INFORMATION FOR STUDENTS AND PARENTS

Governor’s School for the Scientific Exploration of Tennessee Heritage

http://www.etsu.edu/cass/governors/default.aspx
The Governor's Schools, a division of the Tennessee State Department of Education, offer opportunities for challenging work in several specialized areas of study not available in the standard high-school curriculum or college summer courses. This ETSU Governor's School, in its twenty-eighth year of operation, was reshaped in 2005 to become the Governor’s School for the Scientific Exploration of Tennessee Heritage. It focuses on Tennessee history, historic preservation, museum studies, archival studies, pioneer experience, and paleontology. As a student, you will be engaged in research, fieldwork, and hands-on service projects.

The program runs from Sunday, May 31, through Friday, June 26, 2015. Thirty rising juniors and seniors from high schools throughout Tennessee have been selected to participate. The criteria for selection included grade point average, teacher recommendations, and personal essays reflecting individual background, understanding of Tennessee’s cultural heritage, and reasons for wanting to attend the Governor's School for the Scientific Exploration of Tennessee Heritage.

This summer's program will include one college-level course in the History of Tennessee (HIST 2030) in which all students will earn official, ETSU transcripted credit and a letter grade. In addition, each student will participate in four field experiences: Paleontology Experience, Pioneer Experience, and Museum, Archival Studies, and Historic Preservation Experience. Descriptions of the field experiences are included in your packet. Each student will also be involved in a final presentation based on one of the field experiences in which he or she participated. Select your first through third choice and return the form as soon as possible. Every effort will be made to place you in your first choice, but assignments in each group are limited.

Please note that the calendar included in this packet is tentative. Changes always occur and will be discussed each morning at the plenary meeting. An updated calendar will be posted to the website and handed out the first day of classes.

**Sunday, May 31**

**11:00 to 1:00 pm** - Check in at Lucille Clement Hall

**1:00 pm** - Administrative Staff meets with parents in Nicks 225
Friday, June 26

9:00 to 9:45 am - Museum/Archival Studies Exhibit at the Reece. Parents are invited to tour the exhibit.

10:00 to 11:45 am - Project Presentations - Brown Hall Auditorium. Parents are encouraged to attend.

12:00 to 1:30 pm - Closing Banquet - Centre at Millennium Park. Parents are invited

1:30-4:30 pm – Dormitory check-out

Due to restrictions on housing, students will need to be out of the dorm by 4:30 pm on Friday, June 26. Students normally leave with their parents following the closing banquet. If this check-out time will cause difficulty for you, you need to notify the administrative staff as soon as possible.

♫Sundays are Family Days♫

Parents may spend Sundays with their Governor's School Scholars beginning at 9:00 am. The students must be returned to the dorm by 9:00 pm. We must receive advanced, written notice if an adult other than parents or legal guardians will pick a student up for family day. Letters or faxes should be received in the office by noon on Fridays. (FAX: 423-439-7870)

Anyone who checks a student out from Governor’s School will be required to show a photo ID.

♫RESIDENCE INFORMATION♫

DORMITORY

You will be housed in Lucille Clement Hall on the third floor. Clement is a recently renovated dormitory on campus. Rooms are double occupancy. Men and women are housed on separate wings, and residential counselors will be living on each wing. This dorm is air conditioned.
KEYS
You will be issued a room key; but exterior doors will be accessed with your ID card. ID cards will be made on Monday, June 1. Lost ID cards can be replaced but will cost $10 each. Students should notify a staff member immediately regarding a lost or stolen ID card.

MEALS
Your meals will be provided by the Governor's School beginning with dinner on May 31 and ending with the closing banquet on June 26. Most meals will be served in the D.P. Culp University Center. **PLEASE MAKE ANY SPECIAL DIETARY NEEDS KNOWN TO THE GOVERNOR'S SCHOOL STAFF PRIOR TO MAY 15, 2015.**

LAUNDRY
Laundry facilities are located in the dormitory. Machines accept cash and ID Bucs—$1.25 per wash and dry. You should bring enough money and detergent to do your personal laundry.

BEDDING
University dormitory rooms are fitted with two twin beds per room. You will need to bring sheets, pillow, and pillow cases for a twin-size bed. Because evenings can be cool, we recommend that you also bring two light blankets.

