

Academic Advising

Academic Advising

Students have several options to connect with their academic advisers:

- phone appointment
- skype appointment
- email appointment

Freshman and Transfer Students with less than 30 earned hours who need an academic advising appointment may contact:

College of Arts and Sciences: Joan Tsacalis, jetsacalis@ollusa.edu

School of Business and Leadership: Joan Tsacalis, jetsacalis@ollusa.edu

College of Professional Studies: Carmen Garza, ccgarza@ollusa.edu

For Sophomores, Juniors and Seniors Students,
contact the department that houses your major for advising

Joan E. Tsacalis, M.Ed.
Director
210-431-4070
jetsacalis@ollusa.edu

Academic Center for Excellence

MFD Writing Center:

The online chat session now features audio and video options. Upon entering an online session, a note will appear asking permission to activate the microphone and webcam. Video can be deactivated once the session starts. If you choose to turn off your camera, the audio will still function.

Face-to-face sessions will be available on a limited basis. Please select the consultant with "face-to-face" listed under their name on the schedule.

Tutoring and Math Centers:

All peer and professional subject tutors will be moving to online sessions utilizing the WC Online Chat Room and a new interactive whiteboard called Ziteboard. Once the student and tutor are both in the chat room, a link to the whiteboard will be provided.

Please be patient as we transition our services online. We ask that all students monitor WC Online for schedule changes or the addition of available tutors.

To make an appointment with the MFD Writing Center or the Tutoring and Math Centers, go to ollusa.mywconline.com. Register an account using your OLLU email address (if you have not done so already) and then login to access the schedules.

210-431-4199
writing@ollusa.edu
tutoring@ollusa.edu

Dr. Kirsten Komara
Director
kkomara@ollusa.edu
210-434-6711, Ext: 4157

Sabrina Zertuche
sczertuche@ollusa.edu
210-434-6711, Ext: 4199



Center for Career Development and Testing

Handshake

Students access the following services via Handshake:

- Make video-conference appointments with CCDT career advisors through Handshake
- Participate in career events virtually
- Access internship and job information through Handshake's job bank
- Engage with employers virtually
- Access other career resources (resume templates, interview tips, networking advice, etc.)

Students should visit ollusa.joinhandshake.com to access CCDT services via Handshake

Focus 2

Focus 2 is also available for student remote access. Focus 2 is CCDT's online Career Assessment and Career Planning Program. It is a self-guided, interactive career planning program designed to help you explore college majors and plan your career based on your interests, values, skills, personality and professional goals.

<https://www.focus2career.com/Portal/Login.cfm?SID=1379>

Testing Center

The CCDT Testing Center will remain open to serve OLLU students. OLLU academic exams will be scheduled online through this link: <https://www.ollusa.edu/career-development-and-testing/testing-center.html>

MAT and CLEP testing are available by appointment. Students should schedule an appointment by: Phone - 210-431-3998; Email - ccd-testing@ollusa.edu

Andres Jaime, Director
210-431-5579
ajjaime@ollusa.edu

Eduardo Martinez, Assistant Director
210-431-6530
eamartinez@ollusa.edu

Lucero Villarreal, Career Advisor
210-528-7134
lavillarreal@ollusa.edu

Vanessa Corrales, Exam Supervisor
vccorrales@ollusa.edu

Pedro Tijerina, Exam Assistant
ptijerina@ollusa.edu

Marisol Montejano, Exam Assistant
mdmontejano@ollusa.edu

Center for Service- Learning and Volunteerism



The Center for Service-Learning and Volunteerism (CSLV)

continues to provide support to faculty and students in academic service-learning classes. We will also continue to advise students of volunteer opportunities to build their résumé and serve our community, as it has many needs right now. While there are several nonprofit changes right now, the CSLV can be a resource to find out what options are currently accepting volunteers or may have a temporary pause on services. We will continue to track approved service-learning class and extracurricular volunteer hours and add that to a student's service transcript. The vOLLUnter Unity Council student organization is currently working on modified services given the social distancing guidance and will release information as it becomes available. Paperwork for service-learning and volunteer students can be accessed from the OLLU Portal page for the CSLV or by emailing us. The CSLV can be reached at 210-431-3990, CSLV@ollusa.edu and in Worden School, Room 23.

Jennifer Bendele, MEd
Director
JBendele@ollusa.edu
210-431-3990

Counseling Services



Counseling Services will continue operations by providing tele-mental health services via Skype for the campus community.

Counseling Services staff will contact, via telephone, students who are currently scheduled for face-to-face appointments in the upcoming weeks to discuss their options: to attend sessions virtually via Skype, or to postpone appointments until in-person sessions are available again.

