MESSAGE FROM THE DEAN

Dear Carleton Students,

Welcome to Spring Term 2020 and this unprecedented moment for Carleton. I think all of us are navigating the online environment as best we can. I want you to know that, while the adjustment may be challenging, all of us in the Student Life Division want to help you make the most of your Carleton experience, whether you’re currently living on campus or are at home far away.

That’s why we’ve created this guide. You’ll discover that you can still access many of the individuals and resources you’ve come to rely on while on campus. We are using a variety of platforms—Zoom, Google Meet, and email—to continue providing you with meaningful programs and services. Staff and student workers are eager to assist, no matter where you are in the world right now. I encourage every one of you to take advantage of the many opportunities to connect with us and with your fellow Carls.

Stay safe and take care!

Dean Livingston
Vice President for Student Life &
Dean of Students

Dedicated Zoom office hours
Thursday 4:00-5:00 PM and
Friday 9:30-10:30 AM

Other times by appointment
contact Tammy Anderson
at tanderso@carleton.edu
Emergency Funding Related to COVID-19

We want to ensure current Carleton students have access to financial support as everyone navigates the current world health crisis, so we’re being flexible with our standard emergency funding process. Students may request emergency funds to cover support for travel (flights, gas), food insecurity, computer and technical assistance to support remote learning, medical costs, textbooks, and other identified needs.

How it Works

- Emergency funds do not need to be repaid and are distributed on a case-by-case basis.
- Students may request funds more than once as personal situations evolve.
- Funds are limited to direct support for students. We are unable to provide assistance, for example, to family members.

For more information and to apply, please visit our Emergency Funding webpage.

Class Deans

The Class Deans are available to provide support regarding academics, access, and connecting with Carleton services and resources. You can also reach out to share ideas or talk about remote learning and living. Email your class dean to set up an appointment.

Joe Baggot
First-Year and Sophomore Class Dean
jbaggot@carleton.edu

Cathy Carlson
Junior and Senior Class Dean
ccarlson@carleton.edu
Dear Carleton Students,

During this time of remote learning and experience, all Carleton students are expected to continue to adhere to the College’s Community Standards which outline behavioral expectations. Even when our community cannot be physically together, these Standards are in place to promote mutual respect and an environment conducive to learning both online and in person. Any policy violations will be addressed. Threats to safety, compromises of the learning environment, and disruptions of students' rights to live with a reasonable degree of peace are cause for concern and intervention.

Carleton students should act responsibly and respectfully, and hold themselves and others accountable. Please report any concerns via the community concern form. Students who remain on campus need to continue to socially distance themselves, not travel outside of Northfield, and not have any guests. We all need to work together to ensure the safety of our communities.

Amy Sillanpa, Assistant Dean of Students & Director of Community Standards
asillanp@carleton.edu

LENES AND WITHDRAWALS

A leave of absence is a temporary interruption in a student's program of study and refers to the specific time period when a student is not in attendance and pursuing academic work at the College. Students interested in exploring taking a leave during the remote learning period can contact Dean Fleming who can discuss options and provide information on personal leaves, medical leaves, and withdrawals.

Sindy Fleming, Assistant Dean of Students
sfleming@carleton.edu
Leave of Absences, Medical Leave of Absences, Withdrawals
SEXUAL MISCONDUCT PREVENTION & RESPONSE

Carleton Title IX staff will continue to be a resource to all students who are impacted by sexual misconduct.

Laura Riehle-Merrill, Title IX Coordinator
lriehlem@carleton.edu

Heidi Jaynes, Title IX Deputy for Faculty & Staff
hjaynes@carleton.edu

Schedule a workshop for your group or organization!
- How to Support a Friend
- How to Prevent Sexual Violence at Carleton
- Green Dot bystander intervention booster session

Email Nora Peterson, Sexual Violence Prevention Coordinator, npeterson3@carleton.edu, to join our listserv to stay up-to-date on upcoming events!

FOR MORE INFORMATION ABOUT OUR SERVICES, PLEASE VISIT OUR WEBSITE.
CLASS PRESENTATIONS AND PUBLIC SPEAKING
Speech coaching is a student-staffed resource designed to assist you with class presentations, comps talks, and other speech-related events. Jenny Portis ’20 can assist you with speech & communication skills including clarity, organization, articulation, projection, body language, eye contact, and effective use of aids (e.g., notes, PowerPoint, Keynote, etc.). Depending on your goals, your coach can also work with you on the content of the presentation: organization, voice, clarity, and, ultimately, persuasive impact. Jenny will coach students remotely, using Zoom. If you’d like to schedule a coaching session, just fill out this brief, online form. For more information, visit go.carleton.edu/speakeasy.

