

Section 10: Fort Scott Community College Student Handbook

Student Information

Academic Advising

The FSCC Advising Department provides professional, confidential academic advisement. Students may receive help with enrollment, tutoring services and other common needs. The Fort Scott Advising Offices are located in Bailey Hall, and each satellite office also has an advising office.

Assessment

All first-time, full-time students enrolled in 12 or more credit hours, and all part-time students who have completed six hours or more, are required to take the ACCUPLACER test. ACCUPLACER is an integrated system of computer- adaptive assessments designed to evaluate students' skills in reading, writing, and mathematics. ACCUPLACER's computer-adaptive design personalizes the test for each student. Each test question determines the difficulty level of the next. Final scores are based on the number of questions answered correctly and the difficulty level of the questions answered correctly.

Dining Services

The FSCC Cafeteria, located on the Fort Scott campus, offers a number of exciting additions to traditional cafeteria fare, including festive meals, monthly premium specials, and final exam snacks. All dormitory residents have a meal plan which provides three meals a day, Monday through Friday, and two meals a day on Saturdays and Sundays. Meal plans are available for off-campus students and employees also. Food service is not available on school holidays. Great Western Dining is the Fort Scott Community College food service provider. Coffee and breakfast items are available in Bailey Hall at Daily Grind.

FSCC Bookstore

The FSCC Bookstore is located on the Fort Scott campus in the Administration Building. In addition to the main campus, it also serves students at all satellite and off-campus sites and online students. Items available in the bookstore include college textbooks, supplementary reading materials, basic school supplies, FSCC sportswear and gift items. Also available are greeting cards, snacks, and cold drinks.

Campus Crime/Security Policy

Fort Scott Community College follows the guidelines set forth in the Crime Awareness & Campus Security Act of 1990. The college has specific policies covering the following areas: procedures for students to report criminal activities on campus; security at campus facilities; availability and authority of campus law enforcement; programs available to inform students about security and the prevention of crime; recording of crime through local police agencies; and possession, use and sale of alcohol and drugs. The complete policies are available for review in the office of the Dean of Students.

In support of the Violence Against Women Reauthorization Act, Title IX regulations and the Clery Act, FSCC prohibits all violent offenses. FSCC's Greyhounds Take a Stand program promotes the education efforts to help stop relationship violence in support of Title IX, the Violence Against Women Reauthorization Act, the SaVE Act and Clery. The displayed data is made available as required under 20 U.S.C. 1092, "The Student Right to

Know and Campus Security Act." This data was compiled for the time period January 1, 2010, through December 31, 2015. FSCC Data may be found at www.fortscott.edu/securityreport .

Housing

FSCC offers students two on-campus housing options: Greyhound Hall and Boileau Hall and also two off-campus options: Greyhound Lodge and Garrison Apartments. The dormitories are designed to give students the best in residential living. Each provide a living-learning environment, which is an integral part of the total educational program at FSCC. Students find the FSCC dorms enjoyable places to live. A professional staff oversees the residence halls. Each air-conditioned floor has a lounge area which can be used to study, relax, or visit with friends. All on-campus students have a meal plan and off-campus will have a meal plan available to them. A deposit is required with the contract to reserve a room.

General Educational Development (GED)

Fort Scott Community College offers adult education classes to assist students in the following: GED preparation, basic math and reading skills, employment skills, and college preparation and transition. Individuals who have completed the adult education classes will have the opportunity to earn a GED, Basic Computer Skills certificate, and the Kansas Work Ready certificate. People who have not earned a high school diploma may take the tests if they are no longer enrolled in high school and have reached the age of 16. The cost of the preparation class is \$30. There are four testing modules: RLA, Math, Science, and Social Studies; the testing fee for each module is \$33.

FSCC offers a scholarship (3 credit hours) to those who earn their GED through the center. GED preparation classes are held every six weeks; class times are: Monday through Thursday: 9 am to 12 pm, 1 pm to 4 pm, and 4 pm to 7 pm. Tutoring is offered on Friday from 8:30 to 12:30 am.

Library

FSCC Library, located in Bailey Hall, houses more than 8,000 volumes of books as well as collections of periodicals, audio-visual materials and

pamphlets. Resources also available to students and the public including an online periodical index and full-text retrieval services, the library catalog, databases, printing, and a photocopying. The Library is open from 8 am to 5 pm, Monday through Friday. Trained staff members are available to assist with the use of library resources. The primary mission of the FSCC Library is to provide materials and services which effectively enable individuals

in the FSCC academic community and in southeast Kansas to attain their learning, teaching, research, and service goals. The Library specifically seeks to educate all present and potential patrons in use of the library, mastery of discipline content, and processes of research.

Parking

Parking facilities are provided near all campus buildings. Reserved areas are available for handicapped and disabled persons. On-campus parking is free. In addition, both dorms have parking lots for their residents.

