

Student Programs and Services

Academic Advising and Counseling

All students at LaGuardia Community College benefit from a comprehensive college-wide system of developmental academic advising and counseling. Through academic advisement, students connect their educational and career goals. Students work with academic advisors to discuss their current academic progress, review their degree requirements, and decide on courses to select for the next semester. While the ultimate responsibility for decision-making rests with the student, academic advisors are a valuable support for students' effective educational and career planning.

Advisement is mandatory at LaGuardia for students with less than 30 earned credits. These students cannot proceed to registration unless they have signed advisement forms. However, students of any credit range who need assistance can receive advisement.

Students in special programs and selected majors must always obtain advisement, regardless of the number of credits earned. These students include ASAP students, College Discovery students, COPE students and Students with Disabilities, all of whom are advised by counselors in those respective offices. Students majoring in the following select majors – Commercial Foodservice Management, Dietetic Technician, International Studies, Nursing, Occupational Therapy Assistant, Physical Therapist Assistant, Practical Nursing, School Foodservice Management, and Veterinary Technology – should be advised each semester regardless of their credit range by program staff, after admission to the clinical phase of the program.

Advisement is offered during the semester prior to registration, during the registration period, and during the change of program period. Students should check their DegreeWorks audit to find their assigned advisors.

LAGUARDIA'S ADVISEMENT PHASES

Developmental advisement is delivered at LaGuardia in three broad phases. The Pre-enrollment phase, Getting Ready for College – Pre-enrollment Advisement, occurs from students' first contact with the college through their initial orientation and registration as incoming students. The First-Year phase, Becoming a Student – First Year Academy Advisement, is defined as the first two semesters at the college, when students are enrolled in the First Year Academies. The Second Year phase, Staying the Course – Second Year Advisement, begins in the third semester, when students are engaged in their majors and developmental advisement is delivered by faculty members in the academic departments.

Getting ready for college – Pre-enrollment advisement

All entering students are advised at New Student Advising/ Registration by Academy Coordinators and Educational Planners. New students receive an individualized Personal Educational Plan (PEP). The PEP is an advisement document listing required developmental skills courses as well as suggested introductory courses applicable to a student's major course of study.

Educational Planners provide students with pre-enrollment programs and services designed to assist in the transition into the college. As part of the orientation process, incoming students receive an overview of the college; the advisement and registration process; and information describing the enhanced semester, developmental skills, tuition, full-time status, documents needed for registration, financial aid, and the student newsletter.

Educational Planning Services focuses on increasing student success by helping students develop meaningful educational plans that are compatible with their educational, career, and life goals. Workshops offered by Educational Planning Services are designed to engage and connect students to the college and

encourage their success. An Educational Planner serves as a major campus resource for students. S/he offers informed advice about a student's program and the LaGuardia community and refers students to appropriate campus support services and programs. Educational Planners also help students develop decision-making skills by encouraging them to formulate short, medium, and long-term educational plans consistent with their evolving career goals.

Becoming a student – First Year Academy advisement

First semester students are advised into their next semester's courses as part of the curriculum of New Student Seminar. Students are encouraged to meet with counselors throughout the academic year regarding issues of academic advisement and educational planning. The Counseling Department also offers advisement for students on probation during designated periods throughout the academic year.

Every student is a member of a First Year Academy, based on her/his choice of major—Allied Health/Science; Liberal Arts; or Business/ Technology. Each Academy has a Coordinator dedicated to that Academy who provides academic advising and facilitates co-curricular activities and events. The Coordinator also assists the student in her or his transition to advising by the faculty in the major field. In addition, students have access to a series of developmental advising workshops and services offered by the Academy Coordinators.

Staying the course: Second Year advising in the major

Developmental advisement in the second year is centered in the academic departments and builds upon and strengthens the students' experiences in the First Year Academy. Department-based faculty help students to clarify objectives and refine their career and educational decisions that lead to the realization of their life and career goals. The departments collaborate with college services areas, such as the Center for Counseling, Advising and Academic Support, Student Development, Transfer Services, and the Career Placement Office to offer workshops, co-curricular activities, and developmental advising events. Students meet with academic advisors for a comprehensive academic progress review and assistance with course selection. Each academic department has an established mechanism to refer students requiring further assistance, such as personal counseling, to the relevant department or other college service area.

