

ACADEMIC PROGRAMS AND SERVICES

UNIVERSITY OF SOUTH FLORIDA - 2001/2002 UNDERGRADUATE CATALOG

Special Academic Programs

USF/FLORIDA PUBLIC COMMUNITY COLLEGE CROSSENROLLMENT

Some undergraduate students may find it advantageous to cross enroll at a Florida public community college while attending USF. To prevent problems with financial aid and other registration issues, see a USF college advisor for detailed instructions and course approval. Procedures to permit this type of registration are available during specified times printed in the University **Schedule of Classes**. Credit hours for the course(s) taken at the host institution will apply toward graduation only if prior approval was received from the student's USF advisor. The grade point average will not transfer to USF.

TRANSIENT STUDENTS

USF degree-seeking students who wish to enroll at another regionally accredited institution MUST HAVE PRIOR WRITTEN APPROVAL from their college academic advisor to receive credit for courses taken. The transient student/cross enrollment form should be used for this purpose.

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

USF allows students to receive up to 45 semester hours of credit towards the baccalaureate degree upon successful completion of General and Subject College Level Examination Program (CLEP) and DANTES examinations. Performance levels necessary to achieve credit have been established at a common level for all universities and community colleges in the State system. Credit earned through one examination program may not be duplicated by another examination or course. The following limitations should be recognized:

- 1) Although the General Examinations are not equated to specific courses, there are two cases in which the content is sufficiently similar to be considered as duplicate credit. Thus, students may not receive duplicate credit for the course and the CLEP test in the following areas:

Test	Courses
English Composition with Essay	ENC1101 & ENC 1102
Mathematics	MAC 1105 & MGF 1106
- 2) Credit earned for the Freshman English courses through the CLEP program does not count toward the twelve hour writing requirement for SBE Rule 6A-10.030 ("Gordon Rule");
- 3) CLEP General/Subject Examinations in mathematics, calculus, college algebra, trigonometry satisfy the mathematics requirement for SBE 6A-10.030;
- 4) CLEP credit will not satisfy USF's residency requirement;
- 5) Credit for the General Natural Science examination will be granted for non-majors only; and
- 6) Each College at USF has the prerogative to exclude CLEP from the required 48 hours of upper level credit.

Certain General and Subject CLEP Examinations noted in the table below may apply to the General Education Liberal Arts Requirements. Some programs do not award credit toward the degree for certain CLEP examinations, and certain graduate or professional schools such as law, medicine and engineering may not grant equal recognition to students with extensive examination credits. An academic advisor should be consulted to ascertain the applicability of a specific CLEP examination toward a student's degree requirements and the advisability of taking the examinations in a student's specific situation.

Descriptions of the examination content and other information are available from Educational Testing Service in Princeton, New Jersey or in the Office of Evaluation & Testing (SVC 2054).

The CLEP General and Subject Examinations are administered on the Tampa Campus during the months of January, April, June, August and October. Testing schedules and application forms are available in the Office of Evaluation & Testing.

CLEP Subject Area Examinations

Examination	USF Course(s)	Cr. Hrs.	Qual. Score
History			
American Govt.	POS 2041	3	50
U.S. Hist. I**	AMH 2010	3	49
U.S. Hist II**	AMH 2020	3	49
West. Civ. I**	EUH 2030	3	50
West. Civ. II**	EUH 2031	3	48
English			
Am. Lit.	AML 3031, 3032	6	50
Anal. & Interp.	LIT 2000, 2010	6	51
Eng. Lit.	ENL 3273	3	49
Coll. Comp.**	ENC 1101, 1102	6	50
Business			
Info. Sys./	CGS 2100	3	49
Comp. Apps.			
Princ. Acctg.	ACG 2021, 2071	6	50
Intro. Bus. Law	BUL 3320	3	51
Princ. Man.	MAN 3025	3	49
Princ. Macroec.	ECO 2013	3	50
Princ. Microec.	ECO 2023	3	50
Princ. Mkt.	MAR 3023	3	50
Natural Sciences			
Gen. Biol.	BSC 2010, 2011	6	49
Gen. Chem.	CHM 2045, 2046	6	50
Math			
Calc./Elem. Fn.**	MAC 2233	4	49
Coll. Alg.**	MAC 1105	3	48
Coll. Alg./Trig.**	MAC 1147	3	50
Trigonometry**	MAC 1114	2	54
Social Sciences			
Intro. Edu. Psych.	Elective	3	50
Intro. Psych.**	PSY 2012	3	49
Hum. Gr. & Dev.**	DEP 3103	3	51
Intro. Soc.**	SYG 2000	3	50

NOTE: Credit is awarded for scores above the fiftieth percentile. For information regarding discontinued exams not listed, contact Evaluation & Testing at 974-5298.

*Essays may be required for the subject examinations. Please consult with Evaluation & Testing at SVC 2054, 974-2742.

**Applicable toward the Liberal Arts Requirement.

ADVANCED PLACEMENT CREDIT PROGRAM

The University participates in the Advanced Placement Program conducted by the College Entrance Examination Board. The Advanced Placement Test is based on specific college level courses that are offered in a number of high schools. Interested students should contact their high school counselors or principals for additional information. Please note: not all colleges will interpret AP test results in the same manner. Consult the table below to ascertain how the University of South Florida interprets AP test results.

AP Tests and Their Course Equivalents at USF

AP Exam	USF Equivalent	Cr. Hrs.	Qual. Score
Art History	ARH 2050	3	3
Art History	ARH 2050, ARH 2051	6	4 or 5
Art Studio Drawing			
Portfolio	ART 2301C	3	3, 4, or 5*
Art Studio General			
Portfolio	ART 2201C	3	3, 4, or 5*
Biology	BSC 2010, BSC 2010L	3 + 1	3
Biology	BSC 2010, BSC 2010L, BSC 2011, BSC 2011L	6 + 2	4 or 5
Calculus AB	MAC 2311	4	3, 4, or 5
Calculus BC	MAC 2311	4	3
Calculus BC	MAC 2311, MAC 2312	8	4 or 5
Chemistry	CHM 2045	3** or 4**	3
Chemistry	CHM 2045, CHM 2046	6** or 8**	4 or 5
Computer Sci. A	CGS 2060***	3	3, 4, or 5
Computer Sci. AB	CGS Elective***	3	3, 4, or 5
Language			
Composition	ENC 1101	3	3

English Language & Composition	ENC 1101, ENC 1102	6	4 or 5
English Literature & Composition	ENC 1101	3	3
English Literature & Composition	ENC 1101, ENC 1102	6	4 or 5
Economics: Macro.	ECO2013	3	3, 4, or 5
Economics: Micro.	ECO2023	3	3, 4, or 5
Environmental Sci.	EVR 2001, EVR 2001L	4	3, 4, or 5
French Language	FRE 2200	3	3
French Language	FRE 2200, 2201	6	4 or 5
French Literature	FRE 3230	3	3, 4, or 5
German Language	GER 2200	3	3
German Language	GER 2200, GER 2201	6	4 or 5
Geography: Human Geog. (2001)	GEO 3402	3	3, 4, or 5
Govt. and Politics: Comparative	CPO 2002	3	4 or 5
Govt. and Politics: United States	POS 2041	3	4 or 5
History: European	EUH 2030	3	3
History: European	EUH 2030, EUH 2031	6	4 or 5
History: U.S.	AMH 2010	3	3
History: U.S.	AMH 2010, AMH 2020	6	4 or 5
Internat. English Language	ENS 1483	3	3, 4, or 5
Latin: Latin Lit. (Catullus-Cicero)	LNW 4634 or		
Catullus-Horace	LNW 4654 or		
Catullus-Ovid)	LNW 4644	4	3, 4, or 5
Latin: Latin Lit. (Vergil)	LNW 2660	4	3, 4, or 5
Music Theory	MUT 1111, 1241	4****	4, or 5
Physics B (Noncalculus)	PHY 2053	3*****	3
Physics B (Noncalculus)	PHY 2053, PHY 2054	6*****	4 or 5
Physics C (Mechanics)	PHY 2048	3*****	3
Physics C (Mechanics)	PHY 2048, PHY 2049	6	4 or 5
Physics C (Elect./Magnet.)	PHY Elective	3	3, 4, or 5
Physics C (Elect./Magnet.)	PHY Elective	4	4 or 5
Psychology	PSY 2012	3	3, 4, or 5
Spanish Language	SPN 2200	3	3
Spanish Language	SPN 2200, SPN 2201	6	4 or 5
Spanish Literature	SPW 3030	3	3, 4, or 5
Statistics	STA 2022	3	3, 4, or 5

*Plus satisfactory portfolio review.

