

2019 – 20

Ryan Family Student Center

14 Deike Building

University Park, PA 16802

Web: <https://www.ems.psu.edu/>

Phone: 814-863-2751

Fax: 814-863-3349

Email: studentcenter@ems.psu.edu



PennState
College of Earth
and Mineral Sciences

Undergraduate Student Handbook

MESSAGE FROM THE DEAN

Welcome to the College of Earth and Mineral Sciences (EMS) at Penn State! By studying materials, energy, the environment, natural resources, weather, climate, people, and places, our students are able to make a difference in the lives of people throughout the world. You are joining a remarkable community of faculty, staff, and students who are excited to help you develop the skills and experience needed to pursue your career goals.

Take advantage of all the resources available to you, both within the college and at Penn State. The Ryan Family Student Center, 14 Deike Building, houses an incredible staff of tutors and advisers who are an invaluable resource to help you foster a successful Penn State experience. Many EMS students call the Ryan Family Student Center a “home away from home,” as it provides a welcoming atmosphere where students can gather to study, relax, and socialize, in addition to utilizing the many services provided. A new resource is the Director of Student Engagement who will help you identify and access opportunities, both on and off campus, that complement and put into practice what you are learning in the classroom. The departmental home of your major, whether it be Energy and Mineral Engineering, Geography, Geosciences, Materials Science and Engineering, or Meteorology and Atmospheric Science, provides a variety of other advising and mentoring services more focused on your discipline of choice, as well as the opportunity to immerse yourself in the multitude of exciting activities of world-class faculty, graduate students, and postdoctoral researchers. Explore their web pages, investigate faculty interests that align with yours, and send a faculty member an email asking to meet to discuss research opportunities. Visit the office of the Associate Dean for Educational Equity and learn what we are doing to make EMS the most welcoming, supportive, diverse, and inclusive college at Penn State.

Beyond course work and research, I encourage you to pursue a well-rounded experience. Branch out and find a student organization that shares your interests, whether that’s joining the EMS Student Council, participating in THON, or connecting with peers with similar interests. There are thousands of organizations on campus. Our alumni always reflect on the tremendous difference that those connections—with peers, staff, and faculty—made in their careers. Exercise, study, explore, discover, debate, relax, engage, repeat.

College is a time of extraordinary freedom and a time of new social experiences and challenges in the midst of the academic challenges. We want to help you exceed your academic objectives, to enjoy both the rich experience of social life at this University while achieving the knowledge you need for your future career.

Enjoy, succeed, and take advantage of all our college has to offer!

Lee R. Kump
John Leone Dean in the College of Mineral Sciences.

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RYAN FAMILY STUDENT CENTER

14 Deike Building 814-863-2751 or 814-865-7482
Web address: http://www.ems.psu.edu/student_center
Facebook: <https://www.facebook.com/groups/103366709698590/>
Twitter: @rfscpennstate

Associate Dean for Undergraduate Education:	Yvette Richardson	yrichardson@psu.edu
Assistant to the Associate Dean: <i>(Commencement/Petitions)</i>	Martha Traverse	mit5@psu.edu 814-863-4024
Director of Academic Advising: <i>(DUS Programs Coordinator)</i>	Hilleary Himes	hxs220@psu.edu 814-863-2751
Director of Student Engagement:	Karen Marosi	ket2@psu.edu 814-863-2751
Giles Writer-in-Residence, Writing Tutor:	Del Bright	kdb9@psu.edu 814-863-6077
Mathematics and Physics Tutor:	C. James Kelly	cjk133@psu.edu 814-865-6350
Recruiter:	Stacy Davidson	sjp123@psu.edu 814-863-2751
Academic Adviser:	Michael Gordon	mag5199@psu.edu 814-863-2751
Academic Adviser:	Jane McCandless	jfm4@psu.edu 814-863-2751
Administrative Coordinator: <i>(Curriculum/Instruction)</i>	Linda Spangler	lgs9@psu.edu 814-863-5517
Administrative Support Assistant: <i>(RFSC Programs/Operations)</i>	Heather Moore	hrl5108@psu.edu 814-863-2751

Check your Email—Don't Miss Out!

Access your Penn State email account regularly! On Monday of each week, you will receive the EMS Announcements—full of important academic deadlines; scholarship opportunities; exciting activities; you name it! It only takes a few minutes to scan—students in the know have fewer headaches and a better college experience.

FLETCHER L. BYROM EMS LIBRARY

105 Deike Building 814-865-9517

Web address: <http://www.libraries.psu.edu/ems>

Librarians: Linda Musser lrn4@psu.edu
814-863-7073

Elise Gowen edg16@psu.edu
814-863-7324

Hours: Monday - Thursday: 7:45 a.m. - 11:00 p.m.
Friday: 7:45 a.m. - 6:00 p.m.
Saturday: 1:00 p.m. - 5:00 p.m.
Sunday: 1:00 p.m. - 11:00 p.m.

Email Contact: el-ems@lists.psu.edu

Facebook: EMSLibrary

Group study rooms may be reserved for up to 3 hours/day. Studio room for video recording and VR are also available for booking.

The library has laptops and Chromebooks available for loan. Textbooks, calculators, battery packs, phone and computer cords, headphones, and drafting supplies are also available.

