

Catalog: Undergraduate Catalog 2012-2013 [Archived Catalog]

Title: University Services

University Services

Liberty University Police Department

Col. Richard D. Hinkley, B.S.

Chief of Police

Liberty University Police Department (LUPD), located in the southwest corner of the Green Hall, provides 24/7 patrol protection by police, security, security and medical service personnel to the campus, parking lots, residence halls and other properties owned or controlled by the University. Liberty University Police Officers are duly sworn with full law enforcement powers and responsibilities, identical to the local police and sheriff's department. The officers are trained at Central Virginia Criminal Justice Academy and receive additional in-service and specialized training in first aid, firearms, defensive tactics, legal updates, human relations, sensitivity issues and criminal investigations.

University Police share concurrent jurisdiction with the Lynchburg Police Department for properties owned or controlled by the University and other properties agreed upon. University Police offer assistance to the city Police when requested according to an established mutual aid agreement. University Police Officers are responsible for a full range of public safety services, including all crime reports, investigations, medical emergencies, traffic accidents, enforcement of laws regulating underage drinking, the use of controlled substances, firearms and other weapons and all other incidents requiring police assistance. In an effort to assist in combating crime, University Police share information on arrests and serious crimes with all surrounding police agencies.

LUPD can be contacted by phone at 434-582-7641 (non emergencies) or 434-582-3911 (emergencies). Additional information is available online at <http://www.liberty.edu/lupd>.

PUBLIC SAFETY SERVICES

The LUPD provides several service-oriented functions to the University community consisting of more than 14,000 students, faculty, staff and visitors on campus during any given day. Officers are equipped with two-way radios as they patrol campus in marked and unmarked vehicles. University Police responsibilities range from responding to medical and fire emergencies, criminal investigations to providing an on-campus escort service during hours when the campus transit system is not running.

In conjunction with Student Affairs, the University Police help students engrave an identification number on personal property items kept on campus, such as bikes, computers, radios, and stereo systems. Operation Identification is a nationally recognized identification system which has shown to facilitate the recovery of stolen items.

The University Police, upon appointment, also provide Fingerprinting Services for

Liberty University students, employees and their families for a small fee. Classes are also offered to students, free of charge, in firearms and range safety as well as RAD (Rape Aggression Defense – basic defense for women).

Extensive efforts are made to create a campus environment that fosters personal safety, property security, and learning for all members of the University community. All criminal actions or suspicious behavior should be reported immediately so University Police can take prompt action.

EMERGENCY NOTIFICATION SYSTEM

In conjunction with Federal Signal Codespear, Liberty University has implemented the Campus Alerting System. This system allows all University constituents to receive notification the moment an emergency situation occurs on campus. Messages can be transmitted to a cell phone, home phone, work phone or email address. Specific notification for emergency road closures, fires, school closings and severe weather are also features of this system. Register your contact information online at <https://liberty.smartmsg.com/> (login required).

CAMPUS CRIME REPORT

Liberty University abides by the Student Right-to-Know, the Campus Security Act of 1990 and the Higher Education Act Reauthorization of 2008. The University makes information concerning campus crime statistics available to the campus community online at <http://www.liberty.edu/lupd>. This information is also available to prospective Liberty University employees and students upon request.

AUTOMOBILE REGISTRATION

Any vehicle owned or operated on campus must have a current Liberty University Parking Decal properly displayed on that vehicle. Liberty University Parking Decals are **only** issued by the Liberty University Police Department.

The following documents are required to register a vehicle:

1. Valid Vehicle Registration, issued by a Department of Motor Vehicles.
2. Valid Driver's License of person registering the vehicle.
3. Complete a form online, print it, and bring it with you to the LUPD office.
The link to the form is on the LUPD home page

Parking Decals must be obtained from LUPD within two business days of operating the vehicle on campus. For additional information on Traffic and Parking Regulations see <http://www.liberty.edu/lupd>.

Liberty University Transit Services

Liberty University operates a comprehensive transportation system that is designed to make the campus and the surrounding community accessible to students, faculty, and staff, while reducing the dependency on single occupancy vehicles. This is accomplished through an efficient intra campus transit system, free access to the Lynchburg city bus system, a complete carpool program with guaranteed ride home services, park and ride and satellite parking programs, airport/train and bus station services during major campus breaks, as well as partnerships with apartment complexes to bring improved transportation service options to commuters. Much of the services are enhanced through a partnership

with the Greater Lynchburg Transit Company (GLTC). In 2009, this partnership resulted in GLTC being awarded the Outstanding Transit System Achievement Award from the American Public Transportation Association (APTA) for all transit agencies carrying between 1–4 million passengers a year. Liberty accounts for nearly two-thirds of GLTC's total ridership and is one of the most used transit systems at college campuses.

For more details regarding Liberty University Transit Services see <http://www.liberty.edu/transit>.

