

# Clark College summer hours



Beginning July 10, the College will be closed to the public at noon on Fridays through September 1. Below please find information about the availability of College services available during this closure period.

Please note that even when services are available during normal operating hours, staff do take vacation during the summer and not all departments may be at full strength all the time. However, the college will ensure adequate staff coverage in critical areas.

*All hours listed below are effective July 10 – September 1 unless otherwise noted.*

## **Athletics Office**

- Closed at noon on Fridays.

## **Bookstore**

- Closed July 17 and 18 for annual inventory
- Open Friday, July 21, 8:00 a.m. – 12:00 p.m.
- Closed Fridays July 28 – August 25
- Open Friday, September 1, 8:00 a.m. – 4:30 p.m.

## **Business Services**

- Closed at noon on Fridays.

## **Cashiering**

- Closed at noon on Fridays.

## **Central Services**

- Outgoing mail will be delivered to the Post Office prior to noon on Fridays. There will be no campus mail delivery after noon on those Fridays. Campus mail will be delivered on the following Monday.

## **Child & Family Studies**

- Closed September 4 – 8.

## **Counseling and Health Center**

- CHC Front Desk (scheduling, chill room, resources, and over-the-counter medications): Monday 9:00 a.m. – 6:00 p.m.; Tuesday, Wednesday, Thursday 7:00 a.m. – 6:00 p.m.; Friday closed.
- Student personal counseling appointments: Tuesday, Wednesday, Thursday 8:00 a.m. – 5:00 p.m.
- Physical health/medical(ARNP) appointments: Tuesday 8:30 a.m. – 4:30 p.m. and Wednesday-Thursday 8:30 a.m. – 2:30 p.m.

## **Emergency Management**

- Will maintain normal operating hours during the summer and will not be closed at noon on Fridays.

## **Environmental Health and Safety**

- Will maintain normal operating hours during the summer and will not be closed at noon on Fridays.

## **Events Services**

- Will be closed at noon on Fridays from July 14 – September 1, unless there is an event scheduled that requires staff to be on site.

## **Facility Services**

- Will maintain normal operating hours during the summer and will not be closed at noon on Fridays.

## **Food Service**

- Bauer Coffee Lounge – open Monday – Thursday, 7:30 a.m. – 2:00 p.m. Closed Fridays.
- Hanna Coffee Lounge – open Monday – Thursday, 7:30 a.m. – 2:30 p.m. Closed Fridays.
- Chewy's Really Big Burritos – open Monday – Thursday, 8:00 a.m. – 2:00 p.m. Closed Fridays.
- Mighty Bowl – open Monday – Thursday, 9:50 a.m. – 2:00 p.m. Closed Fridays.
- Clark Café (in Joan Stout Hall) – open Monday – Thursday, 8:00 a.m. – 2:00 p.m. Closed Fridays.

## **Gaiser/PUB student services**

- Open Monday – Thursday 8:00 a.m. – 5:00 p.m. and Friday 8:00 a.m. – 12:00 p.m.

- Advising, Assessment, Career Services, Enrollment, and Financial Aid are open until 6:00 p.m. on Mondays and Tuesdays.

## **Human Resources**

- Closed at noon on Fridays.

## **Information Technology Services**

- Will maintain normal operating hours during the summer and will not be closed at noon on Fridays.

## **The iQ Credit Union branch on the main campus**

- Open Monday – Thursday, 9:00 a.m. – 1:00 p.m., July 3 – August 25.
- Open 9:00 a.m. – noon on Fridays from July 14 – August 25.
- Clark College branch closed August 28 – September 22.
- Resumes regular operating hours the week of September 25.

## **Libraries**

- Cannell Library and CTC Information Commons: Open Monday – Thursday 8:00 a.m. – 6:00 p.m. Closed Friday, Saturday and Sunday.
- eLearning front office (LIB 124): Open Monday – Thursday 8:00 a.m. – 4:30 p.m.
- TechHub (Cannell Library): Open Monday – Thursday 8:00 a.m. to 5:00 p.m.

## **Office of the Vice President of**

## **Administrative Services**

- Closed at noon on Fridays.

## **Office of the Vice President of Instruction**

- Closed at noon on Fridays.

## **President's Office**

- Closed at noon on Fridays.

## **Production Printing**

- Closed at noon on Fridays.

## **Security**

- Lost and Found will be open 9:00 a.m. to 5:00 p.m. Monday-Thursday and 8:00 a.m. to 12:00 p.m. on Fridays.
- Security officers will be available 24/7 for all security related issues.

## **Tutoring**

- Science, Technology, Engineering, & Math Center: Monday – Thursday 8:00 a.m. – 5:00 p.m.
- Language & Writing Center: Monday – Thursday 8:00 a.m. – 4:00 p.m.
- Transitional Studies Tutoring Center: Monday – Thursday 9:00 a.m. – 5:00 p.m.
- Accounting & Business Center: Closed during summer

## **Other Clark College locations**

- The Clark Center at WSU Vancouver, the Columbia Tech Center, and the Continuing Education Center in downtown Vancouver will also be closed to the public at noon on

Fridays, although instructional classes—as well as programs offered by Corporate & Continuing Education—will be provided as already scheduled.

