Welcome to SUNY College of Environmental Science & Forestry!
Important things to do...
Complete the Accepted Student Checklist

- Activate your SU/ESF NetID
- Enter Emergency Contact Info
- Complete ESF Policies Acknowledgement Form
- Submit Photo
- Submit Immunization Records
Health Insurance

- Complete waiver by September 30 (must be done each year)
- Students on funding may be eligible for employee insurance coverage
- Crouse Medical Practice provides our students with fast-track clinical care
Email/Passwords

- You have two student emails, official emails (Grad listserv) go to @syr.edu
- Your NetID is the same, your password may not be
- Your ESF credentials give you access to Evergreen Wifi; SU credentials give access to AirOrangeX
Miscellaneous to-dos

- Pick up your student ID card
- Obtain your ESF evening parking pass
- Students on funding receive parking passes for West Campus lots. Limited spaces are available to unfunded students
Important things to know...
Shared Resources @ SU

- Office of Disability Services
- Access to gyms/libraries/food services
- Bookstore
- Clubs & Student Groups
- Off-Campus and Commuter Services

More information here: http://gradorg.syr.edu/resources
Taking Courses @ SU

- All graduate students are allocated 15 credits
- Students who are enrolled in concurrent degree programs at SU will have no credit hour limits towards their degree
Academic Policies

- You must be continuously enrolled
- You must maintain a minimum GPA of 3.0
- Full-time enrollment is 9 credit hrs for students on funding, 12 credit hrs. for unfunded students.
- You must be registered in the same semester of your degree completion.
New York State Residency

- If you are a domestic, out-of-state student, apply for NYS residency, if possible
- Tuition difference is $5,895 per semester
- Applications in Business Office, 102 Bray Hall
If you are on funding, check with your supervisor before making travel plans!

Your bill is due 30 days after you register for classes

Keep your contact info/address/degree completion semester, current in MyESF

Food Pantry

Move-in Sale
Important dates to know...
Labor Day - no classes
Last day to add a class
Last day to drop a class
Last day to withdraw w/a ‘W’ grade
Registration for spring courses
Thanksgiving Break
Last day to withdraw w/a ‘W’ or ‘WF’ grade
Last day of classes

Monday, September 2
Tuesday, September 3
Friday, September 20
Friday, October 25
November 6- December 13
November 24- December 1
Monday, December 2
Friday, December 6
Grad Peer Mentor Program

Joint program of Graduate Student Employees Union, Graduate Student Association, and Office of Instruction and Graduate Studies
What is the Grad Peer Mentor Program?

Inaugural semester!

Match new grad students and TAs with more experienced peers in their department

- **Mentoring Group**: small group of Mentees and their Mentor
- **3 Mentoring Lunches** per semester with **FREE PIZZA** to meet with your Mentoring Group
- Talk to your Mentor and Mentoring Group about the challenges you face and ways to overcome them
- Grad-run **workshops** as needed
What is the Grad Peer Mentor Program?

<table>
<thead>
<tr>
<th>Who are the Mentors?</th>
<th>Who can be a Mentee?</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Grad students who have completed at least 2 semester of graduate study at ESF</td>
<td>• Grad students about to enter their first or second semester of graduate study at ESF</td>
</tr>
<tr>
<td></td>
<td>• Grad students about to enter their first or second semester of teaching at ESF</td>
</tr>
</tbody>
</table>
Important Dates

Friday, **September 6**, 11:59 pm: Mentee sign-up deadline

Friday, **September 20**: first Mentoring Lunch
How do I become a Mentee?

ESF Mentee Sign-Up Form

Graduate students are key resources in the transition to good school and on-going graduate teaching, both as sources of experience and knowledge and as personal support systems. ESF’s Grad Peer Mentor Program matches first- and second-year graduate students with graduate students and faculty mentors in their department. Each Peer Mentor will help the graduate student gain experience and share experiences and introduce the graduate student to resources available to ESF grad.

Eligibility: ESF graduate students should start their first or second semester of graduate study at ESF and ESF grad students should have completed their first or second semester as Graduate Assistant/Teaching Assistant, regardless of number of semester of completed graduate study at ESF.

Resources provided by the Grad Mentor Program:

1. Mentorship Lunches during Fall 2020 where you, your Grad Peer Mentor, and your Mentoring Group will meet over free pizza to check in about your concerns and successes. The first mentoring lunch will be held in mid to late September.

