

History, Facilities, and Services

History: Past and Present of Holy Family University

Holy Family University is a fully accredited Catholic, private, co-educational university.

The University is under the patronage of the Holy Family of Nazareth, the model for all families. Through various activities and the curriculum, concerted efforts are made to deepen the students' awareness of the Holy Family and the modern family as an important social unit.

Founding of Holy Family College in 1954 by the Sisters of the Holy Family of Nazareth marked the culmination of an evolutionary cycle begun in 1934 with the opening of the Holy Family Teacher Training School. During the early years, the college functioned as an affiliate of the Catholic University of America. Full accreditation by the Middle States Association of Universities and Schools was extended to Holy Family seven years after its founding in 1961, a status that was renewed in 1971, 1981, 1991, 2001, and 2011. The Pennsylvania Department of Education approved the college for university status in 2002.

The graduate programs in education were approved by the Pennsylvania Department of Education in March 1990, followed by the Nursing and Counseling Psychology programs in 1997, the Human Resources Management and Information Systems Management programs in Spring 2000, and the Accelerated Business Administration program in 2003. The graduate program in Criminal Justice was approved in 2007. The graduate program in TESOL and Literacy was approved in 2008. The doctoral program, Educational Leadership and Professional Studies, was approved in 2010.

Today, the University provides liberal arts and professional programs for more than 2,100 undergraduate students. The graduate programs in business administration (accelerated), criminal justice, education, counseling psychology, nursing, human resources management, and information systems management serve more than 1,100 professional and pre-professional men and women.

Since it was chartered on February 11, 1954, Holy Family has been a dynamic institution responding today in order to provide for tomorrow's needs. Despite its growth in numbers of students, its geographic expansion from Philadelphia into surrounding counties, its provision of residence opportunities, and its adoption of alternative pedagogical delivery strategies, the University's purpose remains essentially unchanged—to offer a high-quality, affordable, personalized, and values-centered education in the firm tradition of Catholic higher education. In living Holy Family's motto, *Teneor Votis*, the University com-

munity recognizes its responsibility to those whom it serves and realizes that its Mission is best extended by its students who are likewise deeply conscious of their ongoing responsibilities to themselves, others, their country, and their God in ways that transcend time and place.

Northeast Philadelphia Campus

Originally, Holy Family University was part of the Torresdale–Andalusia land grant given to an ancestor of the Drexel–Biddle family in the era of William Penn. The 27 acres on which the University was first located were acquired by the Congregation of the Sisters of the Holy Family of Nazareth during the early 1920s. Since then, the campus has been enlarged by the purchase of 19 acres added on the property’s north and south sides.

Northeast Philadelphia Campus Facilities

Alpha House, the Early Childhood Center, is situated on Grant Avenue, east of Frankford Avenue. Alpha House is available as an outside observation site for early childhood students as well as a resource and laboratory for all education majors. Alpha House is also a resource for the community. The nursery school and kindergarten is accredited by the National Association for the Education of Young Children and is staffed by certified teachers.

Andalusia houses the Institutional Advancement Division, including the Offices of Alumni Relations and Parents, Development and Marketing and Communications.

Aquinas Hall, located in the center of the Northeast Campus, is a building housing the School of Business Administration faculty offices, a classroom, and a conference room.

Bookstore – The bookstore is located on the first floor of the Campus Center at the Northeast Philadelphia Campus and the first floor of the Newtown location.

Campus Center houses the chapel, classrooms, a full-service cafeteria, late-night computer lab, a 1,000 seat gymnasium, including an indoor running track, a state-of-the-art fitness center, an infirmary, University store, lounges, and Student Services offices. The building serves as the hub of campus activity.

Center for Academic Enhancement is located on the second floor of the University Library and Room 135 at the Newtown location. The Center for Academic Enhancement provides academic support services.

Center for Visitor Exchange Program is housed in the Human Resources Department, Room 209 in Holy Family Hall.

Counseling Center located in the Campus Center, Rooms 220-223, provides confidential counseling and referral services as well as disability services.

Computer Laboratories are located in Rooms 206, 208, and 411 of Holy Family Hall, four locations in the Education and Technology Center, Room 213 of the Campus Center, and the main floor of the University Library providing electronic resources for students. Wireless network access is also available throughout the campus buildings and student residential halls. Open laboratory hours are available.

Delaney Hall provides residential facilities for the Sisters of the Holy Family of Nazareth who are engaged in various ministries at the University.

Duplex Apartments are located adjacent to the campus on Frankford Avenue. The University's duplex apartments offer a more independent living environment. Each air-conditioned apartment contains two bedrooms – a single and a double bedroom – plus a large living and dining room, a full kitchen, and one bathroom. Laundry facilities are located in the basement and shared between two apartments. Cable TV and internet are available but not included in housing costs.