Flames Pass (Campus ID)

The Flames Pass is the official Liberty University ID card. It provides access to meal plans, Flames Cash, events and activities campus wide. The Flames Pass is valid as long as a student is actively enrolled and financially checked-in. Students can pick up their Flames Pass from Card Services in Green Hall with a valid government issued photo ID or driver's license.

For more information, contact the Card Services Office at 434-582-7771 or access the web page at <http://www.liberty.edu/cardservices>.

Student Service Center

The Student Service Center (SSC), located in Green Hall, houses the offices of **Financial Aid**, **Student Accounts**, and the **Registrar**. The purpose of the SSC is to provide accurate information and direct you to the appropriate staff members within these offices for assistance.

The Student Service Center is open from 8:00 am – 5:00 pm, Monday through Friday. During Convocation, the SSC is closed from 10:00 – 11:00 am Monday and Friday, and 9:30 – 11:30 am on Wednesday. Contact the SSC by email at studentservicecenter@liberty.edu or call 434-592-5100; additional resources and information is available online at <http://www.liberty.edu/studentservicecenter>.

Student Advocate Office

The resident Student Advocate Office is committed to making the student's experience at Liberty University both positive and life changing by assisting students in taking advantage of every opportunity to succeed and overcome obstacles on the journey from enrollment through graduation.

The Student Advocate Office is located in Green Hall, Room 2668. For more information call 434-582-7200 or visit the website at <http://www.liberty.edu/sao>.

International Student Center

William Wegert, B.S., M.S., M.Div., D.Min.

Dean, International Student Programs

The C. Daniel Kim International Student Center (ISC) opened its doors in the spring of 2004 to meet the needs of the growing body of international students at Liberty University. Since that time, the ISC staff has sponsored more than 20 year-round events to celebrate international students and their cultures.

The International Student Center is the primary location for information and activities for current international students. Foreign Student Advisors, the International Student Advocate, the International Student Program Coordinator and international student health insurance office are all housed in the International Student Center. More information regarding the ISC is located at <http://www.libertyu.com/index.cfm?PID=22798>.

Additional information for international students is provided at <http://www.liberty.edu/index.cfm?PID=6452>.

Liberty University Bookstore

Located at the entrance to Main Campus, the Liberty University Campus Bookstore is a two-story, 20,000 square foot, free standing brick facility that features a Barnes and Noble Café serving Starbucks® coffee and outdoor patio area. In addition to textbooks, the bookstore also sells leisure books, University apparel and more. For more information on the products and services available including hours of operation, access the webpage at <http://liberty.bncollege.com/>.

Information Technology Services

Matthew Zealand, B.S.

Chief Information Officer

IT HELPDESK

The IT HelpDesk assists students with computer problems by phone, remote assistance, or walk –in service. HelpDesk hours and other resources such as the Liberty University Knowledge Base (Ask L.U.K.E.) are published online at www.liberty.edu/helpdesk . The HelpDesk is located at Green Hall room 1539; to contact by phone call 866-447-2869 or 434-592-7800.

ON-CAMPUS WIRELESS INTERNET

Information Technology has implemented a 95% campus-wide wireless network. This network allows students to access the internet and other network resources while in range of one of our many wireless access points.

ONLINE LEARNING PLATFORM

Liberty provides students with an online learning platform called Blackboard®. Blackboard serves a variety of purposes, allowing professors to make announcements, post assignments, and interact with students. Students will use Blackboard to submit coursework, complete online tests, and interact with their classmates.

ADMINISTRATIVE SOFTWARE APPLICATION

Liberty uses a web application called Banner to house all Liberty user account information. Banner is accessible to all Liberty staff, faculty, alumni, and students and is used to manage accounts information such as financial aid, accounts receivable, finance, and etc. Students access Banner (ASIST) from the main Liberty website and use ASIST to register for courses, complete financial aid, view academic records, review applications, and update personal information.

IT TESTING AND TRAINING

IT Testing and Training provides IT-related training to faculty and staff. Testing services are also offered to the University, students, and the general public for certification fields of expertise including Cisco, Apple, and Oracle. For more information, visit www.liberty.edu/training or to contact by phone call 434-592-7820 or 434-592-4600.

IT MARKETPLACE

The IT Marketplace is a one stop shop for recommended computers, software, and computer peripherals at discounted prices. The IT Marketplace place can be visited at www.liberty.edu/ITMarketplace

MOBILE APPLICATIONS

LUIT provides all Liberty users with two Liberty specific applications for mobile devices.

- **Bb Mobile Learn** is a free application that allows students and faculty to connect to their Blackboard courses. Currently Available for: Palm, Android, Blackberry, iPad, iPhone, and iPod touch devices.
- **MyLibertyU** is a free suite of applications that includes on-demand access to Liberty news, athletic news, scores and schedules, access to your courses through Blackboard Learn, a campus map with an interactive locator, access to Liberty images, videos, the course catalogue, and easy access to important phone numbers. Currently Available for: Palm, Android, Blackberry, iPad, iPhone, and iPod touch devices.

