

SCHOLAR HANDBOOK

2009

**GOVERNOR'S SCHOOL
Of Public Issues
Monmouth University**

Note to Families

Congratulations to you for helping foster the development of a highly talented, knowledgeable young person. You are to be commended for your efforts in making this summer's Governor's School experience possible for your son or daughter.

We are convinced that two weeks at the Governor's School of Public Issues will be a significant milestone on the road to social, academic and personal maturity for your son/daughter. It will be a busy time, full of great ideas, new friends, challenging demands, lively relationships and new achievements, along with enjoyable times.

This booklet provides information for parents/guardians, as well as scholars, about the Governor's School, program and facilities; the rules and expectations concerning residential life; and your roles (parents/guardians and scholars) in this remarkable opportunity.

We believe it is important for Governor's School Scholars to focus their total attention and effort on academic and personal growth pursuits during the two-week span of this program. Therefore, we encourage visits from family and friends only at specified times. We hope you will join us on those scheduled Sunday afternoons to follow the progress of your son/daughter and to get to know the staff.

Finally, we consider ourselves partners with you in support of these fine young scholars. Whenever we can assist you, please feel free to call upon us. However, we respectfully request that you do not abuse the privilege.

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GOVERNOR'S SCHOOL OF PUBLIC ISSUES AND THE FUTURE OF NEW JERSEY

Congratulations on becoming a Governor's Scholar. This handbook provides some guidelines for the life we will share this summer. The factors that will guide individual and group behavior this summer, both in the academic and nonacademic portions of the program, are your personal integrity and respect for the rights of others. Our basic operating assumption is that you possess these attributes and that you will aspire to the highest standards in your interpersonal relationships as well as apply yourself with vigor and determination to the program of studies that has been arranged for you. As a representative of your school, your community, and Governor's School at Monmouth University, we expect a lot of you. Remember that opportunities often entail important responsibilities. Also contained herein is information about goals of the school, student life, services, and safety. The guidelines are intended to assure group harmony. As the original contract you signed indicated, if you do not wish to accept these guidelines, you should not accept the invitation to participate.

If you have a cultural or personal item you would like to share with the other scholars (or a musical instrument you might like to play), you may consider bringing it with you. Please be aware that you would have to be responsible for its safe-keeping.

BASIC RULES

What follows is a list of the basic rules that you agreed to abide by when you signed the Scholar's Commitment Form.

1. **ATTENDANCE:** Your attendance is required at Intensive Courses, Integrative Seminars, Concepts and Perspectives (CAP) Series, Tutorial Sessions, and specially called all-group meetings. Medical excuses only.
2. **WORKLOAD EXPECTATIONS:** You will be expected to devote a minimum of fifteen hours per week of concentrated, high quality work on intensive course assignments and projects. You will be expected to participate fully in all required activities and you will be accountable to get sufficient sleep to do so. Our CAP Series, which consists of nightly programs lasting about 2 hours, is an especially important facet of the Governor's School experience, and it will be crucial for everyone that you participate fully.
3. **LEAVING CAMPUS:** You must have a staff member's supervision and you must sign in and out.
4. **VISITORS:** Sunday afternoons are set aside for relaxation and study. July 19th is the only Sunday set-aside for visits from family and friends. Your visitors are your guests at Governor's School, and it is your responsibility to assure that they abide by all GS standards while they are here. Visitors, except for family members, may not enter the residence hall. You may not have any visitors during the week except in case of emergency. Suitemates should be respected when arranging for family to visit the residence hall.
5. **CARS:** You may accompany your parents, or any other adult persons authorized by them, in a car on Sunday. Also, if you need to arrange transportation to worship, the Director can give approval with written notification from your parents. You may not have a personal car or other motorized vehicle, and you may not accept a ride from an unauthorized person.
6. **RESIDENCE HALL CHECKS:** You must be in the residence hall, in your own suite at 10:00 pm (or one hour after the end of CAP Series, whichever is later and if it is announced by a staff member) for residence hall check. When the counselor has checked you off and given you the go ahead, you may proceed to the area directly in front of the residence hall entrance, hall lounge or other suites until 11:30 p.m. when you must return to your own suite.

