

# SAINT MARY-OF-THE-WOODS COLLEGE

## *2018-2019 Pomeroy Parent Handbook*



PROVIDED BY THE SMWC PARENTS ASSOCIATION

[www.smwc.edu](http://www.smwc.edu)

# Welcome Woodsies!

## Dear Parents and Families,

Welcome to the SMWC Parents Association and to this new year! As a parent of a Woods student, I love being a Pomeroy Parent! I encourage you to get involved with the Parents Association as a way to stay connected to your student and SMWC.

The Woods is a special place with many things for your student and you to do - I invite you to come to campus to have Sunday Brunch together often, and while you are here you can also take a walk on the grounds, visit the horses and alpacas, tour the Shrine of Saint Mother Theodore, take photos of the gorgeous scenery, ride one of our Pomeroy blue bikes or find a peaceful, spiritual moment at the Grotto!

I encourage you to attend Homecoming, our Christmas events and Family Weekend. This is a wonderful place with much to offer both parent and student along this journey. Many blessings to you as you begin this new year!

*Dottie L. King, Ph.D.*

*President*

*Saint Mary-of-the-Woods College*



## Welcome Pomeroy Parents!

In what seems like a blink of an eye, your child has grown into a young adult and is now off to college.

During these years, your student will be experiencing changes and challenges in the pursuit of new levels of knowledge, responsibility and independence. The college experience will likely bring changes and challenges in your role as a parent, as well.

As your student leans on you for support and guidance through the college years, we hope that you in turn will find a source of support and guidance in our Pomeroy Parents Association and this Parent Handbook. Look for this handbook online to use all the active links to more helpful information.

Here's to many wonderful experiences ahead at SMWC for your student and you.

*Kevin Kumpf*

*Chair, SMWC Parents Council*



# The Woods Experience



*Parents and students will soon know there is something magical in these woods. The experience at Saint Mary-of-the-Woods College expands far beyond a top-notch education. Learn what it means to live and grow at The Woods with the following helpful information and more!*

- About SMWC
- Saint Mother Theodore Guerin
- The Woods Ring
- What's a Pomeroy?
- Catholic Identity
- Campus Map

## Parent Information



*Even though your child is a young adult, you still have cares, questions and concerns. The sections contained here were created by SMWC parents as some of the most useful information for parents.*

- SMWC Parents Association
- Advice from Parents & Students
- Emotional Health
- Parent FAQs
- Important Contacts
- Emergency Communications
- Local Services in Terre Haute
- Academic Calendar

## Student Services



*You can opt to learn a little, link to a more extensive on-line source or connect by phone to the right person for these important services available to our students on campus.*

- Dining Service
- Mail Processing
- Bookstore
- Public Safety
- Fitness Center
- Banking
- Career Services
- Health & Counseling Services

## Student Life



*You know there is more to college than books and learning. These short sections help our parents understand all of those other aspects of college life beyond just "hitting the books."*

- Residence Hall
- Vehicles
- Intramural Activities
- Student Employment
- Pomeroy Wellness
- Telephone Services
- Student Activities
- Student Athletics

# The Woods Experience

## About the College

Saint Mary-of-the-Woods College is a coeducational, Catholic, liberal arts college where students are empowered to meld intellect and spirituality, direct ambition, attain goals and stretch beyond the imagination in college to Aspire Higher.

Founded in 1840 by Saint Mother Theodore Guerin and the Sisters of Providence, Saint Mary-of-the-Woods College (SMWC) expanded its mission to include men in all programs in 2015, yet continues to embrace its rich 178-year history as a women's college in a number of ways. SMWC thrives by offering...

- ✓ a rich liberal arts education,
- ✓ scholarships and financial aid opportunities to make college affordable,
- ✓ individual attention with small classes and a low student to faculty ratio,
- ✓ a value-centered education in a Catholic tradition, and
- ✓ a wide variety of student leadership activities.

The College takes pride in its long history of traditions and commitment to academic excellence. In fact, U.S. News & World Report consistently ranks SMWC as one of the Best Baccalaureate Colleges in the Midwest.

The College has programs for traditional and non-traditional undergraduate and graduate students on campus, online and in hybrid format in which online and face-to-face learning are melded to create a unique experience. Across these programs, SMWC has a total enrollment of 1,124 students.

[More About SMWC](#)

## Saint Mother Theodore Guerin

Saint Mother Theodore Guerin, foundress of the Sisters of Providence of Saint Mary-of-the-Woods, lived in the 1800s, but she continues to be a woman who inspires people today with her faith, love, and courage. She is a mentor for people today because she was a business woman, a pharmacist, an educator, a leader and a strong, faith-filled woman.

After an extraordinary journey from France, Saint Mother Theodore arrived in the dense forest of Saint Mary-of-the-Woods in 1840 where she started a novitiate for the Sisters of Providence and a school for girls. She was canonized and made a saint in the Roman Catholic Church in October 2006.

[More About Saint Mother Theodore](#)



*The Grotto Bridge at SMWC is an iconic landmark on campus.*

*Inset – This statue of Saint Mother Theodore Guerin, created by sculptor Teresa Clark, was installed on campus in June 2009.*





*"There's  
something  
about this  
place..."*

*"SMWC is not just a place for higher education, but a place that becomes your second home. We welcome you with open arms."*

*-- Christy Ellis, SMWC Alumni & Parent*

### **What's in a Name?**

Now that you have a student at Saint Mary-of-the-Woods College, you'll be talking about this place for a long time to come, so it will be good to know the lingo. Since the College has such a long name, those who know and love us often refer to us as The Woods or SMWC. We do not shorten our name to St. Mary's since that name is less distinctive and may lead some to confuse us with other institutions.

Once you have fallen in love with this place, you'll also come to understand that your student is now affectionately known as a "Woodsie" and, of course, a Pomeroy.



