



HARDING UNIVERSITY

GOLD BOOK

CAMPUS ACADEMIC SUPPORT

2022-2023

ACADEMIC RESOURCE CENTER

Hammon Student Center 236

501-279-4531

arc@harding.edu

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Academic Resource Center

harding.edu/academic-support

Welcome to the Center for Student Success! We are glad you found us! The center's mission is to promote the success of all students by providing comprehensive programs and services which advance academic achievement and personal development.

The Center for Student Success is a one-stop, all-inclusive center where students may access and be referred to extensive support and advising services.

Here at the center you will find a highly qualified professional support team of advocates who contribute resources, guidance, and support to students as they pursue their academic, social, and spiritual goals.

These professionals collaborate with the faculty to foster a culture of learning. It is within this partnership that we find strength to help students meet their needs.

Continue to take a look at our programs and resources. Our desire is to help you succeed. Our doors are open; let us help you open yours.

Kevin Kehl, Ed. D.

Dean for University College



Academic Resources

harding.edu/arc

Academic Resources provides information and assistance necessary for academic success and lifelong learning to all students. A range of support and resources include:

- A learning environment that is supportive of the academic, social, and spiritual needs of all university students.
- Individual tutoring in various content areas as well as group tutoring in targeted historically difficult courses.
- Academic coaching for students needing assistance with time management, note taking skills, test taking strategies and testing anxiety, stress management, and organizational skills.
- Learning enhancement seminars (HU Hacks) covering a wide variety of topics pertaining to students personal and academic success.
- The Early Alert and CARE programs are both designed to serve students who are experiencing academic challenges.



Director: Darla Phillips, M.S., M.Ed.



Student Center 236



Ext. 5929



dphillips@harding.edu

Exploratory Studies

harding.edu/exploratory


Our staff coordinates advising for Exploratory Studies and students who have not declared a major.

We understand that selecting a major is a big decision. That's why we offer support and help for our students to acquire essential knowledge, skills and habits as they pursue their academic and career goals.

We're here to help you explore interests, values and personality types and to discover majors and occupations you will find interesting and rewarding.

 **Exploratory Studies Adviser: Tannon Davis, MBA**

 Student Center 236

 Ext. 4054

 tdavis4@harding.edu

University Foundations Program


harding.edu/universitystudies

The University Foundations Program provides instruction and support to students as they strive to become active, independent learners who possess the skills necessary to succeed at Harding.

University Foundations is required for students who enter Harding with less than 14 hours of transferred college credit and ACT composites of 16-18 or a combined critical reading/math score of 860-970 on the SAT and less than 14 hours of transferred college credit (more than two semesters after high school). The program consists of classes and labs that are designed to prepare students for the courses they will take in Harding's liberal arts curriculum.

 **Director: Tannon Davis, MBA**

 Student Center 236

 Ext. 4054

 tdavis4@harding.edu



The First Year Experience

harding.edu/firstyearexp

Making key connections early in a student's academic career is critical to a successful transition to college. The First Year Experience (FYE) is designed to help engage and connect new students to the people, programs, and resources necessary to lay a strong foundation on which to build. FYE's focus to help new students engage and connect is primarily achieved through programs that include Bison Bound, Student Impact, peer guides, First Year Retreat, learning enhancement seminars (HU Hacks), and our annual Freshman Class (P)Reunion. The goals of First Year Experience are to:

- Encourage students to explore helpful resources and become engaged in activities that will support their academic, personal, and spiritual growth
- Expose students to a rich mixture of ideas, experiences, and people encountered in God's creation and the body of Christ
- Foster a sense of belonging to the Harding community

Directors: Student Life Deans

Student Center 218

Ext. 4331

studentlife@harding.edu

Center for Professional Excellence

harding.edu/cpe

Career Services conducts two distinct types of services for students: career counseling and exploration and job search opportunities for students and alumni.

Students may take the TypeFocus career assessment online: careers.typefocus.com. Click on “New Users-Click to Register.” The site password is Hu74. Fill in and click “Agree and Continue.” After completing the online assessment, students may call Career Services to schedule an appointment to receive the results of the online career assessment. Career Services maintains a library of literature and online resources on careers, companies and graduate schools for students to research.