Education & Technology Center, opened in August 2005, is a 62,000 square-foot facility that contains eight general classrooms, four computer labs with 25 personal computers in each, and five classrooms specially designed to model primary and secondary classroom instruction for the University's education students. These model classrooms allow students with certain disabilities, such as vision or hearing impairment, to be integrated fully into a regular classroom—providing Holy Family's Education graduates with valuable experience using adaptive technology in a classroom environment. Additionally, the facility contains a 200-seat auditorium, three conference rooms, a teacher resource room, a cafe, student and faculty lounges, and faculty and administrative offices for the School of Education. It also contains classroom, studio, and gallery space for the University's art program.

Garden Residence, located on Grant Avenue, provides apartment style living for upperclassmen. The building houses about 44 students in variously designed four person apartments. Each apartment includes two bathrooms, a large living room, full kitchen and washer and dryer.

Graduate Admissions Office is located in Room 102 of Holy Family Hall.

Holy Family Hall, the main academic building, contains classrooms, science, computer and language laboratories, a major lecture hall, a communications suite, and administrative and faculty offices.

Nurse Education Building is a four-story classroom and office facility; it includes a nursing simulation and practice laboratory.

Saint Joseph's Hall, located in the center of campus, offers students a traditional style residence hall focused on developing community and interaction. Renovated in 2005, the four story residence hall is co-ed, with single gender floors. Saint Joseph's Hall has 24-hour security in the building and is accessible for students with disabilities. This residence hall is ideal for freshmen and some sophomores new to the campus.

Stevenson Lane Residence, located on Stevenson Lane offers contemporary campus housing. The first phase was completed for occupancy in Fall 2009 and accommodates 148 students. Suites contain two double bedrooms that share a common area and a bathroom. Each floor has a study lounge, TV lounge, kitchen, and laundry room. The building offers a wide variety of common spaces such as entertainment lounges, game room, and a fitness room. Stevenson Lane Residence is accessible for student with disabilities and provides some single rooms as well.

Undergraduate Admissions Center, located on the southwest corner of Grant and Frankford Avenues, serves prospective students and houses the Undergraduate Admissions Office.

University Library currently houses more than 124,000 items, including more than 4,000 DVDs and videos selected to support the learning, teaching, and informational needs of the University community. The library offers print and online access to the full text of over 20,000 journals and periodicals. Over 30 full text databases are available on and off campus, including Academic Search Premier, WilsonWeb Omnifile, CINAHL, and PsycARTICLES. In addition, the Library has over 12,000 electronic books available from home or campus via NetLibrary and other interfaces. The Library's online catalog identifies which books and audiovisual materials the Library has on any topic, as well as which journal titles the library receives. The catalog, along with the online research databases, is available via the library website at www.holyfamily.edu/library/. Other information found here includes hours, policies, handouts, and forms.

The Northeast Philadelphia Campus Library works in tandem with the Newtown Learning Resource Center (LRC) to make sure all students have the resources they need. Materials at either location may be borrowed by any student and may be returned to either library. Holy Family's Woodhaven location has no library within its space; students at Woodhaven are encouraged to use the Library at the nearby Northeast Philadelphia Campus.

The Northeast Philadelphia Campus Library and Newtown LRC collaborate with faculty to make sure that needed resources are available for students to

develop research skills. Reference librarians work with designated classes each semester to teach students about online searching and library resources. The Library and LRC staff members are also available to assist students individually as requested.

Additional resources are available through interlibrary loan from local, state, and out-of-state libraries, for a small fee. The Library is a member of the Tri-State College Library Cooperative (TCLC) and the Online Computer Library Center (OCLC). Many local university libraries can be used directly by Holy Family students with a letter of introduction from the University librarian; SEPCHE libraries require only a current Holy Family ID. Inquire at the Library or LRC for details.

Both the Library and LRC have a Curriculum Library containing elementary and secondary school textbooks, curriculum guides, instruction kits, and hundreds of children's books, both fiction and nonfiction. Titles in the Curriculum Library are listed in the Family Cat.

The Library has a special English as a Second Language (ESL) collection for those who teach non-native speakers of English. This collection is available for checkout by area teachers as well as by the Holy Family community. ESL materials may be sent to the Newtown Campus for students or faculty using the LRC.

Also available in the Library and LRC are copy machines, newspapers, reference materials, study carrels, group study areas and computers and printers for student use on the main floor. Wireless network access is also available with laptops available for in-house borrowing. The Library has a collection of popular light reading as well as popular movies on DVD, and an audiovisual preview room upstairs for those wishing to view DVDs or videos in-house. Materials placed on reserve by faculty can be found at the Circulation Desk of the Library or LRC.

