

HIGHER EDUCATION CENTER
AT NATIONAL CITY

STUDENT GUIDE SPRING 2016



880 National City Boulevard National City, CA 91950
619-216-6665 www.swccd.edu/hecnc



Governing Board of the Southwestern Community College District

Melinda Nish Ed.D., Superintendent/President

Norma L. Hernandez, Board President

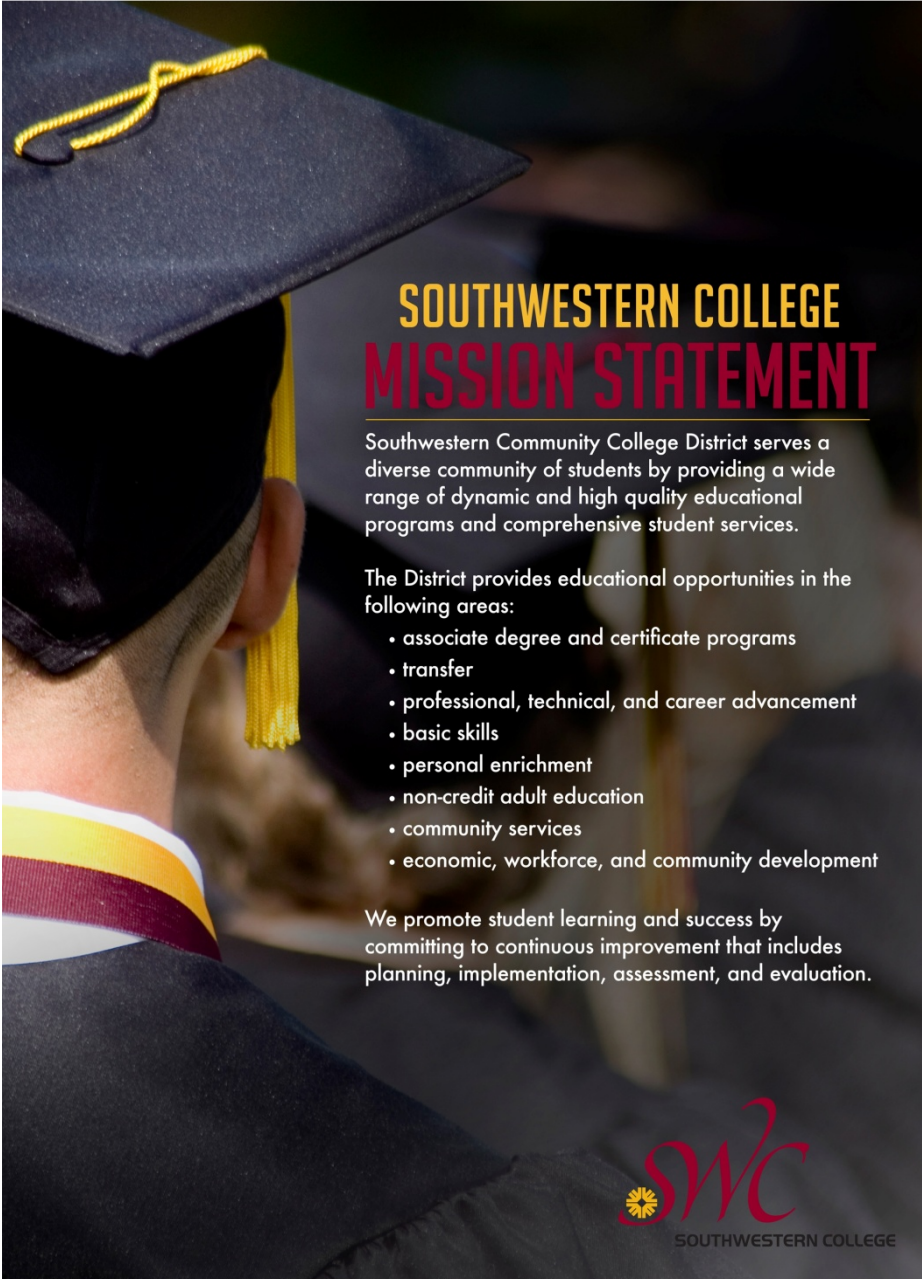
Nora E. Vargas, Board Vice President

Tim Nader

Humberto Peraza, Jr.

Griselda A. Delgado

Melissa Rodriguez, Student Trustee




SOUTHWESTERN COLLEGE MISSION STATEMENT

Southwestern Community College District serves a diverse community of students by providing a wide range of dynamic and high quality educational programs and comprehensive student services.

The District provides educational opportunities in the following areas:

- associate degree and certificate programs
- transfer
- professional, technical, and career advancement
- basic skills
- personal enrichment
- non-credit adult education
- community services
- economic, workforce, and community development

We promote student learning and success by committing to continuous improvement that includes planning, implementation, assessment, and evaluation.



