

Section Seven: Academic and Student Services

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A. Campus Facilities and Services

Academic Programmes

The Student Affairs Office coordinates student advising for all St. Thomas students. The Advising System pairs students with an advisor in order to assist the students with their academic programme. Each first-year student is assigned an advisor who will meet with the student one-on-one throughout the year. Upper-level students are also encouraged to meet with an advisor to discuss course options and other academic issues.

A series of academic “essentials” programmes is also available through the Student Affairs Office, providing students with sessions on everything from note taking to essay writing. Free tutoring services are also available. Contact the Students Affairs Office for more details.

Athletics

Designed to meet the varied interest of today’s exercise-conscious student, St. Thomas University’s Athletics Programme reflects our concerns for the needs of the individual. The programme is organized for both men and women on the varsity, intramural, and sport club levels.

With an enrollment of approximately 2,800 full-time students, St. Thomas is small enough to respond to you as an individual. We are committed to educating the entire person, and athletic activities are an integral part of student life at the University. Federated with the University of New Brunswick, St. Thomas offers you the same athletic facilities available at larger institutions.

Varsity Programme

To students who are highly skilled in sport areas, the varsity programme offers an opportunity to participate at a level of competition suitable to their abilities. Personal commitment is requisite to successful participation in varsity programmes.

The St. Thomas men’s and women’s ice hockey teams compete in the Atlantic University Sport (AUS) and the Canadian Interuniversity Sport (CIS).

Basketball (M&W), soccer (M&W), and volleyball (M&W) teams compete in the Atlantic Colleges Athletic Association (ACAA) and the Canadian Colleges Athletic Association (CCAA). Rugby (M&W) teams compete as a club sport.

Intramural Programme

St. Thomas students have the opportunity to participate, together with UNB students, in a wide variety of competitive intramurals. Activities in the intramural programme are offered in 3 units: men's, women's, and co-ed.

Men's: ball hockey, basketball, ice hockey, indoor soccer, outdoor soccer, softball, flag football, volleyball.

Women's: basketball, ball hockey, indoor soccer, outdoor soccer, softball, volleyball, and X-country.

Co-Ed: broomball, ball hockey, volleyball and ultimate frisbee.

Recreational Sport Club Programme

Various recreational activities are organized on a club basis through UNB Campus Recreation. Included among the established clubs are badminton, cricket, diving, fencing, synchronized skating, judo, kayak, rowing, rugby, scuba, women's field hockey, co-rec cheerleading and skiing. Clubs are available based on demand.

Athletic Facilities

You should find no shortage of recreation and athletics facilities on campus. Our facilities, shared with the University of New Brunswick, are among the finest in eastern Canada. Available both for organized and casual use are:

Available at STU:

- our outdoor facility at St. Thomas contains a basketball court and a practice field for soccer and field games. These facilities are lighted for evening practice and play.
- the J.B. O'Keefe Fitness Centre houses a fitness area, aerobics area, squash/racquetball court, dressing rooms, shower facilities, lounge area, and administrative services area for the athletics Department. The facility meets the needs of a very active student body in the areas of fitness, recreation, and athletics.

Available at UNB:

- three gymnasias: the main and west gyms located in the Lady Beaverbrook Gymnasium and the South Gym located behind Marshall d'Avray Hall,
- racquetball and squash courts located in the Lady Beaverbrook Gymnasium,
- Sir Max Aitken Pool located in the Lady Beaverbrook Gymnasium,
- weight Room located in the Lady Beaverbrook Gymnasium,
- tennis courts: four courts are located above Lady Dunn and Tibbits Hall,
- fields: Buchanan Field next to the Lady Beaverbrook Gymnasium – College Field, adjacent to Lady Beaverbrook Rink – Chapman Field, adjacent to Aitken Centre.

Band

The university has a twenty-two piece dance band, The Thomists, which performs at campus formals and many other social functions outside the campus. The band has been in existence for forty years. Students who are keenly interested in the band are encouraged to participate in rehearsals. Scholarships are provided to competent musicians. Please contact Harry Rigby at 363-2782. Email hrigby@nb.sympatico.ca

Bank

A Bank of Montreal Financial Management Center, specializing in credit, investment, and financial management services, is located in the UNB Bookstore building. The branch offers two on-site full-service banking machines, passbook update and statement printer, telephone banking centre and internet banking. Hours are 10:00 a.m. - 4:30 p.m., Monday to Friday.