**Laboratory credit (CHM 2045L or CHM 2046L) is not automatically granted, but may be when specific information concerning secondary school lab program is provided.

***As of May, 1999 C++ is the language being assessed (not BASIC); prior to May 1999, the language was PASCAL

****Pending results of Music Theory Placement Test.

*****Plus satisfactory grade on USF Department of Physics test covering thermodynamics, wave motion, sound, and optics.

COLLEGE REACH-OUT PROGRAM

Location/Phone: HMS 497 or 499, (813) 974-3713

College Reach-Out is an academic program designed for low-income and educationally disadvantaged junior and senior high school students who have the academic potential for success in a postsecondary institution and plan to pursue an education beyond high school. The focus of the program is to prepare students to meet higher education requirements established for admission to colleges and universities by providing tutoring and counseling services. Students will be exposed to a variety of personal, social, academic, educational, and career opportunities through participation in a summer enrichment program. Admission requirements are listed below:

1. Family income must meet federal and state guidelines.
2. Students must have completed the 8th grade.
3. Students must have a 2.0 grade average in English, mathematics, history, and science.
4. Students must attend schools in Hillsborough County. Applications should be forwarded to the College Reach-Out Program, HMS 497 or 499, USF.

UPWARD BOUND

Location/Phone: HMS 469, (813) 974-2802

Upward Bound is a pre-college program for students from low-income families who have academic potential but who have inadequate secondary school preparation or have not achieved success in school.

Its purposes are to assist these students in developing goals, improving academic skills, and providing the motivation necessary to achieve success in a college or post-secondary program. To qualify, the applicant must meet the following criteria:

1. Family income must meet federal guidelines.
2. Applicant should be a potential first-generation college student.
3. Student must have completed the 9th grade and be enrolled in the 10th or 11th grade in an accredited high school.
4. GPA must be 2.0 ("C") or above in basic pre-college courses.
5. Attend weekly scheduled tutorial sessions.
6. Attend the six-week summer residential component on the USF Tampa Campus.

Applications should be forwarded to Director, Project Upward Bound, USF.

INDEPENDENT STUDY

Undergraduate students wishing to take a course by independent study must contact the instructor of the course for permission. The instructor specifies the requirements to be completed by the student including tests, periodic class attendance, term papers, etc.

Not all courses in the University may be taken by independent study. The respective colleges have jurisdiction in the determination of which courses may be taken in this manner.

The regular grading system applies to all independent study students: Grades earned by independent study have the same status as those acquired through regular class attendance. Students taking a course by independent study must register for the specific course section in the regular manner.

ENROLLMENT IN EVENING COURSES

Evening courses at USF are part of the regular academic program; they are offered at times convenient to people within commuting distance who wish to continue their education at night while occupied during the day with other responsibilities. Requirements for day and evening courses are the same. See the University Class Schedule for evening registration dates and times.

COMMUNITY EXPERIENTIAL LEARNING PROGRAM

Location/Phone/Email: SOC 346, (813) 974-8452, jonas@chuma1.cas.usf.edu

The Community Experiential Learning (CEL) Program offers students the opportunity to explore the relationship between their classroom learning and the broader community. With faculty guidance, students design their own community experiences and receive between one and four academic credit(s) upon completion. Students may choose to work as an intern with a community organization/agency or to explore a community issue through independent research. The community can be as close as a neighborhood just beyond the campus or on the other side of the world.

Students may participate in the CEL Program anytime during their academic career. Good standing at the University and a 2.0 GPA is required for acceptance into the Program. CEL courses are offered throughout the entire year. Ideally students should plan their CEL projects during the term prior to their

implementation, but they can be added at any time during the term. Information may be obtained from Robin Jones in SOC 346, (813) 974-8452.

STATE UNIVERSITY SYSTEM, EXTERNAL DEGREE PROGRAM

BACHELOR OF INDEPENDENT STUDIES (BIS)

Location/Phone: FAO 285, (813) 974-4058

The Bachelor of Independent Studies Program is available through participating state universities in Florida. The universities currently involved are the Florida International University, Florida State University, the University of Florida, the University of North Florida, and the University of South Florida.

Founded in 1968, the external degree program is for adults who find it difficult to attend regular university classes because of career or family commitments. Except for summer seminars that require periodic, short-term campus residence, the BIS student proceeds at his/her own pace and, for the most part, in his/her own setting. For detailed information, see the College of Arts and Sciences.

STATE UNIVERSITY SYSTEM CORRESPONDENCE COURSES

The University of Florida's Department of Independent Study by Correspondence administers all correspondence instruction for Florida's State University System (SUS).

Over 150 college credit, high school credit and continuing professional education courses are available anytime, anywhere through regular mail or fax. In many cases, students also have the option to e-mail their assignments to the instructor.

Enrollment in all courses is possible at any time of the year; however, prior approval of an advisor is needed if a course is to be used toward a diploma or a degree.

For a **FREE** brochure, please contact: Department of Independent Study, 2209 NW 13th Street, Suite D, Gainesville, FL 32609-3498; (352) 392-1711, ext. 200; or e-mail: Learn@nervm.nerdc.ufl.edu. Be sure to check out the home page: <http://www.doce.ufl.edu/indstudy>.

USF considers independent study by correspondence as resident credit. Grades are not transferable. Exception: grades for courses taken by Cooperative Education students while on a training period are transferred and will be used in computing the USF GPA.

FLORIDA COLLEGE EXCHANGE PROGRAM

Through an exchange agreement, students of USF, with the approval of their advisors, may elect courses at nearby Florida College. Credit for acceptable work may be transferred to USF and counted as elective credit toward graduation. Students from Florida College have a similar transfer arrangement.

Costs for students under these cross enrollment plans are based on credit hours of work taken, and payment is made to the appropriate institution in accordance with its per-hour fee rate.

Florida College students enjoy full privileges of the state-wide articulation agreement and of USF transfer student policies, such as academic renewal and full acceptance of the Associate of Arts degree.

THE WASHINGTON CENTER INTERNSHIP PROGRAM

Location/Phone/Email: SOC 346, (813) 974-8452, jones@chuma1.cas.usf.edu

All USF undergraduates seeking to live and learn in the nation's capital are eligible to apply for the Washington Center Internship Program. Students participate in either the fall, spring or summer semesters and can earn course credit. Study at TWC consists of two major components: (1) working 35 hours per week at your selected internship and, (2) taking one seminar that meets once per week. Opportunities for

internships are not limited to government positions, but include a vast array of non-profit and for-profit options.

In conjunction with The Washington Center located in Washington, D.C., students are housed in a conveniently located apartment complex within walking distance to public transportation (the Metro). The Washington Center also provides a student lecture series and a number of special events (e.g., breakfast with Members of Congress, cultural events at the Kennedy Center). The costs of the program vary depending upon date of attendance. Generous scholarships are available.