SOUTHWESTERN COLLEGE



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Welcome,

As Dean of the Higher Education Center (HEC, NC) at National City, let me be the first to welcome you to the Center. At the HEC, NC, you will find faculty and staff members who are committed to academic excellence and assisting you to work toward your individual goals. We offer a variety of occupational, transfer and general education courses, and have over 200 classes for you to choose from. In addition to academic course offerings, we provide many student services to assist you, including academic counseling, admissions/registration, cashiering, assessment, financial aid and tutoring.

These are very exciting times for Higher Education Center at National City as we are located in a new, state-of-the-art facility. The Center includes 16 "smart" classrooms, a biology laboratory, 30-station open computer lab, a health services center, a bookstore and an 18-chair Dental Hygiene Clinic offering free cleanings to students. During the last six years, the HEC, NC has increased in enrollment and now tops 3,500 students per semester.

The Higher Education Center constantly strives to improve its services to our students and neighboring community. Your success is important to us and we will do all we can to help you achieve it. Thank you for allowing us to share in this part of your academic life and best wishes for a successful semester and future!

Sincerely,



Christine Perri, RDH, MA

Dean, Higher Education Center, National City & Crown Cove Aquatic Center



Student Services

Higher Education Students are offered higher quality services!

The Student Services staff at the Higher Education Center can help you with the following:

- Admissions and Registration
- Financial Aid
- Cashiering
- Assessment
- Academic counseling
- EOPS services
- Career services
- Transfer services
- Library services
- Tutoring services
- DSS services
- Veteran's services

Counseling Services

The Counseling staff at the Higher Education Center can help you with the following:

Basic Skills Assessment

Interpret your test scores so that you can be placed in classes where you can succeed.

Career Development

Assist you in learning how to define what career fits you. Help you find a career that you will enjoy, will match your personality and interests, and will represent your work values.

Developing an Educational Plan

Map your educational plan so that the courses you take count towards your educational goal. We will develop a semester-by-semester plan, which will let you know when you complete your course requirements.

Selection of University or Training Program

Search for the best educational training program or educational institution for you.

Scholarships

Help you access and apply for scholarships and other types of financial aid.

Personal Development

Assist you in identifying options to developing your study skills, job search, career options, and university transfer options through an array of workshops.



Personal Counseling

Assist you in difficult situations by helping you create options for yourself.

To receive any of the above listed services, stop by the Student Services Office and make an appointment to meet with a counselor. You can make an appointment Monday thru Thursday, 8:00 a.m. to 7:00 p.m. at 619-216-6665, extension 4851; Friday's , 8:00am to 5:00pm or stop by Room 7116.



SPRING 2016 SCHEDULE OF CLASSES

IMPORTANT DATES AND DEADLINES

SEPTEMBER 8

- Spring 2016 application period begins. Applications may be completed online at www.swccd.edu

NOVEMBER 9

- Email registration information to students

NOVEMBER 11

- Holiday—Veteran's Day

NOVEMBER 16

- Registration begins by appointment for students
- Wait list available (as classes fill)

NOVEMBER 26–29

- Holiday—Thanksgiving Holiday

DECEMBER 19–JANUARY 3

- Winter Break - College closed

JANUARY 3

- Residency determination date

JANUARY 4 – JANUARY 28

- January Session – short term classes

JANUARY 18

- Holiday—Martin Luther King, Jr. Day

FEBRUARY 1

- Spring Instruction begins for full-term and first 8-week session

FEBRUARY 1–15**Deadlines for Full-term classes**

- Add/drop period/class change period
- Last day to add classes on WebAdvisor. No late adds will be accepted. Deadline will be enforced.
- Last day to withdraw from a class without receiving a "W" grade. You may add classes with an add code or withdrawal from classes via WebAdvisor at <https://webadvisor.swccd.edu>
- Refunds—Last day to withdraw from full-semester classes and qualify for a full refund of enrollment fees and non-resident tuition (See Information below for short session deadline).
- Last day to get a refund for Student Activities Stickers

FEBRUARY 4

- Last day to receive a refund in the Bookstore without proof of drop, original sales receipt required

FEBRUARY 6–10

- Textbook Refunds only with proof of drop and original sales receipt. Course Materials and Textbooks Subject to 10% restocking fee without proof of drop

FEBRUARY 12–15

- Holiday—President's Weekend

FEBRUARY 19

- Last day to file a petition for Independent study

FEBRUARY 26

- Last day to file a petition for Pass/No Pass

MARCH 1

- Last day to submit Graduation Petition for Spring 2016

MARCH 11

- Last day to file a petition for Credit by Examination

MARCH 28–APRIL 3

- Spring Break

APRIL 4

- 2nd Short Session begins

APRIL 29

- Last day to withdraw from full-semester courses and receive a "W" grade for full-semester (16-week sections)

MAY 6–8

- Grad Fest Chula Vista. Please see website www.swcbookstore.com for up-to-date information

MAY 21–27

- Final Examination Week

MAY 27

- Commencement

MAY 30

- Holiday—Memorial Day

Reminder to Faculty

Grade rosters must be submitted on WebAdvisor and are due by MIDNIGHT on Tuesday, May 31

Short Session Deadlines:

SHORT SESSIONS BEGIN JANUARY 4, FEBRUARY 1 AND APRIL 4

Check WebAdvisor to view the following deadline dates by clicking on the class title of a specific class section. Deadlines for short-session classes are determined as indicated below.

