FACILITIES
UNIVERSITY LIBRARY

OCCUPYING a central position on campus, the Library is one of the places most frequented by students during their course of studies. The three-storey building houses nearly a million volumes and the book collections cover a wide variety of academic areas. Arrangement is by the Library of Congress classification; retrieval of items being controlled through computerized catalogues. The ground floor of the library houses the main reading room with a general reference collection and enquiry points for information provisioning. Administratively, the main Library is also responsible for outlying branches at the Mater Dei hospital, the Junior College and the University Gozo Campus. The Library also has a number of depositories for back runs of periodicals.

The University Library plays a leading role within the local library scene. It is the best-stocked and the best-staffed among the libraries in Malta, the result of sensible budgetary provisioning and a sound acquisitions programme that caters for an annual intake of ca. 10,000 volumes, and subscriptions to a growing portfolio of e-resources which include over 20,000 full-text online journals. The Library’s policies are laid down through a Library Committee chaired by Rector and includes the Director Library Services and representatives of faculty staff and students; but the daily running is shouldered by a staff complement that includes many of Malta’s professionally qualified librarians.

The Library caters mainly for an undergraduate programme of studies, but several collections have been developed and extended to support research programmes. Apart from the general collections which are on open access the Library has several important ancillary holdings. These include the Reference, Melitensia, Archives and Rare Book collections.

The Reference Collection which is housed in the main reading hall contains the most comprehensive collection of reference services on the island in print and electronic format, and includes the only copies in Malta of a number of important bibliographical tools. The Melitensia section, covering material on all aspects of Maltese studies and on the Order of St. John, is second only to that of the National Library, while the collection of literary manuscripts and university archives offers a wealth of primary source material to researchers, both local and foreign. The rare books collection contains several hundred items, including first editions of important literary and historical works and travellers’ accounts of the Mediterranean region.
The Library operates its housekeeping routines – acquisitions, cataloguing, serials control and circulation – through an integrated software package. Computerisation has also revolutionised literature searching and information retrieval, and in many areas the Library offers excellent online access to electronic indexing services and bibliographical databases. The same holds true for journal access; over 20,000 e-journals in full text, and many others with abstracted articles are now electronically and remotely accessible to registered staff and students.

The Library devotes considerable attention to student library and information literacy instruction through guided tours, lectures, compilation of bibliographical guides and an information service to help students with research work. Reader services also include an inter-library loan and overseas photocopying service for material unattainable locally, relying heavily on the excellent services of the British Library Document Supply Centre.

Students borrowing books from the Library are normally allowed loans for up to three weeks, but special categories of borrowers, such as researchers and members of the teaching staff, have special borrowing facilities. The Circulation Desk also operates a system of reservations and renewals for items on loan, and a short loans collection caters for texts on heavy demand.

The Library’s web page, which offers access to a wide range of electronic services, is accessible at www.um.edu.mt/library

The Main Library operates as follows:

1st October - 15th June:-
Mon-Fri: 09:00-20:00
Saturdays: 09:00-12:15

16th June - 30th June:-
Mon-Fri: 09:00-16:45
Saturdays: 09:00-12:15

1st July - 30th September:-
Mon-Fri: 09:00-13:15
Saturdays: 09:00-12:15

August:- The Library is closed between the 1st and 15th August and is open from 09:00-13:15 Mon-Fri for the rest of the month.
UNIVERSITY IT Services, originally established as the Computing Services Centre (CSC), is responsible for the university IT infrastructure and offers a range of facilities and services to assist members of staff and students with their IT-related needs. The campus network connects together into one virtual campus all offices, laboratories and buildings that are located at the various University sites in Malta and Gozo. Services available over the campus network include access to the Internet, Library online periodicals and electronic Student Information System (eSIMS). IT Services computer workstations are available in various computer labs and other locations across campus for use by students and staff. These workstations are installed with standard application software and offer access to e-mail, web browsing, networked file storage, printing and scanning. Wireless hotspots are also available for those students and staff using their own laptops/PDAs to access online information and e-mail. A remote connection facility is provided to members of staff who need to access the campus network from home.

IT Services organises training courses for staff and students on the use of computer, standard application software, statistical analysis tools and web authoring. IT Services is an accredited European Computer Driving Licence (ECDL) Test Centre offering students and staff the opportunity to enhance their IT skills and obtain the ECDL Core and ECDL Advanced certifications. Other services that are provided to the campus community include e-learning support, videoconferencing facilities and website hosting and support. IT Services administers academic site licences for a number of commonly used software packages. Members of staff and students may purchase software at academic prices for use on office/home computers.

IT Services manages the Maltese National Research & Education Network providing access to the GÉANT2 network which connects over 3500 universities and other research and education institutes across Europe together with other similar networks worldwide. IT Services also provides operations and technical support to the Malta Internet Foundation which is responsible for the .MT top-level Internet domain for Malta.