# The Woods Experience

## What is a Pomeroy?

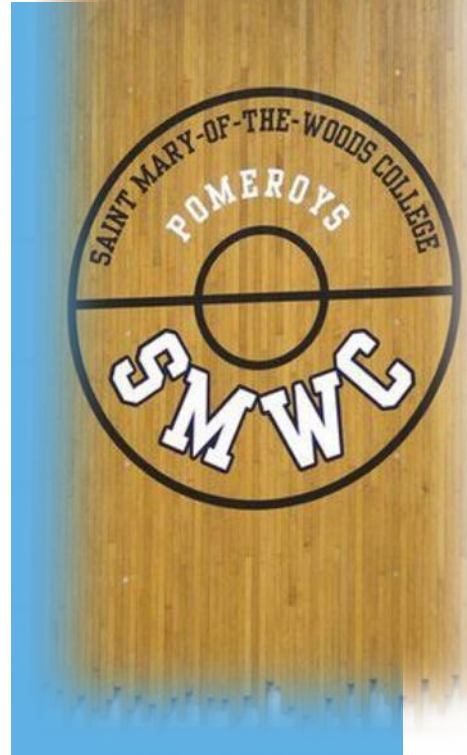
According to the [SMWC Athletics](#) page on the College website:

*Named in memory of Sister Mary Joseph Pomeroy, SP, '21, a cherished SMWC alumna and employee, Pomeroy Pride ignites Woods students and alums with the ardor to aim for higher standards on every path in life.*

*Pomeroy Pride empowers courageous leaders to take risks with confidence. You learn how to swim upstream and how to stand your ground. It is the idea that we all have within us the power to achieve greatness.*

*Pomeroy Pride is the spirit of competition, individuality and teamwork. It means never standing idle on the sidelines, but leading the charge with enthusiasm. It is the power to create new directions, expand boundaries and make every experience, success or defeat, add to your character. Pomeroy Pride means surpassing your own expectations.*

*Mary Joseph Pomeroy was an athlete, scholar, mentor, champion and friend. Pomeroy Pride — inspiring us to carve our name into the world and to, above all else, never settle for less than extraordinary.*



# POMEROY PRIDE

### ***Pomeroy Plates***

For our Indiana residents, to show your Pomeroy Pride, you can obtain Saint Mary-of-the-Woods College license plates by contacting your local BMV or visiting the [BMV Online](#).

### ***Pomeroy Gear***

Show your Pomeroy Pride while sporting SMWC apparel and enjoying a variety of Woods logo gear. You can shop at our bookstore in the lower level of Hulman Hall on campus or you may visit the [Bookstore Online](#).







## Our Catholic Identity

Saint Mary-of-the-Woods College is a liberal arts institution that pledges its faithfulness to Catholic values and excellence in academics. With an emphasis on the positive power of Providence, SMWC is a community of faith and scholarship. Our unique educational philosophy stresses an exploration of spirituality, a respect for diversity, a passion for stewardship and, as our college motto, "Virtus cum Scientia" (Virtue and Knowledge United) states, a devotion to the unity of faith and reason.

All members of our campus community, regardless of their religious heritage, are welcome and encouraged to explore and deepen their connection with Providence in a variety of ways and settings. Mass is offered daily in the Church of the Immaculate Conception. Prayer services are offered in the Chapel in Le Fer Hall. Sacred spaces across campus, such as the secluded outdoor Grotto, Saint Anne Shell Chapel, outdoor Stations of the Cross, prayer labyrinth and the Shrine of St. Mother Theodore Guerin are just a few examples of scenic locations that encourage quiet reflection and contemplation.

Rooted deeply in Catholic values and traditions, SMWC offers its students opportunities to promote Christian virtues in an active [Campus Ministry](#) program, to act upon their beliefs as part of a peace and justice organization and to develop an inclusive sense of compassion that welcomes and values members of all faiths.

### Religious Services

Daily Mass is held on campus in the Church of the Immaculate Conception.

Sunday: 11:00 a.m. Mass  
Mon-Sat: 11:30 a.m. Mass

For Catholic and all other denomination churches:

<http://www.churchfinder.com/churches/in/terre-haute>

### Campus Ministry

Though Saint Mary-of-the-Woods College has its roots in the Roman Catholic tradition, campus ministry services are available to students of all faiths. The themes of campus ministry at The Woods are faith, community and social justice.

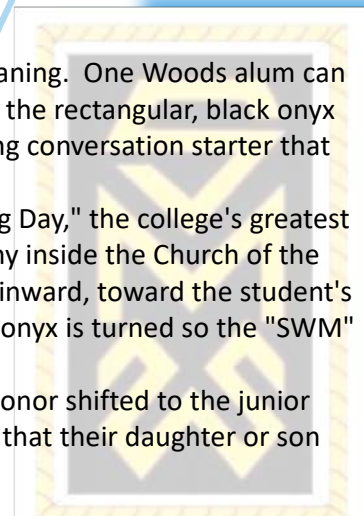
Campus Ministry provides opportunities for worship, leadership, service projects, mission trips and fellowship/social events. For more information about Campus Ministry, visit their website or contact our campus minister at ext. 5244. The Campus Ministry Office is located on the main floor of Le Fer Hall, Room #018.

## The Woods Ring

A Saint Mary-of-the-Woods ring conveys uniqueness, from its look to its meaning. One Woods alum can immediately recognize another, regardless of any age difference, just by spotting the rectangular, black onyx ring worn by both. To those unfamiliar with the college, the ring is an eye-catching conversation starter that allows an alum the chance to say, "Let me tell you about my alma mater."

The Woods students' first chance to wear the distinctive ring arrives on "Ring Day," the college's greatest tradition. It occurs in March of a student's junior year during a poignant ceremony inside the Church of the Immaculate Conception, where recipients sing "The Ring Song." The stone faces inward, toward the student's heart, as a symbol of inspiration to complete their education. At graduation, the onyx is turned so the "SWM" emblem faces outward, and the world can see its wearer is a Woodsie, forever.

The ring tradition began in 1922, with seniors receiving them. In 1929, the honor shifted to the junior classes, serving as a motivation. That tradition continues today, assuring parents that their daughter or son will never forget Ring Day. [More About The Ring](#)