- Deadline to add classes: The day prior to Census
- Deadline for refund: 10% of actual meeting days (Note: In some cases this may be the first day of class).
- Deadline to apply for pass/no pass option is the first week for short term classes
- Deadline to withdraw from class without receiving a "W": 20% of actual class meeting days
- Deadline to withdraw from class and receive a "W": 75% of actual meeting days

SPRING 2016 SCHEDULE OF CLASSES

FINAL EXAMINATION SCHEDULE

May 21–27, 2016

All examinations will be held in the room where the class regularly meets or online. In classes composed of both laboratory and lecture hours, the lecture period will determine the examination schedule. For any class with a starting time not designated below, the instructor should consult with the cognizant School Dean to determine examination time. No student will be excused from a final examination. Final examination meeting times may not be altered from this published schedule.

NOTE TO FACULTY: Please review Faculty Handbook Final Examination Week Activity Procedure.

| Day Classes with Start Times between: | Regular Class Day | Exam Date | Exam Day | Exam Time |
|---------------------------------------|-------------------|-------------|----------|-----------------------|
| 7-7:55 a.m. | MWF or Daily | May 23 & 25 | (MW) | 7-7:50 a.m. |
| | OR | May 23 | (M) | 6-7:50 a.m. |
| 7-7:55 a.m. | TTh | May 24 & 26 | (TTh) | 7-7:50 a.m. |
| | OR | May 24 | (T) | 6-7:50 a.m. |
| 8-8:55 a.m. | MWF, MW, Daily | May 23 | (M) | 8-10 a.m. |
| 8-8:55 a.m. | TTh | May 24 | (T) | 8-10 a.m. |
| 9-9:55 a.m. | MWF, MW, Daily | May 25 | (W) | 8-10 a.m. |
| 9-9:55 a.m. | TTh | May 26 | (Th) | 8-10 a.m. |
| 10-10:55 a.m. | MWF, MW, Daily | May 23 | (M) | 10:30 a.m.–12:30 p.m. |
| 10-10:55 a.m. | TTh | May 26 | (Th) | 10:30 a.m.–12:30 p.m. |
| 11-11:55 a.m. | MWF, MW, Daily | May 25 | (W) | 10:30 a.m.–12:30 p.m. |
| 11-11:55 a.m. | TTh | May 24 | (T) | 10:30 a.m.–12:30 p.m. |
| 12-12:55 p.m. | MWF, MW, Daily | May 27 | (F) | 8-10 a.m. |
| 12-12:55 p.m. | TTh | May 27 | (F) | 10:30 a.m.–12:30 p.m. |
| 1-1:55 p.m. | MWF, MW, Daily | May 25 | (W) | 1-3 p.m. |
| 1-1:55 p.m. | TTh | May 26 | (Th) | 1-3 p.m. |
| 2-2:55 p.m. | MWF, MW, Daily | May 23 | (M) | 1-3 p.m. |
| 2-2:55 p.m. | TTh | May 24 | (T) | 1-3 p.m. |
| 3-3:55 p.m. | MWF, MW, Daily | May 27 | (F) | 1-3 p.m. |
| 3-3:55 p.m. | TTh | May 27 | (F) | 3:15–5:15 p.m. |
| 4-4:55 p.m. | MWF, MW, Daily | May 25 | (W) | 3:15–5:15 p.m. |
| 4-4:55 p.m. | TTh | May 24 | (T) | 3:15–5:15 p.m. |
| 5-5:55 p.m. | MWF, MW, Daily | May 23 | (M) | 3:15–5:15 p.m. |
| 5-5:55 p.m. | TTh | May 26 | (Th) | 3:15–5:15 p.m. |

For meeting times not listed above, the school dean will inform the instructor of the appropriate time. Instructors please contact your dean to schedule final examination time.

| Classes that begin at 6 p.m. or later or Saturday/Sunday (anytime) | Exam Date | Exam Day | Exam Time |
|--|-----------|----------|---|
| | | | Final exam time for evening and Saturday/Sunday classes will begin at the regular class meeting time and are scheduled for a two-hour period unless stated otherwise under "Exceptions". |
| M or MW | May 23 | (M) | Exceptions: |
| T or TTh | May 24 | (T) | - Evening classes that meet twice a week: Final examinations may be given either on one night for two hours OR split over two nights for one hour each night. |
| W (only) | May 25 | (W) | - First Session Fast Track classes ending mid-semester will have final examinations given during the last regularly scheduled class meeting. |
| Th (only) | May 26 | (Th) | - Any short-session classes ending prior to Finals Week will have final examinations given during the last regularly scheduled class meeting. |
| F (only) | May 27 | (F) | - Any short session section scheduled during Finals Week will need to follow the Finals Examination Schedule. |
| Sat (only) | May 21 | (Sat) | |
| Sat/Sun, or F/Sat/Sun, or Sun (only) | May 22 | (Sun) | |

Online classes

Check your syllabus and contact your faculty with any questions.