Details available at:

<https://libraries.psu.edu/about/libraries/ems/study-earth-mineral-sciences>

EMS MUSEUM & ART GALLERY

006 & 018 Deike Building

Web Address: <https://museum.ems.psu.edu/>

Email Contact: museum@ems.psu.edu

Museum Director: Jane Cook jbc6075@psu.edu
332 Steidle Building 814-865-6336

Managing Director: Julianne Snider jxs1030@psu.edu
814-571-6317

Hours: Monday - Friday: 9:30 a.m. - 5:00 p.m.

EMS Departments and Programs

John and Willie Leone Family Department of

ENERGY AND MINERAL ENGINEERING (EME)

113 Hosler Building 814-865-3437

Web address: <https://www.eme.psu.edu/>

Department Head:	Sanjay Srinivasan 118 Hosler Building	szs27@psu.edu 814-863-9470
Associate Department Head for Undergraduate Education:	Seth Blumsack 115 Hosler Building	sab51@psu.edu 814-863-7597
Academic Advisor, EBF and ENVSE:	Alisha Simon 109 Hosler	anw114@psu.edu 814-867-5271
Academic Advisor, ENENG, MNGE & PNGE:	Amy Johnson 110 Hosler	ajj161@psu.edu 814-865-8475
Undergraduate Programs Records Specialist:	Robert Rousseau 115 Hosler	rjr5383@psu.edu 814-863-5566

Majors

Energy Business and Finance (EBF_BS)

<https://www.ems.psu.edu/academics/find-program-study/energy-business-and-finance-bs>

Undergraduate Program Officer: Zhen Lei zxl26@psu.edu
125 Hosler Building 814-863-0810

Energy Engineering (ENENG_BS)

<https://www.eme.psu.edu/undergraduate/academics/undergraduate-programs/energy-engineering-major>

Undergraduate Program Officer: Jonathan Mathews jpm10@psu.edu
126 Hosler Building 814-863-6213

Options: Environmental Systems Engineering (ENVSE)
Environmental Health and Safety (ENVHS)

Energy and Mineral Engineering (EME) Majors (continued)

Mining Engineering (MNGE_BS)

Undergraduate Program Officer:

Shimin Liu
224 Hosler

<http://www.eme.psu.edu/mnge>

szl3@psu.edu
814-863-4491

Petroleum & Natural Gas Engineering (PNGE_BS)

<https://www.eme.psu.edu/undergraduate/academics/undergraduate-programs/petroleum-and-natural-gas-engineering-major>

Undergraduate Program Officer:

Zuleima Karpyn
151 Hosler Building

ztk101@psu.edu
814-863-2273

Energy and Sustainability Policy (ESPBA_BA) and (ESPBS_BS)

<https://esp.e-education.psu.edu/>

(Online major available only at World Campus)

Undergraduate Program Officer:

Mark Fedkin
418 EES Building

mvf3@psu.edu
814-863-1333

Program Staff:

Susan Spaugh
418 Earth Engineering
Science Building

sns4@psu.edu
814-863-2502

Minors

Please visit the website to learn more about the following minors:

<http://undergraduate.bulletins.psu.edu/undergraduate/colleges/earth-mineral-sciences/#majorsminorsandcertificatestext>

- Electrochemical Engineering (ELCHE_UNMR)
- Energy Business and Finance (EBF_UNMR)
- Energy Engineering (ENENG_UNMR)
- Environmental Systems Engineering (ENVSE_UNMR)
- Mining Engineering (MNGE_UNMR)
- Petroleum and Natural Gas Engineering (PNGE_UNMR)

GEOGRAPHY

302 Walker Building 814-865-3433

Web Address: <https://www.geog.psu.edu/>

Associate Department Head for Undergraduate Programs:	Lorraine Dowler 203 Walker Building	lx17@psu.edu 814-863-1806
Undergraduate Adviser:	Jodi Vender 305 Walker Building	jvender@psu.edu 814-863-5730
Undergraduate Administrative Support/Receptionist:	Melissa "Missy" Weaver 302 Walker Building	mkf15@psu.edu 814-865-3433

Majors

<https://www.geog.psu.edu/degree-programs/undergraduate-degrees>

Geography B.A. (GEOBA_BA)

Geography B.S. (GEOBS_BS)

Minors

Please visit the website to learn more about the following minors:

<http://undergraduate.bulletins.psu.edu/undergraduate/colleges/earth-mineral-sciences/#majorsminorsandcertificatestext>

- Climatology (CLIMA_UMNR)
- Environmental Inquiry / EMS (ENVI_UMNR)
- Geographic Information Science (G_I_S_UMNR)
- Geography (GEOG_UMNR)
- Information Science and Technology - for EMS (ISEMS_UMNR)
- Watersheds and Water Resources (WWR_UMNR)

Certificates

- Climate and Environmental Change (CLENVC_UCT)
- Environment and Society Geography (ENSGEO_UCT)
- Geographic Information Science (GIS_UCT)
- Geospatial Big Data Analytics (GSPBDA_UCT)
- Landscapes: Societies, Cultures and Political Economies (HMNGEO_UCT)
- Justice, Ethics, Diversity in Space (JEDIS_UCT)
- Landscape Ecology (LNSECO_UCT)
- Physical Geography (PHYGEO_UCT)

