noon Campus Shop Open, 11a-1:30p RAD-Women's Self Defense Class, Sp, Campus Safety	18 Last day for 40% tuition refund No tuition refund after today for S16 RAD-Women's Self Defense Class, Sp, Campus Safety	19 Tornado Siren Test, 6p
	Parent's Day 24 University Health Center Open, 11a-2p Campus Shop Open, 11a-3p	25 S16S3 Classes Begin	26	
	31			S16S1 & S16S2 grades due, Veri- fied Sp, Records office

Wednesday	Thursday	Friday	Saturday
		<p>1</p> <p>University Offices, Health Center, & Campus Shop Closed</p> <p>Sunset, 8:58p</p>	<p>2</p> <p>Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA</p>
S16 BREAK			
6	7	<p>Payday: Hourly/Student</p> <p>University Health Center Closed</p> <p>Sunset, 8:57p</p>	9
		<p>Payday: Salary</p> <p>University Health Center Open, 8a-Noon</p> <p>Sunset, 8:55p</p>	16
13	14	15	16
20	21	22	23
<p>RAD-Women's Self Defense Class, 5p, Campus Safety</p>	<p>Book Buy Back, 9a-5p, Campus Shop</p>	<p>Payday: Hourly/Student</p> <p>Book Buy Back, 9a-Noon, Campus Shop</p> <p>S16S2 Classes End</p> <p>Sunset, 8:51p</p>	<p>Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA</p> <p>Diversions, 9:30p, Student Center</p>
27	28	29	30
<p>Last day to add S16S3 classes</p>	<p>SEP Counseling Classes End</p> <p>MSEd Classes End</p>	<p>Payday: Salary</p> <p>SBM Classes End</p> <p>Vespers, 8p, Church</p> <p>Sunset, 8:46p</p>	<p>Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA</p> <p>Diversions, 9:30p</p>

2016 august

Sunday	Monday	Tuesday
<p>S16S3 McKee Library Hours: Monday - Thursday, 7:45a-9p Friday, 7:45a-Noon Sunday, 2-9p Sign-up for intramurals: southern.edu/intramurals</p>	<p>1</p> <p>New Employee Orientation (HR), 8a-5p Last day for 100% tuition refund for S16S3 All vehicles must be registered with Campus Safety Southern Online Campus Support Sessions, 1-5p</p>	<p>2</p> <p>Orientation to Teaching for New Faculty, 8a-5p, CTE Tornado Siren Test, Noon Southern Online Campus Support Sessions, 1-5p</p>
<p>7</p> <p>University Colloquium (7-15) Employee Picnic, 6p</p>	<p>8</p> <p>Employee In-Service, 8:30a-12:30p Last day for 50% tuition refund No tuition refund after today SS or S16S3 BRIDGE Dessert, Noon, Presidential Banquet Room Employee Inservice, 1:30-5:30p, Lynn Wood</p>	<p>9</p> <p>Employee Wellness Assessment, 6-10a, lles Faculty Inservice: Center for Teaching Excellence & Southern Online Campus Support Sessions, 1-5p</p>
<p>14</p>	<p>Payday: Salary 15</p>	<p>16</p> <p>Tornado Siren Test, 6p</p>
<p>21</p> <p>Campus Shop Open, 10a-6p University Health Center Open, 11a-2p McKee Library Open, Noon-5p MSW Orientation MSW Celebration SBM Orientation, 3:30p Organization Showcase, 4:30-6:30p, lles PE Center</p>	<p>Classes Begin 22</p> <p>McKee Library Open, 7:45a-11p SBM Classes Begin SEP Counseling Classes Begin Softball Intramural Sign-up Begins, southern.edu/intramurals</p>	<p>23</p> <p>S16 & S16S3 grades due, Verified 5p, Records office</p>
<p>MSW Classes 28</p> <p>McKee Library Open, Noon-11p</p>	<p>29</p> <p>Last day to make a change without charges or for 100% tuition refund All vehicles must be registered with Campus Safety</p>	<p>Payday: Salary 30</p> <p>Fee charged for add/drop "W" on transcript</p>

Wednesday	Thursday	Friday	Saturday
3 Orientation to Teaching for New Faculty, 8a-5p, CTE Southern Online Campus Support Sessions, 1-5p	4 Orientation to Teaching for New Faculty, 8a-5p, CTE Southern Online Campus Support Sessions, 1-5p	5 Payday: Hourly/Student Orientation to Teaching for New Faculty, 8a-Noon, CTE Southern Online Campus Support Sessions, 8a-Noon Last day to drop S16S3 Class Vespers, 8p, Church Sunset, 8:40p	6 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA Diversions, 9:30p
10 Faculty Inservice: Center for Teaching Excellence & Southern Online Campus Support Sessions, 8a-Noon Writing Committee Rubrics, 10-11a Faculty Inservice, 12:30-5:30p	11 Graduate Faculty Luncheon, Noon-1:15p	12 Vespers, 8p, Church Employee Colloquium Vespers, 8p, Lynn Wood Chapel Sunset, 8:33p	13 Adoration, 9 & 10:15a, Church Employee Colloquium Sabbath School & Church Service, 10a, Lynn Wood Chapel Renewal, 11:35a, Church Connect, 11:35a, CA Open Gym Night, 9:30p, Iles
17	18 Book Buy Back, 9a-5p, Campus Shop Light Volunteers Reception, 5:30p, Bietz Lawn	19 Payday: Hourly/Student Book Buy Back, 9a-Noon, Campus Shop New Employee Picnic, 5:30p, Bietz Lawn Vespers, 8p, Church Sunset, 8:24p	20 Adoration, 9 & 10:15a, Church Employee Colloquium SS & Church Service, 10a, Lynn Wood Chapel Renewal, 11:35a, Church Connect, 11:35a, CA Diversions, 9:30p
24 New International Graduate Student Orientation, 5p, Lynn Wood #3050	25 Convocation: Student Dedication, 11a, Church	26 McKee Library Open, 7:45a-2p Last day to return textbooks, Campus Shop Vespers, 8p, Church Sunset, 8:16p	27 Adoration, 9 & 10:15a, Church Renewal, 11:35a, Church Connect, 11:35a, CA Evensong, 7:30p, Church SA Welcome Party, 9:15p, Iles
31	Key for Summer Sessions: S16S1: 1st Summer Session May 9-June 3 S16S2: 2nd Session June 6-July 22 S16S3: 3rd Summer Session July 25-August 18 F16: Fall Semester August 22-December 18		

GRADUATE STUDENT HANDBOOK 2 0 1 5 - 2 0 1 6

This handbook is designed to present to graduate students a statement of Southern Adventist University's non-academic policies. Graduate students are to abide by the policies appearing in this handbook. The university reserves the right to make policy changes without prior notice. For the most recent version of this handbook, visit southern.edu/handbook. To clarify any point of non-academic policy, students may contact Student Services at 423.236.2814.

SERVICES



To use a campus phone, dial 8 before the phone number. All numbers use the (423) area code.

ACCESS

southern.edu/access

All Southern students and employees have a personal account on Access, Southern's campus information service. Once logged in, students can access:

- campus calendars
- campus bulletin boards
- class schedules
- email
- financial records
- grades
- important links
- online class information

ATHLETICS

See the *Athletics* heading in the Policies and Procedures section.

AUDIO VISUAL

Campus Services Building, 236.2410, southern.edu/audiovisual

The department assists with special events and programs. Please call to arrange sound, video, and lighting services.