Reminder to Faculty!

Grade rosters must be submitted electronically on WebAdvisor and are **due by MIDNIGHT on Tuesday, May 31, 2016**.

Spring 2016 Hours ***Building Open for Classes**

Monday – Friday 6:45AM – 10:00PM

Campus Bookstore Room 7101 *Subject to Change*

February 1st, 4th, & 8th 8:30AM – 12:00PM
 February 2nd, 3rd, & 9th 8:30AM – 12:00PM &
 4:00PM – 6:30PM

Counselor

Monday – Thursday **Please call Student Services to schedule an appointment*

Health Services Room 7204

Monday 7:45A.M – 1:30PM
 Wednesday 4:00P.M. – 6:30PM

IT Department Room 7209

Monday - Friday 7:30AM – 3:30PM

Computer Lab Room 7208A

Monday – Thursday 7:00AM – 8:45PM
 Friday 7:00AM – 5:00PM

Library Services Room 7120

Mondays 9:00AM – 12:00PM
 Tuesdays & Wednesday 3:00PM – 6:30PM
 Thursday 1:00PM – 3:00PM

Student Services Room 7116

Monday – Thursday 8:45AM – 6:30PM
 Friday 8:00AM – 5:00PM

Tutoring Services Room 7208A

Math Tutor TBA
 TBA

Writing Tutor TBA
 TBA

***Subject to Change**



Important Numbers

Dial **619-216-6665 + extension**. Any extension beginning with a six (6) you can dial directly.

| Name | Extension | Room |
|--|---------------|--------------|
| Administrative/Instructional Office | | |
| ▪ Christine Perri, Dean | 6668 | 7116 |
| ▪ Andre Harris, Higher Education Center Coordinator | 6669 | |
| ▪ Mireya Cortez, Clerical Assistant II | 4896 | |
| Biology Lab Tech Office | | |
| ▪ Heather Anderson, Instructional Lab Technician Science & Allied Health | 4872 | 7206 |
| Counseling Services | | |
| ▪ Dean Aragoza, Counselor | 4856 | 7112 |
| ▪ Leticia Aguirre, Counselor (Hourly) | 4851 | |
| Dental Hygiene Program | | |
| ▪ Vickie Kimbrough-Walls, Director | 6670 | 7119 |
| ▪ Sylvia Banda-Ramirez, Administrative Secretary I | 4862 | |
| ▪ Beth Gray, Associate Professor | 4860 | |
| ▪ Linda Lukacs, Associate Professor | 4865 | |
| ▪ Karen Kubischta, Associate Professor | 6667 | |
| ▪ Kesa Hopkins, Associate Professor | 4860 | |
| ▪ Gabby Castillo, Dental Hygiene Clinical Facility Coordinator | 4870 | |
| ▪ Frank Montejano, Evening Instructional Assistant II | | |
| Health Services | | |
| ▪ Campus Nurse | 4855 | 7204 |
| IT Department | | |
| ▪ Barry Thele, Education Center IT Support Coordinator | ▪ 4877 | 7209 |
| ▪ Marcelo Arman, Instructional Lab Technician Microcomputer | ▪ 4893 | |
| Library Services | | |
| ▪ Campus Librarian | 4868 | 7120 |
| Medical Laboratory Technician Program | | |
| ▪ Deanna Reinacher, Program Director | 6673 | 7119 |
| ▪ Luis Osuna, Associate Professor | 4884 | |
| ▪ Elizabeth Sisco, Administrative Secretary II | 4896 | |
| Student Services | | |
| ▪ Fernando Poveda, Supervisor | 4858 | 7211 7116 |
| ▪ Evana Peinado, Education Center Technician | 4852 | |
| ▪ Virginia Castillo, Education Center Technician | 4853 | |

Note: In case of an emergency, please contact the HECN, Dean, Coordinator, or supervisor.

| EMERGENCY | Phone Number |
|---------------------------------|---------------------|
| Emergency | 911 |
| National City Police Department | 619-336-4411 |
| National City Fire Department | 619-336-4550 |



HEC, NC Parking Rules and Regulations

The Higher Education Center parking and traffic is supervised by the Southwestern College Police Department and Public Safety Assistants. The following rules and regulations pertain to all students, staff and public. A copy of the college parking policy is available in the Business and Operations office, Main Campus, Room 1651.

