

General Catalog

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SANDHILLS COMMUNITY COLLEGE

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The provisions of this publication are not to be regarded as an irrevocable contract between the student and Sandhills Community College. The College reserves the right to change any provision or requirement at any time within the student's term of residence or to add or withdraw course offerings. The College further reserves the right, at any time, to request that a student withdraw when such action is considered to be in the best interest of the institution.

STUDENT SERVICES

Campus Health and Safety

Sandhills Community College is committed to maintaining a safe, healthy, and positive work and learning environment. Toward that end, in a good faith effort to ensure the safety and welfare of all the campus community, the college has adopted codes, statements, and policies that are detailed in the college's *Catalog* and the *Personnel and Policy Manual*, as well as being posted online at www.sandhills.edu.

Campus Health and Safety Awareness Activities

Guest speakers, hosted by Student Services, provide workshops on such topics as alcohol/substance abuse, campus security, crime and crime prevention, stress management, financial awareness and credit management, and safety issues. Referrals are made, as needed, to local agencies such as hospitals, mental health centers, social services, Friend-to-Friend, private counselors, and self-help groups. Literature on many health and safety issues is provided in the Dempsey Student Center and in the Counseling Center in Blue Hall. Every other year, the Safety and Environmental Committee hosts a health fair for faculty, staff, students, and community.

Communicable Disease Policy

Any individual who knows or has a reasonable basis for believing that he or she is infected with a communicable disease (including but not limited to chickenpox, hepatitis, measles, Acquired Immune Deficiency Syndrome [AIDS], meningitis, mononucleosis, and whooping cough) has an obligation to protect himself or herself and others from the ramifications of the disease. Specifically, such individuals should report this information to the appropriate person (see below). Every effort will be made to try to keep the matter confidential. Only persons with a need to know will be informed and only with prior direct knowledge of the individual who is or believes he or she may be infected.

Curriculum students should report a communicable disease condition to the Vice President of Student Services and Academic Support who will contact the Senior Vice President. Continuing education students should report such conditions to the Dean of Continuing Education who will contact the Senior Vice President. The Director of Moore County Health Department will be immediately notified. At the Hoke Center, communicable disease conditions should be reported to the Hoke Center Director who will then report them to the Senior Vice President and to the Hoke County Health Department.

The Senior Vice President will take appropriate steps to ensure the medical safety of the student and the college community; if deemed necessary for the good of all, the student may be asked to remove himself or herself from the campus until a necessary evaluation of the condition is completed and the President of the College issues a final ruling concerning the enrollment status of the student.

This policy is one part of the College's on-going attempt to promote awareness, education, and counseling on communicable diseases. Refer to the Compliance section of this *Catalog* for more information.

Student Accident Insurance

Each year, the Student Government Association (SGA) purchases a student accident insurance plan, an excess policy that may cover medical expenses of students caused by accidental bodily injury during college-related academic and social activities. The provisions governing this policy are contained in the master policy issued to the school and may be viewed during the school's office hours. A brief description of the policy, which varies from year to year, will be available through the Office of Student Services at the beginning of each academic year. Students may obtain a brochure or file a claim with Jean Blue, Administrative Assistant to the Vice President of Business and Administrative Services, in Stone Hall, 105A, 695-3702.

Counseling and Career Services

Personal Counseling

Professional counselors are available to assist students with concerns or difficulties they may experience while attending college, such as developmental or personal issues, mental health concerns, and career choices. Counseling sessions normally are scheduled by appointment (although drop-ins are welcome) and may last up to fifty (50) minutes. These sessions provide opportunities for students to explore their issues with a counselor, to share concerns about college life, and to gain important tools to foster success in an academic environment. The College does not charge students a fee for counseling sessions. Counselors can also refer students who wish to seek counseling services off-campus to local mental health providers. Counseling services are found in the Division of Student Services in Blue Hall and Stone Hall. For additional information, please call 695-3729 or 695-3968.