GIRLS ARE NEVER PERMITTED IN THE BOYS' SUITES, ROOMS, OR HALLS AND

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Quiet hours are in effect from 11:30 pm until 8:00 am

7. **DEMEANOR AND APPEARANCE:** Part of your responsibility as a Governor's Scholar is to behave in a dignified and courteous manner throughout your participation in the program. As a Governor's Scholar you are a representative of your school and your community and you are a guest of the State and Monmouth University: we expect a lot of you. Smoking is prohibited inside the buildings at Monmouth University.
8. **Possession of alcohol, drugs, or weapons use will result in immediate dismissal.**

Governor's Scholars are expected to establish and maintain a high standard of conduct. You are asked to be sensitive to the needs of others, to respect the rights of fellow Governor's Scholars, to cooperate with the Staff, and to respect Monmouth University property.

THESE RULES WILL BE ENFORCED. SERIOUS OR REPEATED VIOLATION OF ANY RULES, OR FAILURE TO COOPERATE WITH THE COUNSELING STAFF MAY LEAD TO DISMISSAL FROM THE GOVERNOR'S SCHOOL AT THE DISCRETION OF THE DIRECTOR.

CAMPUS LIFE

REGISTRATION - Plan to arrive between 11:00 am and 1:00 pm on Opening Day Sunday. Families are invited to opening ceremonies between 2:00 pm and 3:00 pm

HOUSING All scholars live in the same residence hall with 2 counselors and two head counselors. Residence hall rooms are double occupancy rooms situated in suites of four to six rooms with shared bath facilities.

ABSENCE FROM THE PROGRAM Governor's Scholars will not be excused to attend programs or events scheduled concurrently with Governor's School such as yearbook workshops, band camps, school governance conferences, friends' parties or nuptials, and so forth. Attendance at all scheduled instructional activities is required. Staff is requested to report absences. Students who experience difficulty meeting these requirements will receive counseling assistance.

DRESS AND PERSONAL ITEMS

You are urged to:

1. Dress in comfortable, easy-care clothing, but you may need more dressy clothes for special events.
2. Bring a raincoat, and/or umbrella, a light wrap, a swimsuit, tennis shoes, a beach blanket and/or towel (since these are not provided for you), and a robe.
3. Bring personal items such as toiletries (including soap, shampoo, toothpaste), washcloth, towel, toothbrush, watch, suntan lotion, a favorite cup for evening snacks, clothes hangers, hair dryer, alarm clock, laundry bag, a neck chain (lanyard) for your dorm keys, detergent, notebooks, stationery, pens/pencils, health insurance policy number and information, and this handbook!
4. Bring change for the soda machines and be prepared to purchase a laundry card (laundry machines are located on each floor of the residence halls).
5. **You may not bring beepers, hot pots, hot plates, microwaves, televisions, or any similar electrical or battery-powered items. Cell phones must be disabled in a classroom setting.**

THE MONMOUTH CAMPUS AND RECREATION The University gym, weight room, recreation room, pool, tennis courts, and track are open to the Governor's School during scheduled times. Some sports equipment is available to us such as softball, basketball, and volleyball equipment (but they must be used responsibly). The campus is a beautiful place just to walk or jog around. Wilson Hall, the central building, is a magnificent mansion and was used for Daddy Warbucks' mansion in the film "Annie". Please respect the rules of these facilities--take care of your home away from home.

DIETARY RESTRICTIONS There is usually a hot vegetarian dish available at dinner and an extensive salad bar offering some non-meat protein. You are welcome to discuss particular dietary needs with a staff person who will see if special provisions can be made. For kosher purposes, you can rent a small refrigerator to bring with you. We urge you all to eat well in order to stay healthy during the demanding month.

FURNISHINGS You will need to bring long twin-sized sheets, pillowcases, a favorite pillow, towels, washcloths, and 1-2 light blankets. Residence hall rooms are furnished with single dormitory-style bunk beds, chest of drawers, space to hang clothes, and desks. You need to bring a desk lamp. The lounge area in the suite is furnished.

ROOM CARE Each resident is responsible for keeping his/her room clean -- cleaning equipment is usually available. It is also the personal responsibility of each scholar to make sure that your room is in the same (or better) condition when you leave as when you arrived. Scholars will be charged for any damages.