- All regulatory signs within the parking structure must be obeyed. Violators will be cited under California Vehicle Code Section 21113(a).
- The maximum speed limit within the parking structure is 10 MPH.
- Parking is allowed in marked spaces only.
- Except in disabled parking spaces, all vehicles must have a valid college parking permit, properly displayed, while parked in the parking structure. Vehicles parked in disabled person spaces must display state-issued disabled person identification at all times.
- Staff parking spaces (gold-lined parking stalls) require a valid staff parking permit at all times. Staff permits are valid in student and staff parking spaces.
- Student parking spaces (white-lined parking stalls) require a valid student semester parking permit or a single day parking permit, Monday through Thursday from 7:00 a.m. to 10:00 p.m., and Friday from 7:00 a.m. to 4:30 p.m. Student semester parking permits are available through telephone registration. After the registration period, permits may be purchased at the Higher Education Center Student Services, Room 7116.
- Single day permits, valid the date of issuance, are available for \$3.00 from the permit dispenser located on the second level of the structure next to the elevator.
- Parking on the roof of the structure is prohibited and its use is solely for the staff and visitors of the San Diego County of Education Facility.
- Purchase of a parking permit does **NOT** guarantee a parking space. The responsibility for finding a legal parking space rests with the operator of the vehicle. Lack of space is not an excuse for illegal parking.
- Southwestern College is not responsible for lost or stolen permits. Replacement permits may be purchased in the Higher Education Center Student Services, Room 7116.
- A refund (or a credit of the fee) for a student semester parking permit can be processed in Student Services during the class change/refund period **ONLY** of the semester for which it was purchased. The permit must be returned in order for a refund or a credit to be processed. Refunds for parking permits are mailed and may take up to four weeks after the class change/refund period. Refunds are not given for single day parking permits.
- Special permits may be issued on a case-by-case basis. Such permits must be displayed on the dash, face up.



Parking or loitering on campus after 10:00 p.m. or after special events is prohibited.

Police and Safety

Higher Education Center at National City (HEC, NC):

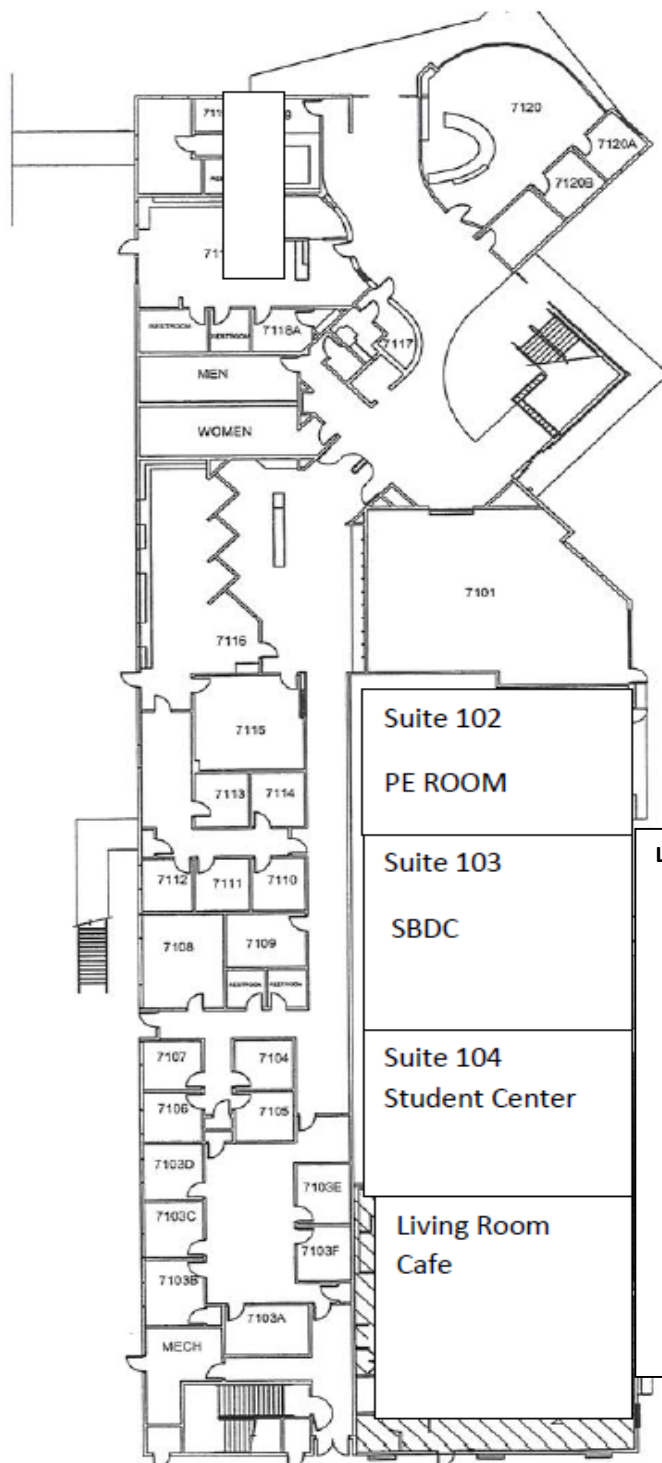
At the HEC, NC, police services are provided by the National City Police Department. There are no college police officers assigned full-time on the premises.

The National City Police Department investigates crimes and provides services to the HEC, NC. Dial 911 for emergency services. Please alert the Center Administrator at 619-216-6665 or the College Police Department at the Chula Vista campus at 619-482-6691 of all incidents and reports.