Your Grad Peer Mentor will be available to answer your questions, give advice, and connect you to resources.

Mentorship Group:

Mentors will host workshops and seminars for Mentors on an as-needed basis throughout the semester.

Online application deadline: Friday, September 4, 2020, at 11:59 pm

Email address (Personal email recommended)

Your email address will be shared with your Grad Peer Mentor and other Mentees in your Mentor Group to help them communicate with you throughout the semester.

Prefered and Last Name

Email address

Number of semesters of completed graduate study at ESF

Number of semesters of experience as a Graduate Assistant/Teaching Assistant (GTA/TA) at ESF

Department

Number of semesters of experience as a Graduate Assistant/Teaching Assistant (GTA/TA) at ESF

If yes, which course will you teach? (It’s okay if you don’t yet know your teaching assignment.)

In the upcoming semester, will you be employed as a state-funded Graduate Assistant/Teaching Assistant (GTA/TA)?

Y N

If yes, please describe the nature of your Research Assistant assignment.

If no, please describe the nature of your Graduate Assistant/Teaching Assistant assignment.

If you want to indicate Mentor preferences...

https://forms.gle/ZYxvCN5bw1LCqiNi7

By September 6

Check SUNY ESF Graduate Student Association Forum FB group and emails from Dean Shannon for link
Graduate Student Association

Website: www.esfgsa.com

Facebook Group:
SUNY ESF Graduate Student Association

Sync to the ESF GSA Calendar, instructions at:
http://www.esfgsa.com/upcoming-events.html
Orientation Week GSA Events

- **Monday** - Ice Cream Social 1PM Nifkin
- **Wednesday** - Laser Tag 7PM-9PM*
  meet at WonderWorks at Destiny USA
- **Thursday** - NYS Fair 5PM-9PM*
  meet at Gate 1
- **Friday** - Bar night @ Orange Crate 7PM-10 PM
  short walk/drive from campus
- **Saturday** - Picnic at Green Lakes State Park
  11AM-1 PM*

for meeting details please contact Kaitlyn Simmons @ 912-674-4372 or ksimm03@syr.edu

*car pool/vans will meet at the bottom of the starts at Standart Lot
Break!
Please be back by 10:45

Additional restrooms are available on upper levels of the building
GLENN AND KIMBERLY

KELLY
PARKING SERVICES

Ext. 6969
M-F 8-4:30PM
parking@esf.edu
To provide the ESF college community with a safe and helpful environment in which to work, live and learn.
SUNY-ESF participates in BOTH the NY-Alert and Orange Alert emergency notification systems. In the event of a critical incident, the College will use these systems to alert you and to provide instructions through one or more of the messaging gateways that you identify below. By updating the information on this page, you will be automatically enrolled in both NY-Alert and Orange Alert.

As a student, you are automatically enrolled with your @syr.edu email address and your local phone number. You may add a secondary email and/or additional phone numbers, including cell phones for text messages. This service is free and the information is kept separate and confidential. Your information is protected and never shared with anyone else, not even with other College offices.

- FAQ - Frequently Asked Questions
- NY-Alert Official Home Page
- Syracuse University Emergency Preparedness (Orange Alert)

Norman Bergey - NY-Alert and Orange Alert Emergency Contacts

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<tr>
<th>Emails</th>
<th>Email Type</th>
<th>Email Address</th>
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</table>

Primary Email: *

* Your campus (@syr.edu) email address is automatically entered as your Primary Email.

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<thead>
<tr>
<th>Phones</th>
<th>Phone Type</th>
<th>Area Code</th>
<th>Phone Number</th>
<th>Voice</th>
<th>Text</th>
<th>Cellular Provider</th>
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<tbody>
<tr>
<td>Phone 1:</td>
<td>Cell</td>
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Note: Your cell phone number is the default number for Phone 1. If you just updated your cell phone number in the Student Contacts web page, the Phone 1 will be reflected on this page tomorrow.
Safety Guidelines for Active Shooter Situations on Campus

Introduction

While the likelihood of a shooter on campus is remote, it is best to be prepared for any situation. Active shooter situations are unpredictable, evolve quickly, and are often over in 10 to 15 minutes. Before law enforcement arrives on the scene, individuals must be prepared both mentally and physically to deal with an active shooter situation.