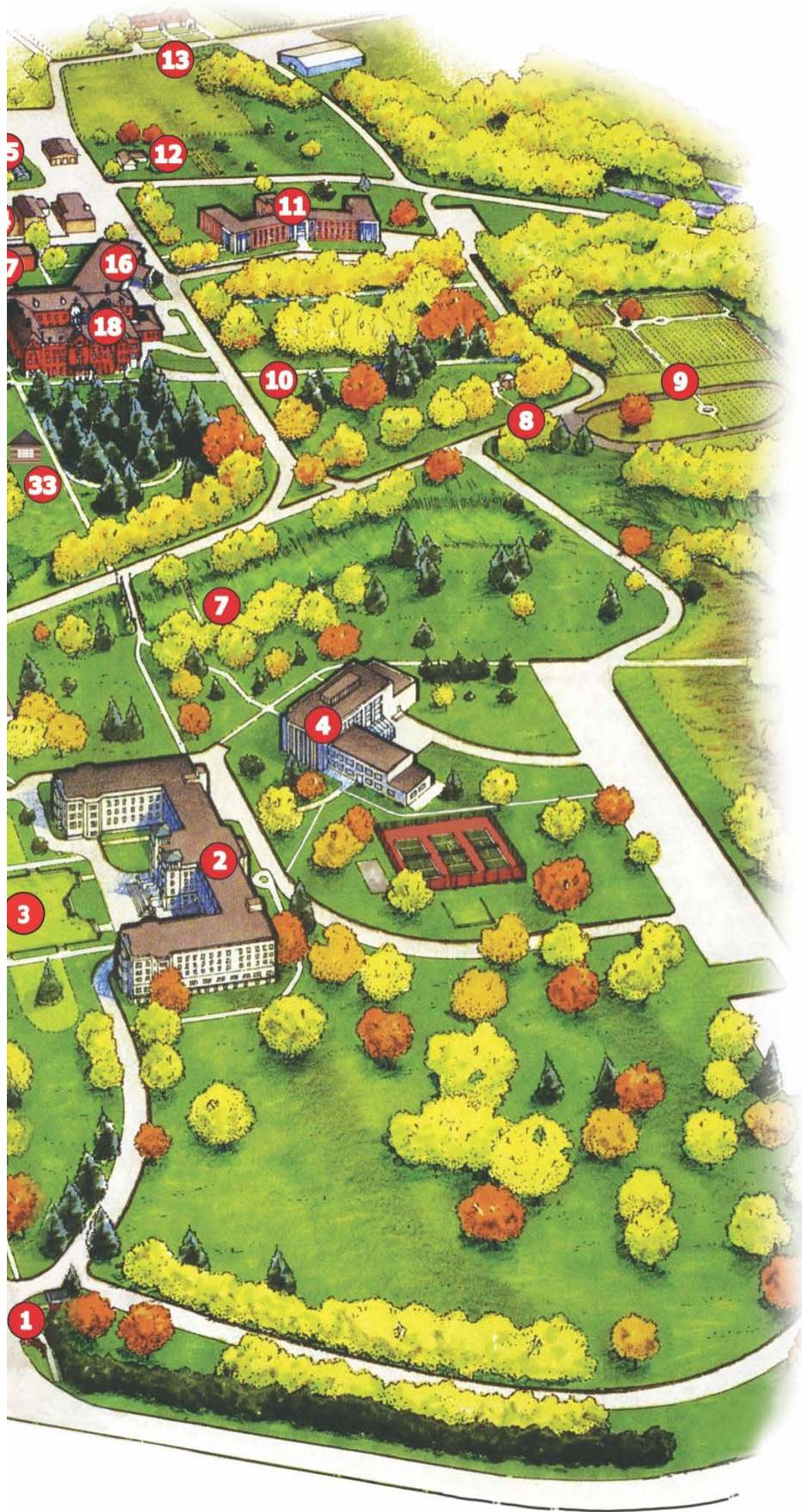
## Campus Map

1. Gatehouse ( 1925)
2. Le Fer Hall ( 1923)  
Named after two of Saint Mother Theodore Guerin's companions, it reflects the French Renaissance style. It holds faculty offices and administrative offices, classrooms, student housing, lounges, chapel and ballroom.
3. Sesquicentennial Gardens (1990)
4. Mary Fendrich Hulman Hall ( 1969)  
The departments of Social Behavior, Science, Mathematics, Education, Business, Art, and Media Studies are located in Hulman. The bookstore and computer lab are located on the ground floor. Hayes Auditorium and the SMWC Art Gallery is located on the first floor. The Woods Conference Center is on the second floor.
5. Woodland Inn ( 1894)  
Erected as a hotel for guests of the Sisters and students, currently home to the Sisters of Providence.
6. Corbe House ( 1884)  
Originally the Chaplain's residence, the Corbe House was built in the style of a French Chateau. Now the home of Sisters of Providence.
7. Our Lady of Lourdes Grotto ( 1918)  
An example of religious architecture, it was promised by the General Superior in 1918, if WWII ended before the close of the year. This replica of the French grotto incorporates stones from Lourdes, France.
8. St. Anne Shell Chapel ( 1844, 1876)  
The oldest shrine on campus, the Chapel was built in fulfillment of a promise made by Saint Mother Theodore Guerin during a storm at sea in 1843 on a return voyage from France.
9. Sisters of Providence Cemetery ( 1861)
10. Outdoor Way of the Cross ( 1938)
11. Owens Hall ( 1958)
12. Marian Hall ( 1954)
13. Mari Hulman George School of Equine Studies Stables ( 1925, 1991, 2000)  
Indoor Riding Arena ( 1989)  
In 2000, the equine studies program had tripled in size and a \$1.5 million expansion was added. The Mari Hulman George School of Equine Studies is one of 31 such programs in the U.S. and the only school in Indiana to offer a bachelor's degree in equine studies.
14. Physical Plant Buildings ( 1892)
15. White Violet Center for Eco-Justice



ASPIRE HIGHER  
SAINT MARY-OF-THE-WOODS  
COLLEGE





17. Karcher Hall (1983)
18. Lourdes Hall (1921)
19. Providence Hall (1890)
20. Church of the Immaculate Conception  
The Church, built in 1886, was dedicated in 1907. The Church is a replica of the Holy Trinity Cathedral in Paris, France.
21. Blessed Sacrament Chapel (1920)
22. Providence Center (1990)  
National Shrine of Saint Mother Theodore Guerin.
23. O'Shaughnessy Dining Room (1920)  
Student Dining Hall
24. Our Lady of the Campus Statue (1904)
25. The Lodge (1940)
26. Athletic Fields  
Softball and soccer practice and games are held on these fields.
27. Conservatory of Music (1913)  
Home to the areas of Music and Theatre. The Cecilian Auditorium seats 724 people.
28. Guerin Hall (1913)  
Guerin Hall is named after our foundress, Saint Mother Theodore Guerin. The administrative offices are located on the first and second floors. These offices consist of the President, Graduate Studies, Registrar, Business Affairs, Marketing & Communications, Advancement and Alumni Relations and Woods Online. Classrooms are on the second floor.
29. The Mary and Andrew Rooney Library (1965)  
In the Rooney Center, you'll find the Office of Admissions, Financial Aid, Information Technology, Learning Resource Center and The Woods Student Center. The Woods Student Center is a gathering place by the entire campus community to study, relax, grab coffee or a light lunch.
30. Mary O. Goodwin Guesthouse (1964)
31. Our Lady of Fatima Shrine (1954)
32. Le Fer Lake
33. Jeanne Knoerle Sports and Recreation Center (2014)  
Named after the 12th president of SMWC, the facility is home to two collegiate regulation-sized gyms and a fitness center.
34. Log Cabin Chapel  
This replica of the log cabin chapel is where Saint Mother Theodore Guerin and her companions gave thanks for a safe voyage immediately upon their arrival.