The University Archives is located in the Library. Inactive files of the administrative offices, departments, committees, campus clubs and associations, and the private papers of the University community are deposited here. The use of these materials is limited to administrative offices for research and to others with permission from appropriate University officers. Arrangements must be made in advance for use of materials; as a rule, these items may not be borrowed. Copies of materials may be made at the expense of the researcher.

Holy Family University, Newtown, Bucks County

In 1995, a second location with a building suitable for classrooms and offices was purchased by the University. It is located on a 155-acre tract in Newtown,

Bucks County, 18 miles north of the Northeast Philadelphia (NEP) Campus. Full use of the Newtown location was inaugurated in the Fall 1995 semester.

During the Fall 1995 semester, an opportunity arose for the University to provide leadership in the community for economic growth in the Bucks County area.

The University closed sale on a portion of Newtown to Lockheed Martin Corporation in April 1996 and retained a 79-acre parcel for development of a 44,000 square-foot academic/administrative facility housing an Administrative Service area, 12 classrooms and laboratories, the Center for the Graduate Program in Counseling Psychology, the Learning Resource Center, a chapel, the Student Services Office, and faculty offices. The continued corporate presence in Newtown of Lockheed Martin, a leader in advanced technology, presents opportunities for collaboration with the University.

Newtown, Bucks County, Facilities

Center for Academic Enhancement is located in Room 135 and provides academic support services.

Center for Counseling Studies and Services, Room 202, provides facilities for clinical experience for students in the Master of Science in Counseling Psychology program as well as professional offices for faculty. The Center includes video and audio-equipped training areas for play therapy and group psychotherapy, an observation room for monitoring individual and group counseling practice sessions, and individual offices for therapy simulation. The Center is available for classroom experiences and to individual students for skills practice.

Computer Laboratories are located in Rooms 131, 132 and 133 and offer a variety of software and hardware programs for computer instruction and student self-study. Open laboratory hours are available. Wireless access is also available.

Learning Resource Center (LRC), Room 122, is an extension of the Northeast Philadelphia Campus Library. The LRC serves the research and information needs of students and faculty through online research databases, periodicals, books and audiovisual materials, a curriculum library, and a children's literature collection. The LRC's resources are supplemented by intercampus and interlibrary loan services. Staff members offer individualized research instruction as well as formal, in-class orientation sessions at the start of each semester.

Model Classroom, Room 234, is a classroom with enhanced technology for use in the Teacher Education Programs.

The Multi-Media Room, Room 138, provides large-screen video projection; a multimedia personal computer; a document workstation; TV, VCR, and professional audio playback; and recording and amplification equipment. Room 138 is also equipped with videoconferencing equipment to provide for interactive conferences or classes between the Northeast Philadelphia Campus and the Newtown location as well as with videoconferencing sites worldwide.

Multi-Purpose Room, Room 136, has the capacity for large-group instruction, and it supports a local-area network.

Nursing Laboratory and Science Laboratory, Rooms 242 and 237, are equipped to serve both as lecture rooms and laboratories.

Holy Family University, Woodhaven, Bucks County

The Woodhaven location opened in Fall, 2003 and is home to the University's Division of Extended Learning. Offering accelerated degree programs for the adult learner, Holy Family University's Woodhaven location consists of a 27,000 square-foot building situated on 4.76 acres. Both the northbound and southbound ramps of I-95's Woodhaven Road exit lead to this location.

The Woodhaven location houses classrooms, faculty offices, and administrative offices. Because it also contains a conference room, a large meeting/seminar room, a computer laboratory, and a lounge, Holy Family University's Woodhaven location can accommodate large-group sessions, meetings, and executive retreats.

Woodhaven, Bucks County, Facilities

Board Room is a seminar-style room adaptive to seminar and small-group meetings.

Computer Laboratory offers electronic resources for computer instruction and student self-study. Wireless network access is also available.

Seminar Rooms provide large-screen video projection, cable, VCR, and amplification equipment.

University Services

Academic Advising Center - offers full-time and part-time undergraduate students an opportunity to discuss academic progress, policies, procedures, and degree requirements. Located in Room 215 of Holy Family Hall.

Academic Support Services - The Center for Academic Enhancement offers diverse services designed to meet the learning needs of students at all levels of achievement, addressing programs of study from developmental to honors courses. It is the goal of the Center to help students improve skills and achieve

greater academic success, and to encourage them to take full advantage of the learning experience. The Center is located on the second floor of the University Library and in Room 135 at the Newtown location.