LEARNING STRATEGIES AND TIME MANAGEMENT
Oscar Alvarez, Academic Skills Coach, is eager to help you develop learning strategies that work in the Carleton context. His goals are to heighten your awareness of your personal strengths and to offer different ways you can approach your academic work so you’re more efficient and effective. For details on how to schedule a videoconference with Oscar, visit: Learning Strategies & Time Management. If you prefer to learn these skills and strategies on your own, visit “Helpful DIY Resources.”
ADDITIONAL ACADEMIC SUPPORT RESOURCES

MATH TUTORING
The Math Skills Center is offering remote tutoring! To make an appointment with a tutor, check out the instructions and schedule here. Russ Petricka, Supervisor of the Math Skills Center, also provides assistance during daytime and most evening hours.

PREFECT PROGRAM
The Prefect Program offers synchronous videoconferencing tutoring and/or optional collaborative learning sessions for participating classes. Prefect sessions review course concepts and often focus on critical thinking and problem-solving exercises centered on the course material. Our course prefect(s) will use email or Moodle to inform everyone in the class about upcoming sessions and availability for 1:1 tutoring.

WRITING CENTER
The Writing Center is offering a full schedule of video conferences with peer writing consultants who can work with you during any stage of the writing process (brainstorming to final proofreading). Hours and more information can be found on the writing center website. You can reserve specific times for conferences by using their online appointment system.
CAREER CENTER

Main phone number: 507-222-4293
Email: careercenter@carleton.edu
go.carleton.edu/career

Virtual drop-ins with a career coach are Tuesday and Thursday from 3:00-4:30 PM CST via Zoom.

Or make an appointment with a career coach on the Tunnel.

The Carleton Career Center supports all Carls in navigating the changes presented by the COVID-19 virus. We strive to help every Carl develop the essential skills and experiences needed to launch successfully for life after college. Regardless of where you are in the career process--seeking a job or internship, fine-tuning resumes and cover letters, or networking with alumni--we are here for you.

As always, feel free to reach out to our team via email at any time!

CAREER CENTER

CHECK OUT OUR UPDATED FAQS TO LEARN ABOUT THE MOST SALIENT INFORMATION TO MANAGE YOUR CAREER JOURNEY

Follow us on Instagram carletoncareercenter for additional resources!
MISSING CARLETON? WATCH THIS SHORT VIDEO AND REMINISCE!

Dacie Moses House

The Carleton Communications office created this mini-documentary about life at Dacie Moses house.

Follow Bia Furtado's blog as she shares her experience of being a Dacie House resident during COVID-19 at biafurtado.com/daciemoses/

Email us if you would like to be part of a Zoom brunch, group, or individual meeting.

CONNECT WITH US:

Facebook: Dacie Moses House
Instagram: daciemoses

Main phone number: 507-222-7667
Email: daciemoses@carleton.edu
go.carleton.edu/dacie
Carleton is committed to providing equitable access to learning opportunities for all students. The Disability Services office works with students who have disabilities to provide and/or arrange reasonable accommodations. If you have, or think you may have, a disability (e.g., mental health, attentional, learning, autism spectrum disorders, chronic health, traumatic brain injury and concussions, vision, hearing, mobility, or speech impairments), please contact a staff member to arrange a confidential discussion regarding equitable access and reasonable accommodations.

### IN THE CLASSROOM

The Assistive Technologies program brings together academic and technological resources to complement student classroom and computing needs, particularly in support of students with physical or learning disabilities. Accessibility features include support for reading and writing tasks (Read&Write), text-to-speech (Kurzweil), speech-to-text (Dragon) software, and audio-recording Smartpens. If you would like to know more, contact aztechs@carleton.edu or visit go.carleton.edu/aztech.

### OUTSIDE OF THE CLASSROOM

The CAPS program is designed for students who have experienced struggles with organization, time-management, planning and prioritizing, task initiation, and/or homework completion. It provides support for students who desire regular assistance (minimum 2 hours per week) with these aspects of executive functioning.

**Appointments are available**

9:30 AM - 4:00 PM CST
MONDAY - FRIDAY
or other times by request

**Chris Dallager**, Director
cdallager@carleton.edu

**Sam Thayer**, Accessibility Specialist
sthayer@carleton.edu
QT+ Support Group for all LGBTQIA+ students. In partnership with SHAC, this support group is offered to students seeking community and support they need to thrive wherever they are. WEDNESDAYS 3:00-4:30 PM CST VIA ZOOM. Find the link on our website.