ADVISEMENT TOOLS

Continuing students' advisement materials consist of the next semester's schedule of classes (on the LaGuardia website: www.laguardia.edu), an advisement schedule for their major (see department office), an advisement form, and their DegreeWorks degree audit, <https://degreeworks.laguardia.edu/prod/>. Students should also refer to this college catalog to understand their degree requirements.

DegreeWorks is a web-based academic progress reporting system

that displays, in checklist format, the student's graduation requirements based on the College Catalog of the year the student entered LaGuardia. The academic history of the student, including coursework, placement tests and activities (e.g., cooperative education internships), is listed next to the requirement it satisfies. For each student this mapping of fulfilled and remaining requirements along with other key information such as grades, GPA, and credits is called a "degree audit." This online degree audit provides an easy-to-read, comprehensive snapshot for students to review throughout their academic career at LaGuardia. With DegreeWorks, students and their advisors can assure that courses being taken satisfy degree requirements and that students meet their goals without any unnecessary delay. The Enrollment Services Center (C-107) offers workshops on using DegreeWorks.

COUNSELING DEPARTMENT

The Counseling Department, in C-239, offers an array of services designed to enhance students' personal, academic and career development. Among the services offered are academic advisement (please see above), career counseling, and personal counseling.

Career counseling

When working with a counselor, students explore their career interests, choose a major, and learn about the major and its relationship to their career goals. Counselors administer career assessment inventories and work with students to utilize the results as a tool in decision making. Additionally, counselors work with students in preparing for the transfer process to a four-year college.

Personal counseling

The counseling relationship is completely confidential and private. Students who are experiencing personal problems which are affecting their academic success can meet with a counselor to assist them in developing the skills needed to meet the challenges they are facing. Some of the personal issues for which students seek counseling are family issues/conflicts, drug- and alcohol-related problems, sexual concerns, self-confidence, anxiety, depression, interpersonal difficulties, developing a sense of identity, and loss and bereavement. Individual personal counseling is offered on a short-term basis, and students requiring more extensive counseling services are provided with referrals to outside agencies.

Student outreach and advocacy

Counselors provide outreach services through the offering of theme-based workshops such as Transfer Workshops, Time Management Workshops, Coping Skills Workshops (e.g., Parent Support Group), Probation Workshops, Alcohol Awareness, Depression Screenings, Anxiety Screenings, and various types of support groups. Counselors are also available to work with students on issues such as study skills, managing test anxiety, and test taking.

College Discovery program

The College Discovery (CD) program, one of the Special Programs at the City University of New York, is a comprehensive counseling and academic support program designed to offer individual counseling, academic preparation and assistance, and financial aid for books and fees for students who meet the eligibility criteria. All CD students who have been allocated to the program by CUNY are required to participate in the college's Pre-Freshman Summer Program (unless exempted according to program guidelines).

CD students register for a CD New Student Seminar during their first semester at the college. The counselor who teaches this seminar becomes the students' assigned counselor, and works with them on academic, career, transfer, financial, and personal issues until their graduation. Counselors also work with students in workshops designed to address specific needs.

Other program services include individual (one-to-one) tutoring, computerized tutorials, and additional academic support and preparation.

Student Services

The Student Information Center 718-482-5935

The Student Information Center provides important college news to support the educational goals of prospective, new and current students. We remain in touch with students throughout the academic year via telephone, e-mail, PTV, Student News, and personally at our Welcome Center in the M-Building Lobby. We offer critical information about admissions, testing, registration, financial aid, change of program, tuition payment, as well as other academic enrichment programs. We are available to answer student questions, Monday-Thursday, 9:00 am -7:00 pm; Friday, 9:00 am - 4:00 pm. Email: callcenter@lagcc.cuny.edu

Educational Planning & Testing Services (EPTS) C-107, 718-482-LAGC (5242)

The purpose of Educational Planning & Testing Services (EPTS) is to provide students with pre-enrollment programs and services designed to make for a smooth transition into the College and to communicate effectively with and advise students through those hurdles that may tend to impede academic progress. EPTS focuses on increasing student success by helping students develop meaningful educational plans that are compatible with their educational, career, and life goals.

The outreach efforts offered through the College's Educational Planning & Testing Services are designed to engage and connect students to the College and encourage their success. Although students are ultimately responsible for making decisions about their educational goals and for ensuring that all degree requirements are met, an Educational Planner plays an important role by offering informed advice about student's program, the

LaGuardia community, by serving as a major campus resource for students, and by referring students to appropriate campus support services and programs.