# Parent Information

## SMWC Parents Association

The Saint Mary-of-the-Woods College experience includes you, the parent of a Woods student. Your student studies in Rooney Library, eats lunch in O'Shaughnessy Dining Hall and listens to lectures in Hulman Hall, but your hopes and concerns follow that Woodsie around campus and beyond.

Woods parents share that special niche, and there's a group for us. Each parent becomes a member of the Saint Mary-of-the-Woods College Parents Association as soon as their child enrolls. It's that simple.

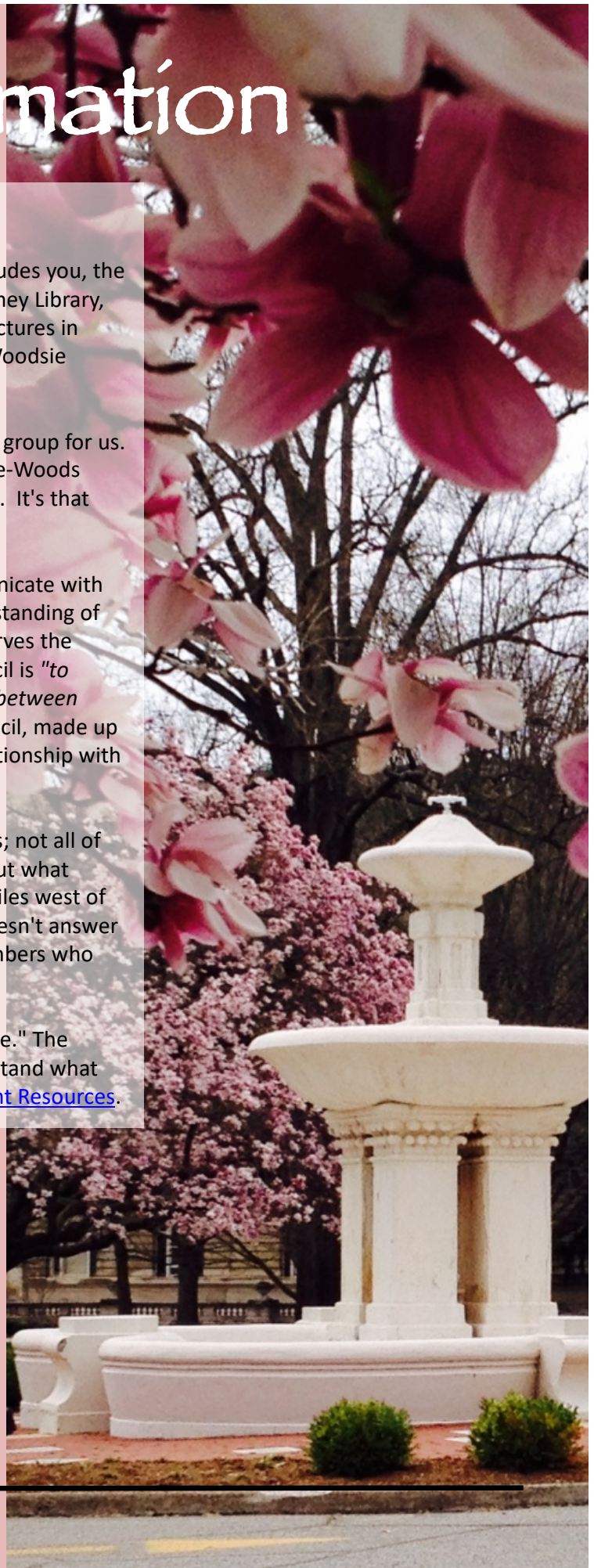
The Association represents an opportunity to communicate with fellow parents, exchange ideas and gain a deeper understanding of college life, Woods-style. The SMWC Parents Council serves the Parents Association members. The mission of the Council is *"to support, connect, encourage, facilitate communications between parents, students and the SMWC community."* The Council, made up of parents, offers resources for you to build a closer relationship with The Woods and enrich your child's experience.

One tool is this Parent Handbook. It contains answers; not all of them, but enough to keep you from feeling clueless about what exactly goes on at that scenic liberal arts school a few miles west of that Indiana city called Terre Haute. If the Handbook doesn't answer your specific question, it points you toward Council members who may be able to help.

A Woods education allows students to find their "voice." The Parents Association and Council can help parents understand what they're hearing along the way. Look here for more [Parent Resources](#).

*"Let us always have in hand our lamps burning ...that we may not be surprised."*

*-- Saint Mother Theodore Guerin*





## SMWC Parents Council 2016-2017

Kevin Kumpf - President

Romala and Kevin Kumpf  
Brazil, Indiana

[kumpfrs@gmail.com](mailto:kumpfrs@gmail.com)

[kumpfk50@gmail.com](mailto:kumpfk50@gmail.com)

*Kenzi Kumpf '19 – legacy student*

Brian and Josalyn Stuck  
Terre Haute, Indiana

[brian.stuck@burkespring.com](mailto:brian.stuck@burkespring.com)

[josie.stuck@burkespring.com](mailto:josie.stuck@burkespring.com)

*Madison Stuck*

Misy and Mike Rafter  
West Terre Haute, Indiana

[misy.rafter@yahoo.com](mailto:misy.rafter@yahoo.com)

*Kaylynn Rafter*

Beth and Tony Petty  
Lexington, Indiana

[bethpetty73@gmail.com](mailto:bethpetty73@gmail.com)

*Sarah Petty*

*Julie and Jeff Foster  
Indianapolis, Indiana*

[indyfos@comcast.net](mailto:indyfos@comcast.net)

*Tim Foster*

*Brenda and Randy Canada  
Mt. Vernon, Indiana*

[blcanada@twc.com](mailto:blcanada@twc.com)

[rcanada@twc.com](mailto:rcanada@twc.com)

*Mara Canada*

*Jennifer and Richard Hawkins  
Brazil, Indiana*

[swaimjen@aol.com](mailto:swaimjen@aol.com)

*Alexandra Swaim*

*Nicole Page*

*West Terre Haute, Indiana*

[mamaturtletwo@yahoo.com](mailto:mamaturtletwo@yahoo.com)

*Brady Page*





## Advice from Experienced Parents, Students & Faculty

This is an exciting time in the life of your student, filled with growth, change and certainly independence. Transitioning into your new role of parent to a college student is tricky – learning to stay close without smothering, to stay involved without directing and to love without coddling can be a challenge. Our SMWC Parents Association wants to help all of our parents down this road with a little advice from parents, students and faculty who have been there before.

Here are some words of wisdom from our SMWC family.

- Staying connected with parents is super important, but it shouldn't be the student's OR parent's main goal during the first part of freshman year. Students need to focus on making memories and not on what's at home. Maybe have a once-a-week phone call home to catch each other up on what's been

going on at school and tell all about their new experiences. Have your son or daughter focus more on what's going on around them and encourage them to stay connected and involved on campus with their peers (although the occasional "goodnight" text from Mom or Dad is appreciated)!