Bookstore

Textbooks and supplies are available at the University Bookstore. This modern and well-equipped bookstore is centrally located on the campus. Business hours are 8:30 a.m.-4:00 p.m., Monday to Friday, and Saturday from 9:00 a.m. to 4:00 p.m.

Campus Ministry

St. Thomas university welcomes students of all religious persuasions and, while encouraging involvement in religious activities, admits participation in them to the individual student. At the same time it acknowledges its Roman Catholic roots and makes available to its students the full resources one finds in the contemporary Christian community.

St Thomas provides for the pastoral and spiritual growth and well-being of its students through the many and varied activities offered or sponsored by Campus Ministry. Some activities are focused around the Chapel – individual and group prayer, religious services, celebration of sacraments, sacramental preparation (RCIA, Baptismal and Marriage preparation), vigils and the accommodation of various liturgical ministries. Other activities provide opportunities to put faith in action – Social Justice Club, the Campus Food Bank, clothing exchange, HIV/AIDS group and Global Connections. In addition, Campus Ministry provides for student participation in a variety of ecumenical endeavors – retreats, conferences, scripture study group, opportunities for leadership development and discussion groups. Campus Ministry also attempts to accommodate the activities of other groups such as AA, student fellowship groups, and prayer and meditation groups.

The Campus Ministry Office is located in George Martin Hall, Room 203. Situated nearby is the St. Thomas Chapel capable of seating approximately 350 persons. The Campus Ministers are available for conversation, prayer or spiritual support, self referral for pastoral counseling or to provide a liaison with university and community agencies. Campus Ministry provides a supportive function for faculty and staff and is available to them as a resource or for consultation.

The mass schedule attempts to respond primarily to the requirements of the student but attends as well to the needs of the broader community. Currently, masses are scheduled on Sundays in the Chapel at 11 a.m. and 8:30 p.m. and at Rigby Hall at 6 p.m. Weekday masses are scheduled for 11:30 a.m. Monday through Friday in the Chapel.

Counselling Services

The Counselling Services office is located in Room 19, Alumni Memorial Building on the UNB campus. It is available free of charge to all full-time and part-time students of UNB/STU. Fall and winter office hours are – weekdays: 8:15 a.m. - 12:00 noon and

1:00 p.m. - 4:30 p.m. Emergency services are provided on a 24-hour “on call” basis. Telephone: 453-4820. Additional counselling and referral services are provided by the Campus Ministry Office, Room 101, George Martin Hall.

Counselling Services provides the following services:

1. personal counselling services for STU/UNB students which will help them deal with social relationships, personal, career and academic problems and concerns;
2. an up-to-date library which includes information concerning careers, academic calendars, and information about work and study exchange programs;
3. informational and therapeutic workshops for clients, such as career planning, assertiveness training.

Counselling Services are provided by a friendly, helpful staff including professional counsellors who provide personal counselling services, and a Career Library assistant who provides assistance to students using the library. Services are provided on a drop-in basis as well as by appointment.

All staff maintain strict confidentiality in the dealings with students who make use of Counselling Services.

Creative Arts

St. Thomas University students participate in the Creative Arts Programme of the University of New Brunswick. The focal point of these activities is the Arts Centre which is located in Memorial Hall and consists of a gallery and studio-workshop. It is open throughout the academic year to students, members of faculty and staff, and the community in general. The centre displays a series of exhibitions during the academic year and encourages the development of creative talents.

A special role is played by the Creative Arts Committee, a joint STU-UNB committee, which arranges a programme of special events each year. At the invitation of this committee, leading artists, poets, musicians, and dramatic companies perform for the benefit of the student body and the community, in the Arts Centre, the Black Box Theatre, or in the Playhouse. St. Thomas University is represented on the creative arts committee by St. Thomas faculty. Subscriptions are available at the Department of Extension, Wu Centre. Tickets are available for events at the door.

