Dear McMindes Residents!

My name is Jenna Day and I am your new Hall Director of **McMindes (pronounced: "Mc-MINE-Dez") Hall**! I hope all of your summers' have been relaxing and productive as we gear up for another school year here at Fort Hays State University!

To give you a little background information about myself, I was born in Arlington Heights, IL but grew up in Pittsboro, IN, a NW suburb of Indianapolis, IN. I graduated with a Bachelors of Science degree from Ball State University in Muncie, IN (think Ball glass jars, David Letterman, Papa Johns, CEO of Burberry, and the creator of Garfield) and earned my Masters of Technology degree from Eastern Illinois University (think Tony Romo and Jimmy Johns creator) in Charleston, IL. When I am not working in McMindes and involved at FHSU you can find me creating travel plans, going to concerts, attending cultural festivals, shopping, or collecting various foreign/discontinued currency!

I am excited to welcome you to a place where you will grow and develop your leadership and collaboration skills through hall council and campus involvement, learn more than you ever thought possible through academic support and knowledge application, and foster deep relationships that will last a lifetime!

As you prepare for your move to campus, I encourage you to get to know more about your Resident Assistant by reading their welcome letters as they will help guide you through your year here at FHSU! A Resident Assistant is a live-in peer leader that has been trained to serve their assigned residents as a guide and resource for residence hall and campus information. These students are located on each floor of McMindes Hall.

Now let's get down to the nitty gritty of our favorite time of year…wait for it… MOVE-IN DAY! Below you will find different aspects of moving-in and getting settled into McMindes:

Prior to Move-In

Get the Meningitis Vaccination at the Student Health Center, provide proof of vaccination from a different healthcare provider, or complete the FHSU Meningitis Waiver Form. Please feel free to visit the FHSU Student Health Center website for more information regarding the university policy for the Meningitis Vaccination. **(This must be completed by ALL first-time, on-campus enrollees before moving into your residence hall at Fort Hays State University.)**

Print, complete, and turn in your MANDATORY Tuberculosis (TB) Screen Questionnaire to the Fort Hays State University Student Health Center. **(This must be completed by ALL first-time, on-campus**

enrollees by Kansas Statute 65-129e before class attendance at Fort Hays State University.)

If you have any questions regarding these two health requirements, please email Tina Scott, Director of Student Health, or call 785-628-4293.

DON'T FORGET TO PACK YOUR TIGER CARD AND INSURANCE CARD! If at any point you need to visit the Student Health Center, you must bring your university Tiger Card and Insurance Card to each visit. If you do not have insurance, you may qualify for the Student Health Insurance policy through the Kansas Board of Regents. For more information regarding student health insurance visit the Student Health Fees and Insurance Website.

Curious about **what to bring** or need some ideas to help your brainstorm about **what you should pack**? CLICK HERE for a general suggestion list.

If you are interested in **lofting your bed**, make sure to print, complete, and turn in the Loft Kit Request form to the Office of Residential Life, which is conveniently located in the McMindes lobby.

Your **meal plans will be activated** beginning August 15th (move-in day). All meal plans are used through a card swipe system that is activated through your TigarCard. You will have up to four weeks to alter your plan if you feel as though you need to increase or decrease your meals. You can do that through our Office of Residential Life, which is conveniently located in the McMindes lobby.

If you haven't taken care of these items already, **below you will find a few additional reminder of items** to be completed before arriving to campus:

- Become familiar with your FHSU Student E-Mail, which is accessible through the webmail tab on TigerTracks. Many of your professors will be utilizing Google Docs and other Google Based Apps in class.
- Finalize your enrollment forms and payments through TigerTracks.
- Create a TigerLink profile and accept the McMindes Hall Council group invitation. TigerLink is FHSU's official student organization forum.

Follow the McMindes Twitter and Facebook page accounts! These are a great resource for information leading up to move-in and daily news regarding the university and McMindes Hall!

What to Expect At Move-In

If you have not already, you will be asked turn in your Meningitis Waiver Form and Tuberculosis (TB) Screen Questionnaire before being able to proceed with check-in.

After your forms are turned in, you will **check-in at the McMindes front desk where you will receive** your Room Condition Report (RCR) that you will fill

out after inspecting your room and return to your Resident Assistant; Emergency Response Card that you will fill out and return to your Resident Assistant; your room key, and information regarding your first orientation event. You then will be directed to your room for you to move in to.

Student staff and volunteers will be located outside and throughout our McMindes Hall to **assist in the move in process and answer any questions that you may have.** You will be able to distinguish them from fellow new students by their uniform t-shirt!

After you arrive to campus, feel free to stop by my office and chat. My office is located on the first floor behind the front desk. Notify our wonderful desk assistants at any time if you have an inquiry or would just like to chat.

After You Move-In

Since our hall is primarily comprised of first year students you and your fellow residents will participate in **FHSU's First Year Experience (FYE) programing**, specifically Tiger Impact and Augustfest. Your floor Resident Assistant (RA) will escort you and your floor-mates to these events as your attendance is required. These events will include tours of campus, orientation to the university, THE LARGEST ICEBREAKER IN THE WORLD!, great music, food, and opportunities to meet and get to know fellow members of your graduating class!

I would also encourage you to familiarize yourself with Residential Life Forms, Policies and Procedures, and ways to get involved. This will allow you to find out the hall expectations, conduct procedures, and clarify any residence hall processes you may have questions about.

FHSU is here for YOU! Check out our student support services offered at FHSU including academic support, counseling services, and Student Health Services.

Are you interested in getting a head start into your college experience? A great way to get involved on campus and here in McMindes is through Hall Council. The **McMindes Hall Council**'s role is to provide programming, such as Open Mic night, Pie Your RA for Charity, and cook outs, for the entire hall! They also act as representatives of the residence hall student body by representing the opinions of McMindes to the Residence Hall Association (RHA). If you are interested in running for an officer position or serving as your floors representative, complete the official application on TigerLink, or contact your Resident Assistant for more information.

For Your Parents and Family Members

The Residence Hall Association sponsors a **care package system** that you can send to your students.

You can find **FHSU important dates and breaks** on the University Calendar.

Familiarize yourself with the **Family Education Rights and Privacy Act (FERPA)**. As an employee of the university, there is only certain information that I can share with you regarding your student as outlined by federal law. Your student does have the right, however, to waive their rights covered and protected by this act. If you have any specific questions about FERPA, please feel free to contact myself or our Director.

As a student of FHSU, your student has access to many different **support services** including academic support, counseling services, and Student Health Services.

I know this is a LOT of information, so I hope that you do not feel overwhelmed!

I just want you all to feel more prepared as you arrive to campus! If you have any questions about any of the above or have any other questions that I may not have addressed, please do not hesitate contacting me by email (jeday@fhsu.edu) or by calling my office at 785-628-4900. From August 2-August 14, 2013 I will have limited phone availability due to staff training, however if you email me or leave a voicemail with your direct life, I will get back to you as soon as possible! I cannot wait to meet you in a few short weeks and watch you thrive as a Tiger!

Go Tigers!

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