--Casey Dust, Class of 2018

- It can be frightening to trust your child in this new, transitional venture called "college". They will continue to develop into the adults that you have raised and while they will broaden their knowledge and consider new ideas, they will not leave behind all of the values that you have instilled in them!

--Dottie King, SMWC Parent

- Send notes, cards or even newspaper clippings via us postal service at least once a week. Send a package with healthy snacks. Look in your medicine cabinet to create a bag with cough drops, tums, pain relievers and basic over the counter medicine your family uses. Plan a full week for the week after you drop off your student so the house does not seem so empty.

--The Sondermans, SMWC Parents

- Don't expect or even hope that everything will go smoothly for your college student. Instead, expect that your child will encounter problems and challenges—that is part of the college experience and part of what it takes to become an adult. Try to help your child see and understand that challenges and

problems are opportunities for growth. When your child does encounter a problem, try to stay out of it as much as possible. Be supportive, but mostly you should encourage them to find the resources they need on their own.

-- Richard Collins, Ph.D.  
Theology Professor

- A parent's role isn't over when college starts – the focus now shifts to being more of a coach rather than a day-to-day life manager. Encourage your student to get involved in campus by joining a student organization or two. There are over 20 student organizations on campus. Urge your student to attend the numerous programs and events on campus. There are activities for students throughout the week and weekends.

--Aimee Janssen-Robinson  
Dean of Student Affairs

- Encourage your student in whatever they decide to pursue in college. Whether it be in their sporting events, concerts, or any other extracurricular activity they participate in, they can always use the support from home. No matter how close or far you may be from the campus, they will always feel your support through texts, calls, or even a letter in the mail.

-- Mannah Mace, Class of 2020



# Parent Information



## Parent FAQs

There are a few questions that seem to be the most popular among parents, regardless of where their child has decided to call home for the next four years. We polled our Parents Council and selected these questions to keep our parents ahead of the curve.

### *How can my student find his/her list of registered classes?*

There will be plenty of new experiences in college, but at the end of the day, it's still about an education. Sometimes finding that list of registered classes can be a challenge. Here's a few simple clicks to get you there.

1. From the [SMWC Home Page](#), under *Current Students*, scroll down to choose "My Records"
2. Click Student Portal Home Page
3. Log in
4. On left side bar, click "Academics"
5. Click "Your Class Schedule"
6. Choose the PDF icon named "Schedule Report" to download

### *How can I find out my student's book requirements?*

Once you've figured out that list of classes, the next important step is determining the book requirements. Here's a few more steps to follow.

1. From the [SMWC Home Page](#), click "A-Z Directory" then choose "Bookstore"
2. Click "Books"
3. Select the term (semester and year)
4. Select the department (first two letters of course name)
5. Choose the Course Number and click to see required books

### *How can my student get textbooks for classes?*

Books may be purchased or rented through the SMWC Bookstore, or from a variety of online sources. Students may also buy used books from other students. For help or advice, contact our Parent Expert listed on page 11.

[SMWC Bookstore](#)



***The Transition Year is an online resource center to help parents and students focus on emotional health before, during and after the college transition.***

***It's common to assume that the major obstacle in adjusting to campus life will be academic. However, research shows that emotional issues are most likely to interfere with success at college. Transition Year helps you prepare. Get started at:***

**[www.transitionyear.org](http://www.transitionyear.org)**

### *How can I find out my student's grades?*

The Family Educational Rights and Privacy Act (FERPA) is a federal law that affords parents the right to have access to their children's education records. When a student turns 18 years old, or enters a postsecondary institution at any age, the rights under FERPA transfer from the parents to the student.

This protection means parents may not be given access to educational records without consent in advance from the student. At SMWC, such consent is granted by a signed and dated release from the student which identifies the appropriate persons to whom the information can be transferred. For more information:

[More on SMWC and FERPA](#)

### *What is my student's mailing address on campus?*

During orientation, your student will be assigned a mailbox number. Please send mail and packages to your student at this address:

[Student Name]  
Le Fer Hall Box [###]  
1 St Mary of Woods Coll  
St Mary of the Woods, IN 47876

This address may seem unusual because it does not exactly match the name of our school (unusual abbreviations and missing hyphens and punctuation), but it is the official address assigned by the US Postal Service. Since machines are often used to "read" mail addresses, it is important that this official mailing address is used when sending things to your student.



## Department Directory

### Business and Leadership

D.J. Wasmer, Ph.D.  
Department Chair  
(812) 535-5261  
[dwasmer@smwc.edu](mailto:dwasmer@smwc.edu)

### Education

Wendy Walter-Bailey, Ph.D.  
Department Chair  
(812) 535-5128  
[wwalter-bailey@smwc.edu](mailto:wwalter-bailey@smwc.edu)

### Equine Studies

Sara Shultz  
Department Chair  
(812) 535-5018  
[sschulz@smwc.edu](mailto:sschulz@smwc.edu)

### Language and Literature

Peggy Berry  
Department Chair  
(812) 535-5240  
[pberry@smwc.edu](mailto:pberry@smwc.edu)

### Music and Theatre

Tracy Richardson, Ph.D., MT-BC  
Department Chair  
(812) 535-5154  
[trichardson@smwc.edu](mailto:trichardson@smwc.edu)

### Nursing

Marcia Miller, Ph.D., R.N.  
Department Chair  
(812) 535-5119  
[mmiller5@smwc.edu](mailto:mmiller5@smwc.edu)

### Sciences and Mathematics

B.R. Ramachandran, Ph.D.  
Department Chair  
(812) 535-5268  
[brama@smwc.edu](mailto:brama@smwc.edu)

### Social and Behavioral Sciences

Glenna Simons, JD  
Department Chair  
(812) 535-5192  
[gsimons@smwc.edu](mailto:gsimons@smwc.edu)

### Text and Image

Rebecca Andrews, MFA  
Department Chair  
(812) 535-5141  
[randrews@smwc.edu](mailto:randrews@smwc.edu)

For more information, visit the  
[Department Websites](#)

## SMWC Campus Academic

### Fall 2018

August 20 Woods Online classes begin

August 21 Campus classes begin

September 3 Labor Day (no classes)

October 6 Homecoming

October 15-19 Fall Break (no classes)

October 22 Woods Online classes begin

October 23 Foundation Day of Service

November 21-23 Thanksgiving (no classes)

December 10 Study Day (no classes)