Student Affairs and Services, UNB

Student Affairs and Services Office is located in the Alumni Memorial Building, Room 8, phone 453-4527.

This office provides the following services for St. Thomas students who are enrolled in UNB courses:

1. **Advocacy:** The Student Advocate, part of the Students Affairs and Services Office, will act as an advocate for students, assisting individual students or groups of students in dealing with such things as academic matters, appeals, disciplinary matters, and general concerns.
2. **Information and Referral:** If students are uncertain where to begin to address a

problem or concern they should contact the Director of Students Affairs and Services Office. That office will help the student make contact with the appropriate people and will ensure that student concerns are addressed.

Employment Services

For a listing of off-campus part-time, summer, and post-graduation employment, students should contact the Student Employment Centre located in the Neville Homestead, MacKay Drive, UNB Campus. Student employment counselling and labour market information is available at the centre. Assistance to employers with on-campus recruiting and labour requirements is also provided. On-campus recruiting begins in September and appointments with employer representatives are arranged for registered students.

Employment opportunities workshop information and upcoming recruitment activities maybe viewed on line at www.unb.ca/employment (<http://www.unb.ca/employment>). Appointments for employment counselling may be made by calling 453-4620. *This is a shared St. Thomas/UNB service.*

Guest Lecture Series

In 1976 the University inaugurated a guest lecture series which brings to the campus, several times a year, distinguished lecturers from various parts of the world to address the University community on topics of social, economic, political, and cultural interest. All lectures are open to the public.

Health Services

The Student Health Centre is located in the East end of Tibbits Hall, Rm. 257, UNB campus. Weekday hours are 8:00 a.m. to 4:30 p.m. Students may use the walk-in clinic hours held each week day from 9:00 a.m. to 11:00 a.m. and 1:30 p.m. to 3:00 p.m. or call to make an appointment. Evenings, weekends, and holidays an emergency physician is available and can be contacted through UNB Security at 453-4830.

Nursing and physician services are available to full-time STU and UNB students. The main function of the Student Health Centre is to provide acute episodic care. In addition, the centre is interested in preventive medicine, health education, and counselling in medical matters. Referral to specialists is arranged when necessary. Telephone: 453-4837.

Information Help Centre

Located at the main entrance of James Dunn Hall, the Information Help Centre provides information on academic, cultural, and social events and activities at St. Thomas University and UNB. Bus information, stamps, and other services are available as well. The Centre is staffed by trained student volunteers under the direction of a student coordinator. A similar service, the Help Centre, is located in the Student Union Building, Room 105.

Jazz Ensemble

The St. Thomas University Jazz Ensemble provides students with an opportunity to get together once a week and experiment with various jazz forms. Generally, members can

expect to perform publicly up to three times a year.

Library

St. Thomas students have the use of the Harriet Irving Library and branch libraries serving the faculties of Education, Engineering, Science and Forestry. The Law Library is an integral part of the Faculty of Law. The collections consist of over 1,100,000 print volumes, 2.2-million microforms, 220,000 government documents, 47,000 maps, and 4,836 current periodicals, as well as many rare books, manuscripts, the University archives, and a number of other special collections.

General library tours are offered for all students in Orientation Week. More detailed instruction sessions are also provided later in the term by librarians in each library on campus. Staff is also available to give individual instruction on Quest and on locating material in the library's collections.

Books and periodicals are shelved in open stacks for easy access by library users, and most may be borrowed for home use. Since 1981, the library has had an online catalogue which lists material in all of the campus libraries. Quest, the online catalogue, provides access to our collections. It also provides access to a variety of indexes and abstracts such as Eric and Psyc.Lit through the Information Gateway.

Study tables and individual carrels are provided in all libraries. Photocopiers are provided for student use in each library, and reader/printers to make prints from microform are available in the Harriet Irving Library, the Law Library, Education Resource Centre, and the Engineering Library.

Each library contains a reference collection covering appropriate subject areas. These collections include dictionaries, encyclopaedias, handbooks, bibliographies, indexes and abstracts, and CD Rom databases. Many indexes and abstracts may be searched online for a fee. Librarians are on hand to give individual assistance in the selection and use of library materials, including online searching. Brochures on collections and services are also available. Students should feel free to ask for help from any staff member.

