

# Academic and Personal Services

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## Library

Busse Center is the learning resource center for the campus, housing both print and nonprint materials and a variety of electronic resources. The library's online catalog, Horizon, and full-text periodical indexes are available over the campus computer network. Library services include reference, interlibrary loan and library instruction. The campus media center, computer center, curriculum center and Mac lab also are housed in the Busse Library.

## Computer Center

The Busse Computer Center is one of two campus computer labs. In the computer center, students have access to e-mail, the internet, the Microsoft Office Professional suite of software and a variety of software designed for specific courses. Workshops and handouts are available to students. A computer classroom/lab is available in Basile Hall, and a Mac lab is also available in the Busse Library.

## Academic Center For Excellence (ACE)

Academic assistance is available to all students to help build their capabilities in writing, reading, learning skills, and specific content areas. Classes and individual guidance are provided, along with workshops, study sessions, and course-specific discussion groups. Disability Services are coordinated through the Center to help assure individual support, technology assistance, and alternative testing or other accommodations where needed. Student Colleagues offer tutoring in a wide range of fields, with a schedule posted each semester.

## Disabilities Contact Information

Mount Mercy is committed to equality of educational opportunity for all students. The Academic Center for Excellence, located in the University Center, houses and facilitates academic accommodations and services for students with disabilities. Core functions include:

- Establishing and communicating criteria for disability services at Mount Mercy
- Reviewing documentation to verify eligibility for services
- Facilitating academic accommodations for qualified students with disabilities
- Supporting disability-related services and opportunities for students with disabilities

Students seeking academic accommodations first meet with Disability Services staff, who review documentation and determine eligibility for services. Together they discuss academic needs, use of appropriate forms, and process for working with instructors and the Center.

Students who request accommodations but have not registered with the Center need to be referred to the office to complete the registration process before accommodations are arranged. If students suspect they might have a disability but have not been evaluated previously, they should contact Disability Services for referrals. Accommodations are determined on a case-by-case basis. For further information

regarding services available for students with disabilities, please contact ACE at 319-363-8213 ext. 1208.

## University Center Information Desk

The University Center Information Desk is an information and service area dedicated to assisting students by providing programs, services, and general information. Located on the first floor of the University Center, information and referrals are available regarding Mount Mercy programs and services. ID cards may be obtained at the Information Desk.

## Academic Advising

Upon entering Mount Mercy, students are assigned to faculty advisors from their major program who meet with the students individually to help facilitate the transition to Mount Mercy and the ongoing progress toward degree completion. Students are expected to meet with their advisors prior to registration to discuss course selections and to consult with them as needed. Advisors serve as the most knowledgeable resource for students in their major programs of study.

## Continuing Education

Mount Mercy seeks to identify and respond to the special needs of the non-traditional student. Evening class offerings, and two back-to-back day and evening summer sessions are some of the many ways the institution serves non-traditional students. (See the section on the Accelerated Programs for additional information).

## Health Services

Health Services is staffed by a registered nurse available for consultation and referral. Services include assessments, referrals, vaccinations and health education programs. The programs are available to all Mount Mercy students, faculty and staff. Most programs and services are offered free or available at a nominal fee.

## Wellness Program

Mount Mercy's Wellness Program is designed to encourage wise choices for a healthy lifestyle and is open to all students, faculty, and staff. Programs sponsored throughout the year include wellness week, walking programs, aerobics, yoga, breast cancer awareness, healthy eating habits, relaxation techniques, and massage therapy. A fitness center is located in the upper level of Lundy and is equipped with aerobic exercise machines, free weights, and weight equipment.

## Residence Life

The mission of Residence Life at Mount Mercy is to enhance student success, personal development and satisfaction with the total educational experience.

All residence rooms have cable TV and computer ports linked to a state-of-the-art network system. The department currently houses students in two residence halls, an apartment area and our three-building complex of suites. Full-time professional staff live in campus housing, administer the Residence Life program and assist students as needed.

## Residency Requirement

Mount Mercy has a two-year residency expectation. Students are expected to live in campus housing during their first four semesters of full-time college attendance. Students may be exempt from this requirement if: living with parents; if "independent" status with regard to

federal financial aid regulations; or if they turned 21 years old **before** July 1<sup>st</sup> preceding their second year. An exemption request must be filed with the Office Residence Life, and approved, in order for an exemption to be made.

## **Athletics and Intramurals**

Mount Mercy has a well-rounded athletic department. Athletic opportunities for men include: golf, basketball, baseball, track, cross-country, soccer and bowling. Opportunities for women include: golf, volleyball, basketball, softball, track, cross-country, soccer and bowling. The intramural program offers many activities such as co-ed volleyball and basketball for both on-campus and off-campus students.

## **Campus Ministry**

Campus Ministry highlights its commitment to the mission of Mount Mercy by promoting purposeful and merciful living according to Gospel values. We nurture visions by which to walk and energy by which to live. As a part of a learning community of faith and reason, we support the Catholic intellectual tradition, a world view that inspires innovative thinking, probing inquiry, supportive interaction, and a strong belief in diversity – including religious diversity. We host a variety of student-generated activities that tap into people's thirst for a healthy relationship with God, others, and oneself:

- Sunday evening and Wednesday noon celebrations of the Eucharist
- Sacramental preparation
- Reconciliation and other worship services
- Retreats and vocation discernment activities
- Service and volunteer opportunities at home and away
- Formation in social justice
- Education for growth in one's faith
- A College Pastoral Council to prepare people for integration into parish life after graduation

Open alike to people of all faiths and of no particular belief, Campus Ministry extends to students, faculty and staff the hospitality characteristic of the Sisters of Mercy who founded Mount Mercy. We witness to authentic Catholic culture, its inclusiveness, its concern for justice and peace, and its keen awareness of the footprint of a loving Creator in the world around us.

## **Counseling**

Confidential counseling is available during fall, winter and spring terms at no charge to all registered students of Mount Mercy University. Counseling includes, but is not limited to, such areas as: personal and social growth, depression, interpersonal relationships, anxiety, stress, sexuality, sexual abuse and family issues. Students learn self management and coping skills. The type of counseling offered is brief in nature with referral to other professionals when deemed appropriate.

## **Mail and Telephone Services**

The Public Safety Director coordinates the operation of the Mount Mercy switchboard. All mail services are coordinated through the mail room located in the University Center. Campus mailboxes for students are available through the mail room.

## **Career Services**

The Career Services Office provides comprehensive career development advising and programming to assist students in every major from freshman year through graduation. The office's services also are available to Mount Mercy alumni. The approach used in the career planning process is individualized and developmental. The office serves as a clearinghouse for a wide range of employment and internship opportunities and maintains ongoing communication with employers and graduate schools from all sectors.

Services include: CareerClicks, a weekly publication of employment opportunities; internet links and career development web page; assistance in searching for full-time, part-time, and summer employment; internship assistance; career resource library; career counseling; assistance in deciding on a major; administration and interpretation of career interest inventories; graduate school information and catalogs; resumé critique; interview preparation; career fairs and workshops.

## **International Student Services**

International Student Advisor consults with international students on their immigration status and serves as a contact throughout their enrollment at Mount Mercy. The International Club serves as a campus organization for all students interested in learning about different cultures and nationalities around the world.

## **Office of International Programs**

The Office of International Programs encourages students of every major to consider studying abroad. Study abroad programs can be as short as ten days or as long as a semester. They provide students with an excellent opportunity to increase global awareness and experience personal growth. The Office of International Programs provides information on study, intern, and volunteer opportunities, and on scholarships for study abroad.