☞PERSONAL ITEMS☞
Students will not be allowed to use cell phones during Governor’s School activities. If you plan to take pictures you must use a camera.

Students who have a favorite type of pen, pencil, writing paper, etc. should bring a sufficient supply of these as well as soap, cosmetics, prescription medications, and other personal expendables (though most of these can be purchased on or near campus). Students may bring their own alarm clocks, small radios, MP3 players, etc., **but no televisions, large stereos, or refrigerators, are permitted.** There is one small kitchen on the third floor for Governor’s School use.
Computers and printers are available on campus, but most students prefer to bring their own because computer labs have specific hours of operation which may not be compatible with student’s free time. Clement is equipped with Wi-Fi throughout and each room will have two Internet connections.

The Governor’s School will arrange for the loan of equipment for group sports and other recreational activities. You should bring swimsuits, large towels, and other sports equipment you may have time to use (tennis equipment, running shoes, etc.) It is much easier to bring them with you than it is to have them sent later.

If you play musical instruments we encourage you to bring them. If you have talents in other performing skills you may wish to bring any associated equipment. If there is interest, we will try to organize a talent show for students and staff in an open time slot.

**CLOTHING**

June is warm in Johnson City, but evenings in the mountains, where some of our activities will take place, can be cool. Be sure to bring a sweater or jacket and long pants or jeans, as well as light casual clothing for daily wear. We can also have several rainy days in summer, so be sure to bring rain gear. Neat, casual, and modest clothing will be the standard for students and staff. Clothing that would not meet your high school’s dress code will not meet the Governor’s School dress code. Short shorts, halter tops, sagging pants, etc. are unacceptable.

All students will need appropriate light-weight, loose-fitting work clothes. Hiking boots (leather with lug soles) are required and you will definitely want walking shoes, a hat, sunglasses and sun screen.

On the final day, your presentation should be professional and consistent with a college-level setting. You should plan to dress accordingly; young men should wear a jacket, and young women an equally appropriate outfit.
MONEY

All student expenses, including room, meals, admission to cultural and social events, recreation fees, transportation to off-campus activities, tuition, and required books, are paid for by the Governor's School. You probably will want some spending money for souvenirs, extra books and magazines, and laundry. Meals are provided, but you may want additional snacks that will be available on campus and at nearby restaurants. These will be at your own expense.

Credit cards and debit or check cards are the safest and easiest way to bring money to the School. Students will have difficulty cashing personal checks from parents. It is also inadvisable to come to the School with a large amount of cash. Students will be issued a photo ID card. This card gives them access to their dormitory, but it can also be used as a debit card for on-campus expenses such as: laundry, photocopying, bookstore, vending machines, and the food court. Several off-campus merchants also accept ID Bucs. Money can be deposited in a student’s account at the ID office in the Culp Center by check or cash or online by credit card. You will need your student ID or “E” number to make a deposit.

See http://www.etsu.edu/students/idservices/ for additional information about ID Bucs.

There is an ATM machine on campus in the U.S. Post office located n the Culp Center. Several additional ATMs are within walking distance.

AUTOMOBILES

Students may not use automobiles during the Governor’s School. Any student who drives his/her own car to the School will be required to leave the car keys with the Director. No student, including the owner or driver of a vehicle, may leave the Governor’s School in a student-driven vehicle.
MAIL

Mail and packages can be sent to the following address:

YOUR NAME
Governor’s School for the Scientific Exploration of Tennessee Heritage
ETSU PO Box 70556
Johnson City, TN 37614

The staff will distribute mail each day. Keep in mind that you will be here for four weeks; plan to bring everything you think you might need. Often, packages are sent from home only to arrive on the last day or even after you are gone! UPS deliveries are routed through the university’s central receiving office, which can delay delivery as much as a week. Suggestions for what you should bring are listed in the Residence Information section of this packet, and you are welcome to call the office if you have any questions.

IDENTIFICATION

Students will be issued an identification card that permits access to the dorm, university recreation facilities, and allows you to check out books from the library. You should keep your identification card with you at all times and must show it to university personnel requesting identification. One of the first things you learn when you enter college is to memorize your student identification number and to keep your student ID card with you at all times.