Educational Planners also help students develop decision-making skills by encouraging them to formulate short, medium, and long-term educational plans consistent with their evolving career goals.

The EPTS is guided by the belief that:

- ▶ students have a desire to learn;
- ▶ students are responsible for their own behavior;
- ▶ students can be successful as a result of their individual goals and efforts;
- ▶ students hold their own beliefs and opinions; and,
- ▶ students' learning needs vary according to individual skills, goals and experiences.

Enrollment Services Center, C-107 hours are:

Monday thru Thursday: 9:00 am to 7:00 pm
Friday, Saturday and Sunday: Closed

Evening & Weekend Student Services

Evening and Weekend Student Services are an integral part of the Educational Planning Services. The services work to ensure that the quality of the evening and weekend student experience at LaGuardia is of the highest caliber. The primary objective of the services is to provide programs and services, which help evening and weekend students make the transition to college life, navigate processes and systems within the college, and connect with college resources as well as networks.

The Educational Planning Services provides an area where evening and weekend students can address their unique and special needs. Educational Planners serve as the student advocate and liaison between evening and weekend students, enrollment services, academic and student support services, and student development programs of the college. In addition, the Educational Planners assess evening and weekend student needs, individually and collectively, provide referrals, and help students make necessary connections to the college.

Educational Planning Services is located in Enrollment Services Center – see office hours above.

Enrollment Services Resource Center, C-107

The Enrollment Services Resource Center was established to encourage students to file their FAFSA electronically and also to help them access other financial aid information. Staff is available to answer their questions. Filing FAFSA online is immediate and prevents careless errors. Students may walk in and log on at www.fafsa.ed.gov to apply for financial aid or schedule an appointment for a “FAFSA on the Web Workshop” by calling (718) 482-7218 during office hours.

New York State residents can also link to the online TAP application form after completing their FAFSA. Students' FAFSA data

will already be pre-filled on their TAP application. Students must be sure to request a PIN# at www.pin.ed.gov. With their PIN number, they will also be able to check the status of their federal financial aid application; renew their FAFSA; complete Pre-Loan Entrance Counseling for Direct Loan; complete Pre-Loan and Exit Counseling for Perkins Loans; check their loan account information; and access Financial Aid history (transcript) via the National Student Loan Database System (NSLDS).

Office for Transfer Services, C-261

The Office for Transfer Services is a one-stop career center designed to offer assessment services, guide students through the career planning process, and provide students with the resources on occupational information, transfer opportunities and scholarship information. Counselors from the clusters that provide career counseling use the resources of the center, which houses computerized career guidance programs, transfer resources, including four-year college catalogs and guide books, videos, and transfer applications for CUNY and SUNY institutions. Computerized scholarship databases are available to students interested in financing their education at LaGuardia and upon transfer to senior colleges. Occupational information is available through printed and computerized software.

All students are welcome to use the office's resources by appointment or on a walk-in basis. For additional information, call (718) 482-5185.

Office of Veterans Affairs, C-107

The Office of Veterans Affairs provides a full range of counseling services for the veteran population. The Veterans Coordinator provides information regarding all of the benefits available to students and assists with any other problems encountered while attending the college.

Early Childhood Learning Center Programs, MB-09

The Early Childhood Learning Center Programs Inc., part of Student Development in the Division of Enrollment Management and Student Development, is located in room MB 09. The Early Childhood Learning Center programs provide child care for children ages 12 months to 12 years. The ECLC is located on campus and is a licensed child care facility, which provides a variety of quality educational programs to meet the needs of both the child and student parent. We offer infant, toddler, early childhood, universal pre-K, extended day, weekend programs, and summer camp for the children of LaGuardia students. Our team of professional educators provides a warm and nurturing environment to help parents and children feel that they are part of the ECLC family.

For more specific information, contact the Early Childhood Learning Center Programs, located in Room MB-09, or call (718) 482-5295.

Health Services, MB-40, (718) 482-5280

The Health Services Center, which is a unit under the Division

of Enrollment Management and Student Development, exists for the purpose of assisting students in matters pertaining to health prevention and the early recognition of illnesses and diseases. We are also able to provide emergency care for accidents and make appropriate referrals, when necessary, for follow-up care.

The Health Services Center is staffed by a Registered Nurse, one Family Nurse Practitioner (FNP), two Emergency Medical Technicians, a Health Care Assistant and a part time College Assistant. In addition, college interns, work-study students, and volunteers assist with the delivery of services to the college community.