ROOM ASSIGNMENTS Believing firmly that meeting new people from other parts of New Jersey is an important facet of our program, we assign students to their classes and living quarters to insure this. Room and/or roommate adjustments may be made only with the approval of the Director and after careful consideration.

KEYS Each student receives a room and lobby key at the time of occupancy. It is advisable to keep your room locked to prevent theft by outsiders. This rarely happens, but we don't want you to be a victim. Monmouth University will charge **\$50.00** per key for replacing lost keys. To avoid risk of paying such a high fee, consider carefully how you will best keep this from happening. We expect you to bring a keyholder if you wish to hang them around your neck or a hook for your belt loop.

Supervision for Governor's Scholars will be relaxed during their leisure time, but they may not leave campus without supervision. Scholars must also sign out with information about where they are going, and sign back in upon their return.

RECYCLING Monmouth University is fully involved in Monmouth County's mandatory recycling program. We expect your cooperation in this, as the University can be levied a high fine for not sorting plastic, glass, aluminum and paper, and placing each in the appropriate receptacle.

DAILY SCHEDULE The daily schedule generally is as follows:

Monday, Wednesday, Thursday

Saturday

8:45 - 9:30 Breakfast	8:45 - 9:30 Breakfast
9:30 - 11:00 Intensive Course	9:30 - 11:00 Intensive Course
11:15 - 12:45 Integrative Seminar	11:15 - 12:45 Tutorials
1:00 - 2:00 Lunch	1:00 - 2:00 Lunch
2:00 - 6:00 Open Time for Study,, Preparation for Debate Performing Arts Activities	2:00 - 6:00 Open time for Study, Preparation for Debate Performing Arts Activities
6:00 - 6:45 Dinner	6:00 - 6:45 Dinner
7:00 - 9:00 CAP Series	7:00 - 8:00 Voluntary activity
10:00 Residence hall check	8:00 - 11:00 Dance or other event

Tuesday and Friday

8:45 - 9:30	Breakfast
9:30 - 6:00	Open time
1:00 - 2:00	Lunch
2:00 - 6:00	Open time for Study, Preparation for Debate Performing Arts Activities
6:00 - 6:45	Dinner
7:00 - 9:00	CAP Series
10:00	Residence Hall check

Sunday

8:45 - 9:30	Scholar Breakfast (not on 1 st day)
	Family Visitation or other planned activity
1:00 - 2:00	Scholar Lunch (not on 1st day) Family Visitation or other planned activity
6:00 - 6:45	Dinner
7:00 - 9:30	CAP Series
10:00	Residence Hall check

EVALUATION

At the end of the session,, you and your intensive course faculty member will write an evaluation of your work in that course. This evaluation provides a setting for you and your instructor to have a discussion about your work before you leave the program. Those conversations are sometimes too easy to put off. It also assists faculty members when they are asked to write letters of recommendation to accompany college applications.

STUDENT SERVICES

HEALTH SERVICE In case of illness, a counselor must accompany students to the emergency room at Monmouth Medical Center, or to a walk-in clinic. Any serious illness will be reported immediately to the parent(s) or guardian(s). The Monmouth University campus is beautifully landscaped, but includes lots of poison ivy among the bushes off the paths and lawns. Please be careful.

HEALTH AND ACCIDENT INSURANCE Medical, dental, and hospital expenses are not covered by Monmouth University or by the Governor's School and should be covered by each family's health insurance. (If a family does not have an insurance policy, a short-term policy for this purpose should be considered). Please bring health policy information with you.

MAIL Mail is distributed each weekday by the counselors. Please notify your friends and family of your correct address as soon as possible. Use the following example as a format for receiving correspondence:

Scholar's Name
c/o Governor's School
Monmouth University
West Long Branch, NJ 07764

TELEPHONES There are pay telephones on each floor in the residence hall. Please check the number and inform your family. Make sure they are aware of what hours you may be available. You are not allowed to install a phone in your room. Also, let your family know there is a five -minute limit on incoming and outgoing calls on these phones due to the need for a large number of scholars to share them. There are also several pay phones on campus to make longer calls before 10:00 pm

Office (732) 571-3496

Emergency (Campus Police) (732) 571-3472

POCKET MONEY Each student should bring a limited amount of spending money for snacks, stationery, supplies, and personal needs. Depending on your lifestyle, \$5 - \$25 a week should be adequate. Please do not keep large amounts of cash on your person or in the residence hall, and advise your family not to send cash through the mail. The University accepts no responsibility for loss or theft of money or personal property. Bring enough cash for the first few days.

