

Facilities

Use of College Facilities

Students presenting a SurgeCard (<http://catalog.cincinnati.edu/archives/2016-17/generalinformation/surjecards>) may use facilities such as the gymnasium, game room, weight room, library, auditorium, and meeting rooms. Such use is restricted to hours set aside for student use for free time recreation. These hours will not conflict with previously scheduled events, and may be subject to change because of scheduling of intramurals, athletics, community use, or other purposes.

Students or student groups may lease on-campus facilities through the Facilities Office, phone (513) 569-4123 or email eventscheduling@cincinnati.edu. The use of facilities is outlined in the Facility Usage and Rental Guidelines (<http://www.cincinnati.edu/about-cs/facilities-services/images/facility-usage-and-rental-guidelines.pdf/view?searchterm=Facility>) on the College website.

Bakery Hill

Bakery Hill is a retail bakery on the second floor of the Advanced Technology & Learning Center (ATLC), Clifton Campus. Bakery Hill is operated by students and instructors at the College on both an educational and entrepreneurial basis. For more information about Bakery Hill, phone (513) 569-4697 or email bakeryhill@cincinnati.edu.

Bookstore

The Cincinnati State Bookstore is located on the lower level of the ATLC (Clifton Campus). A complete supply of new texts and a limited supply of used books are available, covering all the courses offered at the College. A textbook rental program is also available for certain courses. The store also carries a complete line of classroom supplies, calculators, and course-related equipment and supplies, as well as Cincinnati State apparel and gifts.

Used books are purchased by the bookstore throughout the year; however, financial aid regulations apply to some sales of used books. Contact the store for additional information about the buyback program.

Books for which an exchange or refund is requested must be in resalable condition and accompanied by the original receipt. Full refunds will be granted during the first two weeks of classes each semester. If a student drops a course and wishes a refund within the established time frame, the student must show bookstore personnel a copy of the drop/add form.

Regular hours of the store are Monday, 8 a.m. to 6:30 p.m., Tuesday through Thursday, 8 a.m. to 6 p.m., and Friday 8 a.m. to 2 p.m. Hours are extended during the beginning and end of each semester.

Forms of payment accepted include financial aid (during assigned dates), cash, check (with photo I.D.), Visa, MasterCard, Discover, American Express (cardholder must be present), and gift cards. All forms of payment except cash or check may also be used for online purchases on the Bookstore website www.Cincystshop.com (<http://www.bkstr.com/Home/10001-10677-1?demoKey=d>).

For more information about the Cincinnati State Bookstore, phone (513) 569-1507 or email cincist@bkstr.com.

Child Development Center

The William L. Mallory Child Development Center is located on the Fourth Floor of the Main Building (Clifton Campus). It provides outstanding childcare on Cincinnati State's campus while serving as a learning lab for Cincinnati State students — particularly those in the Early Childhood Education programs. Enrollment priority is given to children of currently enrolled students and staff and faculty of the College; however, community families are welcome.

The Mallory Center daytime program is designed for children ages three months to five years who are not yet eligible for kindergarten. This is a full-time, year-round program operated Monday through Friday, 7 am to 5:30 pm. The preschool classrooms also offer Head Start Enhancement. The Mallory Center also operates a summer program in conjunction with the daytime program for children five to 10 years of age. The Mallory Center serves breakfast, lunch, and snack, thus supplying two-thirds of a child's daily needs. Menus are posted regularly on the center's parent bulletin board.

Parents are welcome and encouraged to visit their children at any time. There are observation booths for most of the classrooms if parents wish to observe without being seen. Parents are also welcome to help in the classroom: reading books, eating lunch, or going on field trips.

All teachers at the Mallory Center have achieved at least a high school diploma and are enrolled in some type of formal training program. All lead teachers have a degree (associate's, bachelor's or master's) in Early Childhood Education or a Child Development Associate (CDA) credential. Teachers also have training in CPR, first aid, common childhood illnesses, and child abuse recognition. All staff and volunteers have been fingerprinted and have had a complete background check.