The Center's services are available free of charge to the entire college community. The Health Education Learning Project Services (HELPS) Program provides educational outreach activities, free counseling and testing for HIV, Chlamydia and Gonorrhea (sexually transmitted infections). The two EMTs respond to all medical emergencies on campus. The Family Nurse Practitioner can diagnose and treat acute and/or chronic health care problems, order and interpret diagnostic lab tests as well as prescribe both pharmacologic agents and non-pharmacologic therapies. The Health Services Center also facilitates medical leaves of absence for students, provides over-the-counter medication, as well as provides blood pressure, glucose, and cholesterol monitoring, and record keeping for students, faculty and staff.

The Health Services Center coordinates immunization compliance according to Public Health Law 2165 and 2167. The center provides clinics to administer the necessary measles, mumps and rubella vaccines to ensure compliance and also provides information for students to obtain the vaccination free of charge at Department of Health Clinics around the five boroughs. Information about the NYS Public Health Law 2167 regarding meningococcal disease is available. It is mandatory for all students enrolled in class to complete and sign the Meningitis Response Form. The Center also provides Hepatitis B, Human Papilloma Virus and Influenza vaccines.

The Health Services Center coordinates a Wellness Festival annually, along with commemorating World Aids Day and providing continuous health education outreach for the college community. Currently, we are collaborating with Child Health Plus and Family Health Plus health insurance enrollers to ensure that all eligible students have the opportunity to enroll for free or low cost health care insurance.

At the center, educational pamphlets, brochures, and videos on health-related issues are available for the college population to use.

Hours of Operation: Monday to Friday 8:00 a.m. to 9:00 p.m.

International Student Services, M-166

International Student Services, part of Student Development in the Division of Enrollment Management and Student Development, is located in room M-166. The office provides cross-cultural and immigration counseling to more than 1000 F-1 Visa students. The office is required by federal law to keep extensive records on F-1 students and to adhere to federally mandated reg-

ulations in assisting and advising students. All F-1 students are required to report to the International Student Services Office in order to maintain such records. The office has general responsibility for the adjustment to college life of students from outside the U.S. Services include news of special social and educational opportunities, orientation to the U.S., F-1 visa advisement, foreign exchange clearance, foreign military draft deferments, full-time student status verifications, and housing and health insurance information. Please call (718) 482-5145 or visit room M-166.

Laboratory facilities

The Accounting and Managerial Studies Resource Center serves as an accounting tutorial lab, and also a center for the completion of the computerized components of accounting and managerial courses.

Adult Learning Center Lab helps students to improve their basic literacy and computer skills, or to prepare for GED exams.

Human Services Laboratory is used for supplemental activities for classes of the Human Services Program.

The Computer Information Systems Department has three labs: the Microcomputer Lab, providing the laboratory component for several introductory courses, the Computer Lab, focusing on computer use and programming beyond the introductory courses, and the New Media lab.

The English as a Second Language Lab provides large and small group tutoring for matriculated students taking ESL classes in the credit program. Large group tutoring is conducted on the assigned schedule. Individual or small group tutoring is conducted based on teachers' referral or by special appointment.

The Humanities Department contains the following labs: Modern Language, Music, Piano, Music Center, Speech Center, Photography, Art, Painting and Drawing, Sculpture, and Design.

The Mathematics Department houses a Mathematics Tutorial Lab and a Microcomputer Center. Basic skills students are scheduled to attend a lab tutorial for one hour per week. In addition, any student may drop in for tutorial assistance in the Microcomputer Center. Waiver exams, make-up exams, and retests of the CUNY mathematics assessment test are administered by staff in the Mathematics Tutorial Lab.

Instructional Services (formerly Academic Computing) oversees the administration of microcomputing laboratories located throughout the college. Twenty-four computer laboratories are available to students during the college's normal operating hours on weekdays and Saturdays.

The Natural and Applied Sciences Department administers fourteen laboratory facilities located throughout the college.

The Reading Lab of the Communication Skills Department is required for all developmental reading courses; in addition, the lab is a resource center to help students in reading and study skills on their request.

The Veterans Center Lab is required for the program's non-credit

courses in reading, writing, and mathematics. This lab assists veterans to prepare for the GED exams and exemption from basic skills courses upon entry into college.