GEOSCIENCES

508 Deike Building 814-865-7791

Web Address: <https://www.geosc.psu.edu/>

Department Head:	Demian Saffer 503 Deike Building	dms45@psu.edu 814-865-7965
Associate Department Head for Undergraduate Programs:	Maureen Feineman 538 Deike Building	feineman@psu.edu 814-865-7400
Undergraduate Programs Coordinator: (Advising Support)	Jake Hoover 542 Deike Building	jd292@psu.edu 814-865-7791

Majors

<https://www.geosc.psu.edu/undergraduates>

Geosciences B.S. (GSCBS)

Options: General (GEN)
Hydrogeology (HYDRO)

Geosciences B.A. (GSCBA)

Earth Sciences (EARTH)

Geobiology (GEOBI)

Earth Science and Policy (EARSP)

Options: Climate Change (CLCHG)
Energy (ENRGY)
General (GEN)
Water and Land Use (WTRLU)

Minors

Please visit the website to learn more about the following minors:

<http://undergraduate.bulletins.psu.edu/undergraduate/colleges/earth-mineral-sciences/#majorsminorsandcertificatetext>

- Astrobiology (ABIOL_UNMR)
- Earth and Sustainability (EASUS_UNMR)
- Earth Systems (EASYS_UNMR)
- Geophysics (GPHYS_UNMR)
- Geosciences (GEOSC_UNMR)

Certificate

- Earth Sustainability (ETHSUS_UCT)

MATERIALS SCIENCE AND ENGINEERING

225 Steidle Building 814-865-5765

Web address: <https://www.matse.psu.edu/>

Department Head:	Susan Sinnott	sinnott@matse.psu.edu 814-863-3117
Administrative Coordinator:	Katina Bartley-Posney	katina@matse.psu.edu 814-865-0497
Associate Head for Undergraduate Studies:	R. Allen Kimel	kimel@matse.psu.edu 814-865-5397
Academic Adviser/Recruiter:	Meg Abplanalp	mba12@psu.edu 814-865-5765
Records Specialist:	Cindy Lake	lake@matse.psu.edu 814-865-5766

Major

<https://www.matse.psu.edu/undergraduate/undergraduate-degree-programs/bachelor-science-bs>

Materials Science and Engineering (MATSE_BS)

Minors

Please visit the website <https://www.matse.psu.edu/undergraduate/undergraduate-degree-programs/undergraduate-minors>) to learn more about the following minors:

- Electronic and Photonic Materials (EPM_UMNR)
- Polymer Science (PLMSC_UMNR)

METEOROLOGY AND ATMOSPHERIC SCIENCE

503 Walker Building 814-863-8565

Web Address: <http://www.met.psu.edu/>

Department Head:	David Stensrud	David.stensrud@psu.edu 814-863-7714
Associate Head Undergraduate Program:	Jon Nese 518 Walker Building	j2n@psu.edu 814-863-4076
Undergraduate Coordinator: (Advising Support)	Amber DeCosmo 502 Walker Building	ale11@psu.edu 814-863-8565
Joel N. Myers Weather Center Director:	Bill Syrett 606C Walker Building	wjs1@psu.edu 814-865-6172

Major

<http://www.met.psu.edu/academics/undergraduate-studies>

Meteorology (METEO_BS)

Options: Atmospheric Science (ATMSC)
Environmental Meteorology (ENVME)
General (GEN)
Weather Forecasting & Communications (FCAST)
Weather Risk Management (WRM)

Minor

Please visit the website to learn more about the following minors:

<http://undergraduate.bulletins.psu.edu/undergraduate/colleges/earth-mineral-sciences/meteorology-minor/>

- Meteorology (METEO_UMNR)

Certificate

- Weather Forecasting (WFC_UCT)

Minors in EMS

Please visit this website to learn more about the following minors:

<http://www.ems.psu.edu/academics/find-program-study#degree.isotope-instance-program=.minors>

- Climatology
- Earth and Sustainability
- Earth Systems
- Electrochemical Engineering
- Electronic and Photonic Materials
- Energy Business and Finance
- Energy Engineering
- Environmental Inquiry (Intercollege Program)
- Environmental Systems Engineering
- Geographic Information Science
- Geography
- Geophysics
- Geosciences
- Information Science and Technology - for EMS
- Meteorology
- Mining Engineering
- Petroleum and Natural Gas Engineering
- Polymer Science
- Watersheds and Water Resources

In most cases, students do not have to be enrolled in the college that offers a particular minor in order to pursue that minor. Requirements for a minor can be completed at any campus location that offers courses specified for the minor.

Academic Integrity in EMS

<https://www.ems.psu.edu/undergraduate/academic-advising/policies-procedures-and-forms/academic-integrity>

Academic integrity is the pursuit of scholarly activity in an open, honest and responsible manner. Academic integrity is a basic guiding principle for all academic activity in the college.

Academic integrity includes a commitment not to engage in or tolerate acts of falsification, misrepresentation, or deception. Such acts of dishonesty violate the fundamental ethical principles of the EMS community and compromise the worth of work completed by others.

Students will see an Academic Integrity Statement in each syllabus in all of their EMS courses. Read it. Take it very seriously. To protect the rights and maintain the trust of honest students and support appropriate behavior, EMS faculty will regularly communicate high standards of integrity and reinforce them by taking reasonable steps to anticipate and prevent acts of dishonesty in all assignments. Students found responsible for charges of academic dishonesty face academic sanctions, and possibly conduct sanctions.