CHECK CASHING Upon presentation of Governor's School identification cards, personal checks in amounts up to \$40 can be cashed in the University Bookstore. Since the bookstore is closed on weekends, you are asked to anticipate your weekend needs. The bookstore maintains no charge accounts. There is, however, a MAC machine in the Student Center, which may be a more preferable way of receiving cash.

SNACK BAR and BOOKSTORE The Snack Bar is open Monday through Friday all day; the bookstore has similar hours. Both are located in the Rebecca Stafford Student Center and are closed Saturday and Sunday.

LIBRARY Monmouth University Library is available for your use. We will provide you with an ID that functions as a library card and dining hall pass. An orientation session will be scheduled during your first week at the Governor's School. Library professional staff welcomes the opportunity to assist you. Governor's Scholars are, of course, subject to all library regulations and are responsible for lost or damaged books. Check library hours upon your arrival.

IF YOU BORROW BOOKS DURING THE MONTH, YOU ARE REQUIRED TO RETURN THEM BEFORE DEPARTING.

BEACH PASS Season passes may be purchased at Long Branch Recreation Dept., 85 Second Av. (rear of Senior Citizen Bldg.) between 10:00 am & 4:00 pm. Daily pass - can be purchased on the boardwalk. An ID card must be shown. Additional info may be obtained by calling (732) 571-6545.

GUESTS Your parents or guardians and other relatives are invited to visit with you on Sundays 9:00 a.m. to 5:30 p.m., except for the first Sunday. They may be entertained in the lobby and other public areas on campus or you may go off campus with them. They are requested not to visit students at any other time, as it would be disruptive to the Governor's School program. You may not entertain non-Governor's School guests during the week. **Immediate family members only** are welcome to visit with you in your suite on Sundays, if you coordinate visits with the personal needs of your suitemates.

RELIGIOUS SERVICES: Attendance is left up to the individual. We do not provide transportation; however, some of the churches and temples may if you give them a call. The following list provides the names of some local houses of worship.

CATHOLIC

Bethlehem-Newman Center for Monmouth University,
16 Beechwood Ave., West Long Branch;
St. Jerome's Church, 250 Wall St., West Long Branch;
St. Michael's R.C. Church, 796 Ocean Av., Long Branch

APOSTOLIC

St. Mary's Armenian Apostolic, 1184 Ocean Ave., Elberon

BAPTIST

Calvary, 1305 Eatontown Blvd., Oceanport;
2nd Baptist Church, 93 Liberty St., Long Branch;
1st Baptist Church, 499 Bath Avenue, Long Branch

EPISCOPAL

St. James Episcopal, 300 Broadway, Long Branch

GOSPEL

Gospel Hall, 653 Art Street, Long Branch

PRESBYTERIAN

First Presbyterian Church,
Cedar & Hoey Avenues, Long Branch

LUTHERAN

Church of the Reformation, 100 Broadway, W. Long Branch

METHODIST

Old First Methodist, 207 Locust Av., W. Long Branch;
St. Luke's, Broadway & Washington, Long Branch;
Asbury United Methodist, 61 Atlantic Av., Long Branch;
Trinity AME, 66 Liberty St., Long Branch

PENTECOSTAL

Holy Temple Church of God in Christ, 124 Liberty St., Long Branch

SYNAGOGUES & TEMPLES

Congregation B'Nai Shalom Conservative, 213 Lenox Ave., West End;
Congregation Brothers of Israel, 85 Second Avenue, Long Branch,
Synagogue of W. Long Branch, Monmouth Road, W. Long Branch

SAFETY

LIABILITY

Monmouth University assumes no responsibility for any and all losses to persons or property while in the residence halls by reason of any utility failure, accident, injury, loss, theft, or damage except for negligence on the part of the employees of the University.