The Mallory Center is licensed by the City of Cincinnati's Department of Health and the State of Ohio's Department of Job and Family Services. It is accredited by the National Association for the Education of Young Children (NAEYC). This voluntary achievement was initially awarded in 1998. For the NAEYC accreditation, the center volunteered to be measured against new program standards that assess the program's level of quality. The Mallory

Center was one of the first childcare centers in Ohio to earn the mark of quality represented by the reinvented NAEYC accreditation system. The Mallory Center also has a 4-Star Step Up to Quality rating from the State of Ohio's Departments of Education and Job and Family Services.

For more information about the Mallory Center, phone (513) 569-1504 or e-mail Beverly McGlasson, Director of the William Mallory Early Learning Center, at beverly.mcglasson@cincinnati.edu .

Computers/Computer Labs

The College provides access to computers at open labs on the Clifton Campus in both the Main Building and the ATLC. In addition, computers are available for student use in the Johnnie Mae Berry Library and at kiosks at several locations within the ATLC. In addition, the entire Clifton Campus has wireless access that is free and open to Cincinnati State students, faculty, and staff. For more about the computers and computer labs please see Technology on Campus (http://www.cincinnati.edu/on-campus/technology/technology-on-campus-1/copy_of_technology-on-campus/?searchterm=computer%20lab) on the College website.

Fitness Center

The Fitness Center in the Main Building (Clifton Campus) provides a full range of Nautilus equipment, free weights, cardio machines and resistance equipment, as well as a gymnasium (at designated times) and swimming pool. Racquetball courts are available in the ATLC. Fitness classes are regularly scheduled, and students, faculty, and staff have access to the services of personal trainers as well as personal evaluations.

A SurgeCard is required for use of the Fitness Center and a liability waiver must be on file. Children, food and drinks, and loitering are not permitted in the Fitness Center. For more information regarding the Fitness Center, please contact Mike Combs, Fitness Center Director, at (513) 569-8693 or (513) 569-1592, or mike.combs@cincinnati.edu .

Game Room

A Game Room is located in Room 135 of the ATLC (Clifton Campus). Table tennis, billiards, board games, and equipment are available free with a SurgeCard. Racquetball courts are also available for use by currently enrolled students. Racquets and balls can be checked out in the game room with a SurgeCard. For more information about the game room please contact the Student Activities office, located in the ATLC, Room 204, or phone (513) 569-5747.

Gymnasium

The gymnasium is located in the Main Building, behind the Welcome Center (Clifton Campus). It is open at designated times (generally when it is not being used for team practices or classes). A SurgeCard is required to check out equipment. No food or drink is allowed in the gym. Gym shoes must be worn when using the gymnasium (street shoes with soft soles are not permitted).

Library

The Johnnie Mae Berry Library, named for the College's first librarian, provides library services to the College community. The Library is located in the Main Building (Clifton Campus), Room 170, phone (513) 569-1606. The library is open from 7:30 a.m. to 10 p.m. Monday through Thursday, 7:30 a.m. to 4 p.m. on Friday and 8 a.m. to 4 p.m. on Saturday. Shortened hours occur during the Summer semester and during periods when classes are not in session.

The library's homepage is available online at www.cincinnati.edu/library .

Additional information about Library services is in the Student Services - Academic Support Services (<http://catalog.cincinnati.edu/archives/2016-17/studentservices/academicsupportservices>) section of this Catalog.

Lockers

The College Main Building (Clifton Campus) has a limited number of lockers available for student use. Students must provide their own locks. Cincinnati State assumes no responsibility for any loss, theft, or damage to lockers, locks, or contents due to fire, trespassers, etc. Each year at the end of the Spring semester, students must remove locks and contents from their lockers so general cleaning and maintenance can be performed.

Overlook Café

The Overlook Café is located on the first floor of the ATLC (Clifton Campus). It offers a wide selection of wholesome foods and refreshments, including hot breakfasts and daily lunch and dinner specials, soups, a custom deli station, a salad bar, a fruit bar and a full range of drink and "grab and go" options.

Vending facilities are located on the second floor of the ATLC, the first and third floor lounges in the Main Building, and on the second and third floors of the Health Professions Building. If necessary, refunds from vending facilities can be obtained from the cafeteria cashier.