Applications for the program can be obtained in the Community Initiative, SOC 346. For details on The Washington Center Internship Program, please contact Robin Jones, Faculty Liaison for TWC Internship Program, 4202 East Fowler Avenue, SOC 107, Tampa, FL 33620-8100.

INTERNATIONAL AFFAIRS

Location/Phone: CPR 259, (813) 974-4090

Email: iac@iac.usf.edu

Web site: <http://www.usf.edu/~iac/>

The International Affairs Center provides leadership, advocacy, development, and support for all central and college-based international activities. The Center works in collaboration with the colleges and regional campuses to promote international education, research, outreach, and service programs. The Center is comprised of the Center for Latin American and Caribbean Studies, the Office of Study Abroad and Exchanges, the Center for Africa and the Diaspora, the Office of International Student and Scholar Services, the English Language Institute, and the USF Linkage Institutes. The Center leads the development of academic program offerings (area studies) and services, international exchanges, partnerships with business, industry, and government both in the U.S. and overseas, and to establish the venues for international activities, and enhance faculty, student and staff training and development.

Study Abroad Programs and Exchanges

Location/Phone: CPR 468, (813) 974-4314

USF maintains cooperating programs for the reciprocal exchange of undergraduate students with various universities in England, Wales, France, Scotland, Australia, Israel, Sweden, Japan, Korea, Russia and Mexico. These exchanges are provided through the International Student Exchange Program (ISEP). Because new schools are continuously added to the ISEP, an updated listing of exchange universities is available from the ISEP office.

It is much less expensive to attend a foreign university on exchange than it would be on one's own. Costs approximate those at USF. Decisions about covered charges and services are based upon cooperating contractual agreements. There is a deposit of \$250.00 for international exchange, which is refunded only if a qualified applicant cannot be placed. While on exchange, students are considered to be enrolled full-time for all purposes including financial aid. Duration of exchange can be a full year or one semester depending on the specific exchange agreement.

A minimum 2.5 (3.0 for some institutions) cumulative GPA is required for exchange. It is recommended, though not required, that students exchange during the sophomore or junior years. Courses taken while on exchange are accepted and entered into the USF record (transcript) and grades earned on exchange are merged into the USF GPA.

While there is no absolute application deadline, students who wish to exchange in the Fall are advised to apply by March 1. Students wishing to exchange in the Spring are advised to apply by September 15. The number of placements is limited, so early application is desirable. The date of application (as well as year in college, scholastic record, etc.) carries considerable weight in situations where demand exceeds supply. The ISEP office maintains a library of materials about the universities cooperating with USF.

USF students may also choose from a wide variety of study abroad programs offered. These programs exist in various models. As many as twenty different USF-sponsored programs in Western and Central Europe, the Caribbean, and Central and South America are directed and led by USF Instructors, primarily during the summer. Program deadlines vary, but are generally between 60-90 days before departure. Students must be in good academic standing in order to be eligible. Many USF students find that the shorter-term summer study abroad programs fit within their budget and time constraints and are manageable given employment or other commitments. All programs offer USF course credit, and allow students to meet USF's summer enrollment requirement. Most programs include a language component, permitting students to earn credits toward USF's foreign language requirement.

Students wishing a longer, semester length or academic year study abroad experience may select from among dozens of program options available through educational consortia in which USF participates, or they may choose to enroll directly in foreign host institutions for equivalent USF course credit or credit transferable to USF. Year-round language studies for varying lengths of time and program intensity are possible in France, Germany, Spain, and Costa Rica. With prior academic approval, credits can be earned overseas toward USF foreign language requirements as well as other degree program requirements.

USF also offers short-term study tours. These are generally programs of 10 days-3 weeks duration, which combine lectures and carefully planned excursions and site visits. USF academic credit is offered in several disciplines, according to the area of expertise of the faculty study tour leader and instructors. This model provides an introduction to another country and culture, and for many students, is often the springboard for additional study abroad experiences.

Academic disciplines represented in USF study abroad programs include many areas in Arts and Sciences, Science and Environmental Studies, Business Administration, Fine Arts, and Education.

Other institutions within the Florida State University System (SUS) offer programs overseas in which USF students may participate. The common course numbering system used throughout the State allows students to transfer credits earned in an SUS institution's overseas program with relative ease.

Students planning to study abroad during their academic career should consult with their departmental advisors to determine whether the course of study they plan to pursue will allow them to fulfill degree requirements. The USF Study Abroad Office is available to counsel students on opportunities available and also to coordinate with other offices on behalf of students to help make their study abroad possible.

The Study Abroad Office and Overseas Information Center provide information on study abroad, study abroad resources, and advise students how to plan for a successful study abroad experience.

The following "in residence" overseas study programs are administered by USF under the auspices of the Study Abroad Office of the International Affairs Center.

*A semester or six-week summer study program in Prague, Czech Republic, offered in conjunction with the Academy of Sciences of the Czech Republic.

*One, two, three months or longer programs in Paris, Tours, and in Aix-En-Provence or Avignon, France. An intensive program in French culture is offered in June or July, which combines lectures, on-site visits and day-long excursions.

*A four-week summer program of Italian language and culture located at Perugia, Italy in conjunction with the Italian University for Foreigners.

*A four-week summer program of study of Spanish language and culture centered in Madrid, Spain, with a study tour to Barcelona or Andalusia.

*A year-round program in San Jose, Costa Rica in collaboration with the Forester International Institute. This flexible program

of Spanish study offers intensive courses from two weeks to three months.

*A summer program in Mexico offered in collaboration with the University of the Americas in Cholula, Mexico. It provides participants with an opportunity to study Spanish language, Mexican culture and to visit many archeological sites.

*A summer program in photography or art history conducted in Paris, France.

*A three-week to eight-week summer program in German language and culture in Berlin.

*A four-week summer program in Russian language and culture in Moscow, Russia.

*A two, three, or four-week international summer school program at Cambridge University in England.

*And approximately 3 dozen semester and summer academic programs in more than 25 countries available through USF's membership in the College Consortium for International Studies (CCIS).

In addition to residential programs, USF offers a variety of short-term study-tour programs managed by the Study Abroad Office.

These programs include classroom study on the Tampa campus prior to the travel segment. Recent programs have focused on Africa, the Caribbean, South America, France, Germany, Ireland, and Tahiti/Moorea.

The programs described in this section are approved study-abroad programs and all carry USF credits.

A sampling of residential or study-travel programs offered by other universities in the SUS follows:

*Administered by Florida A & M University: study and exchange programs to Haiti, Jamaica and Sri Lanka.

*Administered by Florida Atlantic University: study and exchange programs to Australia, China, Denmark, Finland, Lithuania, Poland, and Russia.

*Administered by Florida International University: study and exchange programs to the Bahamas, the Czech Republic, France, Germany, Mexico, and Sweden.

*Administered by Florida State University: study and exchange programs to Australia, Barbados, Costa Rica, Eastern Europe, Italy, Korea, Switzerland, and England.

*Administered by the University of Central Florida: study and exchange programs to Austria, Canada, Chile, China, Korea, Russia and Switzerland.

*Administered by the University of Florida: study and exchange programs to Denmark, England, Finland, Germany, Greece, Italy, Japan, Mexico, Sweden, Taiwan and Venezuela.

*Administered by the University of North Florida: study and exchange programs to the Czech Republic, England, France and Ireland.

*Administered by the University of West Florida: study and exchange programs to Austria, Canada, Costa Rica, Germany, Israel, Japan, Norway and Taiwan.

Students who plan to participate in study abroad programs should consult their departmental advisors to determine whether the course of study they plan to pursue will be acceptable for meeting degree requirements.