CHECK OUT OUR REMOTE TERM 2020 WEBPAGE FOR UPDATES AND MORE INFO.

CONNECT WITH US: Facebook CarletonGSC Instagram carlelongsc

GENDER & SEXUALITY CENTER

Main phone number: 507-222-5222
Email: gsc@carleton.edu
go.carleton.edu/gsc

JOIN OUR EBLOG, AN ONLINE DISCUSSION/POSTING PLATFORM FOR LGBTQIA+ CARLS TO SHARE, SUPPORT, AND BUILD COMMUNITY.

The Gender & Sexuality Center open hours are Monday - Friday from 9:00 AM - 5:00 PM Staff are available for student appointments during our virtual office hours listed below.

Danny Mathews, Director dmathews@carleton.edu
VIRTUAL OFFICE HOURS Tuesdays & Thursdays 2:00 - 4:00 PM CST

Rae Horton, Assistant Director rhorton@carleton.edu
VIRTUAL OFFICE HOURS Mondays 9:00 - 11:00AM CST
Wednesdays 2:00 - 3:00PM CST

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Rae Horton, Assistant Director rhorton@carleton.edu
VIRTUAL OFFICE HOURS Mondays 9:00 - 11:00AM CST
Wednesdays 2:00 - 3:00PM CST
OFFICE OF HEALTH PROMOTION

HOW TO CONTACT
Main phone number: 507-222-5246
Email: healthpromotion@carleton.edu
go.carleton.edu/ohp

MENTAL HEALTH AND WELL BEING
If you are concerned about yourself or a friend, but it is not an emergency, please fill out a Community Concern Form. If you are interested in learning about your own mental health, take an online screening.

SLEEP
As we currently find ourselves in different environments, you may not be sleeping like you did a few months ago. Visit the Carleton College Online Sleep Assessment to find out more about your quality of sleep.

VIRTUAL HAPPY HOUR
Sign up for our self-paced, fully online "Happy Hour" course to learn mental well-being skills rooted in the science of positive psychology. Email Janet to be enrolled in the course.

Join us on Thursdays during common time for a short well-being webinar! Send us an email to receive the Zoom invite, or check our website for recordings of previous webinars.

DON'T MISS OUT ON SWA DOG NEWS EACH WEEK! SIGN UP ONLINE!

CONNECT WITH US:
Carleton SWAS
carletonswas

Janet Lewis Muth, Director
jlewismuth@carleton.edu

Tammnet Kidanu, Associate Director
tkidanu@carleton.edu
OFFICE OF INTERCULTURAL & INTERNATIONAL LIFE

How to Contact

Main phone number: 507-222-7488
Email: oiol@carleton.edu
go.carleton.edu/oiil

Our weekly email will include opportunities to engage with us remotely through Virtual KickBacks and OIIL Live Chats! Email us to sign up.

OIIL will be offering the following programs for engagement and support: International Student Q&A zooms, Virtual KickBacks, OIIL Chat Live, and OIIL's World Scavenger Hunt.

OIIL is open Monday - Friday from 9:00 AM - 5:00 PM CST
Staff is available during the following times for virtual appointments:

Tuesdays
2:00 - 4:00 PM CST

Wednesdays
10:00 AM - 12:00 PM CST

FOLLOW US!
**RESIDENTIAL LIFE**

HOW TO CONTACT

Main phone number: 507-222-4072
Email: reslife@carleton.edu
go.carleton.edu/reslife

Our office will continue to be open both physically and virtually and students will receive information regarding room draw for fall assignments via email. Specific times to "drop-in" to our office in-person or virtually can be found on our website.

ON CAMPUS

Students remaining in our traditional residence halls and house can expect engagement with Residential Life staff in a variety of ways:
- Individual virtual check-ins on a weekly basis
- Invitations to weekly virtual social programming hosted by RAs for each community
- All campus virtual events hosted by RAs each week

OFF CAMPUS

Residential Life continues to be committed to the success of all students, even if they have left campus as this time. Resident Assistants, House Managers and Area Directors are making themselves available to you through video and electronic avenues. Staff will be facilitating weekly digital community meetings and / or newsletters for connection, referral, and information sharing. Staff are still available to give direction to campus resources, and to provide support with a variety of things such as emotional, physical and mental health concerns. Watch your email for individual contact methods for your community.