Many information resources including some 8,000 full-text journals, a number of major indexing and abstracting tools, and a variety of reference materials are available online from the library web site. These electronic resources can be accessed through computers on campus or at home.

Opening hours are posted on the main door of each library and on the library web site at <http://www.lib.unb.ca>

Music

In addition to the Jazz Ensemble and the Thomists, St. Thomas offers students the opportunity to enjoy various forms of music through special programmes. Students are encouraged to contact the Student Affairs office for more details.

Off-Campus Housing

Students are responsible for making their own arrangements for off-campus housing.

St. Thomas and UNB maintain an Off-Campus Housing Office to assist students with finding suitable off-campus housing.

For further information concerning off-campus housing, contact the Off-Campus Student Housing Office, UNB, Box 4400, Fredericton, N.B. E3B 5A3. Phone (506)476-1250 or housing@unb.ca or www.frederictonstudenthousing.ca. or contact the Student Affairs Office at (506)452-0616 between 8:30 a.m. and 4:30 p.m.

Parking

Parking at St. Thomas University is regulated. All vehicles parked on campus must be registered at the Registrar's Office and must bear either a St. Thomas parking sticker affixed to the lower corner of the windshield's passenger side OR a hanging permit hung from the rearview mirror with the permit number facing out. The permit is valid from September 1 to August 30 of the following year. The fee is \$75.00 for the academic year. When purchasing your parking permit, please request a copy of the University's Traffic and Parking Regulations. Parking is permitted only in allocated parking lots. Please refer to the University map which indicates parking areas. Unauthorized parking is subject to fines. Failure to pay the fine, coupled with a second offense, will render the vehicle liable to a tow-away at the owner's expense. Fines may be paid at the Registrar's Office. Parking on sidewalks and grass areas is expressly forbidden and vehicles parked in such areas will be towed away, without warning, at the owner's expense.

Post Office

The UNB Student Union-run Canada Post Outlet is located at the Paper Trail in the Student Union Building. The Outlet provides a full range of postal services. Phone (506)447-3079 for operating hours or contact the UNB Student Union at (506)-453-4955 for more information.

St. Thomas Student Affairs Office

The Student Affairs Office, located on the second floor, Admissions Building, 452-0616, is responsible for academic advising, services for students with disabilities, international student advising and general student affairs including athletics, activities of the Drama Coordinator, and residence life at St. Thomas University. The office organizes academic workshops, special events, and personal development sessions throughout the year. The office is also responsible for counselling and health services referrals. Students seeking information about resources, student groups, or other issues should contact the Student Affairs Office.

Student Union Building

The Student Union Building (SUB), completed in January 1969, is the result of student-administration cooperation. The cost was shared among the students of the University of New Brunswick, St. Thomas University, and the former Teachers' College, with the University of New Brunswick matching the student contribution.

The SUB houses the offices of several student groups and organizations. Both the

St. Thomas University and the University of New Brunswick student newspaper offices, the yearbook office, the New Brunswick Student Alliance, as well as CHSR-FM, the student radio station and the student union offices are located in the office wing. In the main part of the building there are several meeting rooms, a lounge area, a large cafeteria, The Cellar, the College Hill Social Club, the ballroom and the main administrative office for the SUB. For the convenience of the students there are also several retail outlets such as clothing store, a hair styling salon, a travel office, a sundry shop and a jewellery store.

The Student Union Building is governed by a Board made up of UNB and STU students and members of the Board of Governors of UNB who strive to provide the services and atmosphere which will make student life enjoyable.

B. Student Activities

Aquinian

An autonomous newspaper published by the students of St. Thomas. It offers to those interested some of the insights and skills of Journalism. It is published bi-weekly. For more information, contact the Aquinian office at 460-0300.

CHSR FM Radio

Located in the Student Union Building, the College Hill Student Radio is operated by St. Thomas University and University of New Brunswick students and the Graduate Students' Association. It has been an incorporated radio station for more than 30 years. It affords students the opportunity to gain experience as technicians and announcers. CHSR FM is 97.9 on the FM dial. For more information, contact CHSR at 453-4985.