Director: Brian Harrington



Mabee 103



Ext. 4455



bharrington@harding.edu

Disability Services and Educational Access

harding.edu/disabilityservices

Disability Services helps to facilitate necessary accommodation for students with disabilities and serves as the disabilities specialist/counselor. This office serves as a liaison between students with disabilities and faculty/administrators.



Director: Bridget Smith



Student Center 239



Ext. 4019



bdsmith@harding.edu

Diversity Services

harding.edu/diversityservices

Multicultural Student Services (MSS) is designed to assist minority students in their transition to college and continue to play a supportive role to enhance the Harding experience to graduation and beyond. The goal of MSS is to promote the academic success of minority students through mentoring and connections to campus resources. The MSS office also serves as a liaison between minorities and faculty/administrators on issues of diversity.

Additionally, MSS helps to provide leadership development through various student organizations that celebrate the rich cultural diversity of our student body. This includes the Multicultural Student Action Committee (MSAC), which is composed of student leaders who initiate, plan and implement programs that increase multicultural awareness on Harding's campus.

 **Director: Tiffany Byers, MBA**

 Student Center 222

 Ext. 4856

 tbyers@harding.edu

TRiO McNair Scholars Program

harding.edu/mcnair

The TRiO McNair Scholars Program is a federally funded project that prepares low-income/first generation students and students who are under-represented in graduate studies for graduate school. Undergraduate students who have completed one year of college with at least a 2.75 GPA or higher, are either first generation and low-income, or are from minority groups under-represented in graduate education are eligible for Harding's McNair Scholars program. Harding's program is funded by the U.S. Department of Education and serves 27 students per year.

 **Director: Lolita Meredith , Ed.S.**

 Student Center 219

 Ext. 5269

 mcnair@harding.edu



TRiO Upward Bound

harding.edu/upwardbound

Upward Bound program is a federally funded program administered through the U.S. Department of Education. It helps serve 65 high school students within White and Woodruff counties.

The mission of Upward Bound is to reinforce academic skills and personal motivation necessary to complete a college education. Specifically, the program is designed to improve high school performance and graduation rates as well as the rate at which students enroll in and graduate from a college of their choice.

 **Director: Stephanie O'Brian, Ed.S., LPC**

 Student Center 205

 Ext. 4170

 sobrian@harding.edu



PLANNING OPPORTUNITIES & SUPPORT SERVICES

Brackett Library

harding.edu/library

Brackett Library's primary focus is to support the curriculum and provide services that help students and faculty succeed. Information is available in both print and electronic formats. Librarians are available for one-on-one reference help at the information desk (ext. 4775), through instant messaging or via email. Each librarian's name, subject areas of interest, and email information are available through the library website.

Many class hours of instruction are provided through arrangements with the faculty. These library instruction classes cover basic library skills, how to use Brackett Library particularly, how to do effective research, and explanation of resources available. Librarians and well-trained staff are waiting to help you.

The library provides access to more than 100,000 full-text electronic books and journals. Materials that are not owned by Brackett Library are available through interlibrary loan for a small fee. Come see us and learn more about your library.

 **Director: Jean Waldrop, M.S.**

 Ext. 4354

 library@harding.edu




Business Office

harding.edu/businessoffice

The Business Office is the accounts receivable office for the University. The billing and collection of student accounts is the main responsibility of this office. The Business Office will cash checks for currently enrolled students up to \$200. The Business Office is also the liaison between Harding and Aramark.

 **Director: John Noah, B.A.**

 Administration Building 103

 Ext. 4336

 BusinessOffice@harding.edu

Canvas Support

harding.edu/ist/canvas

Canvas is a web-based learning management system that allows faculty to deliver online course instruction or provide an online enhancement to on-campus courses. In Canvas, students will have access to support materials posted by the instructor including syllabi, assignments, links to web-based materials, discussion boards, chat rooms, and online quizzing.

