

Prevention and Education

Individual, group, and community educational programs and interventions designed to prevent and reduce alcohol and other drug use/abuse are offered to the Silver Lake College Community. Components of this programming mandated by the Drug-Free Schools and Campuses Act include: distribution of this policy to all students, staff, and faculty on an annual basis; and, during even years, a Biennial Review of the comprehensive alcohol and other drug program. For more information concerning current programs and interventions, contact Student Development.

Annual Program Review

Silver Lake College will review the Drug and Alcohol Free policy annually, to determine its effectiveness, implement changes if necessary, and ensure that the sanctions are consistently enforced.

ELECTRONIC USAGE AND PRIVACY

All electronic and telephone communications systems (including e-mail, voice mail, etc.) and all information transmitted by, received from, or stored in Silver Lake College systems are the property of the College.

Silver Lake College reserves the right to monitor communications transferred via the College's equipment or networks.

E-MAIL

Silver Lake College provides students with an email account, online file storage solutions, and online access to Microsoft Office applications such as Word, Excel, PowerPoint, and OneNote through the Office 365 for Education program. All registered Silver Lake College students are assigned an institutional e-mail address (username@my.sl.edu) accessible through the Office 365 LakerLink portal. Consequently, all Silver Lake College faculty and staff will use this assigned email address exclusively for all electronic communication with students. As a Silver Lake College student, you are encouraged to use this assigned e-mail address to help ensure consistent and effective communication with all faculty and staff of Silver Lake College. To access LakerLink email, visit <https://login.microsoftonline.com/> or go to My.SL.edu and click on "LakerLink Email" in the Quick Links box on the left side of the page. Log into LakerLink with your My.SL.edu email address (username@my.sl.edu) that was assigned to you upon registration.

EMERGENCY PROCEDURES

The College strives to provide a safe learning and working environment. Any concerns regarding safety or emergency procedures should be directed to the Safety and Security Manager. Silver Lake College will notify Silver Lake faculty, staff, and students of emergency situations in a variety of ways, including e-mail and text messages through the RAVE alert system.

Fire Evacuation

Sound nearest red fire box alarm if fire is spotted. At the sound of the fire alarm leave the building in an orderly fashion. Assist anyone who may need help. The last one out of the room closes the door. Remain outside of the building until notification is given indicating that it is safe to return.

Injury or Illness

Render assistance if knowledgeable. Dial 0 for attendant or (920) 374-9993 for Security, or call 9-911 from the nearest phone line if life threatening. Remain with and assist the injured person. Assist with a report as required. All incidents are confidential.

Severe Weather

The all-call Public Address (PA) system will be utilized on campus to announce severe weather. In case of severe weather, go to the designated shelter area. Remain in the shelter area until the all clear is given.

Crime/Emergency

Dial (920) 374-9993 for Campus Security, or 9-911 from the nearest College phone, or 911 from a cell phone.

EXPERIENTIAL LEARNING

Deeply woven into the mission and goals of Silver Lake College is the concept of experiential learning. This is a process that is unique to each person throughout their lifetime. Experiential learning is the process of making meaning from direct experiences. The process begins before you step on campus and continues long after you have completed your program.

If you are an individual attending college for the first time, the experiences you will have, whether inside the classroom or outside the classroom, can be applied to your future and career goals. If you are an adult student returning to college, your past work and life experiences will be integrated with your new class and college experiences. The Career Resources Office is available to help you with this process. For more information, call 920-686-6192.