BOOKSTORE/CAMPUS SHOP

Fleming Plaza, 236.2152, saucampusshop.com

The Campus Shop sells course materials as well as offers select materials for rent. School and office supplies along with Southern-imprinted merchandise, cards and gifts are sold as well. The campus card may be used to charge purchases to the student's account. Cash and credit cards are also accepted forms of payment. Textbooks may be returned for credit with the original receipt during the first five days of the semester or within the first two days of summer sessions. The only official book- buy backs take place inside the Campus Shop on dates specified



in the school calendar. Textbooks cannot be sold at this time, and a student ID card is required. Textbook comparing can be done directly on the Campus Shop website.

CAMPUS SAFETY

Campus Services, 5061 Industrial Drive, 236.2100, southern.edu/campussafety, campussafety@southern.edu

Campus Safety is available for assistance and service 24 hours a day, seven days a week. Emergencies and life-threatening situations should be reported to 911 immediately. Crimes, criminal-type activities, and life-safety problems should be reported to Campus Safety. The United States Department of Education and the State of Tennessee, Tennessee Bureau of Investigation require colleges and universities to process crime statistics on the following: murder, rape, robbery, aggravated assault, burglary, motor vehicle theft, liquor violations, drugs, weapons, arson, larceny, and hate crimes. Crime statistics or additional information regarding safety is available at Campus Safety during regular business hours or on Campus Safety's website.

CAMPUS TALK

southern.edu/campustalk

Campus Talk is an online bulletin board where students and staff can post and read classified ads, upcoming events, and suggestions for improving the university. Students can receive email alerts directly to their Southern email accounts by going to a selected bulletin board and clicking "Email Alerts."

CHAPLAIN'S OFFICE, CAMPUS MINISTRIES

Student Center, 236.2787, southern.edu/chaplain

The Chaplain's Office/Campus Ministries department is here to support the spiritual needs of students. Chaplains and student ministry leaders are available for prayer, Bible study, pastoral care, and pre-marital counseling. Spiritual questions are welcome.

Over 40 student-led and organized ministries are offered on and off campus. Students are encouraged both to participate in existing

ministries and to create new ones. Current ministries on campus include Vespers, LifeGroups, Sonset Café , Blood Assurance, Fall at the Wall, Student Week of Prayer, and Renewal worship service (Collegedale Church). Current ministries off-campus (Chattanooga area) include: Westside 4 Jesus, Flag Camp, Advent Home, Hungry 4 Jesus, Patten Towers, Hospital Ministry, and Restore. Current international ministries include two mission programs: uQuest Missions (12+, student-led short term mission trips per year) and Student Missions (70+ students per year who choose to serve 6-12 month terms of service at various positions throughout the world).

COMPLAINTS

Students who have complaints of any area covered in this handbook should place the complaint in writing and refer it to the office of Student Services. Complaints are addressed by the vice president for Student Services, the director of Student Life and Activities, or the Student Services Committee.

COUNSELING AND TESTING SERVICES

Student Success Center, Lynn Wood Hall, 3rd Floor, 236.2782, southern.edu/successcenter

Various resources to help students adjust to university life are available. Personal and career counseling, consultation, testing, advisement for first-year students, and referral services are provided in a confidential, caring environment.

Career Services. Professional counselors and advisors are available to help students: clarify interests, values, and skills; choose an academic major; make decisions and explore potential careers; and develop skills in job seeking.

Counseling Services. Appointments are free to all currently enrolled students and made through the office manager. Referral services to professionals in the community are also available. Communication between counselors and students is confidential and privileged as defined by Tennessee law.

Disability Services. Students with disabilities should contact Disability Support Services (DSS) when they decide to attend Southern. They should arrange an appointment for a confidential discussion of their situation, whether or not they intend to request accommodations. Students who request accommodations after the third week of the semester might not complete the process in time to receive accommodations for that semester. No retroactive accommodations can be provided.

Southern is in compliance with Section 504 of the Rehabilitation Act (1973) and is dedicated to the elimination of architectural and prejudicial barriers that prevent any qualified person from attending. Toward that end, Southern has established DSS to assist in advocating for rea

Testing Services. The Testing Services staff coordinates and administers testing and assessment programs that include national admission and certification tests, institutional assessment programs, individual diagnostic screening assessments, and career assessments. Southern is an established non-Saturday National Test Center for the administration of entrance examinations for students applying to graduate and professional programs. Testing Services is a member of the National College Testing Association (NCTA) and the Consortium of College Testing Centers (CCTC) and subscribes to the *NCTA Professional Standards and Guidelines*.

First Year Experience. FYE services assist new university students in achieving a fulfilling and balanced university experience.

DISABILITY SUPPORT SERVICES (DSS)
Lynn Wood Hall, suite 137, 236.2574,
southern.edu/disabilitysupport

DISCIPLINE

Non-academic disciplinary procedures are under the direction of the dean of Graduate Studies and the vice president of Student Services respectively.

If suspension is a possibility, the student meets with the dean of Graduate Studies and other appropriate university officials. A decision regarding the appropriate disciplinary action is made. A student accepts this decision or has a right to appeal to the Discipline Review Committee within 48 hours of notification.

The university discipline process is separate from any criminal procedures. Discipline decisions may rely in part on information received from civil authorities but are not dependent on any civil or criminal proceedings.

ECLASS SUPPORT
Academic Technology building, 236.2086,
eclasshelp@southern.edu

The Academic Technology office supports students with technical issues related to using eClass, Southern's Learning Management System. Students may contact the eClass Help Desk by telephone, email, or walk-in. The eClass Help Desk also provides technical support to students using Turnitin, the originality checking application used on campus.

EMAIL/USER ACCOUNT

To create a Southern email account, go to southern.edu and click "My Access." Click "Create Account," and then enter your six-digit student ID number. If you do not know your number, contact the Campus Card Desk at 236.2707.

EMERGENCY NOTIFICATION SYSTEM

southern.edu/notify

Because safety is a priority, Southern uses a multi pronged approach to communicate with students and employees during an emergency. Be aware that there may be certain circumstances in which electronic communication cannot be relied upon. Southern uses an external notification system to send text or voice messages in the event of an emergency on campus. Students sign up for emergency notification and provide the phone number for alerts. It is the student's responsibility to go back to the site and update phone number and/or carrier changes. All telephone numbers provided will be kept confidential. The system is used only for conveying emergency notifications and testing the system. Sign up for emergency notifications at southern.edu/notify for text/voice messages.

EMPLOYMENT RECRUITING

**Career Services, Lynn Wood Hall, 3rd Floor, 236.2782,
southern.edu/careers**

Potential employers are invited to campus to interview students. Structured programs are scheduled for recruiting students for summer jobs, internships, and full-time employment. Organizations wishing to appear on campus should direct inquiries to the Career Services coordinator.

ENROLLMENT SERVICES

See the *Student Finance* heading in the Policies and Procedure section.

EVENSONG

Evensong is a worship service held each Sabbath in the church, beginning about 20 minutes before sundown. Residence hall students receive worship credit for attending.

FOOD SERVICES

Wright Hall, 3rd Floor, 236.2708, southern.edu/food

Three nutritious meals are served daily in the dining hall. You must have your Campus Card with you in order to charge. Cash is also accepted for payment. Students who steal, throw food, deface or destroy anything in the dining hall are subject to a \$100 or more fine and are subject to discipline.

The Village Market Deli is also operated by Food Services and is part of the meal plan. The Deli offers a full hot breakfast and hot lunch. They also have a soup and salad bar along with Grab-n-Go items such as salads, sandwich spreads, sliced meats, desserts, etc.

The Kayak in the Hulsey Wellness Center and KR's Place in the student center provide fast food items and are operated by Food Services. These two eateries are closed during the summer. There are also vending machines in the residence halls, the student center, and Brock Hall that provide drinks, sandwiches, and snacks.

Special luncheons and banquets for groups may be arranged with the catering coordinator in Food Services at least two weeks in advance. Food Services is usually closed on Thanksgiving Day, Christmas Day, New Year's Day, and the week of Christmas vacation during which the residence halls are closed.