Debating Society

The St. Thomas University Debating Society was established in 1986. Since then, the society has become a thriving, vibrant organization. It has, for instance, sent several teams to debating tournaments in Canada, where they have held their own against other top university teams. The society's weekly meetings are open to all members of the University community. For more information, contact the STU Students' Union at 460-0301.

Fitness Centre

The new J.B. O'Keefe Fitness Centre opened in January 1999. This state of the art fitness centre houses a fitness area, aerobics area, squash court, dressing rooms, shower facilities, lounge area, and administrative services area for the athletics Department. The facility will meet the needs of a very active student body in the areas of fitness, recreation, and athletics.

Information Help Centre Volunteers

This group staffs the Help Centre on a volunteer basis and attends to the information needs of St. Thomas students. It provides services such as the sale of bus passes and

stamps, job and volunteer opportunities, information on studying abroad, on and off campus information and poster drop-off. For more information contact the Student Affairs Office, 452-0616, or the STU Students' Union at 460-0301.

Liberal Club

The club has been active at the University since 1965. It holds as its objectives the discussion and the promotion of Liberal Party policies, both on a federal and provincial level. Yearly conferences are attended and guest speakers talk on subjects of controversy. Over the past few years, the club has been emphasizing student awareness and participation in politics both on and off campus. The social side of life on campus is also a part of the club's activities. All St. Thomas students are eligible for membership.

Model United Nations

St. Thomas has a distinguished record of achievement in intercollegiate Model UN competitions. The St. Thomas team won the trophy for Best Delegation at the North American Model United Nations in Toronto in 1998. The team has also performed with distinction in Europe and in New York. In addition to competing at the intercollegiate level, St. Thomas students assist in hosting the John Peters Humphrey Model United Nations each May for high school students. Participants come from Wales, Ecuador, and all across Canada.

Native Student Council

A Native Student organization has existed on campus since 1977. Made up of Native Indians from STU and UNB, NSC, which is based on the egalitarian principle of equal responsibility, has as its goal the promotion of social and cultural activities.

Progressive Conservative Club

The St. Thomas University Progressive Conservative Youth Federation is a political organization of students dedicated to the promotion of the leadership and policies of the Progressive Conservative Party on both a national and provincial level. The yearly programme consists of visits to the campus by various politicians, political workshops, socializing, and a yearly national and provincial youth conference. Membership is open to all students upon payment of a fee of one dollar which entitles the member to free entrance and participation at events.

St. Thomas Adults Returning to School (S.T.A.R.S.)

S.T.A.R.S. offers peer support and networking for adults who come to St. Thomas after a previous career or time spent raising a family. Monthly noon-hour brown bag meetings offer a chance to socialize and information sessions are provided on issues of particular interest to adult learners. For more information contact the Student Affairs Office, 452-0616 or the STU Students' Union at 460-0301.

Theatre St. Thomas

Theatre St. Thomas operates on the initiative of students interested in drama. This society offers opportunities to learn about acting, directing, play writing, lighting, staging, designing and make-up or simply to make the acquaintance of other students at the

weekly workshops. Our theatre is directed by Professor Ilkay Silk. The theatre group undertakes each year one or two major productions and several one act plays.

Women's Group

A group for all women on campus. We discuss anything from spirituality to politics. The group also acts as an educative voice for women's issues.

C. Students' Union

The St. Thomas University Students' Union strives to maintain and enhance the community of academic excellence, personal integrity, and mutual respect that is St. Thomas University. The administrative structure of the Union consists of the Students' Representative Council (SRC), which is guided by its executive council (SEC). The SRC is the final authority for Union policy on all matters including finances, the constitution, and its bylaws.

The SRC membership is elected by the students and seeks to represent the needs and interests of the students by providing student government and political representation, by organizing a variety of activities and services, and by funding and coordinating the various student organizations.

The Students' Union, through the SRC, additionally provides political representation for St. Thomas students on the provincial level (through the New Brunswick Student Alliance) and the national level (through CASA - Canadian Alliance of Students' Associations). For more information on these organizations, contact the VP External at su_vpex@stthomasu.ca or by phone at 460-0301.