December 11-14 Final Exams

December 14 Nurse Pinning Ceremony

December 15 Commencement





## Calendar 2018-2019

### Spring

2019

January 14	Woods Online classes begin
January 14	Campus classes begin
February 18	Presidents' Day (no classes)
March 11-15	Spring Break (no classes)
March 18	Woods Online classes begin
March 23	Ring Day
April 13-14	Family Weekend
April 18-22	Easter Break (no classes)
April 27	Earth Day
May 6	Study Day (no classes)
May 7-10	Final Exams
May 10	Nurse Pinning Ceremony
May 11	Commencement



## Important Contacts

### Academic Affairs

(812) 535-5182

[rbarbour@smwc.edu](mailto:rbarbour@smwc.edu)

### Bookstore

(812) 535-5228

[smwc@bkstr.com](mailto:smwc@bkstr.com)

### Business Office

(812) 535-5124

[businessoffice@smwc.edu](mailto:businessoffice@smwc.edu)

### Campus Life

(812) 535-5281

[campuslife@smwc.edu](mailto:campuslife@smwc.edu)

### Career Services

(812) 535-5188

[career@smwc.edu](mailto:career@smwc.edu)

### Financial Aid

(812) 535-5100

[finaid@smwc.edu](mailto:finaid@smwc.edu)

### Help Desk / Technology

(812) 535-1177

[helpdesk@smwc.edu](mailto:helpdesk@smwc.edu)

### Human Resources

(812) 535-5258

[humanresources@smwc.edu](mailto:humanresources@smwc.edu)

### Library

(812) 535-5223

[library@smwc.edu](mailto:library@smwc.edu)

### Learning Resource Center

(812) 535-5271

[christina.gunderson@smwc.edu](mailto:christina.gunderson@smwc.edu)

### Registrar

(812) 535-5269

[registrar@smwc.edu](mailto:registrar@smwc.edu)

### Security

812-535-5253 Office

812-535-6200 Radio

[Security1@smwc.edu](mailto:Security1@smwc.edu)

For more information, see

[Resources Website](#)



# Student Services

Student Services are those departments or resources available on campus to help your son or daughter succeed in the college environment. At Saint Mary-of-the-Woods College, we want our students growing intellectually and spiritually, but also staying safe, healthy and engaged.

What follows on these next few pages is a brief introduction to some of the more commonly asked about services that can provide assistance and guidance to all of our undergraduate students. Since every student and parent may experience different needs from the various services, the format selected here allows the reader to get a quick understanding of the service or department, a link to more information and a contact name to answer more immediate and pressing questions.

For a more comprehensive look at all services and departments, plus many other SMWC topics of interest, the [Directory Page](#) is a great place to start.



*The magnificent Le Fer Hall, built in 1923, is the grand dormitory for SMWC students and also houses administration and faculty offices, classrooms as well as a beautiful chapel and ballroom.*



## Mail Services

### **I'm Just Curious:**

Postal mail for students, faculty, and staff is received and distributed from the Mail Room on the ground floor of Le Fer Hall. U.S. mail is picked up from this location each morning and afternoon. Students are encouraged to pick up packages at the assigned time. Mail Room hours will be posted.

Campus mail may be deposited in the slot in the Mail Room. Flyers must first be approved by the Office of Campus Life before distribution by the mail room.

The Le Fer Mail Room is not an official U.S. Post Office. Students may send outgoing packages or metered mail by visiting the Mail Resource Center in Room 108 of Guerin Hall. Books of stamps can be purchased in the College Bookstore or the Business Office.

### **I Want to Know More:**

[SMWC Mail Services](#)

### **I Need to Talk to Someone:**

Justin Spaid-Roberts  
Onsite Customer Service Representative  
[sharp@smwc.edu](mailto:sharp@smwc.edu)  
(812) 535-5111

## Career Services

### **I'm Just Curious:**

At The Woods, our career staff is committed to helping you develop your professional skills, find an internship, and turn your superb education into a rewarding career.

### **I Want to Know More:**

[SMWC Career Services](#)

### **I Need to Talk to Someone:**

Susan Gresham, Director  
[sgresham@smwc.edu](mailto:sgresham@smwc.edu)  
(812) 535-5121

## Dining Services

### **I'm Just Curious:**

The resident meal plan is included for all resident students and consists of 19 meals per week (breakfast, lunch and dinner Monday through Friday, plus brunch and dinner on Saturday and Sunday). Meal swipes may be used for meals at the Oakley Student Center in Le Fer Hall (breakfast Monday-Friday and dinner on Saturday) and O'Shaughnessy Hall (all other meals) and for certain meal items at Jazzman's Café and Bakery (in the Library) during lunch. Also, evening snack is served weeknights at the Oakley Student Center.

Pomeroy Points are available to all commuter students who would like the ability to dine on campus without carrying cash. You can purchase Commuter Pomeroy Points at the Business Office located in Guerin Hall.

### **O'Shaughnessy Hall**

#### **Monday - Friday**

Lunch: 11:45am-12:45pm

Dinner: 5:00pm-6:15pm

Fri Dinner: 5:00-5:45pm

#### **Saturday**

Brunch: 11:15am-12:15pm

#### **Sunday**

Brunch: 10:45am-1:15 pm

Dinner: 5:00pm-5:45pm

### **Oakley Student Center**

#### **Monday - Friday**

Breakfast: 7:15am-8:30am

Continental: 8:30-9:00am

#### **Saturday**

Dinner: 5:00pm-5:45pm

### **I Want to Know More:**

[SMWC Dining Services](#)

### **I Need to Talk to Someone:**

Mary Harvey, General Manager  
[mary.harvey@sodexo.com](mailto:mary.harvey@sodexo.com)  
(812) 535-4285



## Book Store

### **I'm Just Curious:**

The SMWC bookstore is located on the lower level of Hulman Hall. It is operated by Follet Higher Education Group, a separate company from SMWC. You may shop online or in the store for books, apparel and other logo items and a variety of convenience items.

### **I Want to Know More:**

[SMWC Book Store](#)

### **I Need to Talk to Someone:**

Rebecca Knezevich, Manager  
[smwc@bkstr.com](mailto:smwc@bkstr.com)  
(812) 535-5228

## Counseling

### **I'm Just Curious:**

The Saint Mary-of-the-Woods College Student Counseling Center offers a variety of free services to currently enrolled students. These services include confidential individual, couples, and group counseling, crisis intervention, and consultation services. Consultation services and workshops are available to student groups, faculty, and staff.

### **I Want to Know More:**

[SMWC Student Counseling](#)

### **I Need to Talk to Someone:**

Kalista Lawrence, Campus Counselor  
[kanders@smwc.edu](mailto:kanders@smwc.edu)  
(812) 535-5102

## Health Services

### **I'm Just Curious:**

The SMWC Health Services Clinic is staffed by a nurse practitioner, nurses and support staff. If the healthcare needs of the student cannot be met by the SMWC Health Services Clinic, the student can be referred to the proper provider.