GRADUATE STUDIES

Wright Hall, 236.2694, southern.edu/graduatestudies

Graduate Studies processes all applications for students seeking admission into graduate studies. Students intending to attend classes as degree or non-degree admission status must submit an application along with the required supporting documentation. When an applicant's file is complete, it is forwarded to the appropriate school for acceptance. For assistance, email graduatestudies@southern.edu.

GRADUATION

Academic Administration, Wright Hall, 236.2805

Graduation is coordinated by Academic Administration. Announcements and regalia are ordered online at cbgrad.com. Deadlines for ordering are printed in the calendar or visit southern.edu/graduation.

LEARNING SUPPORT SERVICES

Student Success Center, Lynn Wood Hall, 1st Floor, 236.2838 & 236.2577, southern.edu/learningsupport

Learning Support Services provides assistance in academic survival skills for students to implement throughout college. Tutoring is a primary resource offered by our department.

LIBRARIES

236.2788, southern.edu/library

To provide outstanding assistance for both residential and distance education students, McKee Library offers a wide range of resources and services both online and on site.

The southern.edu/library website provides access to an array of full-text databases, indexes, e-books, peer-reviewed journals, serials, and digitized materials. Patrons utilize the library website to find books and articles, submit interlibrary loan requests, schedule consultations with librarians, reserve study rooms, renew loans, view tutorials and floor plans, access e-reserve items, and make use of the Ask-a-Question feature to get research advice.

When visiting the library facility, students can benefit from one of fifty computer workstations, borrow one of twenty wireless-enabled laptops, use an iPad or Kindle, have a group study session in one of the study rooms, attend an information literacy session, get help at the Writing Center, examine the Civil War and Mark Twain collections housed on the third and main floors, study, read newspapers, or enjoy an art display.

While on campus, users can also visit the Teaching Materials Cen-

ter—an educational curriculum collection in Herin Hall—to explore elementary and secondary curriculum materials and teaching guides and to make use of Ellison dies, laminators, and other resources. Additional libraries include: the William G. Dever Research Library, which houses a premier collection of archaeological resources, and the School of Music's music collection located in Wood Hall. Professional librarians and staff are available to help with individual and group reference and instruction.

LOST AND FOUND

236.2100, southern.edu/campussafety

Campus Safety maintains a lost-and-found system for cataloging, storing, and disposing of items found on campus. To attempt to locate a missing item or make a report of a lost item, contact Campus Safety.

MEDIA TECHNOLOGY

Because media technology has the potential to hinder learning and motivation, Southern has established policies and practices regarding its use.

Students are expected to choose media content by applying Biblical standards: what is true, honest, just, pure, and brings honor to God and His creation.

Student choices that have a negative impact on their own or another student's grades and/or spirituality may result in fines and/or confiscation of equipment. Media use should not disturb neighboring rooms in residence halls or cause a distraction in common areas on campus. A television viewing room is available in each residence hall. Residence hall deans are responsible for programming these sets. In addition, two large screens are located in the student center under the supervision of the Student Life and Activities director.

Students are expected to honor provisions in the Acceptable Use Policy, which they signed through Information Systems when receiving a *southern.edu* email account and access to the Southern network. Violations of these standards may result in university disciplinary action and criminal charges through the courts.

RESEARCH & WRITING CENTER

McKee Library, Lower Level, 236.2384, southern.edu/writingcenter

The Research & Writing Center offers free face-to-face writing assistance to any current Southern student. Tutors help students develop the skills needed to become confident, competent writers. Each student may sign up online for one 30-minute one-on-one session per day. Appointments are encouraged, but walk-ins are accepted based on availability in the schedule.

Students can receive assistance at any stage of the writing process - from brainstorming to the final draft. Research & Writing Center tutors are trained to help with essay writing, research papers, book reviews, article critiques, grammar, punctuation, and source citation.

To best use Center services, students should schedule appointments for several days before the assignment is due, arrive on time to appointments, bring typed and printed copies of their assignments, be ready to ask specific questions about their writing, and have reasonable expectations - while students may just want As on their papers, the goal of the Writing Center is to help students progress as writers.

SEXUAL ASSAULT AND HARASSMENT

Southern offers support for any student subject to sexual assault harassment. Assault is a crime, and when witnessed, should be reported to one or more of the following immediately:

1. Local law enforcement, 911
2. Campus Safety, 236.2100
3. Residence hall deans

If you are a victim of sexual assault:

1. Go to a safe place
2. Report the assault to local law enforcement, Campus Safety, or residence hall deans
3. Do not shower or change clothing, as this may destroy vital evidence
4. Call a close friend who can come to your location and offer you support

The following university and local resources are available:

1. Campus Safety, 236.2100
2. University Health Services, 236.2713
3. Counseling and Testing Services, 236.2782
4. Chaplain's Office, 236.2786
5. Director of Student Life and Activities, 236.2484
6. Sexual Assault Crisis Center, 755.2700



STUDENT ASSOCIATION

Student Center, 236.2723, southern.edu/sa

Graduate students may participate in the Student Association by paying a fee equal to the tuition appropriated for undergraduates. Graduate students are not eligible to hold executive offices.

STUDENT CENTER

Off K.R. Davis Promenade, 236.2611

The following are located in the Student Center: KR's Place (snack shop), game room, prayer room, Student Association offices, Chaplain's Office, Campus Ministries, Student Services, and Student Life and Activities.

Two television sets are in the student center broadcasting CNN in the amphitheater and sports in the game room.

STUDENT EMPLOYMENT

Human Resources, Wright Hall, 236.2276, southern.edu/hr

On-campus jobs are available and are listed on the Human Resources website. Students are responsible for securing their own positions.

STUDENT FINANCE

Wright Hall, 236.2835, southern.edu/finances

Enrollment Services (Student Finance) advises students about the availability of grants, scholarships, and loans from private and government sources. It is also responsible for managing student accounts.

Most financial aid is awarded based on need, so students are encouraged to submit the Free Application for Federal Student Aid (FAFSA) by going to *fafsa.ed.gov*.

Student Finance processes financial aid information and sends an award letter notifying students of their eligibility. Once the aid is accepted and the student enrolls at Southern the financial aid is credited to the student's account.

Enrollment Services (Student Finance) processes financial aid information and sends an award letter notifying students of their eligibility. Once the aid is accepted and the student enrolls at Southern, the financial aid is credited to the student's account.

Students are encouraged to work with a student finance counselor and develop a financial budget that will cover any remaining amount owed. Students are expected to have their account paid in full or be current on a payment plan each semester. Accounts must be current by the start of each semester in order to continue enrollment at Southern and in order to continue receiving government to university financial assistance. Students or parents should contact Enrollment Services if their financial situation changes.

A student convicted in a court of law of a drug violation may lose eligibility for federal financial aid. Enrollment Services (Student Finance) will explain to any affected student the requirements for regaining eligibility for federal financial aid.

STUDENT HEALTH INSURANCE

Wright Hall, 2nd Floor, 236.2566, southern.edu/risk

STUDENT RECORDS

Maintaining health insurance is strongly encouraged. As a service to our students, Southern offers a Platinum level health insurance plan through United Healthcare (UHC) at affordable rates. All graduate students enrolled in classes on campus are eligible to enroll for health insurance coverage with UHC. As an eligible graduate student having purchased your coverage, you may also purchase coverage for your spouse and/or dependent(s). To review the policy brochure describing benefits, terms, and limits go to **uhcsr.com/southern**.

