

# 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, alhogan@olivet.edu, 1st Floor, Benner, Scheduled & Walk-in Appointments available

### Department of General Studies

Dr. Rachel Guimond, 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, 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

## Library Vending

Claudia Bowen-Berhanu,  
Sodexo general manager

## Writing Center

Contact Academic Support,  
815-304-2078, 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, University registrar

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

## CHALFANT HALL

Tammy Potoski, director

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

## CENTENNIAL CHAPEL

Tammy Potoski, 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

Teri Blanchette

- 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

Jacki Tamez

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

## LARSEN FINE ARTS CENTER

Ashtyn McBurnie

- 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

Jacki Tamez

- 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., 3–9 p.m.
- Fri., 10:30 a.m.–2 p.m., 3–8 p.m.

## Farmers Field (Lower Level)

Claudia Bowen-Berhanu,  
Sodexo general manager

- Mon.–Thurs., 10:30 a.m.–3 p.m.; 4–6 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 (Lower Level)

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

## Office of Spiritual Development (Balcony)

TBD, chaplain

- Mon.–Fri., 8 a.m.–4:30 p.m.

## Office of Spiritual Development (Balcony)

- Mon.–Fri., 8 a.m.–4:30 p.m.

## Public Safety (Lower Level)

TBD, 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

Kathy Steinacker

- Mon.–Fri., 6 a.m.–10 p.m.
- Sat., 9 a.m.–9 p.m.
- Sun., 6–9 p.m.

## REED HALL OF SCIENCE

Tina Bruner

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

## WARMING HOUSE

Jacki Tamez

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

Lisa Poole

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

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