International Student and Scholar Services (ISSS)

Location/Phone: CPR 245, (813) 974-5102

Email: daustell@iac.usf.edu

The University welcomes qualified students from other countries to the campus community. This international exchange leads to the enrichment of life, intellectual development, research and understanding, and exposes students, faculty and staff to cultural and national differences in outlook, experience, and ideas.

ISSS at USF is the main administrative and counseling office for approximately 1600 international students at the university. The ISSS has many administrative duties including the issuance and maintenance of visa documentation for internationals on campus. ISSS staff are experienced in cross-cultural counseling and are able to advise students concerning

immigration, adjustment to life in the U.S., as well as other personal and academic issues. To further assist international students in their adjustment to the U.S., the ISSS provides letters of enrollment and expenses, orientation, tax seminars, immigration workshops, and insurance advising. Students may also contact the ISSS to find information concerning Tampa area activities, transportation and housing, tourist attractions, and Florida driver's licenses. As the focal point for community service to international students on campus, the ISSS offers students the opportunity to be involved in the Conversational English Program, the American Mentors Program, and numerous social activities (including parties, cultural events, and the International Festival).

The English Language Institute

Location/Phone: CPR 443, (813) 974-3433

E-mail: elimain@luna.cas.usf.edu

Website: <http://www.cas.usf.edu/eli/>

The English Language Institute in the College of Arts and Sciences offers intensive English as a Second Language (ESL) to non-native speakers of English. Students are given a placement test upon registering for the program. This test determines the proficiency level into which the student is placed, ranging from elementary, low-intermediate, high-intermediate, to advanced pre-university ESL.

Students attend non-credit classes 25 hours a week. The curriculum includes training in listening comprehension, spoken English, grammar, reading, integrated skills, content-based writing, culture, learning strategies, and a host of special short-term elective courses (TOEFL preparation, business English, public speaking, etc.) for upper-level students. The Seminar in Academic Skills allows students to attend a regular university class.

The English Language Institute is authorized to issue the Certificate of Eligibility (I-20) to students who require a Student Visa (F-1) and who meet criteria set forth by the United States Immigration and Naturalization Service.

The cost of the program is \$2,860.00 per semester, including health fee, activities fee, and a non-refundable \$50.00 application fee.

Institute on Black Life

Location/Phone: SVC 1087, (813) 974-4727

Email: ibl@usf.edu

The Institute provides leadership and advocacy for research, program development and community service initiatives that examine and illuminate the contributions of African Americans and other peoples of the African Diaspora as well as problems and issues that affect their lives. The Institute forges multi-disciplinary partnerships among departments and colleges within the University, as well as maintaining collaborative arrangements with community-based organizations. The Institute acts as a clearinghouse for information and activities that focus on African Americans and the world African Community. The Institute also hosts an annual research symposium and develops and sustains a distinguished lecture series that focuses on African American and African history and culture.

Center for Africa and the Diaspora

Location/Phone: SVC 1087, (813) 974-4727

The Center for Africa and the Diaspora is a joint venture of the Institute on Black Life and the International Affairs Center and was formed to consolidate and provide more focus on African issues and activities. The mission of the Center is to promote research and cultural activities through educational, economic, and cultural exchanges between the University of South Florida students, faculty, scholars and the community regarding the political and socio-economic issues facing Africa and the descendants of the African Diaspora.

Academic Services and Support

EDUCATIONAL OUTREACH

Location/Phone: SVC 1072, (813) 974-7984

Faculty help line: onlinehelp@outreach.usf.edu, (813) 974-8001

Web site: <http://www.outreach.usf.edu>

Educational Outreach extends the University's academic resources to enable students constrained by time and/or place to meet their educational goals, to promote workforce and economic development through customized training, and to support lifelong learners' personal and professional growth. More than 37,000 people enroll in the credit and non-credit offerings provided through a variety of delivery systems, formats, and scheduling options through USF's four campuses and at a variety of off-campus locations, including community colleges, public schools, community centers, libraries and a network of corporate and governmental affiliates. USF has the largest distance learning program in Florida, with more than 12,260 enrollments each year. "Anytime, anyplace" learning models use established technology, such as televisions, VCR's, and computers supported by internet networks and emerging wireless digital applications to enable individuals to take courses in their homes and workplaces, at times that fit their personal schedules. Visit our web site at <http://www.outreach.usf.edu> for more information.

Educational Outreach supports the teaching and learning process for distance, off-campus and residential instruction. Services are organized around three primary areas of support: faculty, students and classrooms.

Distance Learning Faculty Support helps faculty incorporate a range of instructional technologies to enhance the learning experience of the students. This support involves course production and development assistance for web-based instruction, videoconferencing, videostreaming, telecourses, enhanced TV, and other models. These applications of technology expand access for students constrained by time and/or place.

Educational Outreach provides additional faculty support through a newly renovated faculty technology center (SVC 036), and through its participation in VITAL (Virtual Instructional Team for the Advancement of Learning). For more information call (813) 974-7984 or visit our website at <http://www.outreach.usf.edu>.

Distance Learning Course Support provides access to USF's network center and distance learning infrastructure. For more than 30 years, WUSF-TV (USF's public television station) and local/regional cable partners have broadcast telecourses, both PBS and locally-produced lecture series, on a variety of subjects. Telecourses, web-based instruction, and the mixed model of teleweb courses demonstrate distance learning's "any time, any place" opportunities to fit the schedules and educational goals of our students. All four USF campuses have newly installed videoconferencing classrooms, supporting fully interactive classes and facilitating active, collaborative learning in a distributed environment. In conjunction with VITAL organizational partners, Educational Outreach provides faculty support for design, development, and production of courses using computer applications, videoconferencing, multimedia enhancements, Instructional Television Fixed Services (ITFS) network, broadcast video systems, and satellite uplink/downlink capabilities. A faculty helpline is available 106 hours weekly to assist faculty using online applications in their teaching. Call (813) 974-8001 or email: onlinehelp@outreach.usf.edu.

Distance Learning Student Support distributes materials to students at off-campus locations, serves as a central information and referral point for distance and off-campus courses, publishes a supplemental schedule each semester of distance and off-campus classes, and maintains a viewing area for telecourses and other offerings with taped sessions for students' review. Students enrolled in telecourses, teleweb

courses (television-based courses with web components), and other offerings (previously referred to as Open University) can access copies of all course syllabi, call a 24-hour hot line for information about test and review session dates and syllabi changes (813/974-3063), and **with the instructor's permission**, arrange for make-up exams. Students in certain statewide programs and off-campus courses (formerly PACE) register and pay for their courses directly through this office.

Remote learners are supported through institutional efforts, as well as statewide systems, including the Florida Distance Learner Reference and Referral Center housed at USF; the Virtual Library, with access to web-based resources and an electronic reserve system; and Academic Computing's provisions for e-mail and computing accounts. Classes offered through Distance Learning are included in the schedule of classes, *ACCESS USF: Distance and Off-Campus Learning*, a special publication available each semester. To request a catalog or more information, please call (813) 974-2996, send e-mail to: distance@outreach.usf.edu, or visit our web site at <http://www.outreach.usf.edu>.

Technology in the Classroom Support provides access to standard and state-of-the-art classroom instructional technology through delivery, set-up, maintenance, and over-the-counter check-out of equipment for faculty and classroom use. This comprehensive service model includes traditional classroom equipment, such as overhead projectors and VCR's and more recent additions, including computer projection systems, electronic "smart" boards, and digital cameras. Integrated technology systems are being installed in high use classrooms, enhancing the learning environment and facilitating the use of multimedia and technology enhancements in the teaching and learning process. Thirty-eight specially equipped distance learning classrooms support fully interactive videoconferencing environments and more traditional distance learning technologies at all four USF campuses. These technology capabilities enhance USF's K-12, community college, civic, and corporate partnerships by expanding educational opportunities throughout Florida and beyond.