Graduate students living in University housing are required by Southern to have health insurance coverage for both emergency and non-emergency health care benefits in the state of Tennessee. If you have your own plan, submit a waiver via **southern.edu/risk/students**, select 'Online Health Insurance Information Form', complete and submit the waiver. If you do not have your own insurance, you may purchase coverage by logging on to **southern.edu/risk/students**. Select and complete the 'To Enroll in United Healthcare Plan' portion of the online 'Health Insurance Information' form. Once you have purchased coverage and received enrollment confirmation, you will need to access your account and print your ID card. Log on to United Healthcare's website at **uhcsr.com/southern**. Create an account, then log in and select the blue circle on the right that says 'ID card' and follow instructions to print your ID card. If you have not submitted a waiver by the same date as the 'Last day to add a class' your account will be automatically charged for insurance.

Insurance coverage may be purchased at the listed rate at any time throughout the school year. Charges are not prorated. For the policy to be valid, students must actively attend classes for the first 31 days after the date of policy inception. A refund of the premium is allowed in the following cases: entry into the Armed Forces or withdrawing from school within the 30 days after the policy inception date.



STUDENT LIFE AND ACTIVITIES

Student Center, 236.2484, southern.edu/activities

A wide variety of social programming is coordinated through Student Life and Activities including Saturday night activities, special programs, Christmas on the Promenade, Cookies on the Promenade, etc. The director of Student Life and Activities collaborates with more than 50 student organizations to provide additional social opportunities.

The director of Student Life and Activities serves as a special advocate for student interests/challenges and coordinates assistance program for student families.

STUDENT MISSIONS

Chaplain's Office, Student Center, 236.2787, southern.edu/studentmissions

Currently, more than 70 student missionaries are serving for 6-12 months in 24 countries. National and International opportunities are offered. It is our goal to send out 10 percent of the student body in a dedicated year of service. Many returned students speak of the strong spiritual impact the student mission year has had on their lives.

STUDENT RECORDS ACCESS

Wright Hall, 236.2895

Southern is committed to meeting all Family Education Rights to Privacy Act (FERPA) requirements. Students have the right to inspect and review official records, files, and data directly related to them kept by any unit of the university. This request should be made in writing to the administrator responsible for the record. Requests are to be processed within five days from the date the request has been filed. The Act stipulates a reasonable fee may be charged if copies of the material in the file are desired. See *Student Records* policy in the Policies and Procedures section for more information.

STUDENT SERVICES

Student Center, 236.2814

Student Services consists of Chaplain's Office, Campus Ministries, Student Success Center (Counseling and Testing Services and Learning Success Services), residence halls, and Student Life and Activities.

The vice president for Student Services provides administrative leadership, support, and direction for all matters related to student services and student life, and is a member of the President's Cabinet.

STUDENT WELLNESS

Student Center, Chaplain's Office, 236.2787

The Student Wellness program is designed to help improve the quality of life for people on campus and in the community. Student leaders plan, implement, and evaluate programs that promote better living. Student Wellness assists students in pursuing a wholistic, temperate lifestyle full of purpose and satisfaction. This is accomplished through encouraging changes that create a balanced life spiritually, socially, environmentally,

physically, intellectually, emotionally, vocationally, and financially.

Some of the activities sponsored by Student Wellness include a yearly Student Wellness Week that brings speakers on campus, worship services that promote wellness, the Blood Assurance program, positive social activities, after-vespers social gatherings, blood pressure and body composition assessments, and exercise and nutrition programs.

TECHNOLOGY ON CAMPUS

**Information Systems, Wright Hall, 236.2712,
*southern.edu/online***

The department supports computers and audio visual technology in all classrooms. Call or email for classroom technology support and campus computer support at computersupport@southern.edu.

TITLE IX

In compliance with Title IX of the U. S. Higher Education Amendments (1972) Southern does not discriminate on the basis of gender. In addition to gender equity in sports, Title IX prohibits sex-based discrimination in education. It addresses gender-based discrimination and sexual violence (whether student to student, student to employee, or employee to employee). Sexual violence includes attempted or completed rape or sexual assault, as well as sexual harassment, stalking, voyeurism, exhibitionism, verbal or physical sexuality-based threats or abuse, and intimate partner violence.

The director of Human Resources is the Title IX Coordinator and designated to resolve non-student employee grievances. Student grievance under Title IX should be presented to the Title IX Designee, the director of Student Life and Activities, who will either resolve the grievance or present it to the designated committee for resolution.

TRANSPORTATION SERVICES

Park Lane, 236.2716, *southern.edu/transportation*

Students needing local transportation (such as a medical appointment) may contact Transportation Services for availability. Services are offered Monday through Thursday, from 8 a.m. to 5 p.m.

Transportation is available to and from campus to Chattanooga airport, Groome Transportation and the local Greyhound and Mega Bus Station immediately before and after breaks. This service is free of charge. Reservations are required and must be made on line, at least 48 hours in advance. To make a request or view available transport times go to: myaccess.southern.edu/mvc/StudentTransportation/student/newrequest

UNIVERSITY HEALTH CENTER

4687 University Drive, 236.2713, *southern.edu/universityhealth*

The University Health Center (UHC) is under the supervision of a physician. A nurse practitioner/physician assistant works regular office hours, and the physician will see students at the UHC at pre-arranged times.

Registered nurses also work regular office hours.

The UHC provides medical services for primary and acute/sub-acute conditions, illnesses, and injuries rather than comprehensive medical care for major problems. Chronic health conditions may be managed by the student's primary care physician, and the UHC will work closely with the primary care physician while the student is at Southern. The UHC is available to make referrals to area health care providers. The UHC is open to all current students of Southern and dependants, ages 10 and above, if they are covered by the university student health insurance.

For after-hours care (evenings, nights, and weekends):

1. **Emergencies** - For any perceived life- or limb-threatening emergency, on or off campus, emergency services should be activated by calling 911. Emergency care should **NEVER** be delayed due to being unable to reach the UHC.
2. Area hospitals have emergency room services available 24 hours a day, 7 days a week.

Medical Charges: All charges incurred at the UHC are applied to the student's account. The UHC will submit claims for those with Southern's student insurance. The insurance reimbursement is posted on the student's account when it is received. The UHC is unable to process claims for students with private insurance, so students should plan to file their own insurance. A walk-out statement summarizing fees for services provided is available by request.

Medical information is strictly confidential and may be released only with the written permission of the student. The medical record is not accessible to anyone other than the professional staff of the UHC.

The UHC retains medical records for 10 years after a student's last attendance at the university. Immunization records are kept indefinitely. To request copies of medical and/or immunization records, please submit a written request with name, date of birth, last year attended, what records are needed, phone number, fax number, the name of the person receiving information, and your signature.

WORSHIP OPPORTUNITIES. Although not required of graduate students they are welcome to attend any of these services.

Evensong. Evensong is a worship service held each Sabbath in the Collegedale Church, beginning about 20 minutes before sundown.

Vespers. Each Friday evening while school is in session, a vespers program is organized from the Chaplain's Office and Campus Ministries. The program is usually held in the Collegedale Church but may convene at different locations throughout the year. Vespers is a special time when the university family gathers to sing, share, pray, and worship. The vespers service, while offering a variety of programs, remains a consistently anticipated spiritual event on campus.

POLICIES AND PROCEDURES



ACADEMIC POLICIES

Students should familiarize themselves with their particular programs of study as outlined in the *Undergraduate Catalog*.

ATHLETICS

southern.edu/intramurals

Southern provides organized sports activities through the intramural program administered by the School of Physical Education, Health, and Wellness. The program is committed to excellence and offers activities that foster a positive, safe, and active social and moral environment. The goal of the intramural recreation program is to provide a wide variety of positive experiences for as many students as possible.

Participation in intramurals is open to:

1. Undergraduate students (enrolled on campus for more than 6 credit hours) and spouses
2. Graduate students (enrolled on campus for more than 3 credit hours) and spouses
3. Full-time employees of Southern and spouses
4. Full-time employees of the Collegedale Church and spouses

In order to protect the physical well-being of students and the liability of the university, Southern prohibits participation in sports with excessive physical contact, such as tackle football.

