



# **Institutional Mission, Vision, and Core Values Statements**

## **Mission Statement**

Founded in 1824, Cazenovia College is a small, independent, residential, co-educational, baccalaureate college devoted to developing educated, involved, and productive citizens through a range of professionally oriented programs. Our curricula combine a thorough grounding in the liberal arts with experiential and co-curricular opportunities. Cazenovia College embraces learning as its primary focus and is committed to creating an environment that encourages intellectual, social and ethical growth, preparing students to become leaders in the global community.

## **Vision Statement**

The Cazenovia College community has initiated a planning process that will position the College as a small, independent, residential, co-educational baccalaureate college with a national reputation for educating both traditional and non-traditional students. Our College will attract and retain a diverse population of capable and motivated students who are able to learn and grow through their association with Cazenovia College.

- Our College will attract and retain highly-qualified and dedicated employees, whose work will benefit the students, the College, and the wider society as well as themselves;
- Our distinctive professionally-oriented baccalaureate academic programs will continue to be built upon a foundation of study in the liberal arts;
- Our faculty will maintain a commitment to teaching and learning. As teachers, scholars, advisors and mentors, they will actively engage students in learning, both in academic coursework and in co-curricular activities;
- Our student development programs will support the College's academic goals, emphasizing co-curricular and extra-curricular programs that encourage student engagement in leadership roles and service activities;
- Our Admissions and Financial Aid Office will steadily expand Cazenovia's recruiting radius with an aim toward greater national recruiting impact;
- Our Institutional Advancement Office will build stronger relations with the College's key constituencies - including alumni, parents and friends, along with the local community, corporations, foundations and agencies - paving the way for progress in development, fund-raising and visibility in the national media;

- Our facilities and grounds will be improved and well maintained; buildings will continue to be built, renovated and refurbished;
- Our Information and Communication Technologies Division will continue to improve the technology infrastructure on campus and facilitate internal and external communications; and
- Our Business Office will continue to improve the methods through which we manage the College's budgets and shepherd the College's resources.

As one of the oldest independent institutions of higher education in the United States, Cazenovia College envisions positioning itself among the nation's leading independent colleges.

## Statement of Core Values

Throughout its long history, Cazenovia College has been *Building Futures Since 1824*. A community focused on learning, nourished by diversity, strengthened by integrity and sustained by accountability, Cazenovia College provides a range of superior opportunities for personal and professional growth in a supportive and rewarding environment.

## Accreditation

Cazenovia College is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools, 3624 Market St., Philadelphia, PA 19104, 267.284.5000; and the New York State Board of Regents. Through its Division of Business and Management the following programs are accredited by the International Assembly for Collegiate Business Education (IACBE): Bachelor of Science degree in Business Management, Bachelor of Professional Studies degree with specializations in Accounting, Business Management, Equine Business Management, Fashion Merchandising, and Sport Management, Associates in Applied Science degree in Business Management.

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*Cazenovia College, in accordance with federal law, does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, age, mental or physical disability, citizenship status, veterans status, ancestry, pregnancy, marital status, sexual orientation, or any other basis protected by federal, state or local law in any of its programs or activities, including admission or with respect to employment. For questions contact the Affirmative Action Officer, 315.655.7273.*

*Statistics for crimes reported by Cazenovia College are available at the United States Department of Education's Web site <http://www.ope.ed.gov/security/search.asp>. Information is also available from Thomas Engelmann, Director of Campus Security, 315.655.7299 or [tjengelmann@cazenovia.edu](mailto:tjengelmann@cazenovia.edu). The Advisory Committee on Campus Safety will provide upon request all campus crime statistics as reported to the United States Department of Education.*

*The policies and regulations in this catalog are presented to assist students in their academic efforts. This catalog is not intended to create a binding contract between the students and the College. The College reserves the right to change requirements, regulations or policies, including tuition and fees, at any time, giving notice as is reasonably practical. Students must fulfill all degree or program requirements in force at the time of their official enrollment in the College.*

# Directory Information

**Mailing Address:**

Cazenovia College, 22 Sullivan St., Cazenovia, NY 13035

**Web site:**

[www.cazenovia.edu](http://www.cazenovia.edu)

