

## **SUPPORTIVE SERVICES**

### **Learning Resources Center (LRC)**

The LRC plays a vital role in instructional programs of the College. As the materials center for the College, it provides books, magazines, pamphlets, microfilms, slides, audio and video tapes, CD ROMs, databases, government documents, Internet access, telecourses and online instruction. As a service center, the LRC provides assistance in reference and research and independent study. The LRC provides the video equipment and copies of each telecourse for use in several public libraries in the district, and coordinates the scheduling of teleconferences and interactive conferences. The LRC is also responsible for maintaining the College's archives. In addition, the LRC maintains web pages for the College, and the Southern Illinois Genealogical Society.

### **Library Services**

The library provides access to a collection of books, periodicals, pamphlets, maps, government documents, newspapers, online databases, and the Internet. Library Services supervises the circulation of materials from this area and materials placed on reserve. Library personnel provide reference services and library instruction. Students may request materials through interlibrary loan if the needed materials are not available at the John A. Logan College Library. Students with off-campus access may connect to the College's home page, the on-line catalog, and many online databases. Copy machines are provided for student use. Two word processing computers and three typewriters are also available for student use. Study carrels are available for individualized study.

The library at John A. Logan College is an active, participating member of ILLINET library network, the Southern Illinois Learning Resources Cooperative, NILRC, and the Shawnee Library System's automated catalog.

### **Teaching Learning Center (TLC)**

A new Teaching Learning Center supports faculty and staff of the College in training and professional development activities. Instructional design services, multimedia development, and specialized training are supported.

### **Learning Laboratory**

This facility is located on the upper level of the LRC (C-227). Its mission is to provide materials and equipment needed by students working on an individualized study basis. Audio tape duplication is

available. The Learning Laboratory also serves telecourse students who use it as their contact with the College. Students may pick up telecourse packets and video tapes, view video lessons, and receive testing as well as leave completed assignments and messages for telecourse instructors. The Learning Laboratory is also a secure testing site for other institutions.

### **Media Services**

Media Services supervises the scheduling, distribution, and use of audio-visual equipment and instructional materials used in classrooms. Scheduling and distribution of programs over the campus' closed-circuit television system are also available.

Media Services aids instructors with the production of audio-visual and multimedia materials, graphics, and Internet-based course material. Staff work with faculty to provide training and resources for Internet-based distance learning. Media Services maintains a large collection of instructional videos and other multimedia materials. Faculty requests for the purchase of instructional videos, multimedia CDs, etc., are made through the Media Services Office. Media Services also maintains the College's web site and assists in the design and production of institutional graphics, publications, and other media.

### **Distance Learning**

Distance Learning includes telecourses, on-line courses, and two-way interactive video. The two-way interactive audio-to-video classrooms are located in C-229 and F-106. The Learning Lab provides support for telecourses, while Media Services assists faculty in the development and maintenance of on-line courses. The College is connected to other similar classrooms at colleges, universities, high schools, hospitals, and businesses in the area. This interactive network is used to offer College courses to remote sites and to receive courses from other institutions, thus reducing the travel time and cost for many students.

### **Illinois Virtual Campus (IVC)**

John A. Logan College is both a provider and Student Support Center for the Illinois Virtual Campus. The IVC is a clearinghouse of all Internet and other distance learning courses and programs provided by all colleges and universities in Illinois that meet the required academic standards of good practice. The offerings on the IVC range from non-credit continuing education to graduate programs. A catalog of all these offerings and other information about the IVC is available on the Web at <<http://www.ivc.illinois.edu>>.

The College is an IVC provider by meeting the academic standards of good practice and by listing its distance learning courses in the statewide catalog. In addition, the College is an IVC Student Support Center. IVC students have access to the open access computer labs, the library, and other instructional and technical support services. The College also provides students assistance in finding and selecting IVC offerings.

### **Alongi Du Quoin Extension Center**

The Alongi Du Quoin Extension Center is located on U. S. 51 south in the Southtowne Shopping Center. The center is host to regular College classes as well as adult and continuing education classes, children's classes, and seminars for business and industry. Call 542-9210 for more information.

### **West Frankfort Extension Center**

The West Frankfort Extension Center is located at 1000 Factory Outlet Drive, Unit 110, West Frankfort. The center is the site for regular College courses as well as adult and continuing education classes, children's classes, and seminars for business and industry. Call 932-6639 for more information.

### **Franklin University Community College Alliance**

John A. Logan College students can complete their bachelor's degree on-line by combining on-campus classes at John A. Logan College with on-line classes from Franklin University, Columbus, Ohio. Majors are offered in: accounting, applied management, business administration, computer science, digital communication, health care management, information technology, management, management information sciences, and public safety management. Information is at 1-888-341-6237; <[alliance@franklin.edu](mailto:alliance@franklin.edu)>; and <[www.alliance.franklin.edu](http://www.alliance.franklin.edu)>.

### **Parking**

Parking facilities are available to all College students at various parking lots on the campus. On-campus parking is a privilege and is subject to the parking and traffic regulations of the College.

No parking is allowed on any campus street, sidewalk, or in any unpaved area of the campus. Certain areas of the campus parking lots are reserved for faculty and staff parking and for parking for individuals with disabilities. Use of these reserved areas requires the display of a special parking permit, which is available in the Security Office.

Persons violating parking regulations are subject to a fine of \$5.00 to \$50.00. Parking violations must be paid at the cashier's window of the Business Office within five days of issue. Failure to comply may subject the violator to more penalties. Parking citations may be appealed in writing on a form available at the Security Office and must be filed within five days of issue. A copy of all parking regulations may be obtained at the Safety Office window located between E102 and E106.

### **Campus Safety**

Campus Safety represents a progressive campus police organization providing protection to the facilities of the College and protection and services to its population. It has a walkup window between E102 and E106.

The officers of the department are empowered by Illinois law to enforce all criminal and traffic laws of the state and the local ordinances of the College. All standard means are used by the department to enforce good order and maintain traffic control on the campus, including the use of unmarked patrols and radar.

### **Housing**

The College does not maintain dormitories or other housing facilities, but out-of-district students may live in dormitories at nearby Southern Illinois University, which is connected to the College with a bus line during regular College sessions. College rules apply in any setting where the College has a contractual agreement for education, transportation, or housing. Information is at extension 8382.