



## Office of Retention Services

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## Remember...

*There are no classes  
on Monday, September 1, 2008 in recognition of Labor Day.  
Classes will resume  
at 8:00 am on Tuesday, September 2nd.*

# INSIDE TRACK

## August 2008

## RE-CAP: MOVE-IN DAY

**Move-In Day.** The experience of moving your son or daughter into their residence hall is one you probably won't soon forget, and we at Arkansas Tech hope we were able to make the event as stress-free as possible.

Your responses to our recent online Parent Survey include many wonderful stories indicating Move-In Day was a huge success. The football players were a "big" hit, literally and figuratively; you found them to be both friendly and helpful.

### What parents had to say about the move-in...

*"Everyone was so helpful and welcoming. The process went smoothly."*

*"Having the football team to help move in was a great idea and tremendously helpful... thank you!"*

*"The staggered times seemed to make it very easy to get my son moved in. No waiting of any kind."*

*"The student workers were so nice."*

*"The lines were very short."*

*"Everyone was helpful and courteous."*

Thank you again for taking time to fill out the survey. Your suggestions will help make it even smoother next year.

## EMERGENCY TEXT MESSAGE SYSTEM

Arkansas Tech University has an early warning text messaging system as an additional means of communicating with the campus community during emergency situations on the Russellville campus. Students who register for the service receive a text message warning in the case of a serious campus emergency. Signing up for the system is optional but it is strongly encouraged. Parents are also encouraged to sign up for the service.

To join the system, text the word **"tech"** to the number **50618**. Leave the subject line blank. After the message is sent, you will receive a confirmation message.

# Keeping your family connected!



# ON CAMPUS SAFETY TIPS

## ***Encourage your student to:***

- Lock their room door. Even though they “know everyone on their floor,” they can’t control guests and visitors strolling the hallways. Same goes for off campus residences. Students never know who might make their way into the neighborhood.
- Get to know the campus public safety officers.
- Don’t prop open doors to residence halls or other buildings on campus. This makes public safety’s job more difficult and compromises the overall security measures in place.
- Deny strangers access to their residence hall (by not letting in people behind them)—even if they **think** the person is a student.
- Treat the campus grounds with respect. Vandalizing and damaging directional signs, fire extinguishers, and other safety equipment costs the college valuable funds and effort that could be directed to other areas. Plus, those items won’t be available when a real emergency strikes.
- Report suspicious behaviors to the appropriate campus officials, even if it’s “just a hunch.” This tip may be one of many being received about an individual.

## A MESSAGE FROM CAREER DEVELOPMENT

Hello parents, my name is Brian Henderson and I am the Career Development Specialist at Arkansas Tech University. Is your child undecided about what major to pursue in college? Tell them to search no further! Whether they are a traditional or non-traditional student, I’m here to help them find a major that best suits them. Inventories are available at no charge to students attending ATU. The Norman Career Services’ goal is to arm the student with appropriate tools to make good, well-informed decisions about their major at ATU which will ultimately result in graduation and employment in the career that is right for them.

Research shows that the best time to do career /major exploration is in the sophomore year of the student’s college life. That gives your child a full year to get familiar with college life and learn more about themselves. We as a staff at the Norman Career Services office want to reduce the number of times students change majors through career exploration. Just like any other journey, the sooner you prepare to take the journey, the easier it will be for you (and the people who care about you). So please, encourage your child to make an appointment with us today, so we can help set them on their journey to a successful life. You or your child can call Jayne Sewell at Norman Career Services (479-968-0278) to make an appointment. Thanks for your time and please feel free to contact the Norman Career Services department with any questions.

Sincerely,

***Brian Henderson, Career Development Specialist, Doc Bryan, Suite 213, 479-968-0278***

## BROKEN, WHAT TO DO?

### PROCEDURES FOR SUBMITTING A WORK ORDER

Below are the instructions for your student if there is something that needs to be fixed in their room or residence hall.

- Students need to go to [www.atu.edu/reslife](http://www.atu.edu/reslife).
- On the right hand side of the page there is a link for "Maintenance Request".
- The student should then follow the links through until they reach the actual form.
- Once the student has completely filled out the form, being as specific as possible, they should just click submit.
- The student should then get an e-mail within 48 hours confirming that the work order has been submitted to Physical Plant.
- If the student does not receive an e-mail confirming receipt of the work order after 48 hours, they should contact the Housing Operations Office at 356-2060.
- Once the student has received a confirmation e-mail, the work order is now in the hands of the ATU Physical Plant department. Should the necessary repair not be made or the student not contacted within 72 hours of receiving the e-mail, they should contact Mr. Dennis Hill, Director of Physical Plant at (479) 968-0261 or (479) 968-0300 or Mr. David Moseley, Vice-President for Administration and Finance at (479) 968-0300 or (479) 968-0301.

PLEASE NOTE: It is the responsibility of the student to submit the work order. While we understand that as the student's parent you want to be of assistance, we do require that the work order be submitted through the student to assure proper records and correct and exact information.

# SPECIAL DELIVERY

## Where should mail be sent to your student?

If you have packages being delivered from UPS, Federal Express, or DHL, you may have them sent to:

Attn: (STUDENT'S NAME)  
Arkansas Tech University  
Housing Operations Office  
502 West "M" Street  
Russellville, AR 72801

Your student will be contacted anytime they have a package delivered and they may pick it up at the Housing Operations Office which is located in Wilson Hall.

## PARENTAL RELATIONSHIPS

Just because your student is in college doesn't mean they don't need you. Your student still needs all the wisdom, love, and support from home you can give. Here at Tech, we urge our parents to do three things:

**Let go a little bit.** It's hard for a student to start building his collegiate life in Russellville if his "old life" keeps pulling him back. Let your conversations contain a mixed balance of what is happening at home and what is happening at Tech. Try not to do everything for your student. Letting your child figure out things on their own can be a strength and character building process.

**Students need to be able to make a few mistakes.** Part of becoming independent involves making some mistakes or incorrect decisions. Students need support and understanding at all times.

**Your student needs to know that you believe in them.** Urge your student to try new things, subjects, and views. Successful students are able to experiment with their views because you, as parents, believe in their intelligence, initiative, and ability to make good decisions.

### **A Student Who Feels Trusted by Their Parents:**

Has more self confidence.  
Can stand up for what he believes.  
Knows he has support back home.  
Is better able to say "no" when the situation warrants.

### **A Student Who Feels Mistrusted by Their Parents:**

May defy authority because it's expected.  
Might not communicate about what's happening at college.  
Might look to others, some who will be good influences and others who won't be, for support.  
Might keep secrets that could be harmful.

INSIDE TRACK  
August 2008

As part of your membership in the ARKANSAS TECH UNIVERSITY Parent Association, you will receive regular correspondence from the Office of Retention Services including updates on campus events and late-breaking news.

For more parent information, please visit our website at ...

<http://www.atu.edu/parents>

TECH  
Parent Association