Career Services

Career development professionals provide counseling and guidance in the areas of self-awareness, career exploration, job search skills, and employment opportunities. These services are available to all enrolled students, alumni, and prospective students of the college. The professional staff includes a career counselor and a student employment coordinator. Career Services are located in Office 111 in Blue Hall on the Pinehurst campus. For more information or to schedule an appointment, please call 695-3968 or 950-3735.

Career Development

The College's Career Development Program provides numerous resources to enrolled and prospective students as they explore career opportunities and educational programs. The career counselors use counseling skills, testing instruments, and computer-based programs to assist students in choosing career paths and education programs to prepare them for their chosen careers.

Career Resource Library

The Career Resource Library provides career-related books, videos, and publications for use while visiting Career Services. Students can also explore occupations using a computerized career development software program.

Guarantee to Employers

Sandhills Community College guarantees that its graduates are proficient in the areas of knowledge and skill covered by their educational programs. In the event that an employer finds a Sandhills graduate deficient in such an area, the employer should – within 90 days of the graduate's employment – contact the Vice President of Student

Services and Academic Support at the College. The Vice President of Student Services and Academic Support will arrange to re-enroll the graduate in up to three (3) courses at the College at no charge to the graduate or the employer. This guarantee applies to graduates of two-year associate in applied science degree programs and one-year diploma programs.

Job Fairs

The Student Employment Office sponsors job fairs on campus during the fall and spring semesters. Job fairs provide an opportunity for many types of employers to visit campus and talk with students about career opportunities. The student employment coordinator works closely with both local and regional employers to develop job opportunities for Sandhills Community College students.

Student Employment Services

These services are available for currently enrolled students and recent graduates of Sandhills Community College. Services include job listings, job search assistance (resume writing, networking, interviewing, job fairs), and job referrals. Job openings are posted online at www.sandhills.edu. The career services website also provides a variety of career and employment links for students to access current job market information. Alumni of SCC are eligible to receive placement assistance for up to five (5) years after graduation. The Student Employment Office is located in Blue Hall.

Student Involvement in the Institution

Student Government Association (SGA)

Many student activities at Sandhills Community College are sponsored by the Student Government Association (SGA). Efforts are made to provide students with cultural, social, recreational, and service-oriented activities. Activities sponsored by the SGA include free food days, the annual Fall Fest and Spring Fling, holiday festivities, coffee and doughnuts during exams, student accident insurance, scholarships, and awards.

The SGA is always looking for new ideas and new “ambassadors.” To become an ambassador, students must complete a simple two-page application, maintain at least a 2.0 GPA, contribute at least two hours per week to SGA activities, and possess high motivation. Every student on campus is a member of the SGA, and the SGA acts as the students’ voice at SCC. Not only does the SGA sponsor fun events and activities, but it also presents student comments and concerns to the administration and the Board of Trustees. In fact, the SGA President is a trustee of the College.

The SGA office is located upstairs in the Dempsey Student Center.

Student’s Role in Institutional Decision-Making

By statutory requirement, the President of the Student Government Association serves *ex officio* on the Board of Trustees, the governing body of the College. Students are appointed to the following standing committees: Safety and Environmental, Scholarships, and Student Grievance Committee. In these committees, students have opportunities to study and comment on proposed policies and procedures and to rule on appeals related to student disciplinary cases.

Most significantly, the Student Government Association gives students experience in representative government. Officers are elected by the student body. Students interested in serving on the SGA can get information directly from the Sandhills website or the Director of Student Life located in the Dempsey Student Center.

Student Publications

Although the College has no systematic schedule of student publications, the Student Government Association periodically produces an in-house bulletin written by and designed for students.

This bulletin, when it is published, is overseen by the SGA President and the Director of Student Life, with content by members of the SGA and the student body. While it is an informal publication, this bulletin, like all student publications, is expected to observe the policy guidelines for student publications.