For questions that deal with issues such as logging in, submitting assignments, taking quizzes or tests, uploading files, or just about any question that begins with “How do I ...” please contact the E-Learning Help Desk Monday through Friday from 8 a.m. to 3 p.m.

 **Director: Paula Kirby, M.S.E.**

 Administration Building 206 (second floor)

 Ext. 5201

 elarning@harding.edu

Counseling Center

harding.edu/counseling

Counseling resources and services are available at no cost to the student. A staff of six professional counselors is available to confidentially answer personal questions and provide counseling services as needed.

Our goal is to assist students as a part of the University's mission to promote student success in all areas of life.

 **Director: Lew Moore, Ph.D.**

 McInteer 313

 Ext. 4347

 counseling@harding.edu



Departmental Labs

The Writing Center is available to all Harding students. Student tutors staff the lab 50-plus hours per week to help students plan writing assignments, review drafts, revise graded papers, and learn more about grammar and writing style. Computers are available for writing projects.

 **Director: Greg Laing, Ph.D.**

 Brackett Library main floor

 Ext. 4627

The Math Lab meets in the Pryor-England Science Center room 102 and is staffed by upper-class mathematics majors or graduate assistants. It is open 8-10 p.m. Sunday through Thursday. Students often go there to get help on a specific topic; others go there to do their homework, so they can ask for help when they get stuck! It is on a drop-in basis; appointments are not made.

 **Director: Ron Smith, Ph.D.**


 Pryor-England Science Center 102

 Ext. 5597

The Department of Chemistry provides regularly scheduled help sessions during the fall and spring semesters on Tuesdays and Thursdays from 7-8:30 p.m. for students in General Chemistry (CHEM 114), College Chemistry (CHEM 121-122), and Organic and Biological Chemistry (CHEM 215-216).

 **Director: Dennis Matlock, Ph.D.**

 Pryor-England Science Center 151

 Ext. 4459

The Communication Sciences and Disorders Program operates the speech clinic, which is free to all Harding students. Services include diagnosis and treatment for all aspects of speech and language communication difficulties. The speech clinic is also open to the community.

 **Director: Jan Traughbar, M.S.**

 Swaid 212

 Phone: Ext. 4599

There are a number of open-access computer labs on campus. All have access to word processing, email and internet, and several have specific applications (as noted). Hours of operation are generally from 8 a.m. to 10:30 p.m. and are available for student use except when classes are scheduled in the lab. During open hours, there will be a lab attendant available to help you.

See the schedules here:

harding.edu/ist/ELM/labs

Mac labs:

- Art 212 Ext. 5710 (Graphic design applications, Adobe Creative Suite)
- McInteer 136 Ext. 5374
- Pryor Science Center 109 Ext. 4933
- Reynolds Center–C131 Ext. 4451 (Communications applications, Adobe Creative Suite)

PC labs:

- Ezell 209 Ext. 4116 (Behavioral science applications)
- GAC 153 Ext. 5837 (General computing applications/kinesiology)
- Mabee 108 Ext. 4264 (Business/IT applications) This lab is always open, and there are never classes in this lab.
- Mabee 245 Ext. 4854 (IT/business applications)

- Pryor Science Center 213 Ext. 4410 (Computer science/mathematics applications)
- Pryor Science 182
- Olen Hendrix 301 (Interior design applications)

 Contact: E-Learning Help Desk

 Ext. 5201

 elarning@harding.edu

Watson Center

harding.edu/watsoncenter

The Betty Ann Watson Education Resource Center is a media center/library designed primarily for use by education majors, faculty, and staff in the Cannon-Clary College of Education at Harding. The Watson Center contains many resources for use by students of all majors especially crafting materials, snacks, and printing/copying. We also welcome and encourage faculty, staff and students from the entire campus to utilize the beautiful facility. Area teachers from schools and churches are also encouraged to come in and take advantage of what is available.