Examples of acts of academic dishonesty include, but *are not limited to*:

- Cheating and copying on examinations;
- Inappropriate collaboration on assignments;
- Tampering with another person's work;
- All manners of plagiarism;
- Submission of previous work;
- Using tests and/or assignments from a previous year in an unauthorized manner

Be sure to visit the college's Academic Integrity website to learn more about this important topic. We want to help our students avoid making mistakes that constitute violations of Academic Integrity!

EMS Undergraduate Student Organizations

EARTH AND MINERAL SCIENCES STUDENT COUNCIL

<http://www.ems.psu.edu/undergraduate/beyond-classroom/clubs-and-organizations/student-council>

Adviser

Linda Spangler
lqs9@psu.edu

14 Deike Building
814-863-5517

EARTH AND MINERAL SCIENCES SPECIAL LIVING OPTION (IRVIN HALL)

<http://www.ems.psu.edu/irvin-hall>

Adviser

Bill Syrett
wjs1@psu.edu

606C Walker Building
814-865-6172

ENERGY AND MINERAL ENGINEERING

<https://www.eme.psu.edu/undergraduate/undergraduate-resources/student-organizations>

- American Association of Drilling Engineers Penn State Student Chapter
 - American Solar Energy Society – Penn State Chapter
 - Energy Marketing Association
 - Society of Energy Engineers
 - Society of Environmental Systems Engineers
 - International Society of Explosives Engineers Student Chapter
 - Mine Rescue Team at Penn State
 - Society of Mining Engineers
 - Society of Petroleum Engineers Penn State Student Chapter
-

GEOGRAPHY

<https://www.geog.psu.edu/student-experiences/student-clubs-and-groups>

- Undergraduate Department of Geography Students (UnderDoGS)
- Gamma Theta Upsilon (GTU)
- Supporting Women in Geography (SWIG)
- GIS Coalition

GEOSCIENCES

<http://www.geosc.psu.edu/student-life>

- Penn State Geological Sciences Club
 - Penn State Student Chapter of the Association for Women Geoscientists (AWG)
-

MATERIALS SCIENCE AND ENGINEERING

<https://www.matse.psu.edu/student-experiences/beyond-classroom/clubs-and-organizations>

- Material Advantage
 - MatSE Lion Scouts
 - Keramos National Professional Ceramic Engineering Fraternity
-

METEOROLOGY AND ATMOSPHERIC SCIENCE

<http://www.met.psu.edu/academics/undergraduate-studies/clubs-and-organizations>

- Campus Weather Service (CWS)
- Chi Epsilon Pi Honor Society
- Penn State Branch, American Meteorological Society and National Weather Association (PSUBAMS)
- Penn State Emergency Management Club
- PSU Storm Chase Team (PSU Chase)
- Supportive Network for Women in Meteorology (SWIM)
- Weather Risk Management Club

GEMS

Graduates of Earth and Mineral Sciences Alumni Society

<http://www.ems.psu.edu/alumni>

The EMS alumni constituent society, GEMS (Graduates of Earth and Mineral Sciences), was formed in 1990. As a society, it serves alumni, students, faculty, and the College of Earth and Mineral Sciences by building lifelong relationships that enable students to achieve their goals in an increasingly global and diverse workplace.

The society is led by a Board of Directors that is representative of the diverse EMS alumni body and its interests. A formal committee structure facilitates program planning and activities that support the GEMS mission. These activities include regional alumni events, the EMS tailgate, recruiting, student mentoring, TOTEMS, EMEX, industry forums and college showcase events, and contributions to publications.

As a student, you benefit from the experience and success of those who went before you. As an EMS graduate, you will have the insight and perspective to become a critical component of the EMS network through our alumni society. A one-year membership is automatically awarded upon graduation. Become familiar now with GEMS and plan to continue your Penn State relationship through the years.

Do you want to receive Penn State Alumni Association (PSAA) member benefits while you are still a student? Interested in joining the biggest, the best, and the most ambitious association in the world? For nearly 140 years, the PSAA has been the keeper of Penn State pride and traditions. You can become a member of the Blue & White Society, the student contingent of the largest dues-paying alumni association in the world! If you are interested, please visit: www.bluewhitesociety.com.

EMS College Liaison Colleen Swetland
Assistant Director, Alumni Relations
206 Deike Building
814-863-4667
clw2@psu.edu

Diversity in EMS and at Penn State

<http://www.ems.psu.edu/undergraduate/beyond-classroom/diversity-programs>

Diversity, equity, and inclusive excellence play a central role in our college's core mission to prepare our students to live, work, and lead in a global environment. The College of Earth and Mineral Sciences' broad and multifaceted diversity efforts are inclusive of nationality, ethnicity, race, gender, sexual orientation, gender identity, age, ability, veteran status, socio economic status, first generation to college status, and religion, and apply to students, faculty, and staff.