STUDENT EMERGENCIES

The Governor's School staff has planned the entire program with the safety and well being of all participants as a foremost concern. Nevertheless, an emergency is always possible. Therefore, if parents or guardians expect to be away from home, either out of state or abroad during part or all of the two-week Governor's School program, the Director requests the name, address, and telephone numbers (business and home) of a relative or other person empowered to act on behalf of the parents or guardians in the event of an emergency involving the Governor's Scholar or other members of the family. A letter with the appropriate information about the anticipated absence and authorization for the party or parties who will assume parental responsibility in such circumstances should be filed with the Director for the guidance of the staff.

EMERGENCY MESSAGES

Parents wishing to communicate with students concerning emergencies between 9:30 am and 5:00 pm may call the Governor's School office at (732) 571-3496 and leave a message. Your message will be delivered, and if response is necessary, Gwen Swift or designated staff person will return your call. After 5:00 pm and on weekends, calls may be directed to the University police station at (732) 571-3472. The police will then seek out someone in authority and the scholar will be notified.

In the event of any serious emergency, it is advisable to communicate first with the Governor's School personnel, rather than directly with the student. Should immediate travel arrangements be necessary, every possible assistance will be provided.

FIRE DRILL Fire drills are held periodically as a safety measure. Instructions will be given concerning exits to be used and other details. During a fire drill, close all windows, open blinds or drapes, leave the room light on, and close the door. All students are required to leave the building at any time the fire alarm sounds regardless of whether it is a drill, fire, or false alarm. This requirement is mandatory for the protection of all students. Students should inform residence hall staff that they are out, stay in one location so that they may be accounted for, and make residence hall staff aware of any student who may still be in the building.