Educational Outreach represents USF in the Hispanic Educational Technology System (HETS), an 18-institution consortium whose mission is to widen access of Hispanic students to postsecondary education through telecommunications.

Off-Campus Opportunities

Phone: (813) 974-2996

Email: distance@outreach.usf.edu

A wide range of credit courses are offered at off-campus locations, including community colleges, public schools, libraries, and community-based or corporate sites. These courses serve the unique needs of non-traditional students with busy schedules, by making courses available in locations convenient to their homes and workplaces. Concentrated "live" classes offered in intensive formats and an impressive array of evening and weekend classes complement the more traditional schedules of semester-based courses and provide a convenient alternative to distributed learning options for students who prefer group-based models. Organizations and businesses may contract with USF to offer courses on-site. All courses offered in an off-campus location are standard USF courses listed in the Undergraduate or Graduate catalogs and are taught by USF faculty. Students in these programs must meet all USF admissions, academic standing, and graduation requirements. In certain programs, registration and fee payments are made directly to Educational Outreach, and may be made via VISA or MasterCard. Specific details are included each semester in the schedule of distance and off-campus learning classes.

USF Downtown Center

Phone: (813) 905-5858

Fax: (813) 905-5859

Email: downtown@acad.usf.edu

Web site: <http://usfweb.usf.edu/downtown>

USF's Downtown Center is located in the Tampa Port Authority's new headquarters building at 1101 Channelside Drive. The Center has seven classrooms and is equipped with videoconferencing technology for distance learning. There is ample parking and security.

Co-location of selected USF programs and services at the Tampa Port Authority will provide increased opportunities for the enhancement of the University's international curriculum, research, and outreach programs. Access to USF programs and courses will be improved, especially for students who work in the central business district and those who live and work in South Tampa.

Offerings at the USF Downtown Center include the Master of Business Administration (MBA), Master of Public Administration (MPA), MS in Information Systems (MS/MIS), and Master of Health Administration (MHA), as well as a variety of noncredit programs. Find out how easy it is to register for classes by touch-tone phone or web. Call (813) 974-2996 for further information.

The Downtown Center is located at 1101 Channelside Drive just north of the Ice Palace, the Florida Aquarium, and the Port Authority Cruise Terminal. It is easily and quickly accessible from South Tampa, Ybor City, I-275, I-4 and the Lee Roy Selmon Expressway (formerly Crosstown Expressway). In downtown Tampa, follow the signs to the Arena, Aquarium, and Seaport area.

MBA Program

The USF MBA Program offers evening courses at the USF Downtown Center in the Tampa Port Authority Building. Students are able to complete all degree requirements at the Downtown Center. The USF MBA requires between 36-57 credits to complete and is fully accredited by the AACSB. For additional information on the program and admission requirements, visit the web site at <http://www.coba.usf.edu> or call (813) 974-3335. Earn your MBA without leaving downtown Tampa.

M.S. in Management Information Systems

To meet the needs of the marketplace for expertise in both information technology and management, the Information Systems and Decision Sciences department in the College of Business Administration offers a program of study leading to a Master of Science in Management Information Systems (MS/MIS) degree at the USF Downtown Center. Our goal is to develop IT specialists who are attuned to the latest principles, methods and techniques of both technology and management. The MS/MIS program is designed for individuals who are challenged by applications rather than science or technology and who are willing to undertake a career that demands a broad rather than a narrow range of skills. The program requires 32 hours of coursework and may be taken full-time or part-time. For further information, call (813) 974-5524 or visit the website at <http://www.coba.usf.edu>.

Masters of Public Administration

The Public Administration program offers a multi-disciplinary course of study leading to the Masters of Public Administration (MPA) degree. The MPA is designed to prepare students for successful leadership roles and management careers in the public, i.e. governmental and quasi-governmental (organizations) and nonprofit sectors. The required curriculum is 45-51 credit hours varying according to a student's prior work experience and exit option chosen. All students must complete a core of nine courses (27 hours) and either four or six courses (12-18 hours) in elective coursework in consultation with an advisor. For additional information please call (813) 974-2150 or visit the website at <http://www.cas.usf.edu/pad/index.html>.

Masters of Health Administration

The College of Public Health provides coursework, research methods, and field experiences to prepare students in the public health professions for the challenging health prob-

lems facing the State, nation, and other counties. The field of public health is broad and is open to students from diverse academic disciplines including health sciences, education, business, social and natural sciences. Graduates are prepared for interdisciplinary focused public health professional careers as administrators, managers, educators, researchers, and direct service providers.

B.A. in Interdisciplinary Social Science

The ISS program is designed to provide an interdisciplinary integration of the social sciences for students who are interested in a broad educational experience. ISS offers a wide choice of courses, and an opportunity to design a quality program geared toward individual needs and interests. Students plan their program in ongoing consultation with the advisor who approves each individual curriculum contract.

USF North Pinellas

Phone: (813) 974-2996

Email: distance@outreach.usf.edu

Website: <http://www.outreach.usf.edu>

In northern Pinellas County, students now have three locations to access USF courses. They are Palm Harbor University High School (1900 Omaha St.) and two new sites: St. Petersburg Junior College, Clearwater Campus (2465 Drew St.), and the Harborview Convention Center (300 Cleveland St.) in Clearwater. Courses at Palm Harbor include undergraduate and graduate Elementary Education, the Master of Library and Information Science and Educational Media Certification, and undergraduate Nursing. At St. Petersburg Junior College, Clearwater, USF will offer General Business, Nursing, and Interdisciplinary Social Science majors. A Master of Public Administration class is taught at the Harborview Center. Graduate degree programs in Instructional Technology are offered online in conjunction with St. Petersburg Junior College's CUC (College-University Center) initiative.

USF at Pasco-Hernando Community College

Phone: (813) 974-2996

Website: <http://www.outreach.usf.edu>

USF offers selected degree programs at Pasco-Hernando Community College. These courses are taught by USF faculty on-site or by videoconferencing at the New Port Richey campus of Pasco-Hernando Community College or other convenient locations. Students may choose to pursue one of the following programs:

- B.A. in Interdisciplinary Social Sciences (General Studies)
- B.S. in Nursing
- M.A. in Library and Information Science
- Ed.D. in Educational Leadership

For information about a specific degree program please contact the respective college or department of interest:

College of Education: (813) 974-3420

College of Nursing: (813) 974-9295

Interdisciplinary Social Sciences: (813) 974-0983

Library and Information Science: (813) 974-3520

For general information, please call Educational Outreach at (813) 974-2996 or see USF's Adult and Transfer Student Services representative during his weekly visit (Wednesday mornings) at Pasco-Hernando Community College's New Port Richey campus. For transfer student information, contact ATSS at (813) 974-6444.

"Anytime, Anyplace" Learning

USF supports "anytime, anyplace" learning through a variety of courses available over the web, broadcast on public and/or cable TV, or recorded on videotape and CD-ROM. These on-line courses range from individual offerings that can be used as electives in various majors, to sequences of courses qualifying students for teacher certification or endorsement, such as the ESOL offerings meeting Florida's requirements for teachers of English as a second language. Courses are added each semester to USF's on-line listings, and are included in the schedule of distance and off-campus courses published by

Educational Outreach. Visit our web site at <http://www.outreach.usf.edu> for more information about these rapidly growing options for USF's students.