 **Director: Allison Parker, M. Ed.**

 Thornton Education Center, Room 334

 Ext. 4549

 watsoncenter@harding.edu

Ganus Activities Complex

harding.edu/academics/colleges-departments/sciences/kinesiology/facilities

The Clifton L. Ganus Jr. Activities Complex is the campus' largest indoor recreational facility housing a swimming pool; handball and racquetball courts; track; aerobics area; weight/aerobic room; and a 5,200-seat arena for basketball, volleyball, track and field sports, and tennis. Rhodes-Reaves Memorial Field House is used for intercollegiate basketball and volleyball.

Outdoor recreational facilities include an intercollegiate football field and nine-lane track, an intercollegiate baseball field, an intercollegiate soccer field, a 12-court lighted tennis center, an outdoor jogging trail, and intramural fields for softball, football and other sports. All facilities are available for student use at designated times.

 **Kinesiology Department Chair: Stephen Burks, Ed.D.**

 Ganus Activities Complex

 Ext. 4761

 kinesiology@harding.edu



Honors College

harding.edu/honors

The mission of the Honors College is to encourage students to develop high intellectual standards, independent thought, logical analysis, and insight into the nature of knowledge while building their faith in God.

Honors Students enter the College with a minimum ACT composite of 27 or a combined math/verbal score of 1220). These students may enroll in any course denoted with an “H.” Students who do not meet the initial test score guidelines may be eligible after maintaining a Harding University GPA of 3.25.

Honors Scholars, who comprise the top tier of the program, are National Merit Finalists, Trustee Scholars, or selected students from those with a minimum composite ACT score of 31 or a combined math/verbal SAT score of 1360. Honors Scholars are required to take a specific curriculum of Honors (HNRS) courses.

There are three types of courses offered by the Honors College:

- **HNRS courses:** Specific courses within the Honors College
- **H sections:** Sections of liberal arts courses taught for Honors Students and Honors Scholars. These class sections are smaller and offer more opportunity to discuss and examine the material.
- **Honors contract courses:** Courses in which students and teachers negotiate on projects to enhance course content



Dean of Honors College: Kevin Kehl, Ph.D.



Administrator: Debbie Baird, B.A.



Sears Honors Center, 704 E. Center Street



General information: Ext. 4056



Academic advising: Ext. 4157



honors@harding.edu

International Programs

harding.edu/international

The international programs have been specially designed to further enhance the stated mission of the university to help students develop a Christian understanding of and respect for other cultures. As an extension of the Searcy campus, these international experiences provide unique opportunities for study and travel overseas for both students and university faculty. As with our university course offerings on the Searcy campus, the international programs of study provide rigorous, yet flexible courses of study by drawing from each unique international locale. Because of these unique experiences, students and university faculty develop lifelong relationships.

The Harding University International Programs—academic programs based in Florence, Italy (HUF); London, England (HUE); Australasia (HUA); Athens, Greece (HUG); Viña del Mar, Chile (HULA); Paris, France (HIP); and Namwianga Mission, Zambia (HIZ)—provide unique opportunities for study and travel overseas. For every program, a selection of courses that apply to the liberal arts requirements are offered that may be studied in a particular locale.



In addition to the full semester programs, special summer opportunities include department-specific study in London, Scotland, Zambia and other rotating locales.

Applications are accepted from students of Harding University and other institutions. To participate, students must have a 2.0 GPA and have completed 27 semester hours. HIZ students must have a 2.5 GPA with 27 semester hours completed and will be selected from the pool of applicants.

Prerequisites are required of HIZ participants. Formal acceptance into this program occurs the last full semester prior to the semester chosen for attendance.

 **Dean of International Programs: Audra Pleasant, J.D.**

 Sears Honors Center 200, 704 E. Center Street

 Ext. 4529

 international@harding.edu







IT/DormNet

harding.edu/ist/its

DormNet is a service provided by Harding's student support and communications department that brings the internet and the campus network directly to a student's personal computer. Dorm residents have access to the internet in their rooms through a wired connection. Wireless access is available in the West Apartments, the Village Apartments and the Legacy Apartments.