Southern does not sponsor or participate in athletic competition with other educational institutions or churches.

AUTOMOBILES AND MOTORCYCLES
southern.edu/campussafety

Operating a motorized vehicle on university property is a privilege, not a right. Automobiles, motorcycles, and other motorized vehicles driven or parked on university property by current students must be registered with the university and be in compliance with the university's vehicle code. Vehicle registration is good for one semester, and vehicles must be re-registered for each semester or summer session. Campus Safety is responsible for parking enforcement. Free parking permits are available for visitors. Contact Campus Safety for information on vehicle registration and vehicle operation on university property.

BICYCLES

Bicycles should be ridden in a safe and courteous manner at all times. Trick riding, towing, riding with a passenger, riding on stairs, in buildings or any other deemed unsafe activity to rider or pedestrian is prohibited. Bicycles should be parked and locked in appropriate bicycle parking racks and not attached to handrails, light poles, sign posts, or parked in locations that will limit or delay pedestrian traffic or emergency exit from a building or area.

It is strongly recommended that bicycles be registered with the university through one of the residence halls. Campus Safety is responsible for monitoring and enforcing bicycle safety. Abandoned or confiscated bicycles that are not claimed after 90 days are disposed according to statutes in state law.

BUILDING ACCESS

Buildings are locked and unlocked according to university set schedules. Students and visitors are to immediately leave a building at closing time. A current university faculty or staff member must accompany a student in a locked building.

BULLETIN BOARDS

Bulletin board material must be approved and stamped by Student Services prior to posting. Inappropriate bulletin board material will be removed by Student Services personnel.

CLASS VISITATION

Classes at Southern are open to registered students only. Information disseminated in the classroom or other places of learning is the primary product that the university sells. Hence, visitors may not enter such gatherings unless they are official guests with legitimate business in a classroom or have the permission of the instructor. Visitors who attend classes may not engage in the discussions unless invited to do so.



CLASSROOM CONDUCT

Professors and the institution reserve the right to remove students from classes if their behavior threatens the purposes of the class by exceeding the bounds of normal academic freedom. Professors conducting extension classes from other institutions on the Southern campus share the rights spelled out by this policy.

CLERY ACT

Southern complies with the federal CLERY requirements for reporting and maintaining public record of reported crimes. A daily crime log, monthly crime statistics, an Annual Security Report, and other required safety information is available upon request at Campus Safety or at southern.edu/campussafety/clery.

COMMUNICABLE DISEASE POLICY

The university is committed to acting with Christian compassion toward anyone with a communicable disease. Southern is also committed to protecting the members of its community from exposure to communicable diseases. The university's position is that practicing universal contamination precautions, avoiding intravenous drug use, abstaining sexual relations outside of marriage, are the most effective ways to avoid exposure to communicable diseases. A plan with detailed procedures to accomplish these goals has been officially established and is published in the university's *Policy and Procedures Manual* and is also on file in the office of the vice president for Student Services.

CRIME ON CAMPUS

Campus Safety, 236.2100, southern.edu/campussafety

Emergencies and life-threatening situations should be reported to 911 immediately. Crimes, criminal-type activities, and life-safety problems should be reported to Campus Safety. The United States Department

of Education and the State of Tennessee, Tennessee Bureau of Investigation, require colleges and universities to process crime statistics on the following: murder, rape, robbery, aggravated assault, burglary, motor vehicle theft, liquor violations, drugs, weapons, arson, larceny, and hate crimes. Crime statistics or additional information regarding safety is available at Campus Safety during regular business hours or on Campus Safety's website. Campus Safety is available for assistance and service 24 hours a day, seven days a week.

CROSSWALKS

Pedestrians crossing the streets on campus should use the designated crosswalks and signaling devices. Tennessee law requires drivers to yield the right-of-way to pedestrians in crosswalks. However, no pedestrian shall suddenly leave a curb or another place of safety and walk or run into the path of a vehicle which is so close that it is impossible for the driver to yield. If the pedestrian does not allow reasonable time and distance for the driver to stop, the driver has the right-of-way.

CURFEW

Residence halls close at 11 p.m. Sunday-Friday, and at 12:45 a.m. on Saturday. Campus curfew is midnight. The campus is closed between midnight and 5 a.m. During this time, the walking/running track and the tennis courts may be used for their intended purpose with the provision that a valid university Campus Card be shown if requested by the Campus Safety officer on duty. Loitering on campus after buildings close is prohibited. Residence hall students will be asked to return to their residence. The Student Park closes at sundown unless prior arrangements have been made through Conference Services and Events. Ropes courses and Biology Trails are closed at sundown.

DISABILITY SUPPORT SERVICES (DSS)

**Lynn Wood Hall, Suite 137, 236.2574,
southern.edu/disabilitysupport**

sonable accommodations that help ensure equal access to course content and evaluation. However, the university cannot assume responsibility for providing accommodations or special services to students who have not voluntarily (and confidentially) identified themselves as having a qualifying disability or to those who have not provided DSS with appropriate documentation of their disabilities.

DISTRIBUTION OF INFORMATION

Anyone who desires to distribute information via pamphlets or papers on the campus of Southern must receive permission from the Administrative Council through Student Services.

DRESS CODE

As a Christian educational institution, Southern has established a dress code emphasizing modesty, cleanliness, neatness, and professional appropriateness. Students are to meet the following requirements:

Men

1. Modest pants worn at the waist with shirts or sweaters
2. Sabbath services (vespers, Sabbath School, church): suits or collared dress shirts and tie or turtleneck sweaters
3. Beards and mustaches clean and well groomed
4. Modest recreational apparel

Women

1. Modest dresses, skirts, or pants with shirts or sweaters
2. Sabbath services (vespers, Sabbath School, church):modest skirts, dresses, or dress pants with shirts or sweaters
3. Makeup should be natural in appearance
4. Modest recreational apparel, including one-piece swimsuits

Men and Women

1. Shorts are not to be worn in classroom buildings or during Convocation programs. Shorts are permitted in the dining hall during suppers and Sunday lunch
2. Shoes and shirts are required in all non-recreational public places
3. Hair is to be clean, neat, and without radical styles

Specifically prohibited in public are:

1. Sloppiness, tank tops, pajamas/lounge wear, and clothing that is torn, frayed, or with printing that contradicts university standards
2. Tight fitting and revealing styles, sheer fabrics, low-cut tops, bare midriffs or shoulders, exposed camisoles, miniskirts with or without leggings, and skirts with deep slits
3. Jewelry: bracelets, necklaces, chains, medallions, earrings, and rings. Medical alert chains and bracelets are allowed. Married students may wear wedding bands. Students who wear jewelry may be fined

When working out in the Hulsey Wellness Center, modesty of dress should always be considered. Tops with sleeves and closed toed shoes must be worn on the fitness floor and walking track. No denim is allowed on the fitness floor.

Students not compliant with the dress code may be fined and subject to further discipline. Guests at Southern are encouraged to comply with the dress code.

ENTERTAINMENT

Southern expects students to choose entertainment with discretion and to choose content that is spiritually and morally uplifting, focusing on that which is noble, right, pure, lovely, and admirable.

FAMILY EDUCATIONAL RIGHTS TO PRIVACY ACT (FERPA)

Southern is committed to following all the requirements of FERPA. For specific information, contact Records and Advisement or see the *Student Records* heading in the *Undergraduate Catalog*.

FIRE ALARM

When a fire alarm sounds, everyone in the building must exit and go to the assembly area designated on each building's evacuation signs. Make sure you stay outside the collapse zone of the building. Collapse zone is 1 ½ times the height of the building. The porch is NOT outside of the collapse zone. If the alarms or emergency personnel give other instructions, follow those instructions.