Bookstore – In addition to the new, used, or rentable textbooks required and/or recommended by instructors for class, a selection of trade books in related academic disciplines is available for sale. Books can be special ordered at any time. A full line of school supplies, University-imprinted clothing and gifts, and numerous other items are also available. The bookstore honors Visa, MasterCard, Discover, American Express credit cards, as well as Barnes & Noble gift cards. During the first two weeks of each semester and for the beginning of each Summer Session, the store has extended hours of operation. The Newtown location bookstore has selected hours posted on the Holy Family website homepage. Please call 267-341-3657 for further information. Books can also be ordered online at Holy Family’s website, go to www.holyfamily.bncollege.com.

Campus Ministry – Liturgies, prayer services, scripture readings, retreats, and social justice activities invite the involvement of all students. Those interested should contact the Campus Minister in the Campus Center, Room 224, during regular office hours or by appointment at 267-341-3261.

Careers Center – The Careers Center provides services to those students seeking information about job opportunities and career direction. Located in rooms 216 and 218 of the Campus Center, the Center has job listings, directory information, and job-search resources. The Careers Center also holds workshops on job-search techniques, resume writing, and interviewing. Appointments may be scheduled for individual career counseling sessions by calling 267-341-3224. The Careers Center is open 8:00 a.m. to 5:00 p.m. Monday through Friday.

Counseling and Referral Services – Counseling Center services include individual and group personal and career testing and counseling, relaxation training and stress management, computer-assisted counseling, crisis intervention, support groups, and referral assistance. The Center, located in Rooms 222-223 in the Campus Center, is open Monday through Friday on the Northeast Philadelphia Campus and by appointment at the Newtown, Bucks County location. Students may make appointments by contacting the Director of the Counseling Center and Disability Services at 267-341-3232 or may drop in during scheduled Center hours. Normally, there are no fees for counseling during regularly scheduled hours; there are minimal fees for some testing.

Additional information may be found in the Student Handbook and at www.holyfamily.edu/counseling.

Disability Services – Facilitates reasonable accommodations for otherwise qualified students with documented disabilities. The Disability Office is located in the Counseling Center, Room 222 (267-341-3231). Students with disabilities (physical, learning, psychological, ADHD, etc.) who intend to seek accommodations in accordance with the Americans with Disabilities Act of 1990 (ADA) or Section 504 of the Rehabilitation Act of 1973 should contact the Disability Services Office before the start of each semester. New students must contact the Disability Services Office as early as possible before the start of the semester to review the process for obtaining accommodations, to submit documentation for requested accommodations, and to review needs; late requests may delay the provision of some accommodations. Currently enrolled students must request accommodations each semester; accommodations are not automatically transferred to the following semester without a new letter from the Disability Services Office. Once documentation is received, the process for providing accommodations may take up to a few weeks. Effort is made to review documentation in a timely manner. Guidelines for documentation are available through the Disability Services Office, the *Student Handbook* and at www.holyfamily.edu/counseling/disability.

Dining Services – Tiger Café and Cub Café – The Tiger Café is located in the Campus Center and offers complete hot meals, a salad bar, cold cut sandwiches, soups, snacks, beverages, and desserts. A brunch is available on weekends.

The Cub Café is located in the ETC building and offers light grab-and-go meals, snacks, and beverages.

For more information regarding hours of operation, please check the website at www.holyfamily.edu/dining.

Health Services – A registered nurse is available daily at the Northeast Philadelphia Campus in the University Health Services Office, Campus Center, Ground Floor, Room G7, to provide first aid, health screenings, counseling, referrals, and health insurance information. The University nurse may be contacted during the day at 267-341-3262.

J1/J2 Visa - Exchange Visitors' Program – The Exchange Visitors' Program is administered by the United States Department of State and is used to bring international visitors to the United States. The University is authorized to sponsor international visitors in the following categories: professor, research scholar, short term scholar, and student. International visitors in these categories are eligible for the J-1 Visa, and dependents of J-1 Visa holders are eligible for the J-2 Visa. The Exchange Visitor Program and its J-1 Visa are distinguished by their underlying philosophy of educational and cultural exchange and its fostering of international understanding. Information concerning the Exchange Visitor

Program may be obtained through the Human Resources Department, Room 209, Holy Family Hall, or by calling 215-637-3448. Information is also available on the web, www.holyfamily.edu/academics/exchangevisitor.shtml.

Parking and Identification – Students must register their cars, obtain a parking permit, and official student identification card during their first semester at Holy Family University. Parking permits and student ID's may be obtained in Room 206 of the Campus Center, Northeast Campus, or at the reception desks of the Newtown and Woodhaven locations. ID cards are necessary for building access, the use of the library, LRC, and sports facilities, and must be visible while students are on campus. There is no charge for the initial card; however, the cost for replacing a lost ID is \$10, payable at the time of photographing. A \$10 late fee is also charged for ID's taken three weeks after the start of classes.

Safety and Security – The University offers 24-hour security coverage. Security may be reached through using the emergency telephones located on the parking lots and in each building or by dialing 267-341-3333.