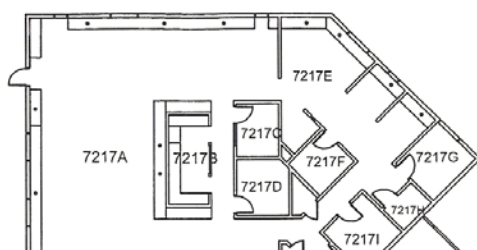
No Smoking Policy

The Governing Board adopted a policy effective July 1, 1989. Smoking is prohibited in all interior spaces of any building or vehicle, on-campus or extension sites, which are owned or leased by the District. Smoking shall be permitted outdoors.



Building Map**Legend – First Floor**

- Instructional/Administrative Office **7103**
- Transfer/Career Center **7115**
- Student Services **7116**
- Family Resource Center **7118**
- Health Services/Campus Nurse **7119**
- Library/Tutoring/Multipurpose **7120**
- Bookstore **7115**
- Student Center **Suite 104**



A 91950

7208A

7208B

Legend – Second Floor

- Biology Lab **7206**
- ITC Computer Lab **7208A**
- Dental Hygiene Clinic **7217A**
- Faculty Lounge **7207**



City Map and Directions



From 900 Otay Lakes Road Chula Vista, CA 91910-7299

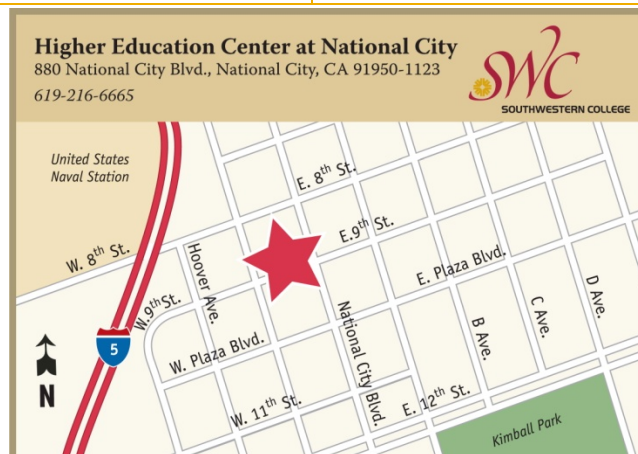
- Take **I-805 North** ramp.
- Merge onto **I-805 North**.
- Take the **CA-54 W/CA-54 E** exit.
- Keep **LEFT** at the fork in the ramp.
- Merge onto **CA-54 W**.
- Take **I-5 North**.
- Take the **PLAZA BLVD** exit towards **DOWNTOWN**.
- Turn **LEFT** onto **ROOSEVELT AVE**.
- Turn **RIGHT** into the parking structure located on **ROOSEVELT AVE**.

From I-5 South

- Take **I-5 South** to the **8th STREET** exit
- Merge onto **8th STREET**
- Turn **RIGHT** onto **ROOSEVELT AVE**.
- Turn **LEFT** into parking structure located on **ROOSEVELT AVE**.

From I-5 North

- Take **I-5 North** to the **PLAZA BLVD** exit towards **DOWNTOWN**
- Turn **LEFT** onto **ROOSEVELT AVE**.
- Turn **RIGHT** into parking structure located on **ROOSEVELT AVE**.



Eatery and Locations

| Name | Phone Number |
|--|---------------------|
| Big Ben Market <ul style="list-style-type: none"> ▪ 108 E. 8th St. | 619-477-1015 |
| Clarion Hotel <ul style="list-style-type: none"> ▪ 700 National City Blvd. | 619-474-2800 |
| Jack in the Box <ul style="list-style-type: none"> ▪ 700 Roosevelt Ave. | 619-477-5804 |
| McDini's <ul style="list-style-type: none"> ▪ 105 E. 8th St. | 619-474-6771 |
| Napoleone Pizza House <ul style="list-style-type: none"> ▪ 619 National City Blvd. | 619-474-2888 |
| Niederfrank's Ice Cream <ul style="list-style-type: none"> ▪ 726 "A" Ave. | 619-477-0828 |
| The Living Room Cafe <ul style="list-style-type: none"> ▪ 880 National City Blvd. | 619-477-2233 |
| Coronado Cafe <ul style="list-style-type: none"> ▪ 801 National City Blvd, Suite D | 619-477-1105 |
| AM/PM <ul style="list-style-type: none"> ▪ 133 W 8th Street | 619-474-5943 |



Schools and Departments Contact List**Main Campus Phone Number 619-421-6700****SPRING 2016 SCHEDULE OF CLASSES****Office Hours****ACADEMIC SUCCESS CENTER**

619-482-6348, Building 420

Mon.-Thurs. 7:30 a.m. - 8 p.m.

Fri. 7:30 a.m. - 4 p.m.

Sat. & Sun. Closed

ADMISSIONS AND RECORDS

619-421-6700 ext. 5215 or 5216, *Building 1400, Room S101

Mon.-Thurs. 8 a.m. - 6:30 p.m.