FIRE DRILL

Fire drills are required for all buildings each semester. When an alarm sounds, occupants are to follow the announced procedure promptly. There is a \$200 fine for not evacuating the building.

FIRE HAZARDS

Candles, candle warmers, torchiere lamps, spider lamps, hot plates, toaster ovens, toasters, incense, open-flame lamps, or any other item that could cause a fire or smoke-related incident are prohibited inside buildings. Use of these items may result in a fine of up to \$200, in addition to charges covering damages caused by smoke or fire. All lamps must be UL (or similarly) listed. Power strips must be grounded (three-pronged plug), have a built-in circuit breaker, be UL approved, and be undamaged. It is recommended that power strips also have built-in surge suppression.

FUNDRAISING

Fundraising by student organizations requires approval by the Student Activities Committee. Soliciting an amount exceeding \$500 requires approval by the Fundraising Committee. For further information, contact the director of Student Life and Activities. Approval must be received before any fundraising activities begin. Only organizations with current approval status may request permission to raise funds.





HORSES

Due to the landscape damages, horseback riding is not allowed on campus, including the biology trails.

HOUSING

Currently enrolled graduate students up to the age of 30 may live in Older Single Student Housing which arranged through the Single Student Housing Office in Talge Hall. Older students are placed 2 or 3 per apartment. For more information email Housing@Southern.edu or call 423.236.2222.

HULSEY WELLNESS CENTER

Graduate students may join the Hulsey Wellness Center for \$80 per semester, payable at the center (not on the student account). The spouse fee is \$100 for the year. The monthly rate is \$20 for students, \$10 for spouses.

IMMUNIZATION REQUIREMENTS

- **PPD (TB) Skin Test**—Must be done within 6 months from the start of school. If positive, must attach a copy of a chest X-ray done within the last 5 years
- **Two MMRs** (Measles, Mumps, and Rubella)—After 12 months of age for students born after 1956 or attach lab copies of titers showing immunity for all three diseases
- **Hepatitis B** (Series of 3)—Students choose either to be vaccinated or sign a waiver.
- **Meningococcal Meningitis**—Students must choose either to be vaccinated or sign a waiver.
- **Two Varicella** (chickenpox)—For students born after 1980 or attach history of illness diagnosed by a health care provider on documentation of blood test showing immunity to Varicella.

Proof of vaccinations must be provided by submitting a copy of an official immunization record or a form by a medical provider verifying the immunization dates along with the physician's signature.

INTELLECTUAL PROPERTY POLICY

Southern Adventist University recognizes that research and creative activities are integral functions of a university. The University encourages such activities by the faculty, staff, and students, and recognizes its responsibility to see that creative and scholarly works are administered for the best interest of all parties concerned, including the public.

Southern affirms that the creator of intellectual property should have maximum freedom with respect to the creation consistent with obligations to Southern and other legal entities as established by the Faculty Affairs Committee. All intellectual property produced at Southern by faculty, staff, or students is covered by this policy. Intellectual property shall consist of, for example and without limitation: inventions, creative works, patentable subject matter, teaching resources, copy-rightable materials, audiovisual materials, photographs, software, trade secrets and trademarks. No intellectual property is specifically excluded.

WAIVER OF UNIVERSITY RIGHTS

- 1. Time for Review:** Before the creation of any work of intellectual property using substantial University resources, the creator(s) shall notify the office of the vice president of Academic Administration. Inventors and authors shall receive the written decision of the University's intention to pursue or release rights of ownership within 45 days of the date of the formal submission to the office of the vice president of Academic Administration.
- 2. Release of Invention to Inventor(s):** The University may determine that an invention will not be patented and will not be licensed or otherwise commercialized by the University. In those cases, the vice president for Academic Administration will cause ownership rights to be waived by the University.
- 3. Use of Revenue:** Funds received by the University from the sale of intellectual property owned by the University shall be allocated and expended as determined solely by the University.

UNIVERSITY OWNERSHIP

When intellectual property, such as works, inventions, developments, or discoveries, is created with substantial use of University facilities, whether provided by external support or not, the University will originally retain the rights to the property, provided that it desires to commercially develop the property or to make it available to the public. If, however, the University elects not to commercially develop said property or fails to show diligence in such development, the ownership rights to that property may be acquired by the creator.

If the creator develops an intellectual property with substantial use of University facilities, she or he must make full and fair

disclosure to the University of all such sources of compensation relating to that intellectual property.

Intellectual property created during a sabbatical belongs to the faculty member. Typical sabbatical plans do not require the use of substantial university resources. If the work created as part of an approved sabbatical plan requires resources beyond those normal for a sabbatical, the parties may enter into an applicable arrangement prior to the sabbatical.

LIBRARY

236.2788, southern.edu/library

McKee Library policies are available both in the library and online. Consideration is expected for the library facility, resources, other patrons, and library staff.

LOCKDOWN

If there is an imminent threat to student or employee safety, the university may lock down the campus or portions of it. If a lockdown is announced, get into or stay in a lockable room. Stay away from windows and doors. Once the door is locked, do not open it for anyone. Wait for the all clear from emergency personnel or the alarm system. If you are outside in the open during a lockdown, move away from the area. If you are able to leave campus, this is advised.

MEDICAL EMERGENCIES ON CAMPUS

236.2100 or 911

Southern Adventist University has an open medical services system, meaning any person can activate the emergency medical system by calling 911 or Campus Safety.

Situations that would definitely call for emergency medical services (EMS) would include:

1. Any life threatening situation
2. Loss of consciousness
3. Difficulty breathing
4. Chest pain
5. Uncontrolled bleeding
6. Seizures
7. Detached body parts
8. Severe/uncontrollable pain
9. Visible deformity

Because every situation is different and dynamic, each situation calls for decision making that is beyond the scope of this policy. If in doubt, call.

Calling 911 or having an ambulance on scene does not mean the patient must be transported by ambulance. A conscious, coherent, competent adult can refuse service and assume responsibility for their medical outcome.

MOVIES/VIDEOS/DVDS

The Film Subcommittee must approve in advance any feature-length films to be shown on campus or during any university-related function. Current copyright laws prohibit universities and suborganizations from publicly showing movies that are intended for private use. Requests for the showing of films should be directed to the chair of the Film Subcommittee.

Academic departments/schools and residence halls may approve films for specific non-academic use. In such cases, the chair/dean plus one or more additional departmental faculty must participate in the approval process. Prior to the approval process, the department/school must contact the chair of the Film Subcommittee, who will provide film approval criteria.

MUSIC STANDARDS

Music performed or reproduced anywhere on campus is expected to be in harmony with standards of good taste applicable to the occasion and in keeping with the ideals of spiritual commitment and personal relationship with God. To assist with this responsibility, a screening committee is appointed by the University Senate each year to screen student programs before they are presented. Student groups must contact the chair of the Screening Committee three weeks before their scheduled performance, so that the committee can be called for the screening. Failure to have a program properly screened may cause cancellation of the program.

NONDISCRIMINATION

In compliance with all applicable federal and state regulations, the university does not discriminate on the basis of race, color, gender, ethnic or national origin, disability, or age.



PARKING

See the *Automobiles and Motorcycles* heading in the Services section.

PERSONAL IDENTIFICATION

Students are to present proper identification when requested to do so by administrators, faculty, and staff.

PETS

Service animals, which perform specific tasks providing access for people with disabilities, are allowed anywhere their handlers are allowed to go. Comfort animals, which are prescribed by appropriate medical professionals, are allowed only in residences and only after approval through Housing and Disability Support Services. Students who reside in residence halls or other university student housing who own pets that do not fit any one of these categories, or have not been granted prior approval for owning a pet, may be fined for the violation.

