Campus Connections for Students

Brevard College consists of seven administrative areas of campus: Academic Affairs, Admissions & Financial Aid, Athletics, Business & Finance, Campus Life, Institutional Advancement, and the President’s Office. These areas are overseen by an administrator who serves on the President’s Cabinet and is considered part of the senior administration of the College. A list of each administrative unit is listed below with the administrator in parentheses. Additionally, below each administrative area (listed with bullets) are the administrative units of that area.

As a convenience, a list of various items that each office handles is listed next to the office for student information (along with websites that are hyperlinked throughout the document for quick reference). With this, a quick reference guide of phone numbers are listed for contact purposes.

Academic Affairs
(Dr. Scott Shefield, Dean of the Faculty and Vice President for Academic Affairs, shefields@brevard.edu)

Each academic division has faculty (with offices in various locations across campus) who not only instruct but also serve as academic advisors. Additionally, other academic support services are listed.

- **Academic Calendar**—Please refer to the following website for the full academic calendar (www.brevard.edu/Academics)
- **Academic Divisions** (note that offices of faculty are generally in the areas listed)—Please refer to the website of academic majors to learn more about each major, see faculty profiles, locations, etc. (www.brevard.edu/Academics)
  - Humanities (McLarty Goodson)
  - Fine Arts (Dunham, Sims, and/or Porter Center)
  - Social Sciences (McLarty Goodson, Ross Hall, and/or Beam Administration Building)
  - Math and Science (Moore Science, and/or Jones Residence Hall Basement)
- **Academic Enrichment Center (AEC)**—Please refer to the AEC website for hours and services. (www.brevard.edu/academics/academic-enrichment-center-0)
  - Office for Career Exploration and Development (Career Services, Major Exploration, Study Abroad)
  - Office for Students with Special Needs and Disabilities
  - Tutoring
- **Brevard College Catalog**—For full catalog information and resources please visit www.brevard.edu/Academics
- **Library**—Please refer to the Library website for hours, services (www.brevard.edu/library)
- **Registrar**—Please refer to the Registrar’s website for hours, services as it relates to items like transcripts, enrollment verification, grades, etc. (www.brevard.edu/academics/registrar)
- **Special Programs**—For more information on the Brevard Common Experience (BCE), Honors Program, and/or Institute for Women in Leadership (IWIL), please visit www.brevard.edu/Academics

Admissions & Financial Aid
(Chad Holt, Vice President of Admissions & Financial Aid, holtc@brevard.edu)

- **Admissions** (http://www.brevard.edu/admissions)
- **Financial Aid**—For more information Student Loans, Scholarships, Work Study, please visit www.brevard.edu/Admissions/FinancialAid/tabid/200/Default.aspx

Athletics
(Juan Mascaro, Athletic Director, mascarjc@brevard.edu)

For a full listing of all competitive athletic programs/sports, please visit www.bctornados.com

- **Administration**—For more information on Compliance Issues and Eligibility please visit www.bctornados.com/page.asp?articleID=87
- **Athletic Training**—(www.bctornados.com/page.asp?articleID=85)
- **Student Athlete Advisory Committee (SAAC)**—please visit the website for more information on getting involved in SAAC as a student leader (www.bctornados.com/page.asp?articleID=1359)
Business & Finance
(Deborah Hall, Vice President of Business & Finance, dhall@brevard.edu)

- **Bookstore**—for more information on hours, services, etc. please visit http://www.bkstr.com/webapp/wcs/stores/servlet/StoreCatalogDisplay?catalogId=10001&langId=-1&storeId=10672&demoKey=d
- **Campus Mailroom**—Please visit the mailroom in Coltrane for information on Student Mailboxes, Packages
- **Dining Services**—Visit Myers Dining Hall to get an ID Card, Change Meal Plan, etc.
- **Facilities**—UNICCO provides facilities/maintenance/housekeeping services for the College
- **Finance Office**—Please visit Beam Administration for information on Student Accounts, Paychecks, TMS
- **Information Technology**—for more information on Email, Webtwister, LAMP, Network/Internet Issues, Passwords, Software, etc. please visit www2.brevard.edu/portal/Staff/InformationTechnology/tabid/88/Default.aspx
- **Security**—for more information on Emergency Response, Parking Enforcement, Driving Approvals, Contact Now, etc. please visit www.brevard.edu/LifeatBC

Campus Life
(Debbie D’Anna, Vice President/Dean for Students, dannadl@brevard.edu)

Campus Life offices are located in Coltrane (Dean’s Office, Office of Student Involvement, Office of Residence Life, and Office of Multicultural and Service Initiatives, as well as Event Planning and Support), Stamey Wellness Center (Office of Housing and Security, Office of Medical Services, and Office of Counseling Services), and Jones Residence Hall (Office of Security).

- **Administration**—for more information on Judicial Affairs, Parking Permits, Event Planning and Support please visit www.brevard.edu/LifeatBC
- **Housing**—for more information on Room Assignments, Room Changes, Work Orders, Off Campus Living, please visit www.brevard.edu/LifeatBC
- **Multicultural and Service Initiatives**—for more information on Service Opportunities, NC-ACTS!, CMSI, etc. visit www.brevard.edu/LifeatBC
- **Student Involvement**—for more information on CAB, Outdoor Recreation, Intramurals, SGA, Residence Life, and other ways to get involved, please visit www.brevard.edu/LifeatBC
- **Stamey Wellness Center**—for more information on Counseling, Medical, Immunizations, Insurance, and other information visit www.brevard.edu/LifeatBC

Institutional Advancement
(Susan Cothern, Vice President of Institutional Advancement, strombsl@brevard.edu)

For more information on the services below, please visit the website www.brevard.edu/alumni

- **Alumni Affairs**
- **Annual Giving**
- **International Student Connections**
- **Fundraising**
- **Communications**

President’s Office
(David Joyce, President, joycedc@brevard.edu)
Computer Labs

Computer labs may be found in the following locations and at the available times (pending class usage):

- McLarty-Goodson Room 102, 219
  - 8 a.m.-12 a.m.
- Moore Science Room 108
  - 8 a.m.-12 a.m.
- Super lab, 1st floor of McLarty-Goodson
  - Open 24 hours
- Sims Lab
  - 8 a.m.-5 p.m.
- Dunham Lab
  - 8 a.m.-5 p.m.
- Academic Enrichment Center in Coltrane Commons
  - Hours Posted

Quick Reference Guide

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<tr>
<th>Office</th>
<th>Location</th>
<th>Phone #</th>
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<tr>
<td>Academic Affairs</td>
<td>Beam Administration</td>
<td>884-8312</td>
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<td>Campus Life</td>
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<td>Cafeteria</td>
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<td>884-8268</td>
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<td>883-8292 x2204</td>
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<td>Science &amp; Math Division</td>
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<td>Security Emergency</td>
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<td>Social Sciences Division</td>
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Campus Emergency Numbers

Campus Security Emergency (828) 577-9590
Community Director (CD) on Call (828) 577-9582
Emergency 911