Further information about these and other services provided by IT Services is available online at: www.um.edu.mt/itservices IT Services main site is located at the University Library building. IT Services opening hours are as follows:

1st October - 15th June:- 08:00-16:45
16th June – 30th September:- 08:00-13:00
THE Students Advisory Services was set up in response to a long felt need to provide a growing student population with more personalised services. The office integrates both a public relations and an administrative function and attempts to provide assistance to students in the following areas:

- Practical or personal issues related to career paths and courses of study within the local context;
- Establishment and maintenance of links with schools particularly those at the post-secondary levels;
- Assistance to the Registrar with enquiries relating to courses of study and the provision of information; and
- Advice to prospective students and a vocationally related clientele.

The office is also responsible for the Graduates Tracer Study that is published biennially. It also collects information about the different courses at the University, and collates them in a Course Information CD. These are used as a tool by both the Advisory Office and other guidance offices around the island.

The service operates in close liaison with the Counselling Services, the Admissions and Records Office and the other offices of the Registrar.

Further information about these and other services provided by the Students Advisory Services is available online at: http://www.um.edu.mt/sas

Student Advisor:
Mr. Albert Debono, B.A. (Youth & Community Stud.), M.A. (Youth & Community Stud.)

Asst. Student Advisor:
Mr. Noel Caruana, Dip. Soc. Stud.
(Occupational Guidance & Career Counselling)

ADMINISTRATIVE STAFF
Ms. Christine Briffa  Exec. Officer
THE university years can be a time of personal discovery that stimulates a quickened urge for personal growth. In turn this may also challenge one’s personal issues. Counselling is a space that is provided to lend a helping hand in stressful or demanding times. In turn this will allow members of the university community to make the most of their time on campus and empower them towards achieving a fulfilling life. This is in line with the University’s vision of holistic personal growth where not only academic excellence is sought but also emotional and psychological development. Short-term personal counselling is done on an individual basis and in a confidential setting. Counselling provides a chance to understand and change feelings, behaviour and situations that are problematic which in turn helps a person to achieve full potential. New awareness usually means more capacity to make new choices in one’s life.

Clients come for many reasons including difficulties with relationships, emotional difficulties, confusion about their identity and distressing feelings such as depression and anxiety. Different kinds of difficulties that emerge as part of the academic life are tackled. Apart from individual counselling, the Unit offers opportunities to work on personal issues in a group setting. This is done through the organisation of groups and workshops on specific issues like time management, relationships and self improvement. Counselling also enables students who have difficulties with their studies to work through these problems. Students are helped in times of stress, especially before and during examination time and whilst writing their dissertations. Any university student or member of staff is eligible to consult the Counselling Unit, which provides its services free of charge. All communication with the Counselling Unit is kept confidential. Appointments can be made by phoning 2340-2235.

Co-ordinator:
Rev. John Vella, M.A.(Couns.&Psychotherapy)(City Univ.,Lond.)

Counsellors (University):
Ms. Mary Ann Borg Cunen, B.A.(Hons.), M.A.(Counselling Psychology) (Baltimore), Dip.GestaltPsychotherapy
Ms. Cher Engerer, B.Psy.(Hons.), M.Sc.(Dublin), RPsy.
Dott. Monica Xuereb, D.Psi.(Padova)
Counsellors (Junior College):


ADMINISTRATIVE STAFF
Ms. Lorleen Farrugia, B.Psy.(Hons.) Intake Officer
M.A.(Youth&CommunityStud.)
THE Gender Issues Committee Mentoring Scheme is a way of reaching out to students at crucial decision-making stages in their lives and helping them to have the confidence to continue in their chosen field of study. The members of the GIC are very sensitive to students’ needs since, in liaison with the KSU, it is their brief to identify sources of discontent at the University of Malta and to recommend ways of dealing with problems - both real and potential.

- The relationship is voluntary, and is not governed by hierarchical structures.
- The relationship is career-oriented, where the mentor is a guide and not an academic tutor and the aim is to support personal and professional development.
- All communication shall remain confidential.
- The GIC should be contacted if a disagreement arises, or if either party feels uncomfortable about something.
- The relationship may be terminated by either party.
- A written agreement should be made, whereby the conditions for the relationship are clearly defined, including the duration of the programme, the aim, criteria for matching mentor to mentee, confidentiality policy and the role of each.
- The programme will be regularly monitored and evaluated.

The programme is aimed at all University students, and students and staff are encouraged to participate. Students who are interested in the programme should approach the GIC, stating if he or she has a particular mentor in mind. An initial meeting will then be set up between the student and mentor.

Lecturers who are interested in becoming mentors should visit the website: www.um.edu.mt/gender
CHAPLAINCY

THE Chaplaincy aims to assist the members of the University of Malta in their growth as individuals and as a Church community to celebrate and live the message of Christ. The ministry of evangelisation is directed to all at University, through dialogue with all sectors, commitment to justice, especially where the ‘poor’ are concerned, worship, education opportunities for faith development always in the light of discernment of God’s will.

The University Chapel, dedicated to St Thomas More, is open every day of the week from 0700hrs to 2000hrs. Holy Mass in Maltese is said on Mondays, Wednesdays, Thursdays and Fridays at 1230hrs. On Tuesdays and Thursdays, Mass is also held at 0720hrs. On Tuesdays at 1230hrs Mass is in English especially for our International community. Saturday evening Mass is celebrated at 1930hrs and 2100hrs. All liturgies are well animated.

