

OTHER RESOURCES

Campus Activities

Student Services offers involvement outside the classroom, an essential component of the student's academics. Campus Activities collaborates with campus and community entities to create opportunities for student involvement, group and individual leadership, and personal development through participation in Student Organizations.

Career Services

Student Services is available to assist students in career planning and assessment. A limited listing of current employment is maintained in our office. Students are encouraged to check the career bulletin board, which is kept current. Assistance with resume writing and interviewing techniques is available through resources in the Student Success Center, room 125, in Martinez Hall. Career aptitude, and educational planning system, is available in the Student Success Center for students and community members.

Children on Campus

Children should not be left unattended anywhere on campus, including the Cyber Café, Library, and Student Lounge. Refer to the Computer Usage Guidelines for additional information. Occasionally faculty may permit children in the classroom, however the student must discuss this with their instructor prior to class and this would be an exception. NMSU Grants offers childcare opportunities (at cost) to students, faculty and staff. Children ages 2–12 may be enrolled in the campus-based child care facility. For more information on child-care, please phone Small & Wondrous Child Development Center at (505) 287-3868.

Cooperative Education

Information is available on internship opportunities offered by government, nonprofit organizations, and business/industry. During the summer months and throughout the academic year, interns may arrange for academic credit for internships. Speak with an adviser in Student Services for information.

NMSU Grants Cooperative Learning Program, also known as "Co-op", provides degree-related work experiences with employers from the surrounding area. The program contributes to the students' total educational experience and realization of career goals by integrating theory and practical application. For more information, students are encouraged to contact the Program Manager and refer to the program of study in the Catalog.

Counseling and Student Development

NMSU Grants: Personal and relationship problems can occasionally interfere with your studies. Student Services staff may assist you with a referral to a provider in our area. NMSU Las Cruces students have access to the Counseling Center in Las Cruces.

ID Card Services

The NMSU Aggie I.D. card is the primary source of student identification for the campus. The I.D. card is available in Student Services' Admission Office. The first card is free; replacement cards are \$25.

NMSU Grants Computer Usage Guidelines

NMSU Grants provides computers for both student and public use. Student dedicated labs are located in Room 121 in Martinez Hall (Drafting – CAD), Room 307 in McClure Hall (Creative Media/Computer Technology) and Room 125 in Martinez Hall (Student Success Center). The Creative Media/Computer Technology, and CAD labs are available only during class time or for majors on an appointment basis. The computer lab in the Student Success Center (SSC) is available to all students during their posted hours. NMSU Grants Student Success Center (<https://grants.nmsu.edu/webpages/campuservices/ssc-home.html>)

NMSU Grants also provides computers for public use in the library and the Cyber Café in Martinez Hall. The hours for these locations are posted and change based on whether classes are in session or not. Although these computers are available to the general public, NMSU Grants student use takes priority, and all usage must be in line with NMSU policy.

NMSU Grants is a completely wireless campus. Wireless access is available everywhere on campus. To gain access to the wireless network, you can either contact the IT Department or view one of the four information screens that are located on campus. You must have anti-virus software installed on your laptop to gain access to NMSU Grants wireless network

NMSU Grants provides computer technology, including Internet access for educational purposes and to facilitate other activities necessary for the efficient operation of the institution. The college intends that this technology will be used in a manner which:

- Is conducive to learning;
- Is free of illegal acts;
- Shows respect for the rights and dignity of others.

Acceptable Use

The intent of these general computer use guidelines is to define broad categories of use that are not acceptable, not to provide an exhaustive list of inappropriate or unacceptable uses. Based on guidelines noted in this document, NMSU Grants officials may at any time make determinations that specific uses are or are not appropriate or acceptable. If asked by an NMSU Grants official, you must be prepared to present a course syllabus and/or assignment that would necessitate the use of computers for activities otherwise deemed as unacceptable by these guidelines. It is **not acceptable** to use the college's computer equipment or facilities:

- For any illegal purpose or act.
- To transmit harassing, indecent, obscene, discriminatory or fraudulent materials or messages.
- To transmit or receive any materials in violation of either state or federal laws (e.g. copyright laws).
- To send fraudulent or forged email messages using the account of another person.
- To harass another user or violate another user's rights.
- To access pornography or other offensive or inappropriate material.
- To copy or attempt to copy any software or files without authorization.
- To illegally download music, movies, or games.
- To distribute unauthorized software.

General Rules

- Food and drink are not allowed in the computer labs, including the Cyber Café.
- Student work is to be saved on CD, USB flash drive, online cloud storage or emailed to oneself. Personal files left on the computer will be deleted.
- Computers are available on a first-come, first-serve basis.
- Use of computers is limited to two hours. Users working for more than two hours can be asked to relinquish their computer to users who are waiting.
- NMSU Grants is not responsible for personal items left unattended.
- Be considerate of others by keeping noise and other disruptions to a minimum.
- All cell phones are to be turned off or set to silent while in the lab.
- Printing is limited to PaperCut. Students are responsible for setting up PaperCut account with the Business Office.
- Children are not allowed in the college's open laboratories. Children 14 years up through age 18 may use the Cyber Café and library computers for educational purposes IF accompanied by a parent or guardian.
- Headphones must be used at all times when listening to any form of audio materials and must be set at a level that does not disturb others around you. Students are responsible for providing their own headphones.
- Users are not allowed to remove any college hardware, software, or data without permission.
- Do not modify or attempt to modify system configurations or hardware without authorization.

The use of NMSU Grants computer technology is a privilege extended to all users. Inappropriate or unacceptable use of this technology may result in loss of this privilege.

College IT personnel may monitor information on the computer networks or on individual computers or computer systems. Complaints of possible inappropriate or unacceptable use will be investigated. Complaints regarding violations of acceptable use policy should be forwarded to the IT Department.

The open and library labs have their own specific computer use guidelines. Please read them before using of their computers.

Students may refer to: <https://ict.nmsu.edu/> for additional NMSU security, policies, and guidelines.

Small & Wondrous Child Development Center

This private daycare operates on the NMSU Grants Campus and is available for student, faculty, and staff families as well as the public. There is frequently a waiting list for all ages and you are encouraged to contact the Director as early as possible. For more information, call Small & Wondrous Child Development Center at (505) 287-3868.