### **What services are offered?**

Physical exams  
(sports, study abroad)  
Immunizations/flu shots  
Health assessments and treatments  
Men's and women's health  
STD screenings/counseling  
Prepackaged prescription medications  
Over-the-counter medications  
Laboratory testing  
Educational materials

### **I Want to Know More:**

**Health Services Clinic is located in the Rooney Library, first floor.**

[SMWC Health Services](#)

### **I Need to Talk to Someone:**

(812) 535-5200





## Public Safety

### **I'm Just Curious:**

The security staff is on duty twenty-four hours a day, each day of the year. While they have an office, they generally can be seen out patrolling the campus and checking the buildings to ensure that everything is secure and safe. In an emergency, they may be reached via their radio/telephone.

Each building has an emergency responder that will ensure that the people in the building are aware of the emergency.

Each member of the community can subscribe free to the emergency text messaging alert system. This system is used in the case of emergencies or weather closures. For more information, contact the [Office of Student Development](#).

In 2008, an emergency siren system was installed. Sirens can be heard through the campus in the case of an emergency or weather warning.

Security cameras and lights have been installed in various areas, including each building entrance on campus to increase security.

### **I Want to Know More:**

[SMWC Security](#)

### **I Need to Talk to Someone:**

(812) 535-5253

## Banking

### **I'm Just Curious:**

Students can open a personal, non-interest bearing savings account at the Business Office. Deposits are credited to the student's account and will be available for withdrawal after 24 hours.

The Business Office cashes personal checks up to \$100 from a student's personal account or written by an immediate family member. Students may cash their SMWC paychecks in the Business Office.

Business Office hours: Monday through Friday, 8:00 a.m. through 5:00 p.m.

### **I Want to Know More:**

[SMWC Banking](#)

### **I Need to Talk to Someone:**

Kara Leturgez

[kara.leturgez@smwc.edu](mailto:kara.leturgez@smwc.edu)

(812) 535-5124

## Fitness Center

### **I'm Just Curious:**

The Jeanne Knoerle Sports and Recreation Center opened in the fall of 2014. It serves as the home for SMWC's Athletic Department and the home court of the volleyball and basketball programs. It also houses the fitness center, known as Club 64. The Knoerle Center is also used for intramurals, fitness classes, wellness programs and social events.

### **I Want to Know More:**

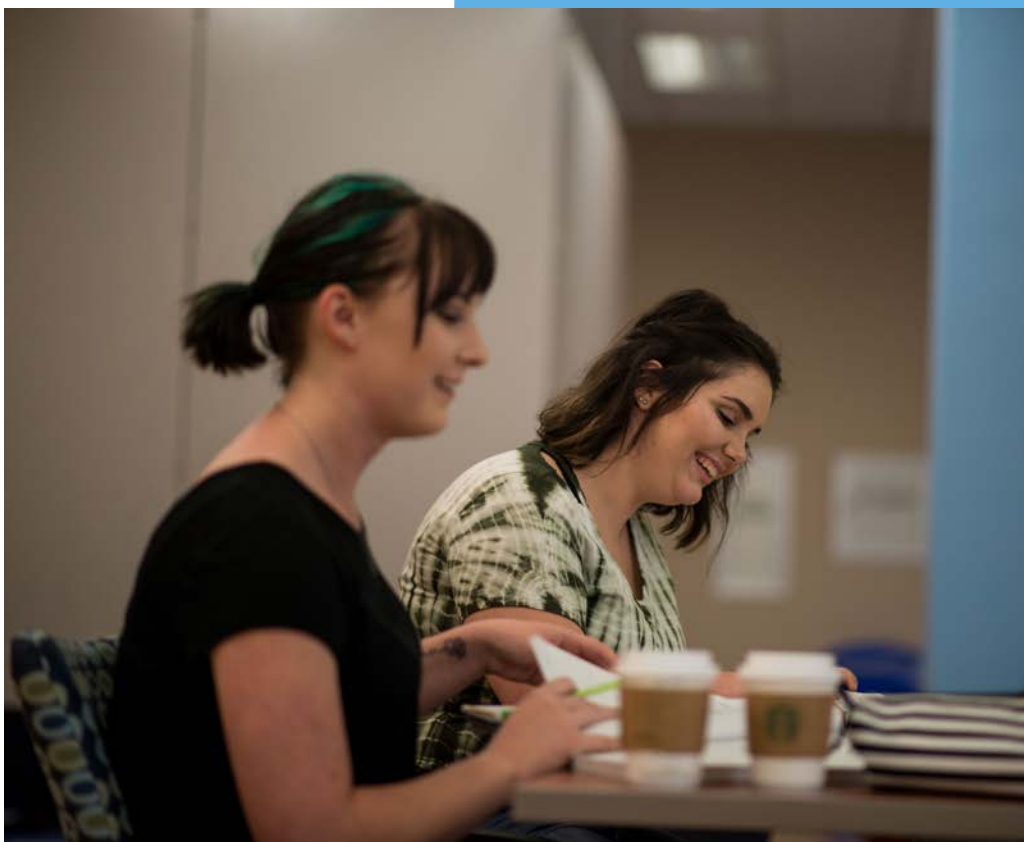
[SMWC Fitness Center](#)

### **I Need to Talk to Someone:**

Deanna Bradley, Athletic Director

[dbradley@smwc.edu](mailto:dbradley@smwc.edu)

(812) 535-5288



# Student Life

You can be an active member of our community the moment you set foot on campus. At The Woods, we encourage you to explore your interests, inside and outside of the classroom, while making friendships that last a lifetime.

Beyond just organizations and athletics, student life is also about everyday responsibilities that come with campus life – laundry, phone service, parking and more.

The format selected here allows the reader to get a quick understanding of these important aspects of student life on campus, a link to more information and a contact name to answer more immediate and pressing questions.

For a more comprehensive look at the many options to get involved at SMWC, the [Clubs & Organizations](#) page or the [Athletics](#) page are both great places to start.