An active shooter is a person or persons who appear to be actively engaged in killing or attempting to kill people, most often in populated areas. In most cases, active shooters use firearm(s) and display no pattern or method for selection of their victims. Active shooter situations are dynamic and evolve rapidly, demanding immediate response by the community and immediate deployment of law enforcement resources to stop the shooting and prevent further harm to the community. This document provides guidance to faculty, staff, and students who may be caught in an active shooter situation, and describes what to expect from responding law enforcement officers.

For additional information see the Guidelines noted below and refer to the U.S. Department of Homeland Security "Active Shooter How to Respond" guide (PDF). The U.S. Department of Homeland Security has also produced a video titled, "Run, Hide, Fight".

Guidelines

In general, how you respond to an active shooter will be dictated by the specific circumstances of the encounter. If you find yourself involved in an active shooter situation, try to remain calm and call UPD at 470-6666 or 911 as soon as possible. Follow all instructions upon receipt of a NY-ALERT critical emergency notification.

If an active shooter is outside your building or inside the building you are in, you should:

- Try to remain calm.
- Try to warn other faculty, staff, students and visitors to take immediate shelter.
- Proceed to a room that can be locked or barricaded.
- Lock and barricade doors or windows.
FOR ALL ESF EMPLOYEES AND STUDENTS; TO CONFIRM OR UPDATE YOUR NY-ALERT/ORANGE ALERT CONTACT INFORMATION FOLLOW THESE DIRECTIONS:
EMPLOYEES
FROM THE ESF HOMEPAGE CLICK "LOG-IN". ONCE LOGGED IN WITH YOUR USER ID AND PASSWORD, GO TO "UNIVERSITY POLICE" AND CLICK ON "NY ALERT AND ORANGE ALERT CONTACT INFORMATION". CONFIRM OR UPDATE YOUR INFORMATION AS NECESSARY.
STUDENTS
GO TO “MYESF.EDU.EDU”. ONCE LOGGED IN WITH YOUR “NET ID” AND “ESF PASSWORD”, CLICK ON “SELF-SERVICE STUDENT INFORMATION”, CLICK ON “NY ALERT AND ORANGE ALERT CONTACT INFORMATION”. CONFIRM OR UPDATE YOUR INFORMATION AS NECESSARY.
Campus Safety Alert
Vehicle Registration
UPD
M–F 7am–11pm
Bicycle Safety/Registrations
U-BOLT Locks
$15 Centennial Hall
Vehicle Lockouts/Jump Starts
Title IX

Title IX is the federal anti-discrimination law that states: "No person in the U.S. shall, on the basis of sex, be excluded from participation in, or denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal aid." (Title IX of the Education Amendments of 1972). This applies to all College programs and activities including, but not limited to, academic and athletic programs, financial aid and student records and accounts, health and counseling services, and housing and residence life programs.

Title IX prohibits sex discrimination against students, employees, or third parties. Sex discrimination includes sexual harassment, sexual assault, and sexual violence.

These people have key Title IX responsibilities at SUNY-ESF:
Title IX Coordinator and Affirmative Action Officer

Amy McLaughlin 450 Baker
Title IX

Enough is Enough

Because sexual assault should not be part of the college experience.

844-845-7269
Be aware of your surroundings...
Distracted
THE DOWNFALLS OF DISTRACTED WALKING.

34% CHANCE OF GETTING HIT BY A VEHICLE

24% CHANCE OF GETTING HIT BY A BICYCLE

12% CHANCE OF BEING INJURED OR KILLED

68% CHANCE OF MISSING THE CROSSING SIGN

Do NOT use cell phones, tablets or other devices while walking to school.
Exterior Help Phone Locations
Prescription Disposal
Bray Hall
Community Safety
Registrar’s Office
Advising & Class Registration

- On-line registration for classes begins today for new graduate students!
- Students register through MySlice portal once your NetID is activated. To activate NetID visit: http://its.syr.edu/netid/
- Discuss Courses with your major professor
- Review Fall Schedule: http://www.esf.edu/registrar/schedfall.asp
- Register on your own or come to 111 Bray Hall and we would be happy to assist!
ESF Student Portal
http://myesf.esf.edu
Registering via MySlice

View holds

Register for Courses Here
MySlice of Syracuse University

**My Slice Portal**  [https://myslice.syr.edu/psp/PTL9PROD/EMPLOYEE/EMPL/h/?tab=PAPP_GUEST](https://myslice.syr.edu/psp/PTL9PROD/EMPLOYEE/EMPL/h/?tab=PAPP_GUEST)

**Class Search**—You do not need to log in to MySlice to search the SU Time Schedule. Under "MySlice Applications," click on Class Search to find open and closed sections.