The Office of the Associate Dean for Educational Equity can help you connect with opportunities and resources to make the most of your EMS experience. To learn more about us, visit <https://www.ems.psu.edu/undergraduate/diversity>. We highly recommend these important references for our students:

All In at Penn State: A Commitment to Diversity and Inclusion <http://allin.psu.edu/>

Penn State Statement on Diversity, Equity, and Inclusive Excellence

<http://equity.psu.edu/diversity-statement>

Fostering and Embracing a Diverse World—Strategic Plan 2016-2020

<http://equity.psu.edu/fostering-diverse-world>

Lori Robinson

Administrative Support Coordinator

Office of the Associate Dean for Educational Equity

104 Deike Building

814-867-2455

lrr5@psu.edu

James Guyton

Coordinator of Multicultural Affairs

Office of the Associate Dean for Educational Equity

104 Deike Building

jrg6@psu.edu

814-867-2455

Victoria E. Sanchez

Associate Dean for Educational Equity

104 Deike Building

vsanchez@psu.edu

814-867-2455

Penn State's Nondiscrimination Statement

The University is committed to equal access to programs, facilities, admission, and employment for all persons. It is the policy of the University to maintain an environment free of harassment and free of discrimination against any person because of age, race, color, ancestry, national origin, religion, creed, service in the uniformed services (as defined in state and federal law), veteran status, sex, sexual orientation, marital or family status, pregnancy, pregnancy-related conditions, physical or mental disability, gender, perceived gender, gender identity, genetic information or political ideas. Discriminatory conduct and harassment, as well as sexual misconduct and relationship violence, violates the dignity of individuals, impedes the realization of the University's educational mission, and will not be tolerated. Direct all inquiries regarding the nondiscrimination policy to the Affirmative Action Office, The Pennsylvania State University, 328 Boucke Building, University Park, PA 16802-5901, Email: aaop@psu.edu, Tel 814-863-0471.

The RFSC Welcomes LGBTQA Students

We are happy to welcome all members of the LGBTQA community—Lesbian, Gay, Bisexual, Transgender, Queer and Ally individuals—to make the Ryan Family Student Center your home, as part of our college family! Please also feel free to visit with any of our Safer People Safer Places -trained faculty and staff, should you have particular questions or concerns. We are happy to chat with you at any time regarding LGBTQA-related issues and/or assist with information about campus and local resources for LGBTQA students. Either drop by in person, or email any of us. Privacy, discretion and confidentiality are assured.

Additional resources can be found at:

The Sexual and Gender Diversity Center

<https://studentaffairs.psu.edu/csqa>

101 Boucke Building

814-863-1248

lgbtqa@psu.edu

Safer People Safer Places-Trained Faculty and Staff

Hilleary Himes

hxs220@psu.edu

Karen Marosi

ket2@psu.edu

Jane McCandless

ifm4@psu.edu

Michael Gordon

mag5199@psu.edu

K. Del Bright

kdb9@psu.edu

Linda Spangler

lqs9@psu.edu

Martha Traverse

mjt5@psu.edu

Yvette Richardson

ypr1@psu.edu

Earth and Mineral Sciences Academy for Global Experiences (EMSAGE)

What is EMSAGE?

The Earth and Mineral Sciences Academy of Global Experience (EMSAGE) is an engaged scholarship program. Notable distinction as an EMSAGE *Laureate* is obtained with a minimum 3.0 cumulative grade point average and demonstration of high achievement and meaningful activities in the following areas:

- Academic Scholarship
- Engaged Scholarship (Experiential Learning or Global Literacy)
- Service

How do I become an EMSAGE *Laureate*?

Students are encouraged to actively plan their academic and professional development in pursuit of Laureate status. Set goals that are consistent with your interests and develop a plan to achieve them! Seek input from your faculty mentors, advisers, and the EMS Director of Engaged Scholarship. Your plan can be submitted at the end of your first year to become part of the EMSAGE community as a Protégé. Keep a portfolio of your activities and accomplishments to support your application for Laureate status in your senior year.

What do we mean by engaged scholarship?

Engaged scholarship involves out-of-class academic experiences, both on campus and off-campus—domestic and international—that complement in-course learning. Examples include, but are not limited to:

- Undergraduate research, artworks, or performances
- Internships or cooperative education
- Study abroad, study away, embedded travel courses
- Service-learning and community-based learning

What are the Benefits of Graduating as an EMSAGE *Laureate*?

EMSAGE Laureates gain many advantages through the depth and breadth of their experiences. In addition, they receive

- Formal recognition at pre-commencement EMSAGE ceremony with their family
- Crystal *Laureate* memento and certificate
- Recognition on the EMSAGE *Laureate* roster in the Ryan Family Student Center

Want to learn more? Visit <http://www.ems.psu.edu/emsage> for additional information, attend the EMSAGE information sessions held each semester, or contact the Director of Student Engagement, Karen Marosi (ket2@psu.edu).

Safety First

Your health and safety here in the College of Earth and Mineral Sciences and within the University are our principal concerns. You can access safety policies at <http://www.ems.psu.edu/safety>. If you become aware of any hazard, the relevant safety office listed below.