For more than 30 years, WUSF-TV (USF's public television station) and local/regional cable outlets, including the Tampa Education Channel and Manatee Educational Television, have broadcast telecourses on a variety of subjects. Supported by Educational Outreach, these courses are available to students at all four USF campuses (Tampa, Lakeland, St. Petersburg and Sarasota) and their surrounding areas. Courses have on-campus sessions or web-based modules for orientation, reviews and student interaction components. Some courses can be used to fulfill liberal arts and/or major requirements and can be used as elective credit for many degree programs. Students should check with their advisors concerning any questions about the applicability of specific courses to their degree programs. Students enrolled in telecourses are allowed to tape the programs during broadcasts, but may review episodes and taped review sessions in the student viewing area provided by Educational Outreach, in SVC 1072. In lieu of watching the courses on television, students may secure tapes from RMI Telecourse Rental for most courses (1-800-745-5480).

Course syllabi are available approximately one week before the start of each semester and may be picked up at SVC 1072. Office hours are 8:00am-7:00pm M-F; however, syllabi are available outside the office and can be picked up later at night and during weekends, whether or not the office is open at the time. Syllabi are also available on the web site at <http://www.outreach.usf.edu>.

Non-credit Training and Professional Development

Educational Outreach promotes workforce and economic development through customized training and a wide range of personal and professional development opportunities. Primary programming divisions include Pre-college and Community Outreach, Conferences and Institutes, Lifelong Learning, Mediation Institute, ORBIT (Office of Resources for Business and Industry Training), and Senior Programs.

Pre-college and Community Outreach

This unit in Educational Outreach provides educational enhancement programs for children and families in a variety of disciplines. As a component of this unit, Community Music offers quality music instruction throughout the year to children age 3 through young adults, in both private and group settings. The Saturday Visual and Performing Arts Program provides studio based classes to children and youth during the school year. And the Summerpaly: Interdisciplinary Arts for Youth Program offers enrichment classes for students age 8-17 each summer on the Tampa campus.

Faculty of the University and professional teacher/artists lead these classes and USF undergraduate/graduate students often serve as teaching assistants and interns. USF classroom/studio facilities and community sites are used for the classes, which helps to extend the resources of the university to the community.

The INTERACT: Youth Arts Coalition, an after school program designed to help youth ages 10-15 years of age strengthen their interpersonal communication skills, is also administered by this unit. This program is free to participants.

A Pre-college Directory describing USF pre-college activities and programs is published annually and can be obtained by contacting USF Pre-college and Community Outreach at 4202 E. Fowler Ave., MHH 166, Tampa, FL 33520-6756, (813) 974-6989.

Division of Conferences and Institutes

As a unit of Educational Outreach, the Division of Conferences and Institutes plans and implements continuing education programs such as conferences, seminars, workshops, symposia and institutes for University units and external spon-

sors. The Division provides comprehensive program management services including program development/planning, financial planning and management, promotion, instructional resources, registration, logistics, Continuing Education Units, on-site management, evaluation and certificates.

For additional information about developing programs or learning about upcoming programs, contact the Division of Conferences and Institutes, Educational Outreach, USF, 4202 E. Fowler Avenue, MHH 116, Tampa, FL 33620-6756; (813) 974-5731; fax (813) 974-1459; e-mail laurade@admin.usf.edu.

Division of Lifelong Learning

The Division of Lifelong Learning provides open enrollment continuing education programs for workforce education, professional development, and personal growth. Courses are noncredit and offer instruction in writing and communication skills, foreign languages, computer applications, visual and performing arts, test preparation, and personal development. The Division also offers specialized certificate programs. Various educational programs (workshops, seminars, and short courses) are scheduled throughout the year in conjunction with the Colleges and Departments of the University. The programs vary in length from one day to one year, and the subject matter is concentrated as needed for the group being served.

The Division of Lifelong Learning also develops programs for workforce development in business and industry, government, professional, civic, and service groups. A variety of instructional methods assures maximum educational effectiveness and encourages individual participation. Distinguished faculty from USF and national and international resource persons serve as consultants, instructors, and facilitators in the programs.

The Continuing Education Unit (CEU) is awarded to participants who successfully complete programs that are sponsored by the Division and approved by the appropriate academic unit. Transcripts indicating awarded CEUs are available on written request.

Professional program coordinators provide program planning, budget preparation and evaluation, and are available to assist organizations, both within the University and in the local community, in developing programs consistent with the needs of the group and the overall educational objectives of the University.

The Florida Center for Writers, a joint project of the Department of English and the Division of Lifelong Learning at USF, was established to foster an appreciation of literature and to help writers of all levels master their craft. The Center sponsors the annual Florida Suncoast Writers' Conference, ongoing classes in writing, the publication of *Sunscripts: Writing from the Florida Suncoast Conference*, and various lectures and readings.

For more information, contact the Division of Lifelong Learning, Educational Outreach, University of South Florida, 4202 E. Fowler Avenue, MHH 116, Tampa, FL 33620-6756; (813) 974-5211.

Mediation Institute

The USF Mediation Institute provides Florida Supreme Court approved mediation certification courses in family, circuit civil, and dependency mediation which meet the Florida Supreme Court training requirement for certification as a mediator in each of the respective areas. In addition, the Mediation Institute offers educational programs that incorporate conflict resolution skills in parenting classes for divorcing parents, advanced mediation training, and other specialized activities.

For further information, contact the USF Mediation Institute, Educational Outreach, 4202 East Fowler Avenue, MHH 116, Tampa, FL 33620-6756.

ORBIT (Office of Resources for Business & Industry Training)

ORBIT serves as a central information resource to link the business and academic communities in support of economic development initiatives and provides highly customized train-

ing programs specializing in database and information technology.

MTEC (Manufacturing, Training and Education Center), now located at the STAR Center in Pinellas County, offers cost effective certification to the latest international standards, including ISO 9000, ISO 14000 and six-sigma and helps small to medium manufacturers with a product engineering grant program. For additional information, call MTEC at (727) 545-7541, send an e-mail message to orbit@outreach.usf.edu, or visit the web site at <http://www.outreach.usf.edu>.

Established in 1998, ORBIT was designed to facilitate access for the corporate sector to the University's resources for the purpose of specialized incumbent worker development and training. For more information, call (813) 974-2801, send an e-mail message to orbit@outreach.usf.edu, or visit our web site at <http://www.outreach.usf.edu>.

Senior Programs

The Division of Senior Programs initiates and coordinates programs for adults of retirement age. Many of these programs are planned in conjunction with seniors who play an active volunteer role in facets of the programs listed below:

Senior Citizen Tuition Waiver Program: Florida residents who are 60 years of age or older by the first day of a respective semester may take certain undergraduate or graduate courses on a space available basis without paying tuition. Academic credit is not awarded, examinations are not required, and grades are not given. An orientation-registration is held at the beginning of each semester, and peer advisors are available for advising.

SeniorNet: An international, non-profit organization, SeniorNet is for individuals, age 50 and over, who are interested in learning to use computers. Members who join SeniorNet share and exchange knowledge and interest with others through an online network. Members may take courses taught by senior volunteers with extensive computer experience. Courses and fees are described in information sent to those who request inclusion on the SeniorNet mailing list.

Learning in Retirement Institute: As an affiliate of the Elderhostel Institute Network, the Learning in Retirement Institute builds on the motivations and experiences of adults in retirement as they continue learning, expanding their horizons and enhancing their personal development. Learners develop intellectually stimulating educational programs within an organizational structure that distinguishes the Institute as an educational community of older learners. Learners must be members of the Institute and pay fees for study groups held each semester. Membership, study groups and other LIR event information available to those who request inclusion on the LIR mailing list.

For information on all Senior Programs, or to be placed on our mailing list, contact Division of Senior Programs, USF, 4202 E. Fowler Avenue, MHH 116, Tampa, FL 33620-6756; e-mail leeleav@admin.usf.edu or call (813) 974-2403.