Student Publications Policy

Student publications at Sandhills Community College are expected to represent the student body at its best. The content of such publications must be in concert with the college Student Code of Conduct. Specifically, all contributors to such publications are bound by the elements of this code:

- Writing that is threatening and creates an atmosphere of fear and/or intimidation is prohibited.
- Writing that includes any element of a sexually suggestive or harassing nature is prohibited.
- Writing that involves libelous charges or which constitutes an attack on another member of the college community is prohibited.
- Writing that makes use of obscene language and/or expletives is prohibited.

Because this is an educational institution, writing that appears in student-created publications is expected to be clear, correct, and well-reasoned. Documents should be well-designed and inviting to the reader.

All materials for student publications must be approved prior to publication by the Director of Student Life. Any disputes about content may be taken to the Vice President of Student Services and Academic Support for resolution in concert with the Director of Student Life, the SGA President, and the student-writer. There is an inherent right to appeal. The appeal shall be in accordance with the Student Grievance Procedure.

Supervisory Role of the Institution over Student Activities

While Sandhills Community College takes very seriously its commitment to creating an atmosphere that encourages maximum student self-governance and a range of stimulating activities, the College is also mindful of its responsibility to oversee student life in a responsible and proactive fashion. The supervision of student activities is a function of the Division of Student Services. The Director of Student Life is charged by the Vice President of Student Services and Academic Support to direct student activities and serve as advisor to the Student Government Association (SGA). The Advisor attends all SGA meetings and sponsored activities and serves as a liaison between the SGA and the Vice President of Student Services and Academic Support. A description of the supervisory role of the SGA Advisor over the SGA and

student activities is found in the *Student Government Association Constitution and Bylaws*.

The SGA is the official sanctioning body for all campus clubs and organizations. The SGA Constitution and Bylaws notifies students of their responsibility in initiating and participating in a student club or organization, which must be recognized as such in order to be permitted to use college facilities. Each club or organization has a faculty or staff member who serves as advisor and meets regularly with the group.

Student activities at Sandhills Community College are evaluated regularly through student surveys. Results provide insight into student needs, interests, satisfaction, and level of participation. These insights are used in determining appropriate student activities.

Procedures for Student Fund-Raisers

All student fund-raiser events must be approved by the Director of Student Life prior to the event. Proper scheduling will help prevent the possibility of two events occurring on the same day. Activities limited to campus may be cleared informally by phone or email. Requests for activities soliciting prizes, donations, or funds from the public must be submitted in writing. Before approval is given, the Sandhills Community College Foundation Office will be consulted to ensure the activity relates directly to the purpose of the College and does not conflict with other fund-raising activities or plans (See “Fund-raising Policies and Procedures” in the *Personnel and Policy Manual*.)

Student Life

There’s something special for everyone at SCC. Sandhills Community College sponsors a wide variety of organizations and clubs designed to enhance the educational opportunities available to our students.



Athletics

Contact: Aaron Denton, Dempsey 222, 246-4121, dentona@sandhills.edu

Sandhills Athletics works to support the mission and purpose of Sandhills Community College. As a member of the National Junior College Athletic Association (NJCAA) athletics provide opportunities for development and competition that support the educational goals of the College. Athletics were founded to serve the individual student as well as to enrich the college environment for all students, faculty, and staff. The athletics department works with students to promote leadership and involvement within our community. While many of our athletes will likely continue competing at a four-year college or university, it is our purpose to inspire all student athletes to better themselves academically, socially, and physically.

Baking and Pastry Club

Contact: Rebecca Thompson, Little 103, 246-4941, thompsonr@sandhills.edu

The Baking and Pastry Club is an organization that provides the opportunity for students to further hone their baking and decorating skills beyond the skills taught in the curriculum. Club members are exposed to pastry competitions and are provided

the opportunity to train to compete in such events. Members are exposed to new and upcoming pastry techniques from a variety of SCC culinary/pastry instructors.