The Writing Center provides personalized tutoring for all post-ESL students in the college to work on grammar, paper revision, paper development, and research papers for any course they are taking.

Library Media Resources Center, E-101, (718) 482-5426

In the complex world of ever-increasing information and new technology, every student at LaGuardia needs access to a dynamic, up-to-date collection of information resources and materials. LaGuardia's library provides quick, easy and efficient access to books, media, and periodicals via an on-line catalog, CUNY+Web, a web-based library system. In addition, the library offers access to electronic databases, which include encyclopedias, full text articles from magazines, journals, newspapers, documents, and primary source materials in areas of education, humanities, literature, law, allied health, business, and careers. All of these electronic resources can be accessed off campus but will require a login procedure, using student and faculty email account information.

The library offers a book collection of over 120,000 volumes, 10 percent of which constitute a rich core collection of reference works on a variety of subjects. The library also maintains a large collection of magazines and newspapers with information on current events, new social issues, and people in the news. Currently, the library subscribes to almost 800 magazines, journals and newspapers.

The non-print media collection of 5,400 items includes audiovisual programs in a variety of formats. Viewing and listening stations in the Media Lab are available for group or individual access to audiovisual programs in the collection. Special workstations are available for students with disabilities.

The library's holdings also include textbooks, assigned course readings, career information, study aids, research material, pamphlet files and government documents. LaGuardia is a partial Federal Depository Library for selected documents published by various Federal agencies and departments. The Library's College Archives houses important documents related to the governance of the college and its history, for example, Board of Trustee materials, union agreements, the college budget, the student newspaper and yearbooks.

To encourage the widest possible use by students, the library uses the open-stack system, which permits users direct access to the collection.

A team of fourteen faculty, four college laboratory technicians, and several support staff members link the user with the library's vast resources for research and educational development.

Library faculty provide one-on-one instruction at the Reference Desk and teach information-gathering skills through the library's various user-education programs. These include tours, small group orientation, course-related/course-integrated library

instruction, and two liberal arts courses on methods of research. The Library's three credit course (LRC 102) is an in-depth exploration of research methods and information sources enabling students not only to find information, but more importantly, to critically evaluate and select what they need from the vast array of materials at their disposal. The Library's one credit course (LRC103) addresses web searching and the critical evaluation of web resources.

All members of the LaGuardia community are encouraged to use the Library's services. The validated, bar-coded LaGuardia ID serves as a library card for LaGuardia's Library and other CUNY libraries. The library is open each day of the week except designated holidays during the academic year. Library hours are posted each month at the entrance door and on its website. For additional information, please call the circulation desk at (718) 482-5426 or visit the Library's website: www.lagcc.cuny.edu/library

Office for Students Services and Disabled Students Programs (OSSDS)

OSSDS offers an array of services that help students balance the demands of their academic and personal lives. The services for this office include personal counseling, mental health assessments including screenings, time management, coping skills, learning styles workshops as well as internal and community based referral services for students college-wide. Support for special populations may include advisement and registration, tutoring, and counseling.

Under Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, LaGuardia Community College has an implicit responsibility to ensure that students with disabilities have equal access to its programs and services, and that the rights of students with disabilities are not denied. The Office for Students with Disabilities (OSD) provides advocacy to ensure access to all college programs and facilities and facilitates the transition to college life for students with disabilities. Students can be assessed for learning disabilities. All students are required to register with supporting documentation. Appropriate accommodations and services are determined and may include academic, career and personal counseling, academic advisement and registration, and support services such as readers, note takers, tutors, and proctoring exams for students. Students with a disability should self-identify subsequently with the Office for Students with Disabilities located in M-102, in order to take advantage of these services.

If you are a student with a disability requiring an accommodation to gain access to a program or service or feel that your rights as a student with a disability are being denied, please contact the Office for Students with Disabilities. Please call (718) 482-5279. All information is treated confidentially.

Counselors are available to assist you with academic, personal, and career issues. Counselors will also facilitate your accommodation needs, including arrangements for advisement and registration. Counselors also function as liaisons between students and state agencies. Please call (718) 482-5279 for more information.

The Learning Project

Within OSSDS, the Learning Project is a grant-funded program designed to assist credit students with learning disabilities. The learning disabilities specialist will prepare letters of accommodation, arrange for support services (tutors and note takers), and proctors as indicated. Please call (718) 482-5279 for more information.