EMS Safety Contacts

Frank Driscoll College Safety Officer	248 Deike Building	814-867-2499 fjd3@psu.edu
Elizabeth Long EMS Library	105 Deike Building	814-863-3720 eal17@psu.edu
Tom Motel Energy and Mineral Engineering	6 Hosler Building	814-863-1635 tjm14@psu.edu
Melissa (Missy) Weaver Geography	302 Walker Building	814-865-3433 mkf15@psu.edu
Scott Henninger Materials Science and Engineering	123A Steidle Building	814-865-3568 shenninger@psu.edu
Bob Ziegler Meteorology and Atmospheric Science	426 Walker Building	814-863-4526 rfz1@psu.edu
Marty Gutowski Dutton Institute	419 Earth Engineering Science Building	814-863-9071 mjg8@psu.edu
Ron Wasco Energy Institute	209 Academic Activities	814-863-5384 rxw19@psu.edu
Brandon Forsythe Earth and Environmental Systems Institute	317E Earth Engineering Science Building	814-865-0294 mjc48@psu.edu

Financial Aid

<http://www.ems.psu.edu/financial-aid>

Merit Scholarships: The College of Earth and Mineral Sciences annually awards more than \$550,000 in scholarship support to students based on academic excellence. The completion of an online application is required each year to receive consideration. First-year students are not eligible for merit scholarships.

The application is available January 1st through April 15th at the following link:

<http://www.ems.psu.edu/scholarships>.

Trustee Scholarships (Need Based): The college awards more than \$550,000 in trustee scholarships annually to students who are eligible for Trustee Scholarships, which are “need-based.” A FAFSA (Free Application for Federal Student Aid) must be completed EACH YEAR in order for the University to determine eligibility.

Emergency Grants: The Terry Mohne Emergency Assistance Fund was created to assist students who encounter extraordinary events or circumstances that could negatively affect their ability to continue their studies in the College of Earth and Mineral Sciences. Emergency grants are awarded on a case-by-case basis and can be given to a student no more than once per academic year. The maximum grant is \$250. Limited funding is available. The application is available at: <http://www.ems.psu.edu/form/terry-mohne-emergency-assistance-fund>.

Department Scholarships: Please contact your department directly to inquire about scholarship opportunities.

Wilson Loan: Low-interest loans are available to all EMS students (including graduate students). Students may borrow up to \$1200 per semester (\$2400 per year) through the fund. No interest accrues until after graduation and repayment begins six months after termination of enrollment (graduation, withdraw from classes, leave of absence). The University assesses a 6 percent simple interest rate on these loans. Students may complete the application at any time. The application is available at: <http://www.ems.psu.edu/wilson-loan>.

Additional University Resources: <https://studentaid.psu.edu/>

University’s Undergraduate Fellowship Office: Please visit: <http://www.ufo.psu.edu>.

Work Study: If you have a work study grant, use the work study job search website (<https://workstudy.psu.jobs/>) to view available jobs.

Learn more at: <https://studentaid.psu.edu/types-of-aid/employment/work-study>.

Academic Advising

<https://www.ems.psu.edu/undergraduate/academic-advising>

Earth and Mineral Sciences undergraduate advising mission:

Academic advising in the College of Earth and Mineral Sciences guides students to create meaningful educational experiences. Faculty and staff in the Earth and Mineral Sciences partner with students on their educational journey by helping to identify goals, develop educational plans, and make well-informed decisions toward broadening students' intellectual and personal growth while completing degree requirements in a timely manner.

We expect students to:	Students can expect an adviser to:
Learn and use information to assume final responsibility for course scheduling, program planning, and the successful completion of all graduation requirements	Discuss student's educational goals
Seek academic information to meet educational goals	Help student understand the nature of academic programs
Become knowledgeable about relevant policies, procedures, and rules of the University, college, and academic program	Understand student's concerns affecting academic progress
Be prepared when contacting assigned adviser	Help student to follow appropriate University procedures and to understand their purposes
Consult with an adviser at least once a semester to decide on courses, review the accuracy of the degree audit, check progress towards graduation, and discuss the suitability of other educational opportunities provided by the University	Help student to understand the relationships between General Education, University requirements, majors, research opportunities, internships, study abroad programs, and other academic experiences

It is the responsibility of all students to initiate contact with academic advisers, monitor their academic progress, and follow University policies.

Assigned Adviser

Your primary academic adviser is a faculty or staff member in your current or intended major. You can find your assigned adviser's contact information in the Student Center of LionPATH. Your assigned adviser is your best source of information regarding your major, course schedule planning, internships, and career planning.

Ryan Family Student Center Advisers (RFSC)

Ryan Family Student Center advisers (14 Deike) are available to answer questions regarding general education courses, exploring University programs and resources, and understanding academic policies. RFSC advisers are available by appointment and on walk-in; please check the walk-in schedule in the Student Center.

Entering a Major

All first-year students and some advanced standing students are not enrolled in a major. Instead you are enrolled in the college's pre-major status (PMAJ). Pre-major status is appropriate to explore majors and meet entrance-to-major requirements, as required by the program.

Entry to the major of your choice can occur once the entrance to major criteria are met. Some majors have very specific requirements which may include a cumulative GPA and the successful completion of required coursework. Please work closely with your adviser to complete the entrance requirements for your major. Entrance To major requirements can be found in the Undergraduate Bulletin (see link below).

Substitutions and Exceptions to Degree Requirements:

Once you have declared your major, all exceptions to degree requirements (as stated on the Suggested Academic Plan for your major) must be approved by an adviser.