Cheer Club

Contact: Natasha Brown, Stone 118-A, 695-3741, brownn@sandhills.edu

The purpose of the Cheer Club is to promote and uphold team spirit for those we encounter, to develop good sportsmanship by example, and to support good relations in the community and between teams and squads during events. The organizational goal is to work in harmony with the athletic department and administration, other athletic teams, and sporting organizations. The SCC cheer club will also create awareness of upcoming games.

The regular squad will consist of a maximum of 11 cheerleaders. Additional members may be admitted and allowed to fill regular squad positions as vacancies occur or temporary positions in the event a regular cheerleader is unable to perform his/her cheerleading duties. Candidates interested in trying out for the cheer club will have to complete a tryout packet. Packets will be available starting the first week in April and due the week prior to tryouts in June. Dates will be posted on the website.

Cosmetology Club

Contact: Sally Thompson, Causey 109, 695-3970, thompsons@sandhills.edu

The Cosmetology Club is designed to benefit those enrolled in the Cosmetology Program at SCC. All Cosmetology students are encouraged to participate.

Criminal Justice Club

Contact: Teresa Hall, Van Dusen 230, 695-3931, hallt@sandhills.edu

The Criminal Justice Club is for students who have been or plan to be involved in the field of criminal justice. It promotes professional awareness and standards, a unified professional voice, high standards of conduct, fellowship, community service, and professional development. The mission of the organization includes such personal and professional goals as (1) not judging others, (2) being unified in service, (3) being professional, (4) working as a team, (5) using integrity in all efforts, (6) creating new ideas, and (7) upholding educational standards.

Esthetics Club

Contact: Robin Curlee, Causey 111, 693.2068, curleer@sandhills.edu

The Esthetics Club is designed to benefit those enrolled in the Esthetics Program at SCC. All Esthetics students are encouraged to participate.

Horticulture Club

Contact: Dee Johnson, Little 241, 695-3883, johnsond@sandhills.edu

One of the oldest and most renowned organizations on the SCC campus is the Sandhills Horticulture Club. The club's primary purpose is to provide a vehicle to support outside activities and competitions in which the Landscape Gardening students participate. An annual Halloween weekend called "Haunted Gardens," bedding plant sales, and other creative projects support student trips, competitions, and student career days.

Hospitality Club

Contact: Ted Oelfke, Little 105, 695-3756, oelfket@sandhills.edu

This organization is comprised of Hotel/Restaurant Management and Culinary students, who plan activities to raise funds for students in need, to develop and to promote fellowship among the members, to offer career-enhancing experiences and to provide opportunities for students to network with professionals in their field.

Human Services Club

Contact: Trish Harris, Van Dusen 219, 695-3871, harrist@sandhills.edu

The purpose of this organization is to support the activities and project of SCC; to further civic, campus, professional and social activities of interest to its members; and to promote community awareness through service.

Intramurals

Contact: Rick Oelfke, Dempsey 107, 695-3786, oelfker@sandhills.edu

The Intramural Sports Program at Sandhills is designed to serve the recreational needs of current students. The program offers a variety of sports and activities for every type of student. Intramurals bring together the entire campus community to participate in friendly athletic competition.

Outdoor Adventure Program

Contact: Rick Oelfke, Dempsey 107, 695-3786, oelfker@sandhills.edu

The goal of the program is to provide a wide range of outdoor activities at a variety of skill levels for the SCC community. Participants have the opportunity to develop lifetime recreational skills, learn about safety and proper technique, gain an appreciation and concern for our natural environment, meet new people, and have a great time!

Outdoor Club

Contact: Rick Oelfke, Dempsey 107, 695-3786, oelfker@sandhills.edu

The purpose and objective of the Outdoor Club is to provide the members of the SCC community with the opportunity to socialize and participate with others sharing an interest in rock climbing, boating, hiking, camping, and other outdoor activities that promote physical fitness. It will also assist in educating members in technique and safety procedures essential for these activities. Outdoor Club leaders provide a continuation of skills development to members related to physical education teaching and instructional methods.

