

# Campus buildings and office hours

## BENNER LIBRARY

Pam Greenlee, director of library services

Hours during regular semesters:

- Mon.–Thurs., 7:30 a.m.–12 a.m.
- Fri., 7:30 a.m.–5 p.m.
- Sat., 11 a.m.–4 p.m.
- Sun., 6:30 p.m.–12 a.m.
- Fishbowl open 24/7

## Center for Academic Excellence

### Academic Support

2nd Floor, Benner, Scheduled & Walk-in Appointments available

### Accessibility & Disability Resources

Amanda Hogan, [ahogan@olivet.edu](mailto:ahogan@olivet.edu), 1st Floor, Benner, Scheduled & Walk-in Appointments available

### Department of General Studies

Dr. Rachel Guimond, [raguimond@olivet.edu](mailto:raguimond@olivet.edu), 2nd Floor, Benner (Communications entrance)

### Persistence Coaching

1st Floor, Benner  
Mon.–Fri., 8 a.m.–4:30 p.m. (Aug.–May)

### The Writing Center

Dr. Beth Schurman, [eschurma@olivet.edu](mailto:eschurma@olivet.edu), 2nd Floor, Benner, Scheduled & Walk-in Appointments available

## Communication Department

- Mon.–Thurs., 8 a.m.–10 p.m.
- Fri., 8 a.m.–5 p.m.

## Information Technology

[it.olivet.edu](http://it.olivet.edu)

## Library Vending

Claudia Bowen-Berhanu,  
Sodexo general manager

## Writing Center

- Contact Academic Support,  
815-304-2078, [cae@olivet.edu](mailto:cae@olivet.edu)
- Walk-in appointments available

## BIRCHARD GYMNASIUM AND FITNESS CENTER

Justin Glenn, athletic director

- Facility hours for fitness center, gyms, racquetball courts and track

## BURKE ADMINISTRATION BLDG.

Mark Mountain, director of registration services

- Mon./Tues./Thurs., 7 a.m.–10 p.m.
- Wed./Fri., 7 a.m.–7 p.m.

## CHALFANT HALL

Lynne Utter, director

- Special arrangements may be made by calling 815-939-5045.

## CENTENNIAL CHAPEL

Lynne Utter, director

- Special arrangements may be made by calling 815-939-5045.

## ELWOOD CENTER

### Counseling Services

- Brianna Koch, director
- Mon.–Fri., 8 a.m.–4:30 p.m. by appointment only
  - Evening appointments occasionally available
  - Off-hours crisis support available through RD or Public Safety
  - Appointments may be requested online through “My Olivet” student portal.

### Health Services

- Julie Richardson, director
- Mon.–Fri., 8 a.m.–4:30 p.m. by appointment only
  - Allergy shots by appointment only
  - Appointments may be requested online through “My Olivet” student portal.

## Multiethnic Student Services

Cynthia Taylor, dean

- Mon.–Thurs., 9 a.m.–7 p.m.
- Fri., 12–5 p.m.

## KELLEY PRAYER CHAPEL

Lynne Utter, director

- Special arrangements may be made by calling 815-939-5045.
- Daily, 7 a.m.–11 p.m.

## LARSEN FINE ARTS CENTER

Neal Woodruff, dean, School of Music

- Mon.–Fri., 8 a.m.–5 p.m.
- Practice rooms:
- Mon.–Sat., 7 a.m.–11 p.m.
  - Sun., 12–6 p.m., 7–11 p.m.

## LUDWIG CENTER

TBD, director

- Mon.–Fri., 7 a.m.–11 p.m.
- Sat.–Sun., 8 a.m.–11 p.m.

## CRU5H (Lower Level)

- Claudia Bowen-Berhanu,  
Sodexo general manager
- Mon.–Thurs., 10:30 a.m.–2 p.m., 3–8 p.m.
  - Fri., 10:30 a.m.–2 p.m., 3–7 p.m.

## Farmers Field (Lower Level)

- Claudia Bowen-Berhanu,  
Sodexo general manager
- Mon.–Thurs., 10:30 a.m.–2 p.m.; 4–6 p.m.
  - Fri., 10:30 a.m.–2 p.m.

## Hammes Spirit Store (Main Level)

- Rachel Piazza, manager
- Mon.–Thurs., 8:30 a.m.–5 p.m.
  - Fri., 8:30 a.m.–4 p.m.
  - Sat., 11 a.m.–2 p.m.
  - Sun., closed
  - Shop 24/7 at Bookstore.Olivet.edu

## Summer hours:

- Mon.–Fri., 10 a.m.–2 p.m.
- Sat.–Sun., closed

## Mail Hub and Bookstore (LL)

Rachel Piazza, manager

- Mon./Wed./Fri., 10:30 a.m.–4 p.m.
- Tues./Thurs., 10:30 a.m.–5 p.m.
- Sat.–Sun., closed

## Summer hours:

- Mon.–Fri., 10 a.m.–2 p.m.
- Sat.–Sun., closed

## Off. of Spiritual Devlpmnt. (Balcony)

Antonio Marshall, chaplain

- Mon.–Fri., 8 a.m.–4:30 p.m.

## Off. of Student Devlpmnt. (Balcony)

- Mon.–Fri., 8 a.m.–4:30 p.m.

## Public Safety (Lower Level)

Mitch Greer, director

- Available 24 hours a day at 815-939-5265 or 815-939-5011.

## Sodexo Dining Room (Main Level)

- Claudia Bowen-Berhanu,  
Sodexo general manager
- Mon.–Fri., 7 a.m.–7 p.m.
    - 7–9:30 a.m., hot breakfast
    - 9:30–10:30 a.m., continental brkfst.
    - 10:30 a.m.–1:30 p.m., lunch
    - 4:30–7 p.m., dinner
  - Sat. 8 a.m.–6 p.m.
    - 8–9 a.m., breakfast
    - 11 a.m.–1 p.m., lunch
    - 4:30–6 p.m., dinner
  - Sun., 11 a.m.–6 p.m.
    - 11 a.m.–1:30 p.m., brunch
    - 4:30–6 p.m., dinner

## Starbucks (Main Level)

- Claudia Bowen-Berhanu,  
Sodexo general manager
- Mon.–Fri., 7:30 a.m.–8 p.m.
  - Sat., 11 a.m.–6 p.m.

## MILLER BUSINESS CENTER

- Mon.–Fri., 8 a.m.–4:30 p.m.

## Career Development

Brittany Armstrong, director

- Mon.–Fri., 8 a.m.–4:30 p.m.

## NESBITT TO GO

Claudia Bowen-Berhanu,  
Sodexo general manager

- Mon.–Fri., 10:30 a.m.–2 p.m.

## PERRY CENTER

Matt Smith, director

- Mon.–Sat., 6 a.m.–11 p.m.
- Sun., 2–11 p.m.

## REED HALL OF SCIENCE

Dale Hathaway, professor of mathematics,  
Walker School of Science, Technology, Engineering and Mathematics

- Mon.–Fri., 7 a.m.–11 p.m.
- Sat., 9 a.m.–5 p.m.

## WARMING HOUSE

Kathy Steinacker, director

Special arrangements may be made by calling 815-939-5230.

## WEBER CENTER

Carissa Lundmark, director

- Mon.–Sat., 7 a.m.–11 p.m.
- Computer Lab: TBD

## WISNER HALL OF NURSING

Tiffany Greer, associate dean,  
School of Nursing

- Mon.–Fri., 7 a.m.–11 p.m.
- Sat.–Sun., 9 a.m.–11 p.m.

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