RECREATION FACILITIES

The Governor’s School residential staff coordinates a full program of recreational activities. Governor’s School Scholars will have access to tennis courts and equipment for lawn sports as well as the Center for Physical Activity (because of age restrictions you must be accompanied by a counselor). Be sure to bring a swim suit and large towel if you enjoy the water.
BOOKSTORE

The University Bookstore carries a full line of textbooks, supplies, and a selection of magazines and paperback books, as well as cards, gifts, souvenir items, and fraternity and sorority paraphernalia. The Bookstore is open Monday through Friday 8 am - 4:30 pm.

LIBRARY

The Sherrod Library holdings include more than 500,000 volumes, 360,000 microforms, 2,900 current periodical subscriptions, a large collection of federal documents, the holdings of the University Archives, the Archives of Appalachia, and the Instructional Media Center. Sherrod Library has open stacks to facilitate access and browsing, but Archival collections are available only by request. Governor's School students will have full access to these collections in developing projects, presentations, and research skills. Students are reminded to return materials promptly and certainly before the end of the term. Students are responsible for any late fees.

SAFETY AND SECURITY

East Tennessee State University campus is generally a safe place, and the areas where you are authorized to be during the evening hours are in close proximity to each other in active and well-lighted areas of campus. The campus is, however, close to an urban center and access to the campus is open. It is, therefore, the policy of the School that students walking on campus must be in groups of three or more. Residential staff must be informed of students’ whereabouts at all times.

CURFEW

The Governor’s School has established a curfew for students. On most evenings you must be in your dormitory by 10:00 pm and in your room, lights out, by 11:00 pm. Students are required to sign in and out of the dormitory during evening activities. You will be restricted to the campus (except for certain areas close by), and you may not leave the dorm without permission from the counselors on duty. Counselors need to be notified of your whereabouts at all times in case of emergencies. Evening activities may include lounging about the dorm, but counselors still need to
be made aware of your location. Counselors may take students to approved, off-campus areas at their discretion.

**CAMPUS EMERGENCIES**

**In any emergency situation you should notify a residential counselor.** There will be Governor’s School counselors on duty at all times. Campus Security and residential assistants of university housing are also on duty at all times and may be contacted in case of an emergency. Campus Security will have local emergency phone numbers and be able to contact the other Governor's School staff. Campus Security can be reached by dialing 911 from any university phone. In the dormitories, students should report any unknown or suspicious individuals to the residential counselors.

**GOVERNOR'S SCHOOL RULES & REGULATIONS**

The Governor's School for the Scientific Exploration of Tennessee Heritage uses the classrooms, dormitories, library, and other facilities of East Tennessee State University. We are bound by several sets of rules. The first are federal, state, and city laws regulating everything from major crimes to parking violations and jaywalking. The second set of regulations is handed down to the university by the Tennessee Board of Regents. These rules concern the administration of the dormitories and the use of campus facilities. A third set of rules has been developed by the Tennessee Governor's Schools' Directors and has to do with class attendance, curfew, and physical boundaries. A final set of rules is based on common sense.

Violations of the rules will be dealt with immediately. A serious violation will result in actions by the administrative staff which may include a phone call to the parents or guardian to discuss the situation. A second serious violation will result in the student’s immediate dismissal. **The director of the Governor’s School for the Scientific Exploration of Tennessee Heritage may dismiss any student, with or without prior warning, if the situation warrants such action.** The Governor's School program is only four weeks long, so neither the time frame nor the schedule allows for behavior problems.
All of these rules will be strictly enforced by the Governor's School staff. Some of the most asked about regulations are specified on the following pages. If you have any questions, call the Governor's School for the Scientific Exploration of Tennessee Heritage office at 423-439-7865.

**DORMITORY RULES**

The following rules governing the conduct of students in the residence halls are designed to assure university compliance with health and safety regulations, ensure the efficient operation of the residence halls, and meet the requirements of the university’s insurance underwriter. A complete list of residence hall rules is available at the following website: http://www.etsu.edu/students/housing/documents/2007_etsu_housing_handbook.pdf

♦ Room assignments can be changed only with the permission of the Governor's School Residential Staff.

♦ Students are expected to show courtesy to others and avoid excessive noise.

♦ Students are responsible for keeping their rooms clean and orderly. Rooms must be cleaned before checking out.