In order to use MySlice, you must have Java Script turned on with no pop up blockers actively running. To register, click “enroll in a class”
In “Add Classes” page, choose the Add tab

If instructor consent is needed
Be Sure Complete all Steps!

Shows Status of the Class
Add Classes

2. Confirm classes

Select Finish Enrolling to process your request for the classes listed. To exit without adding these classes, select Cancel.

---

<table>
<thead>
<tr>
<th>Class</th>
<th>Description</th>
<th>Days/Times</th>
<th>Room</th>
<th>Instructor</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EFB 627-M001</td>
<td>Plant Anatomy &amp; Development (Section)</td>
<td>MoWe 10:35AM - 11:30AM, Mo 12:45PM - 3:15PM</td>
<td>Illick Hall 238, Illick Hall 424</td>
<td>D. Fernando</td>
<td>3.00</td>
</tr>
</tbody>
</table>

Click on Finish Enrolling!
Registration Reminders

- Registration Holds (health/owe $/admin.)
- Common Error Messages
- Courses requiring instructor permission:
  - For ESF classes - need instructor to sign a registration form (included in your packet)
  - For SU Classes – need dept./college permission
- Check your schedule!
Student Affairs
Title IX Compliance
Title IX of the Education Amendments of 1972… prohibits sex discrimination in education programs and activities.

“No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.”

20 U.S.C. §1681
What is Title IX and what is covered?

– Sex discrimination includes all forms of sexual harassment, including verbal sexual harassment and sexual violence by employees, students, or third parties against employees, students, or third parties.

– Anyone can be a Reporting Individual or a Respondent. Discrimination can impact all genders and employees at all ranks of the institution.
Additional Resource

- SUNY SAVR Cards
- Title IX Resource Cards
- ESF Bias Reporting - https://www.esf.edu/ide/bias.htm
- ESF Title IX app
- Title IX website - https://www.esf.edu/administration/titleix/
- Affirmative Action and Office of Inclusion, Diversity and Equity website - https://www.esf.edu/ide/resources.htm
You have the right to make a report to university police or campus security, local law enforcement, and/or state police or choose not to report; to report the incident to your institution; to be protected by the institution from retaliation for reporting an incident; to receive assistance and resources from your institution.

- Responsible Employees (All Employees)
- Title IX Coordinator – Amy McLaughlin, aimclaug@esf.edu or titleix@esf.edu
- Deputy Title IX Coordinator (Dean Anne Lombard - Student Affairs, Tim Blehar – Human Resources)
- University Police
- State Police
Private and Confidential Resources

Individuals who are confidential resources will not report crimes to law enforcement or College officials without permission, except for extreme circumstances such as health and/or safety emergencies.

- Counseling Professionals
  - 315-470-4716, 24 hour crisis services

- Medical Professionals
  - ESF Health Services at Crouse Medical Practice 315-766-1628
  - Crouse Hospital Emergency Room 315-470-7411
  - Upstate Hospital 31-464-5540
  - St. Joseph’s Hospital 315-448-5111

- Clergy – Chaplains at Hendricks Chapel 315-443-2901

- Advocacy Center
  - Vera House 315-425-0818, 24 hour hotline 315-468-3260
Thank you
Do you have any questions?

Amy McLaughlin,
Title IX Coordinator and Affirmative Action Officer
450 Baker Laboratory
aimclaug@esf.edu or titleix@esf.edu or 315-565-3012
Financial Aid
Welcome from the President!
Thank you!

Please enjoy lunch and stop by our office with any questions.

227 Bray Hall
Department Meetings

- 1:00 PM - GPES - 254 Baker
- 1:15 PM - EST - 213 Marshall
- 1:30 PM - EFB - 5 Illick
- 2:00 PM - PBE - 210 Walters
- Tuesday, 8/20, 3:00 PM - LA - 327 Marshall

If you don’t have a department meeting, please stay for ice cream!