- For substitutions to degree requirements in your major, you must work closely with your assigned adviser.
- For substitutions to University requirements, including General Education requirements, please see an adviser in the Ryan Family Student Center (14 Deike Building).
- Information on General Education substitutions is available at:
<https://bulletins.psu.edu/undergraduate/general-education/baccalaureate-degree-general-education-program/>

Additional Academic Advising Resources:

Academic Advising Portal: The Academic Advising Portal contains information about academic life at Penn State. You'll find the academic calendar and information on Faculty Senate policies, colleges, majors, and, minors. <http://advising.psu.edu>.

Undergraduate Bulletin: Find curricular requirements, entrance to major requirements, and suggested academic plans for each major. Minors and course descriptions are also available. <http://undergraduate.bulletins.psu.edu/undergraduate/>

Academic Requirements/What-if Report:

The Academic Requirements report or What-if report on LionPATH, often referred to as a degree audit, indicates how the courses you are taking and those you have completed fit the requirements for your major. When enrolled in your major, select Academic Requirements in LionPATH. When enrolled as pre-major (PMAJ), select the *What-if Report* to see how your course satisfy requirements in your *intended* major. Prepare for advising appointments by reviewing your Academic Requirements report or your *What-If Report* every semester to monitor and check your academic progress. <https://lionpathsupport.psu.edu/>.

Judicial Affairs Advising

<https://studentaffairs.psu.edu/support-safety-conduct/student-conduct/advisers-and-attorneys>

Penn State has a disciplinary system that is in place to adjudicate cases of alleged violations by University students of the University's **Code of Conduct**, found at:

<https://studentaffairs.psu.edu/support-safety-conduct/student-conduct/advisors-attorneys>

Students who are required to appear at any Penn State Judicial Affairs proceedings may request a **Judicial Affairs Adviser** to accompany them. These advisers are trained faculty or staff of the University who may assist the student in understanding the charges and what is entailed in a Disciplinary Conference and beyond, should the case go to the University Hearing Board. The JA Adviser may assist the student in the preparation and presentation of a defense and may accompany the student to all discipline proceedings.

EMS has one trained JA Adviser, who are ready to assist you:

Martha Traverse
mjt5@psu.edu

14 Deike Building

814-863-4024

Faculty Senate Petitions

Petitions to the Faculty Senate are requests for academic forgiveness due to ***extenuating circumstances outside of the student's personal control*** (e.g. death in the family; illness; traumatic event...) There are two types of Senate petitions that we see most often. The first is a request for a **retroactive withdrawal** from a past semester (or semesters). The second is a request for a **retroactive late-drop** of a course (or courses) from a past semester.

Students will not be granted petition approvals simply due to poor academic performance, or the condition of the GPA, or because the student "doesn't need" the course or courses to graduate.

Please email Martha Traverse at mjt5@psu.edu to initiate the petition process. She will provide the Senate petition packet to assist you to determine if you have a viable case, and to provide instructions for preparing the petition and the necessary supporting documentation. Please Do NOT contact the Faculty Senate directly; this will slow the process. All petition materials must come directly to Martha Traverse.

Writing Tutoring

Recognizing the need for effective writing in the sciences and engineering, the College of Earth and Mineral Sciences provides free tutoring and instruction through the Giles Writer-in-Residence on writing to undergraduate students for help with anything from your paper assignments to your résumé and personal essays.

The Giles Writer-in-Residence can help students best if you understand its role as a tutor and recognize the students' responsibilities as a writer. A tutor's task is not to edit or rewrite students' papers, but to help students understand and employ effective writing principles. It is the student's responsibility in a tutorial session to prompt discussion by articulating key questions and writing challenges. Be prepared to take an active role in discovering how to improve your writing. The *process* of learning to write more effectively is as important as the *product*.

Students are encouraged to make a Writing Tutoring appointment via e-mail to the Giles Writer-in-Residence (kdb9@psu.edu) to guarantee a time-spot. Please be courteous to others and e-mail or call promptly to cancel your appointment if you are unable to attend your arranged time in order to allow another student to schedule during that time.

To get the most out of your tutoring session:

- Plan ahead. Writing well takes time.
- Bring your class assignment sheet to the tutoring session.
- Come prepared. Have specific questions.

Drop-in hours with RFSC graduate writing tutors are also available. No appointment is necessary from Monday through Thursday from 5:30 to 7:30 p.m. during most of the weeks of the semester. Stop by and get the help you need!

Visit the Giles Writer-in-Residence blog to access writing tips and find helpful online writing resources: <https://sites.psu.edu/gileswriter/>.

Contact information:

Del Bright, Giles Writer-in-Residence
14F Deike Building
kdb9@psu.edu
814-863-6077

Mathematics and Physics Tutoring

Mathematics tutors are available:

Monday-Thursday evenings

5:30 p.m.- 8:00 p.m. in the Ryan Family Student Center (14 Deike)

All EMS math tutors can support Math 022, 026, 041, 140, 141, 230, 231, and 251.

A detailed schedule of the EMS math tutor shifts will be posted in the Ryan Family Student Center at the beginning of each semester.