♦ Window screens may not be unfastened or removed. In air-conditioned dormitories, windows should not be opened.

♦ Students are not permitted to use nails, tacks, or screws in the walls or woodwork.

♦ Cell phone use is restricted to the dormitory. Cell phones cannot be carried to classes or other scheduled activities. Do not plan to use your cell phone as a camera. **Cell phones used inappropriately will be confiscated.**
Pets are not permitted in the dormitory.

Flammable items may not be stored in dormitory rooms. Items which require an open flame to operate, or which produce heat (such as hot plates, popcorn poppers, and lighted candles) are not allowed in dorm rooms.

Extension cords are not permitted in the dormitory, but surge protectors are allowed.

UNIVERSITY REGULATIONS

The President of East Tennessee State University, as directed by the Tennessee Board of Regents, has established rules to govern the conduct of students on campus. You are expected to abide by these rules, a full list of which is available at http://catalog.etsu.edu/content.php?catoid=6&navoid=17. The rules below, which apply to all students on campus, are drawn from this larger list.

The following acts are forbidden and shall constitute cause for disciplinary action including dismissal from the School:

Any conduct which constitutes serious danger to any person's health, safety or personal well-being, including any physical abuse or immediate threat of abuse;

Any individual or group behavior which is abusive, obscene, lewd, indecent, violent, excessively noisy, disorderly, or which unreasonably disturbs other groups or individuals;

Misuse, damage, destruction, defacing, disfiguring or unauthorized use of property belonging to the institution including, but not limited to, fire alarms, fire equipment, elevators, tele-
phones, institution keys, library materials, and/or safety devices; and any such act against a member of the institution’s community or a guest of the institution;

- Any possession of or use of firearms or dangerous weapons of any kind;

- The unauthorized possession, ignition, or detonation of any object or article which would cause damage by fire or other means to persons or property or possession of any substance which could be considered to be and/or used as fireworks;

- The use and/or possession of alcoholic beverages on university owned or controlled property;

- The unlawful possession or use of any drug or controlled substance (including any stimulant, depressant, narcotic or hallucinogenic drug or substance, or marijuana), or sale or distribution of any such drug or controlled substance;

- Gambling in any form;

- Any violation of state or federal laws or regulations proscribing conduct or establishing offenses, which laws and regulations are incorporated herein by reference.
GOVERNOR’S SCHOOL RULES

In addition to the rules governing all students at the university, the following rules shall apply to students in the Governor's School:

♦ The Governor's Schools are educational programs for the benefit of the students in the schools of Tennessee. Students in these programs are expected to conduct themselves in a manner appropriate to the goals of the programs and in a way that does credit to the program as a whole.

♦ The Director of the School shall have the authority to dismiss any student from the School immediately for violation of the rules of the university or of the Governor's School or for inappropriate conduct.

♦ Students in the Governor's School shall use only those university facilities authorized for their use. The following areas are off limits to students in the Governor's School: (a) all fraternity or sorority houses, (b) dormitories other than Clement Hall, (c) classrooms or facilities being used by other programs on campus, (d) the CPA, unless accompanied by a counselor (because most Governor’s School students are minors).

♦ Governor's School students are expected to attend all scheduled classes, activities and events. All unexcused absences will be reported to the Director, and repeated unexcused absences shall be cause for dismissal from the School.

♦ Cell phone use is restricted to the dormitory. Cell phones cannot be carried to classes or other scheduled activities. Do not plan to use your cell phone as a camera. Cell phones used inappropriately will be confiscated.

♦ Students cannot be excused from the Governor’s School to visit relatives, to go on family vacations, etc. In the event of an emergency, students will be released with prior permission. The parent or guardian must contact the Governor’s School office to authorize release of the student from the School and to discuss transportation arrangements. During university business hours (8:00 to 4:30 EST), parents should call the Governor’s School number, 423-439-7865 or 423-439-7997.
Outside of normal office hours, parents can call East Tennessee State University Campus Security at 423-439-4480.

♦ Smoking and other forms of tobacco use are prohibited at all times during the Governor’s School.

♦ Public displays of affection are not allowed.

If you have any questions regarding information contained in this handbook, please contact the staff of the Governor’s School for the Scientific Exploration of Tennessee Heritage:

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