Student support and communications also operates the DormNet help desk. The DormNet help desk is open from 11 a.m.-10 p.m. Monday through Thursday and from 11 a.m.-5 p.m. on Friday.

-  **Manager: Lora Fleener, B.B.A.**
-  Administration Building 205 (second floor)
-  Ext. 4545
-  dormnet@harding.edu

Media Center

harding.edu/ist/mediacenter

The Media Center, located in Brackett Library, contains printing, binding and other equipment to aid students, faculty and staff with documents, posters and presentations related to instructional materials. Self-service video editing software, scanning and faxing equipment are also available.

-  **Manager: Debbie Stewart, M.A.R.**
-  Brackett Library 132
-  Ext. 4853
-  mediacenter@harding.edu

Office of the Registrar

harding.edu/registrar

The Registrar's Office seeks to serve students in a number of ways. Some of the primary responsibilities of the Registrar's Office include:

- Making changes such as class schedules (drop/adds), majors/minors and advisers
- Degree information: Degree plans, requests to graduate, and graduation approval. The graduation application form is online under My HU Info/Student/Student Records/Graduation Application. Must be completed with your advisor no later than the application deadline set by the registrar's office prior to graduation.
- Transcript information: Sending transcripts, adding transfer work, entering CLEP and AP credit, and evaluating foreign transcripts
- The following items are available on Pipeline on the Student Tab under Registrar Forms:
 - Honors Student Program: Declare which classes Honors courses will satisfy.
 - Humanities Courses (International Programs): Declare which classes your humanities courses will satisfy.
 - Major/Minor Change Form
 - Maximum credit load request: Request to take the
 - maximum number of hours allowed by Harding.
 - Name Change: Submit a change of name.
 - Replacement Diploma: Request a replacement diploma.

- Request for Audit: Request to audit a class (requires half tuition).
- Request for Concurrent Enrollment: Request permission to take courses at Harding and another institution at the same time for transfer purposes.
- Request for Summer Enrollment: Request permission to take courses at another institution in the summer to transfer to Harding.
- Transcript request: Request official copy of Harding transcript to be sent to another institution.
- Note: This request will not be processed until all holds are removed from your account.
- VA Certification Form
- For proof of Enrollment for insurance discount and deferment information, go to: My HU Info, Student, Registration, Enrollment Verification Certificate

 **Registrar: Tod Martin, MBA**

 Administration Building 106

 Ext. 4057

 registrar@harding.edu







Testing Lab

harding.edu/ist/elm

The Testing Lab provides a secure environment for online testing. By having students test in the lab, instructors can spend valuable class time covering material rather than on assessments. The Testing Lab also allows students to schedule their tests on their own time during whatever range of dates the instructor provides. The flexibility of scheduling, along with the wide range of test formats, makes the Testing Lab an invaluable resource for instructors of all subjects.

The Testing Lab is open 8 a.m.-9 p.m. Mondays, Tuesdays and Thursdays; 8 a.m.-6 p.m. Wednesdays; and 8 a.m.-5 p.m. Fridays. For detailed information on how to sign up for tests, view the Testing Lab link listed above and scroll down to the bottom.

-  **Specialist: Beth Seay**
-  Ezell Building 207A (Second Floor)
-  Ext. 5220
-  testinglab@harding.edu



Public Safety

harding.edu/public-safety

The Department of Public Safety strives to maintain a proactive approach to campus safety utilizing various resources to patrol and respond to various situations. Our vision is to provide a safe, Christian environment to the Harding community. The Department of Public Safety is pleased to offer the following services to members of the Harding community:

- Assisting in unlocking your vehicle (or getting a locksmith) when you have locked your keys inside.
- Assisting in jump starting your vehicle when it won't start.
- Providing courtesy escorts to students, staff and faculty on campus or back to campus during night time hours.
- Providing medical transport and emergency first aid.
- Campus patrols 24-hours a day, every day of the year.
- Emergency phones for immediate assistance in emergency situations.
- 24-hour video surveillance in select areas.



Director: Craig Russell, M.A.



David B. Burks American Heritage Building



Ext. 5000



DPS@harding.edu

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