Physics tutoring:

Supplemental help in physics is available Wednesdays 10:15-11:45 am in the Ryan Family Student Center (14 Deike)

Contact Information:

James Kelly

14E Deike Building

cjk133@psu.edu

814-865-6350

Student Engagement

The College of Earth and Mineral Sciences strives to foster the participation of all undergraduate students, regardless of location, in meaningful engagement opportunities both on and off-campus. Engagement experiences provide you with the chance to put into practice what you are learning in the classroom, often with guidance from a faculty or staff member who has expertise in a particular discipline. It also helps you develop skills that are valued by both employers and graduate schools.

Examples of engagement include, but are not limited to:

- Undergraduate Research, artwork or performance
- Internships or co-operative experiences
- Study abroad, study away, embedded travel courses
- Service-learning and community-based learning, and
- Capstone courses or projects, which may have an outreach component or emphasis

The role of the Director of Student Engagement is to promote and facilitate student engagement across the college by working with students and faculty to identify, access and create engaged-scholarship opportunities. The Director is here to help you consider and connect to beyond-the-classroom activities suited to your goals and serves as the EMS Liaison to student-engagement and career-services activities across the university. You are encouraged to make an appointment via email with Karen Marosi at ket2@psu.edu to discuss ways to bring your course work to life on campus. Please be courteous to others and email or call promptly to cancel your appointment if you are unable to attend your arranged time.

Contact Information:

Dr. Karen Marosi
Director of Student Engagement & Associate Teaching Professor
14 Deike Building
ket2@psu.edu
814-865-7482

Basic Academic and Classroom Concerns

<http://senate.psu.edu/policies-and-rules-for-undergraduate-students/>

Both students and instructors are expected to be familiar with and adhere to the policies detailed in *The University Faculty Senate Policies and Rules for Undergraduate Students*. These policies tell you what instructors expect from you and what you have a right to expect from them. The most pertinent policies are summarized below. Note how they define students' academic rights and enhance the exploratory nature of a semester's first ten calendar days for students.

Students should attend all classes and be responsible for all class work; instructors should provide an opportunity for students who miss classes for legitimate reasons (e.g., academic field trips, required athletic events, serious illness, etc.) to do make-up work. At the beginning of each course, it is the responsibility of the instructor to provide students with a statement clarifying the relevant criteria for academic integrity.

- It is understood that the rules of good scholarship apply in the College of Earth and Mineral Sciences. This means that students always submit their own work or give proper credit when documenting sources or submitting work jointly.
(See: <http://www.ems.psu.edu/undergraduate/academic-advising/forms-and-procedures/academic-integrity>)
- When submitting jointly prepared lab reports or work that has been revised from another class, a student's best bet is to exercise common sense and honesty. Plagiarism is always a serious offense.
- During the final week of classes, no examinations are to be scheduled (quizzes are permitted).
- Students have the right to expect instructors to act responsibly—therefore, to uphold University policies and to meet all classes. *Policies and Rules for Undergraduate Students* offers advice on how a student can resolve a legitimate complaint about an instructor (See "Resolution of Student Classroom Problems").
- Students not having the appropriate prerequisite courses or proper academic standing may be asked to drop courses during the first ten days of classes.
- Professors in Earth and Mineral Sciences set high standards for classroom conduct. These include courtesy, tolerance, and an opportunity for all to realize their potential. In no case should there be any harassment, special privileges, or a chilly climate for anyone!

Miscellaneous University Resources

Penn State University home page:	https://www.psu.edu/
Penn State Office of Student Aid:	http://www.psu.edu/studentaid/ 314 Shields Building Telephone: 814-865-6301
Penn State Office of the Bursar:	103 Shields Building Telephone: 814-865-6528
Penn State Office of the Registrar:	112 Shields Building Telephone: 814-865-6357
Penn State Housing Assignment Office:	https://housing.psu.edu/ Telephone: 814-865-7501
Penn State Undergraduate Admissions Office	201 Shields Building Telephone: 814-865-5471
Penn State University Health Services:	https://studentaffairs.psu.edu/health Telephone: 814-863-0774
Transportation:	
Fullington Trailways (Local)	814-238-1100
Fullington Trailways (24 hours)	800-942-8287
CATA Local Buses	814-238-2282
AA Taxi 231-TAXI	814-231-8294
Nittany Taxi	814-867-4646
Handy Delivery Taxi	Taxi Phone: (814)355-5555 Delivery Phone: (814)353-6000
Megabus	877-462-6342
Greyhound Lines	814-238-7971

Sign up for PSUAlert to receive emergency information.

PSUAlert is Penn State's emergency notification system. The system is used to alert members of Penn State's campus communities of emergencies, campus closings and other urgent information. Using this portal, students can choose to receive PSUAlert messages by text message, voice message and e-mail.

Sign up by visit <https://psualert.psu.edu/psualert>. For Help with registration for PSUAlert or questions, contact IT Service Desk, 814-865-HELP (4357) or visit <https://news.psu.edu/story/310145/2014/07/01/health-and-safety/psualert-frequently-asked-questions>.

University Contact Information

<https://www.psu.edu/contact-us>

- Emergency Services 911
- University Police 814-863-1111
- Environmental Health and Safety 814-865-6391
- Physical Plant Work Reception Center 814-865-4731
- Occupational Medicine 814-863-8492
- Counseling & Psychological Services (CAPS) 814-863-0395
- Penn State Crisis Line (24/7) 877-229-6400
- Crisis Text Line (24/7) txt "LIONS" to 741741
- Main information telephone inquiries 814-865-4700