***"How happy I should be if I could see you become some day what you ought to be."***

***— Saint Mother Theodore Guerin***

*The ring is the single most recognizable image of the College. It honors academic success and sacrifice while demonstrating the pride and loyalty we all share.*





## *Without The Woods I Never Would Have...*

*...accomplished my dreams! The Music Therapy Faculty at SMWC was willing to work with me as a non-traditional student to take the classes I needed to take to become a music therapist. Without this school I also never would have witnessed that a college can operate like a family, both at faculty and student levels.*

*Nathan Mensah, Class of 2016*

*...became the person I am today. Choosing to come to The Woods was the best decision I have ever made! Without The Woods I would still be the insecure person I once was. SMWC has allowed me the opportunity to grow and become the best version of myself. Through The Woods I have been given so many amazing opportunities and I have formed lifelong connections. The Woods has helped shape me into the person I am today and I am beyond thankful for that.*

*-Kayla Moats, Class of 2019*

*...experienced our unique student-professor relationship. In one year I attended two parties--a Christmas party and a tea party--at two different professors' houses. Gaining such a close connection is something I highly value and upon talking to friends attending other colleges, I have found it is very special and unique to The Woods.*

*Devyn Burns, Class of 2018*

*...blossomed. Because of Saint Mary of the Wood's size, it was easy for me to become involved with many different activities and organizations. By playing a larger role on campus and becoming involved, I have stepped out of my comfort zone and developed a voice I didn't know I had. Before my freshmen year, it was easy for me to get lost in the crowd, but as I start my sophomore year, I feel as if I have transformed into a new person, with the help of The Woods.*

*Allison Mauk, Class of 2020*



## Residence Hall

### **I'm Just Curious:**

Our resident students live in historic Le Fer Hall. The 1923 building has retained its early 20<sup>th</sup> century charm with large rooms, high ceilings and wood floors, but is still a modern college dormitory with air-conditioning, Wi-Fi throughout and full kitchens on each floor. This building also contains a chapel, mail room, offices, breakfast service, student lounges, classrooms, health services and a ballroom.

Laundry facilities are available on the ground floor with coin-operated washers and dryers.

A computer lab is located on the main floor and provides 24-hour free printing services.

Finally, it's also comforting to know that the campus Security office is located at the base of the main stairway on the ground floor. For more on security see the section on Public Safety on page 19.

### **I Want to Know More:**

[Residence Hall](#)

### **I Need to Talk to Someone:**

Aimee Janssen-Robinson

[A.Janssen-robinson@smwc.edu](mailto:A.Janssen-robinson@smwc.edu)

(812) 535-5219

## Intramural Activities

### **I'm Just Curious:**

SMWC has a plethora of intramural activities for our student population to choose from such as pickleball, Frisbee golf, kickball, and more. Intramurals provides programs and facilities for students to encourage lifelong healthy and active lifestyles by fostering positive experiences in recreational sports competition. Through this leisure time, intramurals aid in personal growth and gives students a sense of community through friendly contests. With sportsmanship and fair play as principle tenets, students can enjoy the challenge and fitness and health benefits that come with intramurals at any fitness level. Overall, intramurals are a great way for students at The Woods to have fun, socialize, release negative stress, and build confidence and character while being active in a safe environment.

### **I Want to Know More:**

[SMWC Intramurals](#)

### **I Need to Talk to Someone:**

Todd McIntyre, Director of Sports Information & Intramurals

[Todd.McIntyre@smwc.edu](mailto:Todd.McIntyre@smwc.edu)

812-535-5009

## Telephone Services

### **I'm Just Curious:**

Most students have their own cell phones and it is important to note that on the SMWC campus, Verizon Wireless gets the best signal, while AT&T can be intermittent and provide no signal in some locations.

Students also have the option of bringing a landline phone for their dorm rooms, which is a good option if your family is on an AT&T plan. During orientation, all resident students will be assigned a phone number for their dorm room, even if they do not plan to use a landline.

All students will also have a voicemail account, whether or not they plan to use a landline. During orientation, students will receive a voicemail account number and instructions on how to use this service. Students may check for voicemail messages from any phone, on or off campus.

### **I Need to Talk to Someone:**

Helpdesk

[helpdesk@smwc.edu](mailto:helpdesk@smwc.edu)

812-535-1177



*The Pomeroy Pedals Program beach cruiser bikes are available for anyone to use on campus.*



*Pomeroy Softball brought home the USCAA National Championship in 2017.*



*Campus Ministry organized an alternative Spring Break to New Orleans in 2017.*



The background of the page is a photograph of a campus. In the foreground, there are trees with some autumn-colored leaves. In the background, a large, light-colored building with classical architectural features is visible. The sun is shining through the trees, creating a bright, hazy effect.

## Student Activities

### **I'm Just Curious:**

There's so much more to being a student at SMWC than just taking classes. Many student clubs and organizations provide opportunities for involvement in socializing, recreation, learning and leadership. Every student at SMWC has the opportunity to get connected and build The Woods community through involvement in these organizations. Conventional wisdom might steer your student away from getting too involved because of a fear of "*not enough time*," but often students find staying busy forces them to better organize themselves. Free time may not always lead to better grades. Review the long list of organizations available at the link below.

### **I Want to Know More:**

[SMWC Student Activities](#)

### **I Need to Talk to Someone:**

Greg Pateras, Office of Campus Life

[Greg.pateras@smwc.edu](mailto:Greg.pateras@smwc.edu)

(812) 535-5173

## Vehicles

### **I'm Just Curious:**

All students are permitted to have a vehicle on campus. Resident and commuter students must register their vehicles and display a parking permit. The permit is free – the student only needs to submit a completed form.

[SMWC Parking Permit](#)

### **I Need to Talk to Someone:**

Lisa Behringer

Office of Student Development

[lbehringer@smwc.edu](mailto:lbehringer@smwc.edu)

(812) 535-5281

## Employment

### **I'm Just Curious:**

The traditional campus program offers students the opportunity to experience a real-work environment without ever leaving campus. All SMWC students are eligible to work at campus positions and many do. Preference is given to those students who were awarded Federal Work Study (FWS), but this is not required to gain employment. Most positions on campus pay the federal minimum wage. Available jobs are listed at the [Career On-Line Resource Center](#).

### **I Want to Know More:**

[Student Employment](#)

### **I Need to Talk to Someone:**

Lisa Behringer

Office of Student Development

[lbehringer@smwc.edu](mailto:lbehringer@smwc.edu)

(812) 535-5281

## Student Athletics

### **I'm Just Curious:**

SMWC has a wide range of team sports, including basketball, cross country, equestrian, golf, soccer, softball, and volleyball. Our athletic teams are members of the [United States College Athletic Association](#). The USCAA exists to provide small colleges, like SMWC, the opportunity to compete against like-sized institutions for National Championships and student-athlete recognition.

### **I Want to Know More:**

[SMWC Athletics](#)

### **I Need to Talk to Someone:**

Deanna Bradley, Athletic Director

[dbradley@smwc.edu](mailto:dbradley@smwc.edu)

(812) 535-5288



# Mobile Wallet!



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- Simple
- Convenient
- Secure



Look for these icons at checkout

[www.thsb.com](http://www.thsb.com)



Member  
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SAINT MARY-OF-THE-WOODS  
COLLEGE