Student Success Center (SSC)

The FSCC Student Success Center is located in Bailey Hall. The SSC provides free tutoring to all students, as well as specialized instruction to strengthen basic skills such as reading, writing, spelling and mathematics. The SSC provides instruction via self-study modules or in a traditional classroom setting. Faculty members may refer students to the SSC for specialized instruction, or students may come in voluntarily.

The SSC administers aptitude tests and career evaluation testing. In addition, computers are available for public use and include Internet access.

RAVE

RAVE is a campus-wide notification system. Students have the opportunity to sign up for this service on the college website at fortscott.edu. Students can choose from the following categories in order to receive text notifications: emergencies and weather closings, athletic events, campus events, and critical dates. Regular standard messaging rates apply.

TRIO/Student Support Services

TRIO/Student Support Services (TRIO/ SSS) is a federally funded program committed to empowering students to persist. The ultimate goal of Fort Scott Community College's TRIO/SSS program is to increase retention and assist students in completing degrees; and transferring to four-year institutions.

The FSCC TRIO/ SSS program provides students with a multitude of support services including advising, cultural trips, campus visits, and career exploration. Each year, TRIO/SSS serves a minimum of 150 students - of those, 67% must meet at least one of the following criteria:

- 1) first-generation college student,
- 2) documented disability,
- 3) low income, or
- 4) a combination of the first three criteria.

In addition, participants must have some type of academic need and plan on graduating from FSCC and transferring to a four-year college or university. The offices are located in the Student Success Center which can be found in the southeast part of Bailey Hall.

Service Animal/ESA Policy

FSCC is committed to compliance with state and federal laws regarding individuals with disabilities. Members of the FSCC community who seek reasonable accommodation for disabilities should contact the Disability Office. With respect to a request for a service or assistance animal, FSCC will determine, on a case by case basis, and in accordance with applicable laws and regulations, whether such animal is a reasonable accommodation on campus. In doing so, FSCC must balance the needs of the individual with the impact of animals on other campus patrons.

Where it is not readily apparent that an animal is a service animal as defined by the ADA, or an assistance animal under the Fair Housing Act, FSCC may require sufficient information and documentation to determine whether the animal qualifies as a service or assistance animal under the applicable law. FSCC may require that the documentation be provided on the letterhead of a treating physician or mental health provider, and permit FSCC to determine:

- that the student has a disability for which the animal is needed;
- how the animal assists the student, including whether the animal has undergone any training;
- the nexus between the student's disability and the assistance that the animal provides.

For students seeking reasonable accommodation, an accommodation review process will be undertaken, and may involve additional conversations between the Disability Office and the requesting student. If a student desires that a service or assistance animal live in campus housing, the student must notify the Disability Office at least thirty (30) days prior to the desired move-in date so that FSCC can best accommodate the student and the animal. If all other criteria are met, as set forth by the Disability Office, a

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meeting will be arranged between the student and the Office of Residential Life to discuss how to best accommodate the student, the service or assistance animal, and the campus community.

Consistent with federal and state law, a service or assistance animal may be prohibited from an FSCC facility or program if the animal's behavior or presence poses a direct threat to the health or safety of others. It may be excluded from areas where its presence fundamentally alters the nature of a program or activity, if the animal is disruptive, if its presence would result in substantial physical damage to the property of others, or if it substantially interferes with the reasonable enjoyment of the housing or public accommodation by others.

The owner of the animal takes responsibility for the following requirements: (Include state and local requirements regarding vaccination, licensure, leash control, cleanup rules, animal health, **etc.**).

Campus activities and student organizations

All-school events

Special all-school events enliven the school year for FSCC students. FSCC hosts a variety of events throughout the year, including workshops, films, musical performances, dances, picnics, homecoming festivities, and the annual Spring Fling.

Christians on Campus

Membership in the Christians on Campus organization is open to all students who seek the fellowship of other Christian students. This active organization sponsors weekly Bible studies, exploration of Christianity, and a support for uplifting fellowship and activities for the students. The group provides a place where students can meet the needs of fellow students through caring and praying for one another. Sponsored activities include such activities as exciting and refreshing retreats, trips to concerts, visits to university campuses, mission trips, cookouts, unique and fun banquets as well as a place to develop deep friendships with fellow students while attending FSCC.

Collegiate Farm Bureau

FSCC established the first Collegiate Farm Bureau organization formed in the state of Kansas. Now, the State of Kansas has one of the largest memberships of Collegiate Farm Bureau in the Nation. Membership is open to all students with an interest in Agriculture. Farm Bureau is an organization that supports all aspects of agriculture and provides leadership in protecting our natural resources. Members of the Collegiate Farm Bureau have the opportunity to participate in Kansas Farm Bureau activities throughout the year and compete in contests such as discussion meets and quiz bowls.

Greyhound Student Government (under construction)

Greyhound Student Government is an elite group at FSCC. Members are active in voicing all student organization's opinions or issues, voting on important matters, and assisting with campus/ community events. This group provides a bridge for students to communicate directly with FSCC Administration

Livestock Judging Team

Livestock judging involves carefully evaluating a class of animals—such as steers, sheep, and swine—and then rating them against commonly accepted standards. The student then gives oral reasons regarding his or her placement of the animals within the class. Through the program, students learn teamwork, effective communication skills, and leadership skills.