Phi Theta Kappa – Alpha Tau Beta

Contact: Jackie Babb, Little 207, 695-3802, babbj@sandhills.edu

Phi Theta Kappa is the international honor society for two-year schools. Membership is available to students by invitation only and requires a 3.7 GPA based on 16+ hours of college credit courses. Invitees who choose to join are inducted in either spring or fall semesters. The hallmarks of Phi Theta Kappa are scholarship, leadership, fellowship, and service. Members are involved in many activities and services on campus, in the surrounding communities, and across the nation. Kappans serve as

hosts for the college lecture series, as marshals at graduation, and as assistants with on-campus service activities such as blood drives and new student registration.

Radiology Technology Club

Contact: Pat Brannan, Kennedy 108, 695-3841, brannanp@sandhills.edu

The Radiology Technology Club is made up of students who are currently enrolled in the SCC Radiography Program. Club members host fundraisers to offset the costs associated with attendance at conferences and workshops and to fund an annual graduation party. This organization provides opportunities for students to extend their education beyond the classroom and is of great benefit to anyone who aspires to be a radiologist.

Rotaract

Contact: Mary Brideschge, Stone 107A, 695-3708, brideschgem@sandhills.edu

Rotaract is a service organization sponsored by the Rotary Club of the Sandhills and other area Rotary Clubs. The Rotaract motto is “Service above self.” Rotaract is open to all students and inducts new members throughout the academic year. This organization meets monthly and is involved in many community service projects.

Sandhills Association of Nursing Students

Contact: Heather Cox, Kennedy 123, 695-3852, coxh@sandhills.edu

The Sandhills Association of Nursing Students (SANS) seeks to introduce participants to the nursing profession through their professional organization and to provide a setting for professional socialization. Active membership is available to all ADN (Associate Degree Nursing) students. SANS also promotes and encourages participation in community affairs and activities related to improving healthcare. SANS provides opportunities for state and national networking with their professional organization. Fundraisers, service projects, social events, educational programs, and mentoring and recruitment opportunities are all part of the experience available to SANS members.

Student Government Association

Contact: Lauren Beecher, Dempsey 224, 695-3858, beecher@sandhills.edu

The student activities program at SCC is sponsored by the Student Government Association. Members of the SGA make a concerted effort to provide students with cultural, social, recreational, and service-oriented activities. Activities sponsored by the SGA include free food days, the annual Fall Fest and Spring Fling, holiday festivities, doughnuts during exams, student accident insurance, and scholarships and awards. The SGA is always looking for new ideas and is your voice at SCC.

Therapeutic Massage Club

Contact: Samantha Allen, Meyer 116, 695-3966, allens@sandhills.edu

The Therapeutic Massage Club is made up of students who are currently enrolled in the SCC Therapeutic Massage Program. The club was founded to allow students to develop professional connections within the program and in the community. The club’s motto is “changing the world through touch.” Students in the club participate in chair massage events to share the healing aspects of massage and gain real-world

experience working with clients. Monies generated by club activities are used to support club activities, provide scholarships, and purchase supplies.

Turfgrass Club

Contact: Mike Ventola, Meyer 215C, 695-3941, ventolam@sandhills.edu

Golf Course/Turfgrass Management students participate in the Turfgrass Club at SCC. Club activities are designed to develop students' business and interpersonal skills. Fellowship activities are scheduled throughout the year to assist in this effort.

Ultimate Frisbee Club

Contact: Rick Oelfke, Dempsey 107, 695-3736, oelfker@sandhills.edu

Played much like football and soccer combined, "Ultimate" is a transition game in which players move quickly from offense to defense on turnovers that occur with a dropped pass, an interception, a pass out of bounds, or a player caught holding the disc for more than ten seconds. Ultimate is governed by Spirit of the Game, a tradition of sportsmanship that places the responsibility for fair play on the players rather than referees. Since 2005, Sandhills Community College has sponsored its own club, the Sandfleas, to participate in local tournaments, and expose its students to this exciting game.