Fri. 8 a.m. - 3 p.m.

ASSESSMENT/PREREQUISITES

619-482-6385, *Building 1400, Room S107

Mon.-Thurs. 8 a.m. - 6:30 p.m.

Fri. 8 a.m. - 3 p.m.

BOOKSTORE

619-482-6416, Building 630

Mon.-Thurs. 7:45 a.m. - 6:30 p.m.

Fri. 7:45 a.m. - 2 p.m.

(Saturday hours vary, check the Bookstore website at www.swccbookstore.com)**CALWORKS PROGRAM**

619-482-6510, Building 1400, Room S210

Mon.-Thurs. 8 a.m. - 6:30 p.m.

Fri. 8 a.m. - 3 p.m.

CAREER CENTER

619-421-6700, ext. 5247 *Building 1400, Room S206

Mon.-Thurs. 8 a.m. - 6:30 p.m.

Fri. 8 a.m. - 3 p.m.

CASHIER'S OFFICE/STUDENT ACCOUNTS

619-482-6307, *Building 1400, Room S102

Mon.-Thurs. 8 a.m. - 6:30 p.m.

Fri. 8 a.m. - 3 p.m.

CHILD DEVELOPMENT CENTER

619-216-6695, *Building 2000

Mon.-Fri. 7 a.m. - 6 p.m.

COLLEGE POLICE DEPARTMENT

619-216-6691 (EMERGENCIES ONLY)

619-482-6380 (Non-emergencies),

Building 105, Room 105D

Police: Mon.-Sat. 6 a.m. - 10:30 p.m.

Police Lobby: Mon.-Fri. 8 a.m. - 5 p.m.

DISABILITY SUPPORT SERVICES (DSS)

619-482-6512, Building *1400, Room S108

VP 619-207-1480

Mon.-Thurs. 8 a.m. - 6:30 p.m.

Fri. 8 a.m. - 3 p.m.

DISTRICT LOST AND FOUND

619-482-6380, Building 105, Room 105D

Mon.-Sat. 8 a.m. - 5 p.m.

EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS)

619-482-6456, *Building 1400, Room S201

Mon.-Thurs. 8 a.m. - 6:30 p.m.

Fri. 8 a.m. - 3 p.m.

EVALUATIONS

619-482-6326, *Building 1400, Room S104

Mon.-Thurs. 8 a.m. - 6:30 p.m.

Fri. 8 a.m. - 3 p.m.

FINANCIAL AID

619-421-6700, ext. 5258 *Building 1400, Room S104

Mon.-Thurs. 8 a.m. - 6:30 p.m.

Fri. 8 a.m. - 3 p.m.

FIRST YEAR EXPERIENCE (FYE)

619-421-6700, ext. 5805 *Building 1400, Room S210

Mon.-Thurs. 8 a.m. - 6:30 p.m.

Fri. 8 a.m. - 3 p.m.

FOOD SERVICES**See also:**

Student Union

Time Out Café

Trade Winds Café

HEALTH SERVICES

619-482-6354, Building 600, Room 601F

Mon.-Thurs. 8 a.m. - 6:30 p.m.

Fri. 8 a.m. - 3 p.m.

HONORS PROGRAM

619-482-6472, *Building 104, Room 104B

Mon.-Thurs. 7:30 a.m. - 4 p.m.

LIBRARY

619-482-6397, Building 620

See Library webpage for hours of operation

www.swccd.edu/~library**OUTREACH SERVICES**

619-482-6518, Building 1400, Room S101A

Mon.-Thurs. 8 a.m. - 5:30 p.m.

Fri. 8 a.m. - 3 p.m.

PERKINS GRANT/CTE OFFICE

619-421-6700, ext. 5261, Building 660

Mon.-Fri. 8 a.m. - 4:30 p.m.

SERVICE LEARNING/COOPERATIVE WORK EXPERIENCE EDUCATION (CWEE)

619-482-6537, Building 600, Room 601C

Mon.-Thurs. 8:15 a.m. - 4:45 p.m.

Fri. 7:45 a.m. - 3 p.m.

STUDENT ACTIVITIES

619-482-6568, Building 600, Room 601C

Mon.-Thurs. 8 a.m. - 6:30 p.m.

Fri. 8 a.m. - 3 p.m.

STUDENT EMPLOYMENT SERVICES

619-482-6356, *Building 1400, Room S208

Mon.-Thurs. 8 a.m. - 6:30 p.m.

Fri. 8 a.m. - 3 p.m.

STUDENT UNION

619-482-6359, Building 610

Mon.-Thurs. 7 a.m. - 4 p.m.

Fri. 7 a.m. - 2 p.m.

TECH PREP/2 + 2

619-421-6700, ext. 5740, Building 200, *Room 200A

Mon.-Fri. 11 a.m. - 3 p.m.

TIME OUT CAFÉ

619-421-6700, ext. 5305, Building 480

Mon.-Thurs. 7 a.m. - 8:15 p.m.