The Program for Deaf Adults (PDA)

Under the Program for Deaf Adults, students who are deaf or hard of hearing are provided with support services. These services include academic advisement, registration assistance, interpreters, testing, accommodation, tutoring and notetaking. Please contact the Program for Deaf Adults, C-203, or call (718) 482-5325 (TTY) or (718) 482-5324 (voice).

Student Ombuds Office, C-317, (718) 482-5183

The Students Ombuds Officer is charged with the responsibility of helping students with issues that the usual process and procedures seem unable to solve. The Ombuds Officer gives advice and guidance, and investigates issues as needed by those who request assistance.

The Student Ombuds Officer has the responsibility to document students' issues for appropriate referral and recommendation. Not all issues may be resolved to the satisfaction of the student, but where it is justified, the college will respond.

All issues are discussed in confidence. If at all possible, a student's name will be revealed only with permission in order to gain information in the efforts to assist. The officer can be reached via e-mail at Harriet@lagcc.cuny.edu.

Student Email, LIVE@LaGuardia

All students are given a LaGuardia email account upon their first registration. Student email is the preferred method to contact students to share college-related news and information about advisement, registration, academic calendar, payment options, and weekly updates about campus events.

Office of Student Life

M-115, (718) 482-5190

The Office of Student Life, part of the Division of Enrollment Management and Student Development, is located in room M115. Almost every college-wide event that occurs at LaGuardia has the involvement of the Student Life Office. From First Year Experience at Opening Sessions, to Honors Night and the Commencement ceremony, Student Life is your partner throughout your college experience. From entertaining social activities to engaging intellectual, social, and emotional development, Student Life can offer you opportunities that will improve your skills, increase your enjoyment of college life, and help you discover the joy in your most important asset – you. Information concerning activities can be obtained at the Student Life Office, Monday-Friday in M-115. Here are a just a few of the programs and services offered:

Leadership and Diversity Program

The Leadership and Diversity Program is a Student Development initiative in collaboration with Academic Support Services and Special Programs. The Leadership and Diversity Program offers interactive skill-based co-curricular sessions for students and sponsors an annual on-campus student leadership conference. The Program also engages students through academic coursework and co-curricular learning sessions. Students have the opportunity to acquire skills to help them succeed in life, determine their professional strengths, meet and work with faculty and professional staff and to become part of a new community. Students who successfully complete the program receive a specialization noted to their academic transcript.

Multi-cultural and Social Events

LaGuardia prides itself on being a pluralistic family. The LaGuardia community comes from more than 150 countries and regions of the world and speaks more than 75 languages. We not only respect each other's differences, but we learn from our diversity. Student Life celebrates this vision of rich international diversity through various social gatherings such as concerts, theatrical productions, cultural seminars, dances, and talent and fashion shows, to name just a few. Students experience the wide diversity of cultures and customs that enrich LaGuardia and make it unique.

Clubs and Organizations

The formation of clubs depends upon the interests of students involved. Club members plan and implement social, cultural, educational and creative ventures outside the classroom. New clubs are organized through the Student Advisory Council. An average of 27 clubs and organizations are chartered within the college. The organizations stem from the social, academic and cultural interests of our students. In addition, if you want to start your own club, you will be provided with the necessary assistance for its development. Here is a listing of some of the clubs presently active: Actors' Guild, The Bridge, Bangladesh, Black Student Union, Breaking Through the Barriers, Chinese Christian Fellowship, Circle K, College Discovery, Desi, Engineering,

Exposure, Japanese, Math, Muslim Student Association, Nursing, Occupational Therapy Assistant, Phi Theta Kappa, Philosophy, Physical Therapy Assistants, Practical Nursing, Psychology, SGA, Straight and Gay Alliance, Urban Truth, Vet Tech, Web Radio.

For more information on how to become involved in any of the organizations, please contact the Office of Student Life at (718) 482-5190.

The LaGuardia DVD Yearbook

The Yearbook, published annually by the Office of Student Life, contains pictures and chronicles services, achievements and events involving the entire college community.

Student Government Association Room M-160 (718) 482-5297

Student Government is an organization elected by students to represent the student body to the administration of the college, faculty, student organizations and the general college community. Elections are held annually. Student Government consists of 12 elected student members (Governors) selected through a democratic voting process open to the entire student body, which is coordinated by the Office of Student Life. Student Government also sponsors a variety of institutional functions and activities in order to create services that will benefit the student body and enhance the entire college community.