**Frequently called numbers:**

Academic Affairs, 315.655.7368

Admissions, 315.655.7208 or 1.800.654.3210

Alumni Relations, 315.655.7247

Athletic Center, 315.655.7266

Bookstore, 315.655.7301

Business Office, 315.655.7305

Career Services, 315.655.7191

Communications, 315.655.7377

Continuing Education, 315.655.7107

Development, 315.655.7369

Equine Center, 315.655.7294

Financial Aid, 315.655.7887 or 1.800.654.3210

Health Center, 315.655-7122

Human Resources, 315.655.7273

Learning Center, 315.655.7296

Library, 315.655.7240

Nursery School, 315.655.7234

Parent Relations, 315.655.7247

President's Office, 315.655.7128

Registrar, 315.655.7198

Security, 315.655.7271

Switchboard (Main Campus No.), 315.655.7000

Student Life (Student Services), 315.655.7237

# About Cazenovia College

## History

Cazenovia College traces its birth to 1824, when it was founded as the Genesee Conference Seminary, the second Methodist seminary to be established in the United States. It opened with eight students in what had been the Madison County Courthouse.

Although sponsored by the Methodists, the seminary was nonsectarian, and its trustees were a mixture of clergy and laymen. Financial support came not only from church members but also from forward-thinking local residents who recognized the seminary's beneficial effect on employment, the general economy and the cultural life of the village. The community's continuing interest in the seminary and the College cannot be overestimated.

The seminary was a pioneer in coeducation. From the beginning it welcomed both men and women who wanted to prepare for college or complete their education in Cazenovia. Within two years there were 145 students.

Distinguished graduates include Jesse Truesdell Peck, a founder and first president of the board of trustees at Syracuse University; and Charles Dudley Warner, editor of the Hartford (Conn.) Courant and close friend of Mark Twain.

Over the years the seminary changed its name several times, first to the Seminary of the Genesee and Oneida conferences, later to the Oneida Conference Seminary, then to the Central New York Conference Seminary. In 1873 it became Cazenovia Seminary. Between 1904 and 1931 the institution also functioned as a secondary school for young people in the township, an arrangement that ended when Cazenovia Central High School was built.

In the 1940s, facing constantly decreasing enrollment, the trustees decided to add a junior college. This change was not pleasing to the Methodists. They withdrew church sponsorship in 1942, and community leaders stepped in to form a new non-church-related board for Cazenovia Junior College.

When the College received accreditation in 1961 from the Middle States Association of Schools and Colleges, it dropped the "Junior" and became Cazenovia College for Women. In 1982 the trustees voted to return to coeducation, aiming for one-third male enrollment. The College's name was shortened. By 1983 there were men back on campus. In November 1988, the New York State Board of Regents awarded Cazenovia College the right to offer bachelor's degrees. Cazenovia College's accreditation and licensing may be examined by contacting the Office of the President at 315.655.7000.

## Campus Resources

Cazenovia College is located in the historic, picturesque village of Cazenovia, a small and secure community. The main campus is two blocks east of Cazenovia Lake and within walking distance of most shops, restaurants and inns.

Located in Madison County, two miles east of the Onondaga County border, the campus is a 25-minute drive from the city of Syracuse, N.Y., and is close to recreational, cultural, historical, shopping and entertainment destinations.

The College maintains and continues to improve a physical plant that supports and fosters the living, learning and working environment. The College's buildings and grounds are in three locations: the main campus, South Campus and the 243-acre Equine Education Center, a five-minute drive from the main campus.

### *Academic Instruction and Support Facilities*

All three locations house academic instruction facilities. On the main campus, classrooms are in **Williams Hall** (circa 1850), the oldest of the College's buildings, **Eddy Hall**; **Coleman Hall**, and **Eckel Hall**.

Art and Design classes are held in the College's **Art and Design Building** (interior design, photography and visual communications) and at **South Campus** (fashion design and studio art).

Equine classes are held at the **Equine Education Center** at The Farm, one of the nation's best equestrian facilities. Stables, classrooms and a 300' x 120' indoor arena are in the main building. Also on the grounds are the Gatehouse, where many College functions are held; barns for storage and extra horse stalls; a breeding facility; two outdoor riding areas; riding trails and the Cazenovia College Challenge Course.