Intake appointments (for students who would like to initiate counseling for the first time) will be temporarily canceled for the week of March 16-20 while Dr. Coppock irones out details and trains staff on changes necessary for a virtual intake process

Given the necessity to move to virtual sessions in a prompt fashion, virtual services will be limited to OLLU San Antonio students. However, as is currently arranged, should a Houston or RGV student require crisis services, Dr. Coppock will provide consultation via telephone and help students connect to mental health services in their area.

All students, faculty, and staff have access to Therapy Assistance Online (TAO). TAO is an interactive, easily accessible web-based program that provides guided activities to help overcome anxiety, depression, relationship problems, and other common concerns. To access TAO please visit <https://thepath.taoconnect.org/local/login/index.php> and use your OLLU email and password to sign in.

For an appointment: Email counseling@ollusa.edu

Email: counseling@ollusa.edu

Jacqueline Coppock, PsyD
Director
jecoppock@ollusa.edu
210-434-6711, Ext: 5520

Health Services

Health Services will continue to offer health resource information and direction over the phone at 210-431-3919 during normal business hours:

Monday-Thursday: 9 a.m.-6 p.m.

Friday: 9 a.m.- 5 p.m.

Additionally staff is monitoring all emails at healthservices@ollusa.edu.

At this time the office is unable to accommodate any face-to-face appointments. The office continues to monitor the evolving COVID-19 situation and will resume normal operations as soon as possible.

What should you do if you feel sick?

If you are feeling sick, call your primary care physician's office before visiting the office. If you do not have a primary care physician, visit any urgent care or walk-in clinic in the community but you should call ahead first. If you are experiencing severe and/or life-threatening flu-like symptoms and/or respiratory issues, call 911. Be prepared to answer additional questions.

Dr. Julie Stuckey
Director
jstuckey@ollusa.edu
210-431-3919

Health Services Cont'd

Important things to note: Make sure you understand the benefits provided by your health insurance. Benefits provided may include:

- Nurse call lines to speak with a nurse and ask questions (most are available 24/7)
- Behavioral health hotlines
- Tele-medicine (for virtual doctor's appointments)

Not all insurance companies offer all benefits. Look on your health insurance membership card or visit your insurance company's website for available benefits and additional information.

Contact Health Services at 210-431-3919 or healthservices@ollusa.edu for assistance.

Student Advocacy and Support



Student Success Coaches will be conducting student meetings via Skype for Business. Students can talk to a coach about concerns they have about their academic and personal success. Common coaching outcomes are improved time management, reduced test anxiety, increased study practices and better communication with instructors. All students with existing appointments will be notified by email about the opportunity to complete the session virtually.

For an appointment: Email sas@ollusa.edu

Email: sas@ollusa.edu

Nicholas Shults

Director

nwshults@ollusa.edu

210-434-6711, Ext: 4197

Services to Students with Disabilities

The Services to Students with Disabilities (SSD) office will continue to be available to support students during this time of online instruction. We are available to speak by phone, Skype or email. Students interested in becoming registered with SSD are asked to fill out the Initial Accommodation Request Form and upload documentation here: <https://ollusa-accommodate.symplicity.com/public/accommodation/>

SSD staff will contact you to schedule an appointment via phone or Skype to review the paperwork and gain first-hand information of what functional limitations you are experiencing and what accommodations are needed.

Students already registered with SSD can access their account through the Accommodate link and submit documentation; request to revise or update services and letters; and manage accommodations at any time: <https://ollusa-accommodate.symplicity.com/>. Students can log in to Accommodate using their OLLU credentials.

For an appointment: Email ada@ollusa.edu

Email: ada@ollusa.edu

Janet G. Hupel

Director

jghupel@ollusa.edu

210-431-4010

Sueltenfuss Library



Sueltenfuss Library will be available to support students through a variety of online options. Librarians and library staff can assist you via phone, email, and our online chat service. Students can also use the [Ask-A-Librarian](#) form for assistance with all your library questions including research, access to library resources, and inquiries about your library account. Students may use our online calendar to [make a research appointment](#) for a one-one or group consultation with a librarian via Skype or WebEx. Access to these services and the library's electronic resources are available through the [library website](#).

Accessing Online Materials from Off-Campus

If you're accessing databases, e-journals, and ebooks from the library from off-campus for the first time, be aware you will be prompted to log in. Make sure you are using your MyOLLU ID and password.

Need Access to a Textbook?

Many eTextbook platforms are working with publishers to give free access until the end of May. To find out if your textbook is available, check out the Free Textbook Offers section on our [Coping with Coronavirus guide](#). If your textbook is available, you may be prompted to create an account.

Email: library@ollusa.edu

Maria Cabaniss
Director
mecabaniss@ollusa.edu