Meat Judging Team

FSCC is a member of the American Meat Science Association (AMSA) and intercollegiate Meat Coaches Association (IMCA). Students are recruited by the Meat Judging Coach to fill the spots on the team, just as in varsity athletics. Non-recruited students may participate with the permission of the Meat Judging Coach. The team travels throughout the Midwest and the contestants have one year of eligibility (January through December) at the national competitions. The team is taught all the USDA grading standards for beef, pork and lamb. A competition consists of 15 USDA Beef Yield Grades, 15 USDA Beef Quality Grades, 10 placing classes (beef, pork, and lamb), and questions on five of the placing classes.

Miami County Campus Ambassadors (MICCA)

The Miami County Campus Ambassadors (MICCA) is a student organization that promotes interest in student life, provides fellowship among students and faculty, and represents student needs and wants in regard to student support and activities. They also provide a forum for the presentation of innovative ideas to benefit the Miami County Campus and community. Any Miami County Campus student is eligible to be an active member.

Music Groups

With the permission of the director, any student may participate in FSCC vocal and instrumental music performance groups. All groups perform for college activities, other schools, and civic and social organizations.

The Greyhound Marching Band & Pep Band performs at, basketball, and playoff games. They also play at pep assemblies and march in regional parades. Another instrumental ensemble is the concert band which performs a concert in the spring. By being a member of the concert band, a student is eligible to audition for the FSCC Jazz Band. The jazz band performs for civic events and performs tour programs at local high schools. FSCC students may also perform with in the college/community symphony, which gives students a chance to play standard orchestral repertoire and meet community members who have an interest in instrumental music.

Phi Theta Kappa (PTK)

Both FSCC's Fort Scott and Miami County campuses offer Phi Theta Kappa, an international scholastic organization for community college. Eligible students are those who have completed at least 12 hours and have minimum cumulative GPA of 3.5. Students who wish to be a PTK member need to complete an application and be accepted and initiated. There is a lifetime membership fee at the time of application.

President's Ambassadors

The President's Ambassadors are a group of students who serve as official college hosts and hostesses while promoting the college. To qualify for membership, a student must be a full-time student (minimum of 12 credit hours), maintain at least a 2.5 GPA, possess good communication and leadership skills, and be active in organizations or activities on and off campus. Students who wish to be an Ambassador must complete an application, submit two letters of recommendation, and participate in the interview process. The selection committee makes the final decision regarding membership in the organization. Application forms are available in the President's Office, Student Services Office, and Miami County Campus Office.

SkillsUSA

SkillsUSA is a partnership of students, teachers, and industry representatives working together to ensure a skilled workforce for America and excellence for each student. FSCC's local SkillsUSA chapter gives students the opportunity to discover and grow their passions, learn to appreciate their self-worth, and develop critical thinking and social skills as well as a sense of community through a variety of activities. FSCC's Harley-

Davidson and Construction Trades students have successfully competed at the state and national levels, and FSCC students have held officer positions at the national and state level.

STEAM Club

The FSCC STEM (Science, Technology, Engineering, Agriculture and Math) Club promotes STEAM-related majors to the student body, provides a forum for science-minded students to discuss current trends and topics related to STEAM industries, and encourages critical thinking and professionalism.

Student Nursing Organization (SNO)

Membership in FSCC's student nursing organization is open to current nursing students and those students interested in nursing. Nursing students are highly encouraged to join. The SNO provides student with opportunities to develop professional and leadership skills. Fund raising projects are implemented to support departmental activities such as professionalism awards, pinning ceremony, SNO luncheons, and Battle of the Classes contest. Community service projects are sponsored that contribute to health-related needs such as participating in food drives, adopting families at Christmas time, and teddy bear clinics. One goal of this organization is to promote a positive image of the nursing profession.

Theatre

The FSCC Theatre program produces two main stage shows: one in the fall and one in the spring. Any student who wishes to significantly contribute to the main stage productions is encouraged to enroll in Theatre Projects.

Students do not have to be scholarship students in Theatre to enroll and participate in the main stage shows. Student may volunteer to work on the productions.

Criminal Justice Student Association

The Fort Scott Community College Criminal Justice Student Association was established so that our criminal justice students can; learn more about the criminal justice system and the legal system, develop a better rapport with the criminal justice system and legal communities, and can better serve the college and the community.

Varsity Athletics

FSCC is a member of the Kansas Jayhawk Community College Conference (KJCCC) and the National Junior College Athletic Association (NJCAA). Greyhound Athletics adheres to the rules and regulations of both the KJCCC and the NJCAA. FSCC provides opportunities for competitive varsity participation and scholarships for the following sports:

Mens	Womens	Coed
Baseball	Softball	Cross Country
Basketball	Basketball	Track & Field
	Volleyball	