Students’ Encounters (for first year University students), Weeks of Guided Prayer, Community experiences for students and lecturers, live-ins, Spiritual Exercises in daily life, ‘Engaged Encounters’ (a marriage preparation course for University students, staff and graduates), voluntary work in Malta and abroad, and various other activities are organised regularly throughout the academic year. The Chaplaincy is now also coordinating the voluntary work option within the Degree Plus Programme. The Chaplaincy organises activities for academic and administrative and technical staff. The Chapel complex also houses a small lending library of spiritual books and two meeting rooms.

The University Chaplaincy focuses its ministry through distinct areas of action as coordinated by the central Chaplaincy Council whose members are:

Fr. Michael Bugeja s.j. – Chaplain and Chairperson
Fr. Alfred Darmanin s.j. – Assistant Chaplain
Prof. Valerie Sollars – Representative of Academic Staff
Ms. Edith Boffa – Degree Plus Voluntary Work Coordinator/Lay Pastoral Assistant
Ms. Nicolette Busuttil – Representative of the Justice Commitment Group
Mr. Joseph Fenech – Student Representative
Dr. Anna Vella – Representative of Academic Staff
Mr. Doriane Sciberras – MKSU representative
Ms Maronia Schembri – Representative of Administrative and Technical Staff
Dr. Veronica Zammit – Lay Pastoral Assistant
Other Jesuits available for pastoral counselling and spiritual direction:
Fr. Arthur Vella s.j.

Appointments with the Chaplain, Fr. Michael Bugeja, s.j., or other Assistant Chaplains, can usually be made at the Msida Campus at his office adjacent to the Chapel.

Contact Details:
The Chaplaincy
University of Malta
Msida MSD 2080
MALTA
Tel: 2340 2341, 21 332207 (Office),
21 344349 (Jesuit Residence)
Email: chaplaincy@um.edu.mt
Website: www.um.edu.mt/chaplaincy
IT-TAJRA CHILD CARE FACILITY

IT-TAJRA Child Care Facility started operating in April 1996 in order to make it easier for parents/guardians of pre-school age children to study or work on Campus and to serve as a centre for research in Childhood Development and Early Childhood Education. The Facility caters for the pre-school education of children aged 2–3 years 11 months in October. The pre-school classroom set-up, where structured play is the predominant factor for child education, reflects the belief that children learn best in a stimulating but ordered environment. Hence, the classroom is open plan and divided into well-defined areas including home corner, messy area, block area, I.T. and audio-visual corners amongst others. The Facility also includes provision for nappy changing. Outdoor activities held in the Facility’s two outdoor play areas (one for gross motor activities and the other for sand and water play, equipped with an in-ground sand pit and wading pool) provide the necessary balance complementing the indoor activities. The Facility’s main goals are outlined below:

• The Social and Emotional (Affective) Development of the Child
• The formation of good health habits
• The Physical (Gross and Fine Motor) Development of the Child
• Developing the individual imaginative and creative capabilities
• Motivating the child to desire and seek information and understanding
• The development of the cognitive processes appropriate to the young child with particular emphasis on communication skills.

Opening Hours:
Winter Hours: Monday to Friday 07:45–17:00
Summer Hours: Monday to Friday 07:45–13:30
Afternoon Drop-In session available from 13:00 to 17:00.

It-Tajra Staff:
Principal: Ms. Jacqueline Sant
Early Childhood Educators: Ms. Ritienne Aquilina
               Ms. Ruth Borg
               Ms. Camille Camilleri
Child Care Attendant: Ms. Sandra Magro
                      Ms. Anna Scicluna
‘Kids on Campus’– University Summer School:

Based on a Learning through play philosophy, 'Kids on Campus' is open to the General Public and caters for children who are 3 years old by 1st July and not older than 11 years 11 months by 31st August. 'Kids on Campus' runs for eight weeks, five days a week, from the second week of July to the first week of September.

*Hours of Operation:* 07:30-13:30 but parents may avail themselves of the facility of leaving their children from 13:30-14:00 at an additional cost.

*Website:* www.um.edu.mt/hrmd/kidspoint
*Tel. No.:* 2340 2134
UNIVERSITY SPORT FACILITIES

THE University sports and recreational facilities are made available to all students on request. Outdoor facilities include a football pitch, an athletics track and two 5-a-side football courts, whilst a multi-purpose sports hall can be booked for various sports including handball, basketball, netball and badminton.

An Olympic-size swimming pool and diving pool in the University grounds was inaugurated for the 5th Games of the Small States of Europe in May, 1993. There is also a fitness centre next to the Olympic-size swimming pool. Both staff and students can benefit from special rates for the use of both facilities.

Further information may be obtained from:

Oliver Mallia
Sports Manager
21347900/79708054

ADMINISTRATIVE STAFF
Mr. Oliver Mallia,Dip.Mangt. Sports Manager
Mr. Joseph Cassar,A.M.R.S.H. sec.w.Kunsill Malti ghall-isport
Mr. John Grech Sen. Sports Attendant
Mr. Robert Adami Sports Attendant