NOTES

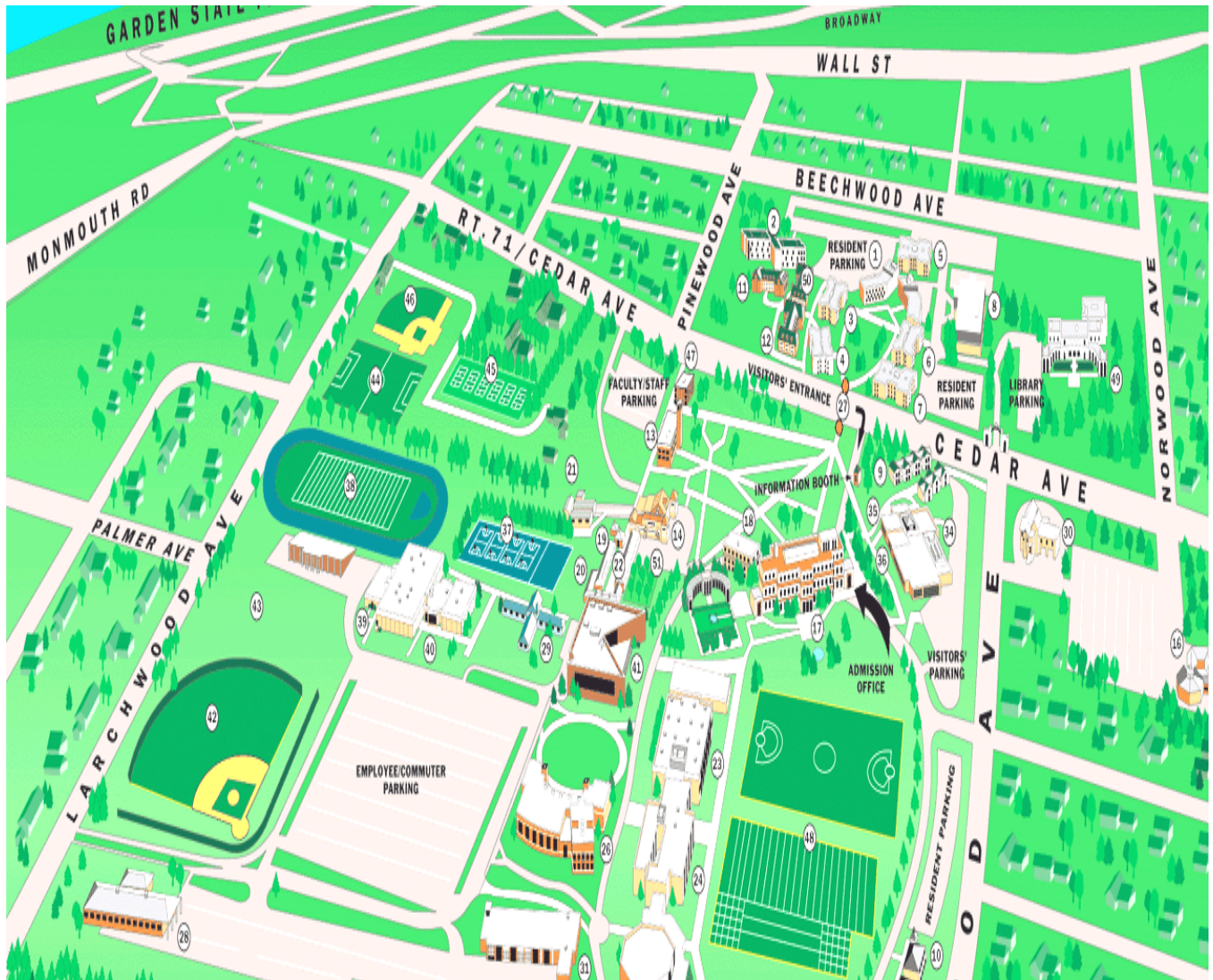
MAP OF AREA



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1. FROM THE Garden State Parkway (GSP): Take exit 105--Parkway off-ramp leads directly onto Route 36 East. Continue on Rte 36E approximately 3 miles, then make right onto Route 71 (which will eventually fork left and become Cedar Ave.).
*Follow Cedar Avenue to MU campus. Make left into residence hall area where your son/daughter can register and move their belongings into their residence hall room.
2. FROM Northbound on the NJ Turnpike: Take Turnpike north to Exit 7A. After toll plaza, take I-195 east to "Shore Points." Approaching Belmar, I-195 becomes NJ Route 138. Exit right onto Route 18 North. Take Deal Road East-- exit 11A and drive east on Deal Road to intersection at Monmouth Rd. Turn left and proceed to third traffic light, which is Cedar Ave. Turn right onto Cedar (also labeled NJ 71) and follow to campus. Follow directions in #1 above after the asterisk (*).
3. FROM Southbound on the NJ Turnpike: Take Turnpike south to Exit 11 (Garden State Parkway[GSP] South). Take Exit 105 from GSP and follow directions as outlined in #1 above after the asterisk (*).

CAMPUS MAP AND LEGEND



<p style="text-align: center;">STUDENT RESIDENCES</p> <ul style="list-style-type: none"> 1. Elmwood Hall 2. Pinewood Hall 3. Willow Hall 4. Laurel Hall 5. Beechwood Hall 6. Spruce Hall 7. Cedar Hall 8. Health Ctr/Birch Hall 11. Oakwood Hall 12. Redwood Hall 50. Maplewood Hall 	<p style="text-align: center;">ACADEMIC</p> <ul style="list-style-type: none"> 13. Jules Plangere Bldg 14. 800 Art Gallery 15. 900 Building 16. L. K. Woods Theater 17. Woodrow Wilson Hall 18. W.Wilson Hall Annex 19. Ice House Gallery 21. College Skills Center 22. 600 Art Building 23. T.A. Edison Science 	<p style="text-align: center;">BUILDINGS</p> <ul style="list-style-type: none"> 24. Howard Hall 25. Pollak Theater 26. Bey Hall 27. Athletic Offices 28. 700 Building 47. McAllan Hall 49. Guggenheim Library 	<p style="text-align: center;">RECREATION/ FOOD SERVICE</p> <ul style="list-style-type: none"> 34. Sam Magill Commons 35. The Club 36. Resident Dining Hall 37. Basketball Courts 38. Kessler Field 39. Fitness Center 40. Boylan Gymnasium 41. Student Center 45. Tennis Courts 51. Sculpture Garden
<p style="text-align: center;">ADMINISTRATION BUILDINGS</p> <ul style="list-style-type: none"> 17. Woodrow Wilson Hall 30. University Police Dept. 			