*Photo: Clark College/Jenny Shadley*

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## Summer Quarter Hours



Beginning July 11, the College will be closed to the public at noon on Fridays through August 29. Below please find information about the availability of College services available during this closure period.

*Note:* Even when services are available during normal operating hours, staff do take vacation during the summer and not all departments may be at full strength all the time. However, the

college will ensure adequate staff coverage in critical areas.

### **Bookstore**

- Open Friday, July 11, 7:30 a.m.-5:00 p.m. and Friday, July 18, 7:30 a.m. – 12:00 p.m.
- Open Monday through Thursday, 8:00 a.m. – 5:00 p.m., and closed Fridays, July 21 – August 22
- Open Friday, August 29, 7:30 a.m. – 5:30 p.m.

### **Business Services**

- Will be closed at noon on Fridays July 11 – August 29.

### **Cashiering**

- Will be closed at noon on Fridays July 11 – August 29.

### **Central Services**

- Outgoing mail will be delivered to the Post Office prior to noon on Fridays, July 11 – August 29. There will be no campus mail delivery after noon on those Fridays. Campus mail will be delivered on the following Monday.

### **Emergency Management**

- Will maintain normal operating hours during the summer and will not be closed at noon on Fridays.

### **Environmental Health and Safety**

- Will maintain normal operating hours during the summer and will not be closed at noon on Fridays.

### **Events Services**

- Will be closed at noon on Fridays from July 11 – August 29, unless there is an event scheduled that requires staff to be on site.

### **Facility Services**

- Will maintain normal operating hours during the summer and will not be closed at noon on Fridays.

## **Financial Aid**

- Closed all day on Fridays for processing.

## **Food Service**

- Bakery – open Monday – Thursday, 8:00 a.m. – 1:00 p.m.
- Bauer Coffee Lounge – open Monday – Thursday, 7:30 a.m. – 2:00 p.m. Closed Fridays.
- Hanna Coffee Lounge – open Monday – Thursday, 7:30 a.m. – 3:00 p.m. Closed Fridays.
- Chewy's Really Big Burritos – open Monday – Thursday, 10:00 a.m. – 3:00 p.m. Closed Fridays.
- College Burger – open Monday – Thursday, 10:00 a.m. – 3:00 p.m. Closed Fridays.
- Mighty Bowl – open Monday – Thursday, 10:00 a.m. – 3:00 p.m. Closed Fridays.
- *Anderson Grill is no longer in operation. A new vendor, to be selected over the summer, will begin operations fall quarter in that space.*

## **Human Resources**

- Will be closed at noon on Fridays July 11 – August 29.

## **Information Technology Services**

- Will maintain normal operating hours during the summer and will not be closed at noon on Fridays.

## **The iQ Credit Union branch on the main campus**

- Open Monday – Thursday, 9:00 a.m. – 1:00 p.m., July 7 – August 28. Open 9:00 a.m. – noon on Fridays from July 11 – August 29. Resumes regular operating hours the week of September 1.

## **Library:**

- Open Monday – Thursday 8:00 a.m. – 6:00 p.m. Closed Friday, Saturday and Sunday (July 5 – August 31).
- eLearning front office (LIB 124) open Monday – Thursday 8:00 a.m. – 4:30 p.m. and 8:00 a.m. – noon on Friday.
- TechHub (Cannell Library) open Monday – Thursday 8:00 a.m. to 5:00 p.m. **Phone and email only Friday – Sunday**, Fridays 8:00 a.m. – 5 p.m., Saturday and Sunday 10:00 a.m. – 3:00 p.m.

### **Office of the Vice President of Administrative Services**

- Will be closed at noon on Fridays July 11 – August 29.

### **Office of the Vice President of Instruction**

- Will be closed at noon on Fridays July 11 – August 29.

### **President's Office:**

- Will be closed at noon on Fridays July 11 – August 29.

### **Production Printing**

- Will be closed at noon on Fridays July 11 – August 29.

### **Security**

- Lost and Found/ID Cards desk will be closed at noon on Fridays July 11 – August 29.
- Dispatch will be closed at 2 p.m. on Fridays July 11 – August 29.
- Security officers will be available 24/7 for all security-related issues.

### **Student Affairs**

- Will be closed at noon on Fridays July 11 – August 29 (except Financial Aid which is closed all day on Friday for processing).

### **Tutoring**

- Please visit the Tutoring Center's website for a complete list of summer hours and locations.

### **Other Clark College locations**

The Clark Center at WSU Vancouver, the Columbia Tech Center, and the Continuing Education Center in downtown Vancouver will also be closed to the public at noon on Fridays, although instructional classes—as well as programs offered by Corporate & Continuing Education—will be provided as already scheduled.

*This article contributed by Administrative Services.*

*Photo: Clark College/Jenny Shadley*