Phi Theta Kappa International Honor Society

**Honors House, MB-46, (718) 482-5225
E 103V (718) 482-5658; www.ptk.org;
www.laguardia.edu/honors
e-mail: ptk@lagcc.cuny.edu; kkoh@lagcc.cuny.edu**

Phi Theta Kappa is the international honor society for community colleges. Founded in 1918 to recognize academically high-achieving and motivated community college students, Phi Theta Kappa offers members the opportunity to develop in areas that its founders have designated as the Society's four Hallmarks: Scholarship, Leadership, Service and Fellowship. Members are also eligible for special Phi Theta Kappa transfer scholarships offered by four-year colleges across the country. The Phi Theta Kappa Chapter at LaGuardia Community College is named Alpha Theta Phi and it was chartered in 1983. The Chapter, which converted from "club" to "organization" status in 2000, has been a dynamic presence on the college campus, and has been involved in a range of service and scholarly activities. Students who have earned 12 credits with a GPA of 3.50 or higher are eligible to become Phi Theta Kappa members. There is a one-time membership fee of \$55.

The Student Center for Women

**MB-10, (718) 482-5188
Email: womencenter@lagcc.cuny.edu**

The Center provides supportive and educational services to promote the cognitive, emotional, and physical growth of women so that they may become active and productive members of their communities and in society at large. Through workshops, lectures,

cultural presentations, brief intervention sessions, and group meetings, our mission is to educate the LaGuardia student body about important issues that impact the lives of women of all races, nationalities, ages, abilities, and orientation. The Center serves as both a learning environment—a place where women can find out and learn more about women, the history of women, the roles women have played in shaping our culture, and the impact of oppressive forces in the lives of diverse women, as well as a service center where referrals, brief intervention sessions, and support are available on a range of issues including relationship abuse and domestic violence. The Student Center for Women is committed to serving all LaGuardia students without regard to gender, race, religion, sexual orientation or physical ability.

Department of Recreation

Room MB-31 (718) 482-5044

The Department provides a wide variety of leisure-time experiences for the entire college population. The programs are designed to include many kinds of activities throughout the day, evening, and on weekends. A validated, degree-student ID card or a Recreation Pass is the “membership” card to the facility. Recreation Passes are available to LaGuardia faculty and staff, Continuing Education students, alumni, and community guests. Passes may be obtained at the Bursar's Office or gym control desk when the Bursar's Office is closed.

The facility, located in the basement level of the Main Building, includes a multi-purpose sports gymnasium that is equipped to accommodate at different times: two regulation basketball courts, an indoor soccer field, two volleyball courts, and three handball courts. A six-lane, NCAA regulation size swimming pool and adjacent movement studio are located in the E Building.

The sports gymnasium is complemented by a game area for backgammon, chess, checkers and table tennis, located in the lobby outside the main gym entrance. Equipment for these games may be obtained at the gym control desk. The locker complex consists of large daily lockers and separate men's and women's showers and bathrooms. The equipment check-out is located immediately inside the entrance to the sports gymnasium facility.

The Recreation Department is divided into multiple categories:

The Fitness Center

The Fitness Center is equipped with Cybex and Universal machines, free weights, treadmills, elliptical cross trainers, stair climbers, and stationary bikes. The Fitness Center is accessible to people in wheelchairs, and is also open to business and community members. Our trained staff will help you to set and achieve your goals.

Group Fitness Classes

The Movement Studio, located next to the pool, offers a variety of cardiovascular conditioning, strength/toning, flexibility, and

mind/body classes. Group fitness classes are offered five days a week and they include Middle Eastern Dance, Salsa Dance, Step Aerobics, Cardio Kickboxing, Pilates, Express Fitness, Body Sculpt, Tai Chi Ch'uan, and Hatha Yoga. For a complete schedule or to register, see the gym control desk or pool.

Sport and Fitness Workshops

The workshop series provides professional instruction in such activities as basketball for kids, in-line skating, tennis instruction and soccer for kids, as well as Personal Fitness Strategy.

Instruction provides a range of skill levels from beginner to advanced. Registration for all workshops takes place at the gym control desk, pool, or Fitness Center.

Intramural Sports Activities and Special Events

The Intramural Program provides competitive recreational experiences in a variety of individual and team sports. Tournaments and special events include handball, table tennis, basketball and indoor soccer. Students may compete in these activities or participate as coaches, officials, statisticians or timekeepers. Awards are presented to intramural champions at the conclusion of the event. Check the intramural display case near the gym control desk for game schedules.