PROTECTION OF PERSONAL PROPERTY

Students should lock their rooms, apartments, vehicles, and bicycles. They should also store and lock personal items in an appropriate place. Keep a list of all valuable property, including serial numbers. A Valuable Property form can be picked up at Campus Safety or the residence halls.

Missing items should be reported to Campus Safety, with a description and serial number if applicable. Southern is not responsible for damaged, stolen, or missing personal property.

Insurance is available for covering loss or damage of your items. See a residence hall dean for more information.



PUBLIC DISPLAY OF AFFECTION

Students are expected to conduct themselves with discretion and in a manner that will not embarrass other people.

QUESTIONNAIRES, SURVEYS, AND RESEARCH

Proposed student research must undergo a review process prior to research activity. This includes questionnaires or surveys by student organizations as well as research for class assignments. Further information and the required approval forms may be obtained from the vice president for Academic Administration or vice president for Student Services.

RECORDING

The use of electronic devices as a tool for learning is highly encouraged as long as permission has been granted by those being recorded prior to recording. If the content is to be broadcast or published, documented consent must be secured from the instructor.

REGISTRATION

Students register for classes online at *southern.edu/register*. Help with academic questions is available by calling 236.2899, for technical support, call 888.309.2471. Students must register for courses no later than the second week of the semester.

ROOFS

Any individual who is on the roof of a university building without authorization will be fined \$200. This constitutes trespassing and can also result in civil charges. Contact Campus Safety for authorization for classes and special projects.

SABBATH OBSERVANCE

The Sabbath is God's time for people to meet with Him in an atmosphere free from non-spiritual distractions. To facilitate this, the university gives primary attention to worship, rest, Christian fellowship, and service from Friday sundown until Saturday sundown. During these hours students are expected to refrain from secular activities including secular entertainment, secular music, shopping, sports, school studies, work, and other similar activities.

SELLING

Sales people and buyers are not allowed to solicit on Southern's general campus, including the Student Center. Exceptions to this policy for the residence halls must be approved by the head dean in consultation with the vice president for Student Services.

SEVERE WEATHER

If the outdoor tornado siren or indoor warning systems sound, seek shelter immediately—severe weather is imminent. Follow the instructions of the announcement or emergency personnel. Familiarize yourself with shelter locations in the buildings you use.

SKATEBOARDING AND SKATING

Roller skating, inline skating, skate boarding, and longboarding have a risk of injury or damage. Consequently, the rider performs this activity at his or her own risk. The university assumes no liability or responsibility for injuries received while riding on university property. Administrative sanctions and/or disciplinary action may be taken toward a person who violates or disregards this policy.

Riders are to abide by the following:

1. Wearing a helmet is required. Wrist guards, elbow pads, and knee pads are recommended
2. Provide right of way to pedestrians
3. Stop at all pedestrian roadways crossings, check for cross traffic, and proceed with crossing only when it is safe to do so
4. No riding on roads, driveways, parking lots, the running/walking track, or in areas where vehicles are normally driven and operated
5. No riding inside buildings
6. No riding, jumping, or sliding on stairs, railings, curb edges, benches, walls, or trick riding
7. No hanging onto or being pulled by any moving motorized or pedaled vehicle

SUICIDE AND SELF-HARM

Any student who attempts suicide, displays behavior that could lead to such an act, or demonstrates a tendency toward self-harm will be sent for psychiatric evaluation and must follow medical advice, which may include taking a semester off to complete treatment.

Continuation as a student will occur only after the student has presented documentation of an approved therapy program, applicable releases, and a written commitment to avoid harmful behavior.

TITLE IX

See the *Title IX* heading in the Services section.

TUITION REFUND

A student who withdraws from school during the semester will receive a tuition and fees refund. This is based on the date in which the completed withdrawal form, with all returned signatures, is filed with Records and Advisement. See the *Undergraduate Catalog* for percentage details.

UNIVERSITY HEALTH CENTER/CHARGES southern.edu/universityhealth

Charges incurred at the University Health Center (UHC) are applied to the student account. The UHC will submit claims for those with Southern's student insurance. The insurance reimbursement is posted on the student's account when it is received. The UHC is unable to process claims for students with private insurance, so students should file their own insurance. A walk-out statement summarizing the fees for services provided is available by request.

**USER ACCOUNT/EMAIL**

See the *Email/User Account* heading in the Services section.

VEHICLE SALES

Only university-owned vehicles are permitted to be left on campus, this includes Fleming Plaza, for the purpose of advertising for sale.

WORSHIP OPPORTUNITIES

Although not required, graduate students are invited to attend and/or participate in residence hall worships, Evensong, and Vespers. For a schedule of when residence hall worships occur, please refer to the Talge Hall or Thatcher Hall newsletters. Information on Evensong, Vespers and Convocations may be obtained from the university calendar, the Campus Chatter in the Accent or on The Weekender.

CODE OF CONDUCT

ACADEMIC AND DISCIPLINE GRIEVANCE PROCEDURES

The student, who believes that he or she has been unfairly treated or disciplined, may enter into an academic grievance process. The student shall first discuss the grievance with the instructor, within two weeks of the grievance, in an informal conference. If the student believes that the solution is not appropriate, the student may submit the grievance, in writing, to the Dean of the School within four weeks of the informal conference. If the student believes that the resolution facilitated by the Dean is not appropriate, the student can appeal to the Dean of Graduate Studies within six weeks of the informal conference. The Dean of Graduate Studies will ask the Graduate Council to appoint a Grievance Committee, chaired by the Dean of Graduate Studies or his designee and including three other faculty members and two students selected by the Graduate Council. Both the student and the professor involved in the case are entitled to appear before the committee or to present a written statement of the case. The decision of the committee shall be presented in writing to the individuals involved within three days of the committee meeting unless both parties agree upon a later time. The decision of the committee is binding and will be implemented by the professor involved or the Dean of Graduate Studies.

ALCOHOL, TOBACCO AND ILLICIT DRUG USE

Southern strives to maintain a safe and healthful environment for its students and employees. One way the university does this is by enforcing a drug-free lifestyle for employees and students. Therefore, manufacturing, distributing, possessing, and/or using tobacco or e-cigarettes, alcohol, and illicit drugs is strictly prohibited. This restriction includes the serving of alcohol, a fact which should be taken into consideration when seeking employment.

Though tobacco is not an illicit drug, nicotine has addictive properties and is responsible for a variety of health-related problems. It is Southern's policy to remain a safe and healthful environment. Possession, use, or distribution of tobacco products by Southern students is strictly prohibited. Violation is grounds for disciplinary action up to and including dismissal.

Illicit drugs include opium derivatives, hallucinogens (such as marijuana, mescaline, peyote, LSD, psilocybin), cocaine, amphetamines, codeine, heroin, methamphetamines, morphine, and other drugs prohibited by law. This definition does not include lawfully prescribed drugs that are being taken under a physician's direction.

By enrolling at Southern, all students agree to submit to random drug testing. If the vice president for Student Services and a residence

hall dean have reasonable suspicion or evidence of drug use, they will require a student to submit to chemical screening. The student is obligated to pay the expenses of the assessment and screening if those tests are the result of the student's having violated this policy. The student is also obligated to pay the expenses in the event that a random screen reveals that the student has used illicit drugs. Any student who is found to have drunk alcoholic beverages or is in possession of alcoholic beverages will be required to submit a chemical screening.

The results of a student's failed alcohol or drug test are kept in the student's file in the office of Student Services. Consistent with the regulations of FERPA, disclosure of this information to other school officials, including professor, within the institution occur only if the institution has determined that those entities have a legitimate reason to know. As such, the schools of Nursing, Social Work, and Religion have policies that establish them as legitimate need-to-know entities.

Further information can be obtained from the *Substance Abuse Policy* booklet available in the Student Services office.