Classes for most other programs are held on the main campus. The College's **Laboratory Nursery School** is located on the corner of Sullivan and Nickerson streets. Most classrooms are located in Eckel, Williams, Eddy and Coleman Halls.

**The Academic Learning Center**, housed in two buildings on Lincklaen Street, is the site for tutoring services and offices for the director for the Academic Learning Center, Project REACH (Recognizing Excellence, Achievement, Commitment, Honor), Special Services, the Higher Education Opportunity Program (HEOP) and the Collegiate Science and Technology Entry Program (CSTEP).

Offices for **Continuing Education** and **Career Services** are at **7 Nickerson Street**. Faculty offices are located in all academic buildings and at **7 Nickerson Street and 13 Nickerson Street**.

The Copy Shop and the College Bookstore, providing services to students, faculty, staff and the general public, are located at **8 Sullivan Street (Village Commons)**.

### *Library Resources*

Cazenovia College's **Witherill Library**, on the quad, houses the **Daniel W. Terry Library**, seminar rooms, the College's **Frederic and Jean Williams Archives** and the **Wason Family Reading Room**.

The **Witherill Library** has collections in excess of 90,000 books, bound periodicals, audio-visual units and microfilms that rest on two and one half miles of shelving on three levels. Individual student carrels with comfortable seating and wireless connectivity are located throughout the building in quiet and secure locations. Computer labs are located on the first and second floors; and a state-of-the-art Bibliographic Instruction Room allows the reference staff to offer in-depth information literacy classes throughout the year. The Library Web Page, accessible throughout campus, includes subscriptions to 23 databases providing access to more than 14,000 full-text journals with indexing to thousands more. The Witherill Library is also a member of ConnectNY, a consortium of *Millennium* libraries within New York State whose combined collections number over 5 million volumes. The student may request any volume from his or her computer directly

with delivery within two days utilizing the ConnectNY catalog. The library is open seven days a week while classes are in session and includes the assistance of professional librarians who offer full, personalized reference services and training in the efficient use of the Library's resources to students.

### ***Technology and Communication Facilities***

The College is committed to providing information technology services and support to prepare students for the demands of today's world. The College provides each student with an official Cazenovia College **e-mail address**. Students should check their official e-mail addresses on a frequent and consistent basis in order to stay current with College communications such as information regarding course registration and messages from administrative offices. Faculty members may also use the official e-mail address in communicating course assignments and contacting student advisees. Questions about e-mail accounts are addressed by the Information and Communication Technology Office in the lower level of **Hubbard Hall**.

The main campus has PC computer labs in **Hubbard Hall** and the **Witherill Library**, as well as PC computer classrooms in **Eddy Hall** and the **Art and Design Building**. All computers in both lab and classrooms have Internet access and a variety of software.

Digital studios and classrooms for art and design students, equipped with Macintosh computers with Internet access and academic-specific software, are housed in the **Art and Design Building**.

Cazenovia has "wireless" areas on its campus, enabling students and employees with portable computers to gain Internet access in select open spaces. (Note: For wireless needs, students must have an 802.1b compliant wireless card, which may be purchased through Audio Visual Services.)

Cable and Internet connections are also provided in students' rooms in residence halls. In addition, the College has technology to support distance-learning programs.

The **Hubbard Hall** multi-purpose room known as Hubbard II, the McDonald Lecture Hall in **Eckel Hall**, and **Coleman B** are wired and equipped for major audio-visual presentations.

The Information and Communication Technology Office, and Audio-Visual Services, which oversees the operation of WITC-FM and campus cable programming, are both located in the lower level of **Hubbard Hall**. Audio-visual Services operates a closed circuit channel, which broadcasts news about campus activities and provides a simul-cast of WITC-FM. The broadcast is available via the College's cable system on televisions in residence hall rooms, lounges, and in **Hubbard Hall**.

### ***Cultural Facilities***

The College holds a number of cultural programs throughout the year, focused on music, theatre, film and art. Many of these programs are open to the community.