Open Recreation

A portion of the Sports Gymnasium and Fitness Center is regularly scheduled for walk-in recreation for students and members. Some of the activities available are basketball, volleyball, soccer, handball, weight training, and table tennis. A validated student ID card or Recreation Pass allows the equipment to be checked out for use in the Sports Gymnasium or Fitness Center.



Swimming Pool

Our indoor, 25-yard, six-lane swimming pool is available seven days per week year round, staffed by certified aquatic specialists. Qualified instructors teach all levels of ability, ranging from beginner to advanced certification courses.

Swim on your own during lap swim and open swim times, or take advantage of one of our classes to improve your swimming stroke, and increase your stamina. Whatever your goal, you'll leave us relaxed and refreshed.

Announcement and Publicity

Information governing hours of operation, scheduling, programs and activities is available at the gym/pool control desk, and the Recreation Office, room MB-31, and on various bulletin boards posted throughout the college. Recreation Office (718) 482-5044; Sports Gymnasium (718) 482-5043; Fitness Center (718) 482-5963; Pool (718) 482-5038.

LaGuardia Performing Arts Center

Room E-241 (718) 482-5151

The LaGuardia Performing Arts Center (LPAC), located on the main campus of LaGuardia Community College, presents vital high-quality programming intended to give a booming voice to the most diverse community in the world.

Already a destination for internationally acclaimed music, dance, and theater acts; LPAC is quickly developing into a scene for hot area talent. The innovative *LPAC Lab Program* supports artists and companies from all five boroughs of NYC by providing them with space, technical assistance and administrative support. With multiple performance spaces and technical features that rival those of many theaters in Manhattan, The LaGuardia Performing Arts Center in Long Island City has found its niche within the city's rich array of cultural resources.

Blocks from the 7 train, LPAC contains one 740-seat state-of-the-art proscenium theatre (Main Stage) and one 220-seat multipurpose theatre (Little Theatre).

Each season LPAC presents a wide array of event series:

Performance Planet Series: Recent International performers include: Cuban songstress Albita Rodriguez, Argentinian dance troupe Salman Ahmad, sitar virtuoso Anoushka Shankar, and Italian rock goddess Carmen Consoli.

Jazz Jam Series: Part open-mic, part speak-easy, "Jazz Jam" is the unique event where up-and-coming local musicians are invited to share the stage with professional musicians.

Dans, Danza, Dance: Featuring top choreographers from Latin America, Asia, Europe, and the United States, the "Dans, Danza, Dance" series reflects the glory and challenges of living in a multi-ethnic city.

Teen Pointe Series: Youth oriented events, supported by high school and college teachers in the LaGuardia Community College family. Classical Theatre of Harlem's "Romeo and Juliet" is a recent guest of the Teen Pointe Series.

Schoolltime Series: Designed to provide the community with access to high quality, value-priced programming, the School Time Series invites children to participate in interactive workshops that stimulate creativity and encourage continued learning.

Our Town Series: This series is a showcase for the talented faculty, staff, and students of LAGCC. The Open-Mic Poetry Slam is an annual event in the Our Town Series.

Family Series: National and local companies present theatre, dance, and music in one-hour matinees for audiences of all ages and affordable prices.

For more information about programs, performances, and rentals and to be included on LPAC's mailing list, please call 718-482-5151. Be sure to ask about our discounts.

Public Safety

Emergency Awareness Card

The college has prepared a pocket-size Emergency Awareness Card to help you deal with emergency situations on campus. The information on the card will tell you what to do and who to call in the event of a fire, medical emergency or crime on campus. The Emergency Awareness Cards are distributed upon entering the College, and can also be obtained at the Public Safety Office in E-100.

Please become familiar with the card and keep it handy as a quick reference in the event of an emergency. Safety and security on our campus is everyone's responsibility. We ask your help in keeping LaGuardia Community College a safe place to learn and work.

CUNY Alert System

A new CUNY college-wide emergency notification system enables LaGuardia Community College to immediately advise students, faculty and staff of an emergency via text message, email and more.

CUNY Alert is an opt-in system which means you choose to participate. You select the way you want to be notified. Messages can be received via cell phone (text and/or voice), land line telephone and e-mail.

To sign up, visit: www.cuny.edu/alert and follow the simple, step-by-step instructions.