ASSAULT

Students involved in an incident of physical, verbal, or sexual assault are subject to disciplinary actions that are defined in other policies in this handbook (see "Sexual Assault and Harassment" under Services and "Discipline" in this section, Policies and Procedures). Both criminal and legal action may be taken if it is determined that a crime has been committed.

FIREARMS AND OTHER WEAPONS

All city, state, and federal laws and regulations governing firearms and weapons apply on university property. Firearms and guns (including but not limited to bullet, pellet, BB, and paintball), bows and arrows, blowpipes, knives (or any edged weapon over three inches from bezel to tip), nunchucks, throwing stars, brass knuckles, and any other type of weapon prohibited by law are not allowed on campus. Violators are subject to fines, disciplinary actions, and arrest on local, state, and/or federal charges.

FIRE EQUIPMENT

Tampering with fire extinguishers, fire alarms, smoke detectors, door closing devices, or other fire protection equipment will subject the offender to a \$200 fine and discipline. Anyone covering, tampering with, or removing a fire-system device is subject to a fine of \$200 and is responsible for damages. Tampering with fire equipment or violating fire regulations can result in civil and/or criminal charges and arrest.

FIREWORKS AND EXPLOSIVE MATERIALS

Fireworks, explosives, or any mixture of chemicals or substances that can cause fire, smoke, or explosions are prohibited. Violators are subject to fines, discipline, damage costs as a result of smoke, fire, or explosions, and arrest on local, state, and/or federal charges.

HAZING AND OTHER IRREGULAR ACTIVITIES

Hazing by organizations or individuals is forbidden. Any student who plans or engages in hazing or commits any act with intent to degrade, embarrass, or injure a fellow student is subject to discipline, including dismissal.

SEXUAL ASSAULT AND/OR HARASSMENT

Southern students, faculty, and staff will not engage in or tolerate sexual harassment, which is defined as "unwelcome sexual advances, requests for sexual favor, and other verbal or physical conduct for a sexual nature." Any sexual behavior which creates an intimidating, hostile, or offensive working or school environment is a violation of Christian standards as well as applicable state and federal regulations and should be reported to the appropriate supervisor or residence hall dean, or the director of Student Life and Activities. Any student, faculty member, or staff member who is guilty of such activity will be subjected to discipline, including dismissal and criminal prosecution.

Southern offers support for any student subject to sexual assault or harassment. Assault is a crime and should be reported to one or more of the following immediately:

1. Local law enforcement, 911
2. Campus Safety, 236.2100
3. Residence hall deans

If you are a victim of sexual assault:

1. Go to a safe place
2. Report the assault to local law enforcement, Campus Safety, or residence hall deans
3. Do not shower or change clothing, as this may destroy vital evidence
4. Call a close friend who can come to your location and offer you support

The following university and local resources are available:

1. Campus Safety, 236.2100
2. University Health Services, 236.2713
3. Counseling and Testing Services, 236.2782
4. Chaplain's Office, 236.2786
5. Director of Student Life and Activities, 236.2484
6. Sexual Assault Crisis Center, 755.2700

SEXUAL CONDUCT

Southern welcomes all students into a safe and supportive environment in which to discuss and learn about a variety of issues, including those of human sexuality. The university affirms the Biblical understanding of sexuality as a gift from God. Southern promotes purity in singleness and fidelity in marriage, which it believes was divinely established in Eden and affirmed by Jesus to be a lifelong union between a man and a

woman in living companionship. Departures from this norm include both heterosexual sex outside of marriage and homosexual behavior.

Southern prescribes Biblical standards of personal conduct. The university does not condone non-marital heterosexual conduct or homosexual conduct, or the encouragement or advocacy of any form of sexual behavior that would be contrary to the Seventh-day Adventist beliefs or the faith mission of the university.

The university encourages students struggling with these issues to avail themselves of opportunities for serious, confidential discussion and support through Counseling Services, 236.2782, or the Chaplain's Office, 236.2787.

SEXUAL MISCONDUCT

As a Seventh-day Adventist educational institution, Southern Adventist University is committed to promoting a campus environment where sexual misconduct is not only not tolerated but also where victims of sexual misconduct of all kinds are provided support and avenues of correction. Many activities prohibited by Southern's Sexual Misconduct Policy are unlawful, and all are antithetical to the mission of the university. Therefore, Southern takes reasonable and appropriate remedial action to prevent sexual misconduct; to eliminate any hostile environment, including retaliation; to prevent its recurrence; and to correct its discriminatory effects on the Complainant and any others. Students who violate this policy are subject to discipline, which may include dismissal from Southern, termination from employment, and, if the legal system is involved, criminal prosecution.

Conduct that violates this policy may result from actions that threaten a student or employee in any Southern-related setting, whether it is conduct between students, between employees and students, or between students and visitors to our campus. Examples of conduct that violate this policy are as follows: harassment in the form of unwelcome sexual advancements, requests for sexual favors, or any verbal or physical entreaties of a sexual nature; public indecency; rape, including



spousal and statutory rape; willful exposure to HIV; incest; promotion of the performance of sexual activity, including sexual conduct performed by children and sexting; sexual exploitation of another individual, including children; solicitation; sexual trafficking; and stalking. Both federal and Tennessee law include sub-categories of a number of these examples. For a fuller discussion of the definitions of these acts, please refer to the Sexual Misconduct policy, which can be accessed at the Student Services and Human Resources pages of Southern's website. Hard copies of this policy are also found in the residence halls, in the office of Student Services, at Campus Safety, and at Human Resources.

Any Southern student, staff member, faculty member, or third party participating in any Southern program or activity who wishes to report a complaint of sexual misconduct against a Southern student may do so at any time. The procedures for reporting a complaint are found in the unabridged version of Southern's Sexual Misconduct policy. The policy also includes the process of investigation and adjudication of alleged misconduct; the rights of complainants and respondents; and a list of sanctions from which Southern's Student Sexual Misconduct Review Panel may choose should a student be found guilty of misconduct.

STANDARDS OF BEHAVIOR

Students are expected to establish a Christian lifestyle that fosters maximum spiritual, mental, physical, and social growth. Such a lifestyle will include engaging in prayer, Bible study, Christian-service activities, practicing good study habits, selecting a balanced and nutritious diet, scheduling adequate periods of rest, participating in wholesome recreational and leisure-time activities, and relating responsibly and respectfully to other persons. Behaviors that do not promote such a lifestyle and are expressly forbidden include the use of alcoholic beverages, tobacco, and illicit drugs; gambling; dancing; improper sexual conduct; and attendance at entertainments that are spiritually or morally destructive. It is inappropriate for students of the opposite gender who are not married to each other to spend the night together. Students who engage in such behavior will be subject to discipline.

THEFT

Protection against theft is a serious challenge for an institution in which hundreds of people reside close to each other in a relatively open manner. Students should always take precautions to protect their personal belongings. The act of individuals taking any item they do not own without permission is regarded as theft. Students who are involved in theft are subject to prosecution and suspension or dismissal.

WEAPONS

See the *Firearms and Other Weapons* heading in this section.

ADMINISTRATION

southern.edu/advancement
southern.edu/alumni
southern.edu/conferenceservices
southern.edu/give
southern.edu/marketing
southern.edu/president
southern.edu/records
southern.edu/research
southern.edu/risk

ACADEMICS

southern.edu/archaeology
southern.edu/art
southern.edu/biology
southern.edu/business
southern.edu/chemistry
southern.edu/computing
southern.edu/edpsych
southern.edu/english
southern.edu/fye
southern.edu/graduatestudies
southern.edu/history
southern.edu/journalism
southern.edu/library
southern.edu/math
southern.edu/modernlanguages
southern.edu/music
southern.edu/nursing
southern.edu/online
southern.edu/pe
southern.edu/physics
southern.edu/religion
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