ROOM DRAW FOR FALL TERM STARTS ON MONDAY, MAY 11.

**Andrea Robinson**, Director
aroabinson@carleton.edu

**Tanya Hartwig**, Associate Director
thartwig@carleton.edu

**Oscar Alvarez**, Area Director
oalvarez@carleton.edu
Watson, Myers, and Faculty Club Halls
WHOA, Muslim Interest, Jewish Interest, and FISH House

**Robyn Crutchfield**, Area Director
rcrutchfield@carleton.edu
Cassat, James, and Nourse Halls
GSC Houses

**Elijah Genheimer**, Area Director
egenheimer@carleton.edu
Burton, Severance, and Davis Halls
OIIIL Houses

**Jared Ley**, Area Director
jley@carleton.edu
Musser Hall
Townhouses and Sci-Fi House

**Alessa Strelecki**, Area Director
astrelecki@carleton.edu
Goodhue and Evans Halls
Culinary, Farm, Parr, and CANOE House
Social distancing shouldn't equate with social isolation! Although we are not all physically on campus, we can still discover creative ways to remain engaged and connected with one another. Carls are creative, and it's time to show our ingenuity, strength, and spirit.

Students wishing to host an online program or event should contact our office by emailing: sao@carleton.edu

Lee Clark, Director
lfclark@carleton.edu

Elliott Courchaine, Administrative Assistant
ecourchaine@carleton.edu

Hanah Diebold, Assistant Director
hdiebold@carleton.edu

Miiko Taylor, Assistant Director
miiko@carleton.edu

Virtual Office Hours (Tuesday & Wednesday, 1:00 - 3:00 PM CST)
Chat online via Zoom with a staff member from the Student Activities Office. No appointment necessary!

Join us for trivia on Tuesdays and a dance off series on Thursdays. Find links to these programs and more, including group Q&A chats, interactive games and contests, on our website.

Stay engaged, stay connected, stay strong!
STUDENT HEALTH & COUNSELING

HOW TO CONTACT
Main phone number: 507-222-4080
Email: shac@carleton.edu
  go.carleton.edu/shac

Office Hours: Monday - Friday 8:00 AM - 5:00 PM CST

For appointments, contact us via secure message in MySHAC

Medical, Counseling, and Psychiatry appointments will all be using telehealth (remote video sessions).

Visit our FAQ page for more detailed information about telehealth care during spring term.

TELEHEALTH SERVICES ARE NOT FOR EMERGENCY SITUATIONS. IN AN EMERGENCY, CALL 911 IMMEDIATELY, OR CONTACT SECURITY SERVICES IF YOU ARE ON-CAMPUS (507-222-4444).

24/7 SUPPORT
Counseling Support Line: 855-705-2479

TELEHEALTH WITH GOOGLE MEET
Helping you stay connected to care

1. WEB CAMERA
   Have a computer or device with a built-in camera or use an external webcam.

2. ASSURE PRIVACY
   Make sure you are in a private location where others can’t hear or see your conversation.

3. SECURE CONNECTION
   Make sure you are on a secured wireless network or connect computer via ethernet.

4. DOWNLOAD MEET APP
   Using mobile or tablet? Download the Google Meet app (available for iOS and Android).

5. USE CARLETON EMAIL
   Students will need to log in with their Carleton email.

6. LOOK FOR EMAIL INVITE
   At the time of the appointment you will receive an email invitation with a link to join the session

CONTACT SHAC WITH QUESTIONS!
TRIO/STUDENT SUPPORT SERVICES

OUR WEEKLY CALENDAR WILL INCLUDE DROP-IN HOURS WITH TRIO STAFF. SIGN UP ONLINE TO RECEIVE IT EACH WEEK.

Virtual Advising Meetings
10:00 AM - 4:00 PM CST
MONDAY - FRIDAY

Request a meeting using Google Calendar or email

CONNECT WITH US:

Moodle with virtual Q&As:
- OCS
- Writing Portfolio
- Graduate School & Fellowships
- Loans & Loan Repayment

Main phone number: 507-222-4552
Email: trio@carleton.edu
go.carleton.edu/trio

Trey Williams, Director
twilliams@carleton.edu

Karina Sierra, Assistant Director
ksierra@carleton.edu

Melanie Cashin, Academic Advisor
tmcashin@carleton.edu

Kathy Sommers, Admin Assistant
ksommers@carleton.edu

Workshop resources are available on Moodle with virtual Q&As:

CONNECT WITH US:

Carleton TRIO

facebook.com/CarletonTRIO

Instagram: carletontriosss