Additional information, including how to download Liberty mobile applications, can be found at www.liberty.edu/gomobile.

IPTV

IPTV allows students to watch 19 television channels anywhere on campus on their personal computer through Liberty's wireless internet connection. IPTV can be accessed at IPTV.liberty.edu.

MYLU PORTAL

The MyLU portal is a customizable website that allows students to access a wide variety of Liberty information. It features widgets (small software programs) that display a specific piece of information such as Blackboard, Flames Cash, Liberty news, class schedule, Liberty announcements, financial aid information, and more. The portal can be located at MyLU.liberty.edu

NETWORK PRINTING

Multiple network print stations are provided for students at Main Campus and Green Hall. A printer account is provided to every student and print costs are charged to their student account.

ONLINE WEB PRESENCE

Liberty provides an official webpage that can be used to access all Liberty information and major services such as Webmail, Banner (ASIST), Blackboard, Official Announcements, University Calendar, and Financial Aid. Liberty's official webpage can be viewed at <https://www.liberty.edu>.

Office of Disability Academic Support (ODAS)

Mr. Denny McHaney, B.S., M.Ed.

*Director, Office of Disability Academic Support
Associate Professor of Education*

Under the umbrella of the Center for Academic Support and Advising Services (CASAS), the Office of Disability Academic Support was created to coordinate academic support services for Liberty University students who have documented disabilities.

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination on the basis of disability against students in institutions of higher education. Section 504 mandates "reasonable" accommodations to provide equal program access to all students with disabilities. Faculty must provide accommodations that meet the special needs of each student with a disability.

The University has an obligation to make reasonable accommodations in policies, practices or procedures when accommodations are needed to prevent discrimination on the basis of disability *unless* making the accommodations would fundamentally alter the nature of the service, program or activity, or would result in undue financial and administrative burdens.

A student who requests accommodations is required to sign a waiver form each semester giving Disability Support Advisors permission to send written summaries of the individual's disability, as well as the requests for accommodations. Then each student is instructed to individually seek a private meeting with professors to discuss any accommodations that may be necessary. Professors only need to arrange for those accommodations which have been identified.

Students with documented disabilities may be eligible for some of the following services:

- Extended time for testing
- Testing in a quiet environment
- Note-taking help
- Priority pre-registration
- Interpreters
- Assistive technology lab
 - *Kurzweil 1000* – scanning and reading software for the visually impaired
 - *JAWS for Windows* – screen reading software for the visually impaired
 - *Kurzweil 3000* – scanning and reading software for students with reading disabilities
 - *Dragon Naturally Speaking* – speech recognition software which can turn speech into print
 - *Inspiration* – software which helps students learn visually and streamline projects

- CCTV – magnification hardware for the visually impaired
-

Hands of Liberty, Deaf and Hard of Hearing Services

Nicole D. Thorn, B.A., M.A., M.A., C.I., C.T.

Coordinator, Deaf and Hard of Hearing Services

Assistant Professor American Sign Language and Interpreting

Housed within the Office of Disability Academic Support (ODAS), Deaf and Hard of Hearing Services provides accommodations for students who are d/Deaf or hard of hearing. These services may include the provision of qualified Sign Language interpreters for academic classes and related events, cultural mediation, note takers, academic advising, priority classroom seating, and priority pre-registration. Our office is located on the second floor of DeMoss Hall in room 2016.

Health Services

Liberty University Health Services located in Green Hall near the LaHaye Student Union is a service of Centra Medical Group, providing quality medical care to the university community, assisting students, staff and faculty in maintaining and optimizing their health. Office hours are Monday – Friday, 8:00 am– 6:00 pm. To schedule an appointment, please call (434) 200-6370. For more information visit the Health Services webpage at <http://www.liberty.edu/index.cfm?PID=451>.

Liberty University Dining Services

Liberty University Dining Services are offered at several locations throughout the campus. Reber-Thomas Dining Hall, the main campus dining facility, offers four dining sessions during the fall and spring semesters: breakfast, lunch, dinner, and late night.

Students residing on campus may select from a variety of meal plans and meal plan points which are added to the Flames Pass. Commuter students purchase meal plans and points on a semester basis.

Additional information on meal plans, nutritional information, locations, hours of operation and other services provided can be accessed at <http://www.libertydining.com>.

Liberty University Postal Services

The Liberty University Post Office is located in Green Hall and maintains hours of operation from 8:30 am to 5:00 pm Monday-Friday, during the fall and spring semesters.

Each on campus resident student is assigned a Liberty University box number

based on the location of their dorm to the nearest mail receptacle. Students can locate their Liberty University box number by logging onto ASIST and accessing the information through “My Housing and Dining”.

For more information related to Liberty University Postal Services, please see <http://www.liberty.edu/postalservices>.