THE USF LIBRARY SYSTEM

Web address: <http://www.lib.usf.edu>

Tampa Library: (813) 974-2721 (for hours, call 974-2727)

Shimberg Health Sciences Library (Tampa Campus): MDC 1200, (813) 974-2243

Louis de la Parte Florida Mental Health Institute Library (Tampa Campus): MHC 1744, (813) 974-4471

Nelson Poynter Library (St. Petersburg Campus): (727)553-1123

Jane Bancroft Cook Library (New College/Sarasota Campus): (941) 359-4300

Polk Community College & USF Lakeland Campus Library: (863) 297-1042

All six libraries within the USF Library System contain over 1,500,000 volumes, and the SUS libraries together contain over 10,000,000 volumes of information resources. Books and periodicals are cataloged and arranged on open shelves using the Library of Congress Classification System. Books may be

checked out with renewal privileges; periodicals may not be checked out.

The USF Virtual Library enhances teaching and learning through the delivery of online library resources and services to the dorm, office, or home as well as on-site at any of the USF Libraries. Special features include WebLUIIS, the online catalog, an electronic course reserve system, over 1,000 electronic journals, hundreds of databases - some of which include additional full-text information, and digitized historical materials such as photographs, documents, and oral histories. Beyond content, there are numerous library services such as interlibrary loan request forms, the ability to renew materials, and reference assistance requests available the Virtual Library at <http://www.lib.usf.edu/virtual/>.

WebLUIIS, the online catalog, may be searched by author, title, subject, and keyword to identify the library's holdings. LUIIS contains records for the USF libraries, all ten SUS libraries in Florida and online catalogs worldwide. Workstations located in various USF libraries provide access to the online catalog. Remote access to the same catalog is also possible through any campus workstation linked to the USF network or via dial-in procedures.

Regional Exchange Center (REC) service can obtain materials from other USF campus libraries upon request. Thus, students and faculty have access to resources beyond the on-site collections at each campus. REC forms are available at reference and circulation services desks.

More information about the USF Library System, including the new Virtual Library and statewide library services to distance learners, is available on the World Wide Web at <http://www.lib.usf.edu/virtual/> and <http://www.lib.usf.edu/distance>.

TAMPALIBRARY

Central to the philosophy of the Tampa Library is the view that the people it serves are equally as important as the books on its shelves. Students are encouraged to become familiar with the collection, to master the techniques of using it, and to achieve a familiarity with information resources that will carry over into later life.

The Tampa Library contains a collection of more than 1,050,000 volumes, 4,900 periodicals and 2,600,000 microforms of all types to support a broad range and depth of faculty and student research as well as personal knowledge and cultural advancement.

Reference Collection: The Reference Collection is located on the first floor of the Tampa Library. Reference librarians assist students and faculty with both electronic and print resources. The Reference Collection consists of over 40,000 volumes including encyclopedias, dictionaries, indexes, and abstracting services. Reference librarians teach information literacy classes to students and faculty in support of teaching and research using state-of-the-art computer labs and classrooms. Access to electronic information via the Virtual Library includes WebLUIIS, the online catalog for USF and the other nine state universities; over 275 databases; full-text material and document delivery services and World Wide Web access. CALL/USF, the fee-based information service for community users, offers document delivery, and customized research.

Periodicals Collection: The Periodicals Collection is located on the second floor with service provided at the Periodical Information Desk and the Copier Assistance Desk. The collection contains more than 4,900 current periodicals and selected newspapers from Florida and major cities in the U.S. and foreign countries. A large collection of periodicals and newspapers in microfiche and microfilm is also located in the Periodicals Microform Room. WebLUIIS and Internet workstations provide access to full-text databases and electronic journals. Also located here is a fee-based copy service as well as self-service photocopying equipment.

Government Documents: The Library is a selective depository for U.S. and Florida government publications, maintains a U.S. patent and trademark depository, and acquires United Nations committee reports on microfiche. The documents

collection, which is housed in the basement of the Library, contains over 2.6 million items, including a wide variety of materials in print, microform, and electronic format. The collection is augmented by the acquisition of selected publications of other public agencies, selected reference tools, and other specialized indexes and finding aids. Assistance with the location and use of government publications is provided at the Documents Information Desk. Visit the Government Documents Department's Web site (<http://www.lib.usf.edu/virtual/govdocs/>) for access to a wide range of online government resources.

Special Collections Department: Located on the fourth floor, this department houses the Library's rare books, Florida history and other special collections, as well as the University's archives. Its holdings total over one million items, with rare and unusual materials ranging from 4,000 year-old Sumerian tablets to modern fine printing. In addition to books, Special Collections houses thousands of historical photographs, early maps, sheet music, printed ephemera and oral histories. The department holds a number of major archival collections, including the papers of Florida governors, congressmen and other political leaders, the Research Collection on the Nixon Presidency, and the records of Tampa's Spanish, Cuban and Italian immigrant mutual aid societies. Also present are the papers and manuscripts of literary figures like Piers Anthony and Dion Bouicault. The department's strongest area of emphasis is Florida history, but it also houses notable collections of historical children's literature, dime novels, early American schoolbooks, and cigar label art. An increasing number of the department's photographs and other resources are accessible on-line. Further information is available through the department's website at <http://www.lib.usf.edu/spccoll/>.

Access Services (circulation, interlibrary services, reserve): Access Services is located on the first floor. The Reserve collection, containing books and articles Areserved@ at faculty request for use in a particular class is available at the Reserve service desk. Many reserve items are now available on the Electronic Reserve System, which is accessible on the World Wide Web to any USF student. Circulating books that are shelved on the third through fifth floors can be checked out at the circulation service desk on the first floor. The Library uses an automated circulation system that facilitates easy and quick check out of books. Renewals can be done in person, by email or over the World Wide Web. A statement of the library's circulation policy is available at the Access Services Service desk and on the USF Library's home page. Interlibrary services can obtain materials from other libraries upon request. Thus students have access to resources beyond the onsite collections at each campus. Forms for requesting materials are located at service desks throughout the library and on the Library's home page at <http://www.lib.usf.edu>.

Library Media Center and Lab: The Library Media Center (LMC) provides media materials for instruction, research, and curriculum support. Videocassettes sound recordings CD-ROMs, DVDs, slides, kits, and other audio-visual formats as well as music scores are available for loan. The LMC Lab provides equipment for individual use of all media in the collection and on reserve. The LMC also houses media supporting distance learning programs, including the Open University, Engineering FEEDS, and Instructional Television Fixed Service (ITFS).

Instructional and Open-Use Labs: The Library supports three state-of-the-art labs of networked workstations. Two labs, located on the second floor, are reserved for library instruction. The third lab, located on the first floor is jointly maintained with Academic Computing as an open-use lab with facilities for word processing, electronic mail, and printing.

More information about the collections and services of the Tampa Library is available on the World Wide Web at <http://www.lib.usf.edu>.

ACADEMIC COMPUTING

Web Site: <http://www.acomp.usf.edu>

Helpdesk: LIB 608, phone: (813) 974-1222, Florida toll-free: 1-866-974-1222, email: help-ac@usf.edu, web: <http://help.acomp.usf.edu>

AC Open-Use Lab: LIB 125, phone: 974-7616

AC Trainers: LIB 618A, phone: 974-3286, email:

actrainers@lists.acomp.usf.edu,

web: <http://training.acomp.usf.edu>

Campus Network Information Site: www.net.usf.edu

Dialup Document Web Site: www.acomp.usf.edu/~dialup

Netcast Broadcasting Site: <http://www.netcast.usf.edu>

Web Email Access: <http://mailbox.acomp.usf.edu>

Academic Computing provides services in direct support of instruction and research for students and faculty. Faculty at USF can find the resources and support necessary to bring technology into the classroom. Academic Computing administers the servers that are home to the universities major online course systems, CourseInfo and WebCT. For more information see <http://scholar.acomp.usf.edu>. Additional services include broadcasting of public and academic lectures and forums over USF's intranet at <http://www.netcast.usf.edu>.