Students' Representative Council

The SRC membership consists of the President, the Vice President Administration, the Vice President External, and the Vice President Student Services. Other voting members on council include four off-campus representatives, the Harrington Hall representative, the Holy Cross House representative, the Rigby Hall representative, and the Vanier Hall representative. The SRC membership also consists of several nonvoting members, two first-year liaisons, two student Senators, two Board of Governors representatives, the grad class liaison, the Chair of the Union, as well as many other officially-seated club or society liaisons. Elections for all positions occur in the Spring and the Fall.

Committees

Students' Union committees work throughout the year on a variety of projects and are chaired by various members of the SEC and employees of the Union. These include:

- Campus Safety Committee
- Public Relations Committee
- Constitution Committee
- External Affairs Committee
- Special Events Committee
- Budget Committee

- Awards Committee
- Applications Committee
- Winter Carnival Committee
- Orientation Committee
- D.R.A.F.T. (Drinking Responsibly and Feeling Terrific)

Students can also submit their names to the Students' Union for nomination to Senate Standing Committees.

Clubs and Societies

These organizations are another excellent way to get involved in the St. Thomas community. The Students' Union constitutionally recognizes and funds a number of clubs and societies. Students' Union funding goes towards social and academic events, sending students to academic conferences and similar activities and initiatives.

- Anthropology Society
- A.P.E. (AIDS Peer Educators)
- Criminology Society
- Economics Society
- Education Society
- English Society
- Gerontology Society
- Grad Class
- History Club
- Honours Society
- Human Rights Society
- Inter-Varsity Christian Fellowship
- Off-Campus Students
- Philosophy Society
- Political Science Society
- Pre-Law Society
- Social Work Society
- Spanish Society
- S.T.U.I.S.A. (St. Thomas University International Student Association)

The Students' Union welcomes and encourages new clubs or societies for all interest groups on campus. Anyone who wishes to start a new club or society, or wants to find out about existing ones, can contact the Vice President Student Services at su_vpss@stthomasu.ca or by phone at 460-0301.

Orientation

The Annual Orientation Programme at St. Thomas is primarily organized and supervised by the St. Thomas Students' Union with help from the Student Affairs office and each of the Residence House Committees. Whether it is your first week or you are returning for another year as an Orientation Leader, Orientation is one of the best ways to get involved

in the St. Thomas Community. For more information, contact the Students' Union Orientation Chair at 460-0301.

Safe Wheels

St. Thomas Safe Wheels is a cooperative effort of the St. Thomas Students' Union, St. Thomas University, and the University of New Brunswick Student Union and UNB Administration. The two groups co-lease a mini-van which is used to give students living off campus a safe and free ride home in the evenings. While Safe Wheels does not travel everywhere in the City, it will take students to most areas relatively near to campus so that students will not be forced to walk home by themselves at night.

Student Advocate

The Student Advocate's Office, located in Room G10 of Edmund Casey Hall, is charged with hearing student grievances. In general, the Student Advocate is able to handle grievances with the SRC, the University administration, or any of the three levels of government. More specifically, the Student Advocate regularly assists students with grievances such as academic appeals, student loan problems, landlord/tenant issues. This list is not meant to be exhaustive, but to set out areas in which the Student Advocate is prepared to act.

Student Jobs

The Students' Union also employs many students throughout each academic year such as the Chair of the Union, the Recording Secretary, the Orientation Chair, the Campus Police Chief and Assistant Campus Police Chief, the Campus Police Officers, the Pub Staff, the Social Issues Coordinator, the Yearbook Editor, the Student Advocate, the Chief Returning Officer, the Activities Coordinator, the Finance Commissioner, and the Community/Environmental Commissioner. Other positions are sometimes available throughout the year as well.

Yearbook

The Aquinas Yearbook is published every year by the Students' Union. Students on the Yearbook Committee work all year preparing the book. The organization is quite professional and offers an opportunity to develop many skills to the student interested in publishing. For more information, contact the Students' Union at 460-0301.