Art exhibitions in the **Cazenovia College Art Gallery** and Sculpture Court, located in and around the Art and Design Building, feature work by students, faculty, alumni and visiting artists. Exhibitions are always open to the public.

The **Cazenovia College Theatre**, built in 1897, was previously an opera house and is part of the Cazenovia Village Historic District. This 250-seat theatre is the setting for drama and dance productions, concerts by the Cazenovia College Chorale and the Catz Meow Orchestra Ensemble, lectures, seminars, classic and family movies, and many other cultural activities by a variety of College sponsored and outside groups.

The Film Club, open to students, faculty and staff, screens independent, foreign and other films periodically in McDonald Lecture Hall in **Eckel Hall**. The facility is also used for showing the latest movie releases as part of Student Activities programming, in addition to its use as a large classroom.

## ***Athletic and Fitness Facilities***

The **Stephen M. Schneeweiss Athletic Complex**, at the end of Liberty Street on the main campus, includes the lower gymnasium (**Edwards Gymnasium**), the upper gymnasium with a mezzanine viewing area and press box, a swimming pool, racquetball court, classrooms, offices, locker rooms and a concession area. An addition that houses the fitness center, with an array of equipment for training and exercise, was added to the complex in 2002. Outdoor facilities include tennis courts and multipurpose athletic fields.

The **Equine Education Center (EEC)** and outdoor riding facilities are located at The Farm on Woodfield road in Cazenovia, a 5-minute drive from the main campus. The EEC houses Hunt and Western stables, with College-owned horses and equipment used for training and competition. It also houses The Haynes Arena, in which major equine competitions are held, including the 1999 and 2002 Intercollegiate Horse Show Association (IHSA) National Championships and the 2004 Intercollegiate Dressage Association (IDA) National Championship.

## ***Residential Facilities***

The majority of Cazenovia College's full-time students live on campus in a variety of room options, including a special interest house. Five of the six residences (Hubbard, Park, Watts, Village Commons, and Shove) are coed; Farber Hall is an all female building and the only facility that is air-conditioned. Park and Watts Halls are designated for first year students. The new addition to Shove Hall offers suite-style housing for upper-class students.

Each room is equipped with telephone jacks, one per resident, with local phone service and voice-mail service provided at no additional cost. There is also Internet access as well as a cable connection with a basic cable package in each room, at no additional cost for the student.

All full-time students are assigned a mailbox located on the first floor of Coleman Hall, which also serves as a convenient gathering place for students.

## ***Dining Facilities***

The College offers a number of meal plans, all of which are served in Hubbard Dining Hall. Members of the college community and their guests are also welcome in the dining hall, paying a per meal price for food.

## ***Student Development and Services Facilities***

Student Life offices are located on the first floor of Hubbard Hall. In this area are the offices for the Vice President for Student Development and Dean of Students, the Associate Dean of Co-Curricular and Leadership Programs and the Director of Student Activities are located in the Student Center, the professional Residence Life staff, and the College Chaplain.

## ***Health and Counseling Center***

Located in Sigety Hall, directly across the street from Hubbard Hall, the Health and Counseling Center provides health care services for enrolled Cazenovia College students.

## ***The Challenge Course***

Used for team building and other student development activities, the low ropes course is located at The Farm on Woodfield Road, a 5-minute drive from the main campus.

## ***Administrative Facilities***

**Joy Hall**, on the corner of Sullivan and Nickerson streets, houses the offices of the President, Executive Vice President and the Institutional Advancement staff. **The Admissions Office, Constable Hall** is located at 3 Sullivan Street across from the Art and Design building. **The Office of Academic Affairs** is on the first floor of Coleman Hall and **Student Accounts, Financial Aid** and the **Registrar's Office** are located in the Enrollment Services area on the first floor of Williams Hall.

**The Security Office** is located in Hubbard Hall. **Campus Services**, on the lower level of Hubbard Hall, includes dining services, transportation and buildings and grounds offices. **The Human Resources Office** is at 12 Liberty Street. The College's **Business Office**, located at 95 Albany Street, is a block from the main campus, with access next to the Cazenovia College Theatre.