

**A CONVENIENT EDUCATION
AT THE CSU
EXTENDED CAMPUSES**



	<p>CSU East Center</p>
	<p>CSU West Center</p>
	<p>CSU/Lakeland Community College Partnership</p>
	<p>CSU/Lorain County Community College Partnership</p>

2010 University Holidays

No classes will be held on:

- Martin Luther King Day—January 18, 2010
- President’s Day—February 15, 2010
- Spring Recess—March 14-21, 2010
- Memorial Day—May 31, 2010
- Independence Day—July 5, 2010
- Labor Day— September 6, 2010
- Columbus Day— October 11, 2010
- Veterans Day— November 11, 2010
- Thanksgiving Recess—November 25-28, 2010

Emergency/Weather Closing Policy

Check CSU’s homepage www.csuohio.edu for the latest closing information.

A phone message will also be placed on the extended campuses’ phone lines if we are closed due to an emergency or weather conditions.

If a partnership college is closed, no CSU classes will be held.



**DISTANCE LEARNING
AT
CSU’S EXTENDED
CAMPUSES**



**FACULTY
PROCEDURES FOR:**

ONLINE/WEB COURSES

**INTERACTIVE VIDEO DISTANCE
LEARNING (IVDL) COURSES**



WELCOME



Welcome to Distance Learning and the Extended Campuses. Our goal is to assist you in teaching your distance learning class and help you create the best possible learning environment for your students.

Our Extended Campuses include:

CSU East Center

34055 Solon Rd.
Solon, OH 44139
Phone: 216-802-3000
Email: eastcenter@csuohio.edu
Website: www.csuohio.edu/eastcenter

CSU West Center

26202 Detroit Rd.
Westlake, OH 44145
Phone: 216-875-9600
Email: westcenter@csuohio.edu
Website: www.csuohio.edu/westcenter

CSU/Lakeland Community College Partnership

7700 Clocktower Dr., B-1046
Kirtland, OH 44094
Phone: 440-525-7471
Email: lcc@csuohio.edu
Website: www.csuohio.edu/campuses/lakeland

CSU/Lorain County Community College Partnership

1005 N. Abbe Rd.
University Center, Room 113
Elyria OH 44035
Phone: 440-366-4850
Email: lccc@csuohio.edu
Website: www.csuohio.edu/campuses/lorain

The Extended Campuses offer you a commitment to facilitate your Distance Learning teaching.

We will:

- Contact you two weeks before the semester begins to give you information on your room(s) and find out if you have any special needs.
- Provide you with a check sheet so you can specify how you want us to assist you in terms of tests, homework and in-class assignments.
- Be available to show you the extended campus where you will be teaching to (or from) in the IVDL format.
- Stay in touch with you throughout the semester to offer assistance.

Course Evaluations

These are very important and we will contact your department to make sure you receive the evaluations in a timely fashion. Arrangements will be made to facilitate the return of the evaluations also.

Tech Department Information

East & West Center

System Care, Inc.

Help Desk: East – 216-802-3011

West – 440-925-4005

Time Available: When your class is in session.

CSU/Lakeland Partnership

Sherry Kocevar: C-2060

Help Desk: 440-525-7130

Time Available: Daily until 8pm.

CSU/Lorain Partnership

Steve Wuitowicz: UC 326

Help Desk: 440-366-4637

Time Available: Daily until classes end.

Downtown

IMS: RT 807

Help Desk: 216-687-5270

Time Available: Daily until classes end.

Online Grading

Grades need to be submitted via the web. Please visit CampusNet and go to the instructor tab.