Student support services are provided through the Academic Computing Help Desk and the Academic Computing open use computer lab. Walk in assistance for computer questions is provided at both locations. All USF students are provided with computing accounts, email and internet access. Registered students receive their automatically generated computing account and password at <https://una.acomp.usf.edu>. Other services include phone support, on-line help and tutorials, one-on-one chat with Help Desk technicians and training workshops. Employment opportunities for students are available. Check our web site at <http://jobs.acomp.usf.edu> for information.

Academic Computing offers support and access to compilers for the usual range of applications on a variety of machine across campus. Help is available for numerically intense applications, the mathematical packages, and certain statistical programming languages.

INFORMATION TECHNOLOGIES/CFRDC

Phone: (813) 974-9000

Web Address: <http://usfweb.usf.edu/usfit/>

USF is the host institution for a large scale computing facility designated as the Central Florida Regional Data Center (CFRDC). This facility operates as a computing utility within the SUS and provides the primary administrative computing support for the University and numerous other agencies. CFRDC is a division within Information Technologies (IT) and its support staff consists of Computer Operations and Technical Support including Database Administration. Computing accounts are established through the IT Financial Management group.

Central site computing equipment located in the Student Services Building on the Tampa campus includes an IBM 9672 Model R32 Enterprise Server supporting tape and disk storage subsystems, laser and impact printers in the OS/390 operating system environment, in addition to several SUN UNIX machines supporting various applications, and numerous NT servers supporting e-mail, web services and calendaring as well as file and print services. CFRDC is heavily involved in the management and operation of the campus-wide Backbone Network providing access to research facilities on campus and the world. IT also provides and supports the telephone and voice mail systems at all USF campuses. Microcomputers, printers, and other associated equipment are maintained in "open use" areas on all USF campuses to enable students, faculty, and staff access to the network and central site processing support. These remote open use areas may vary in their scheduled hours of operation, but, generally speaking, each provides significant amounts of access, normally six or seven days a week.

PUBLIC BROADCASTING

WUSF-TV (Channel 16, Tampa) is a noncommercial member assisted educational television station serving the communities of the Tampa Bay region as an important outreach arm of the University. One of the most watched public TV stations in Florida, WUSF-TV provides high-quality educational, instructional, informational, cultural, and public affairs television programming and services. From its new state of the art facility, it serves viewers in the greater Tampa/St. Petersburg/Sarasota areas including Polk, Pasco, and Hernando Counties, as well as USF faculty, staff, students, and other educational agencies. It also provides extensive production services to USF academic and support services units including telecourses, training videos, and DVD projects. The station is a member of the Public Broadcasting Service (PBS), National Educational Telecommunications Association (NETA), Florida Public Broadcasting Service Inc. (FPBS), and the American Public Television Station Inc. (APTS). WUSF-TV is a charter member of the Program Resources Group Inc. (PRG).

WUSF(FM) 89.7MHz (Tampa/St. Petersburg, Sarasota) is a listener supported public radio station that is synonymous with the classical music and NPR brands in the top 25 market of Tampa-St. Petersburg-Clearwater and Sarasota. It is the most listened-to public radio station in the state of Florida. WUSF 89.7 features the NPR signature news programs *Morning Edition* and *All Things Considered*; airs 75 hours of classical music each week, nearly 85% of which is locally hosted; airs 45 hours of jazz each week overnight and provides entertaining programs such as *Car Talk*, *A Prairie Home Companion* and *This American Life*. WUSF 89.7 produces *The University Beat*, a program devoted to showcasing the outreach efforts of the University of South Florida and *Gulfcoast Showcase* which focuses on the arts community and broadcasts locally recorded concerts from organizations such as the Florida Orchestra and La Musica of Sarasota. Over 3 million people fall within the coverage area which extends north to Crystal River, south to Venice and east to Winter Haven. The station provides production services, studio rental and recording services to the USF community.

The **WUSF Radio Reading Service (RRS)** airs 24 hours a day on a subcarrier frequency of WUSF 89.7 and on the SAP channel of WUSF-TV/ Channel 16. The RRS serves blind and disabled people with readings of newspapers and periodicals. More than 200 volunteers read live and record from studios in Tampa and at the Sarasota Opera House. Qualified listeners are able to hear the programming on special receivers loaned to them by the RRS.

OFFICE OF RESEARCH

Location/Phone: ADM 200, (813) 974-5570

Web Address: <http://www.research.usf.edu/>

Creative research and scholarly activities are essential aspects of the undergraduate educational experience at USF. The promotion and administration of such are the responsibilities of the Office of Research and its divisions, which provide services that enable USF faculty, staff, and students at all academic levels to be competitive in a dynamic research environment. The Office of Research administers both sponsored and non-sponsored activities and projects that include institutional research projects, research contracts and grants, patents and copyrights, federal and state research compliance regulations, USF's own internal award programs, economic development initiatives, public-private partnerships, participation on the local research and development authority, research park development, technology transfer, and research activities at affiliated hospitals and institutes.

From developing a grant proposal to filing a patent to regulating biohazardous materials, the Research staff are trained professionals committed to meeting the needs of USF researchers. In turn, the dedication of USF undergraduate as well as graduate students and faculty researchers has contributed to the phenomenal growth in research that USF has experienced. In 1998/99, USF received more than \$161 million

in research funding—quite a feat when compared to the \$22 million received just 13 years ago.

USF faculty, students, and staff are active in the search for new knowledge and consistently demonstrate their concern about the world in which they live. With the support of private and public agencies, they contribute to our knowledge about the world in which we live and apply their findings and skills to solving many of the problems facing contemporary society. Many contributions evolve from basic research; others, from practical applications of new knowledge. Other projects make specialized training available to public officials, to organizations working for social betterment, to religious and educational institutions, and to business and manufacturing organizations. Through sponsored and non-sponsored activities, USF faculty, students, and staff make significant contributions to the University's instructional programs. Additional information about services and programs is available on the World Wide Web (<http://www.research.usf.edu/>).

LOUIS DE LA PARTE FLORIDA MENTAL HEALTH INSTITUTE

Location/Phone: MHC 1101, (813) 974-4602

The Louis de la Parte Florida Mental Health Institute's mission is to strengthen services for persons with behavioral health disorders (including mental, addictive and developmental disorders) in the State of Florida through research, training, and education (Florida Statute 240.514).

The Institute's programs are conducted by four departments: Aging and Mental Health, Child and Family Studies, Community Mental Health, and Mental Health Law and Policy.

The Institute conducts a broad range of applied research, training, and dissemination activities related to the planning, development, delivery, and evaluation of behavioral health services. The Institute's training and consultation activities are provided for a variety of audiences including behavioral health and health care professionals, the Florida legislature, administrators, policy makers, planners, consumers, students, and the public.

The Institute provides continuing education opportunities for behavioral health and health professionals and is approved to provide continuing education credits for the following professional organizations: American Psychological Association, Florida Department of Professional Regulation, Florida Board of Nursing, and the Certification Board of Addiction Professionals of Florida. The Institute also provides continuing education credits to professional groups such as physicians and attorneys through the following organizations: the USF Continuing Medical Education Office and the Florida Bar Association.

The Institute offers undergraduate and graduate students research assistantships, volunteer and part-time employment opportunities. Students may earn academic credit for independent research performed at the Institute in conjunction with USF courses. Institute faculty teach credit courses in degree-granting programs in cooperation with other USF colleges and offer certificate courses in planning, evaluation and accountability.

The Institute's pre-doctoral internship program for psychologists is approved by the American Psychological Association. Undergraduate and graduate students participate in the Institute's Multicultural Mental Health Training Program designed to attract minority students to the mental health field.