Fri. 7 a.m. - 2 p.m.

TRADE WINDS CAFÉ

619-421-6700, ext. 5971, Building 1505

Mon.-Thurs. 7 a.m. - 6 p.m.

Fri. 7 a.m. - 1:30 p.m.

TRANSFER CENTER

619-482-6472, *Building 1400, Room S205

Mon.-Thurs. 8 a.m. - 6:30 p.m.

Fri. 8 a.m. - 3 p.m.

Schools and Departments Contact List cont.

CONTINUING EDUCATION

619-482-6376, Building 660
Mon-Fri. 8 a.m.-4:30 p.m.

COUNSELING CENTER

619-421-6700, ext. 5240, *Building 1400,
Room S204
Mon-Thurs. 8 a.m.-6:30 p.m.
Fri. 8 a.m.-3 p.m.

CROWN COVE AQUATIC CENTER

Christine Perri, Dean
Patrice Milkovich, Director
619-575-6176
Mon-Fri. 8:30 a.m.-5 p.m.

OFFICE OF STUDENT SERVICES

Dean To Be Determined
619-482-6369, Building 1400, Room S109
Mon-Thurs. 8 a.m.-5 p.m.
Fri. 8 a.m.-3 p.m.

**SCHOOL OF ARTS, COMMUNICATION
AND SOCIAL SCIENCES**

William Kinney, Acting Dean
619-482-6372, Room 702B
Mon-Thurs. 7:30 a.m.-6:45 p.m.
Fri. 8:00 a.m.-4:30 p.m.

**SCHOOL OF BUSINESS AND
TECHNOLOGY**

Mink Stavenga, D.B.A., Dean
619-482-6582, Room 470K
Mon-Thurs. 7:45 a.m.-6:45 p.m.
Fri. 7:45 a.m.-4:30 p.m.

**SCHOOL OF COUNSELING AND
STUDENT SUPPORT PROGRAMS**

Beatrice Zamora-Aguilar, Dean
619-482-6471, Room S204
Mon-Thurs. 8 a.m.-6:30 p.m.
Fri. 8 a.m.-3 p.m.

www.swccd.edu/~library

**MATHEMATICS, ENGINEERING,
SCIENCE ACHIEVEMENT PROGRAM
(MESA)**

619-482-6381, Building 390, Room 396
Mon-Thurs. 8 a.m.-6 p.m.
Fri. 8 a.m.-2 p.m.

ONLINE LEARNING CENTER

619-482-6595, Building 620, Room L103
Call 888-556-6718 after business hours
Mon-Fri. 9 a.m.-4 p.m.

**SCHOOL OF INSTRUCTIONAL
SUPPORT SERVICES AND CONTINUING
EDUCATION**

Mia McClellan, Dean
619-482-6479, Building 660
Mon-Fri. 7:30 a.m.-4 p.m.

**SCHOOL OF LANGUAGE, LITERATURE
AND HUMANITIES**

Joel Levine, Ed.D., Dean
619-482-6461, Room 430J
Mon-Thurs. 7:30 a.m.-6:45 p.m.
Fri. 7:30 a.m.-4:30 p.m.

**SCHOOL OF MATHEMATICS, SCIENCE
AND ENGINEERING**

Dean To Be Determined
619-482-6344, Room 215
Mon-Thurs. 7 a.m.-6:45 p.m.
Fri. 7 a.m.-4:15 p.m.

**SCHOOL OF WELLNESS, EXERCISE
SCIENCE AND ATHLETICS**

Dean To Be Determined
619-216-6626, Room H403
Mon-Thurs. 7:30 a.m.-6 p.m.
Fri. 7:30 a.m.-4:30 p.m.

VETERANS SERVICES

619-482-6324, *Building 1400, Room S104
Mon-Thurs. 8 a.m.-6:30 p.m.
Fri. 8 a.m.-3 p.m.

WORKABILITY III PROGRAM

619-216-6714, *Building 1400, Room S207A
Mon-Thurs. 9 a.m.-4 p.m.
Fri. 9 a.m.-11 a.m.

*..Building 1400 is the Cesar E. Chavez Building/
Student Services Center

**HIGHER EDUCATION CENTER AT
NATIONAL CITY (HEC, NC)**

Christine Perri, Dean
619-216-6665, Room 7103
Mon-Thurs. 7:45 a.m.-6:30 p.m.
Fri. 7:45 a.m.-5 p.m.

**HIGHER EDUCATION CENTER AT OTAY
MESA (HEC, OM)**

Silvia Cornejo, Dean
619-216-6750
Mon-Thurs. 7:45 a.m.-6 p.m.
Fri. 7:45 a.m.-4 p.m.

**HIGHER EDUCATION CENTER AT
SAN YSIDRO (HEC, SY)**

Silvia Cornejo, Dean
619-216-6790
Mon & Fri. 7:15 a.m.-4:45 p.m.
Tues, Wed & Thurs. 7:15 a.m.-6:45 p.m.
Sat. 7:45 a.m.-3:45 p.m.

