



## **Facilities, Services, and Equipment**

The College's campus facilities are located in a modern, commercial building with conveniently located parking nearby. The facilities are well maintained and periodically updated to meet the changing educational requirements brought about by the rapidly changing demands placed on today's workforce; however, the facilities will always include at a minimum two or more computer labs, a basic resource center, a medical lab, general purpose classrooms, restrooms, a student lounge, a teacher's lounge, and administrative offices. Applicants for admission are required to visit the campus and review the facilities and equipment during or prior to the admissions process and prior to enrolling.

The College maintains computer labs which contain computer hardware and software. The institution periodically updates or changes its hardware and software to meet student educational requirements and local market needs, but each computer lab will normally contain at least twenty computers. Software applications in which the student receives instruction will vary based on the student's specific program; however, the software that the institution utilizes includes common applications such as word processing, database applications and spreadsheet applications, as well as specialized applications for more advanced classes.

The College maintains various types of medical instruments/equipment in its medical lab for the clinical training of medical students in programs that include a clinical component. The equipment includes the type of equipment typically found in a doctor's office or a clinic. The equipment includes: Examination table with stool, supply storage cabinets, examination tools of various kinds, blood pressure cuffs, stethoscopes, sterile processing supplies, various types of minor surgery equipment, and CPR materials.

Building regulations may be posted in the student lounge or other locations throughout the facility. Students are also familiarized with building regulations during orientation. Failure to comply with building regulations may result in disciplinary action, including termination from school. Any student who damages the campus building, grounds or equipment will be held financially responsible. Eating and drinking are permitted only in the student lounge. Smoking is prohibited anywhere in the building.

## Resource Center

The College houses a resource center which contains a selection of materials including books and periodicals. Most resources are available for check-out purposes, except for reference books. Faculty is expected to make library assignments in their classes to help students develop their library usage skills. Students are encouraged to utilize the Institution's resource center, as well as libraries in the community, in developing these library usage skills. Many resources are also available from the internet which is accessible on campus.

## Facilities and Services Available to Students with Disabilities

Ohio Valley College of Technology does not discriminate in any of its programs, activities or employment practices on the basis of race, color, national origin, sex, age or disability or on any other prohibited basis. Reasonable accommodations will be made for individuals with both physical and intellectual disabilities.

The College classrooms are comfortable with adequate ventilation and acoustics. Lobby, restrooms and classrooms are accessible to wheel chairs and walking-assist equipment.

## CARE OF FACILITIES

Ohio Valley College of Technology is a smoke-free environment. Smoking is not permitted anywhere inside the building. Smoking is not permitted within twenty feet of the front entrance to the College. **Smoking on College property is restricted to the area outside the side entrance to the building or inside of personal vehicles. Adequate receptacles are provided for the disposal of cigarette waste and are expected to be used.** Any student or employee who improperly disposes of cigarette or other waste is subject to disciplinary action, up to and including dismissal from the College. The Institution reserves the right to ban smoking on all campus property if these regulations are not adhered to by all students and employees. Eating and drinking are prohibited in all computer, medical, and dental labs.