

Welcome to the Materials Science & Engineering Department at Stony Brook University

This document contains information about the department, the university and the surrounding area; information that is not usually covered in the HR orientation. You must attend HR orientation in order to get your benefits. Dates can be found at: http://www.stonybrook.edu/hr/training/orientation_state_fp.shtml.

To Do List (when you first arrive):

- **Attend an HR orientation session** – It's the only way to get signed up for your retirement plan and benefits. Dates can be found at: http://www.stonybrook.edu/hr/training/orientation_state_fp.shtml
- **Benefits:** There is a 42-day waiting period before your health benefits begin. Make sure your insurance from your previous workplace still covers you for the time period before your Stony Brook benefits start.
- **ID card:** <http://www.stonybrook.edu/campuscard/>
- Your **SOLAR account** is used for course listings, enrollment records, entering grades, entering time, and some payroll information: <http://it.stonybrook.edu/services/solar>.
 - Log into the SOLAR system using your SBU ID# and your date of birth (mmddyy)
 - To continue, you must change your password
 - Once in SOLAR, you need to set up your NetID
- **NetID:** <http://it.stonybrook.edu/services/netid>
- **Blackboard Account:** Online course management system with discussion boards, grade book, etc. Log in with your NetID: <http://blackboard.stonybrook.edu>
- **Set up your Campus Mail:** <http://it.stonybrook.edu/services/by-category/faculty> Email & Communication Section
- **Parking Permit:** A free Faculty/Staff Parking Permit can be obtained either online at <http://www.stonybrook.edu/parking/permits/> or by bringing your car registration to the 2nd floor lobby of the Administration Building. If you want to park in the Administration Garage, there is a monthly fee of \$16/month. A map of the campus parking lots can be found at <http://www.stonybrook.edu/parking/parkingmap.shtml>
- **Direct Deposit:** http://www.stonybrook.edu/hr/resources/new_employee.shtml

Materials Science & Engineering New Faculty ToDo List

- **Attend New Grad Student Orientation:** It is important for new faculty to introduce themselves to the graduate students. Orientation usually takes place the week before classes begin. Check with the department's Graduate Program Coordinator for the exact date.

General information

- **Department's website:** The department's website can be found at <http://www.matscieng.sunysb.edu/>. Contact the Assistant to the Chair about having your information entered onto the site and about linking to any personal homepage or research websites you use.
- **Wireless network:** Campus Wi-Fi: <http://it.stonybrook.edu/services/wi-fi-wolfienet>
- **Software:** Visit Softweb (<http://it.stonybrook.edu/services/softweb>) to download Anti-Spyware/Antivirus Software, End Note, SciFinder Scholar Software and software downloads including Microsoft, Mathematica, and other free/discounted software available to Stony Brook employees and students.
- **Photocopies:** There is a photocopy and a fax machine available for your use in the back of the departmental office. Please see the Assistant to the Chair for charging codes, if applicable.
- **Library services:** Many journals are available online through the library website: <http://www.stonybrook.edu/sb/libraries.shtml>
- **Bookstores:** There are two bookstores on campus – one in the Seawolves Marketplace in the Student Activities Center (SAC) and one in the basement of the Melville Library. You get a discount in the bookstores on books published by Stony Brook faculty.
- **Printing:** There is a Kinko's located in the basement of the library. You can send your jobs with instructions and the account to charge via email to: fmc2443@fedexkinkos.com
- **Audio Visual rentals:** The A/V office is located in the Javits Center, Room 104. They have projectors, poster easels, video players, etc. that you can sign out. Most classrooms on campus have laptop projectors, but if you want a laptop or any other AV item for teaching a class, you can schedule the rental just once for the entire semester.

Events

Materials Science & Engineering New Faculty ToDo List

- Here is where to add department events?
- The Astronomy Department has a monthly talk, frequently followed by a visit to the telescope.
- In the summer Stony Brook runs a film festival including talks by director and actors: <http://www.staller.sunysb.edu/festival/>
- The Staller and Wang centers have running series of music, art, theater and cultural events.
- The Dean and President both run lecture series.
- Noam Chomsky comes to campus about once a year and gives a series of lectures. The Philosophy Department manages his schedule.
- ICON (a science fiction convention) is held at Stony Brook each year.
- Port Jefferson (<http://www.portjeff.com/>) has events with various themes throughout the year such as a Dickens Festival, Soapbox Derby, parades, maritime events, etc.

Fitness

- Many faculty, staff and graduate students play sports.
- <http://www.stonybrook.edu/hr/misc/ed/gym-memberships.shtml>
- <http://www.stonybrook.edu/sb/healthieru/workshops.html>
- <http://www.stonybrook.edu/sb/healthieru/target>

Useful miscellaneous information

- University calendars: <http://www.stonybrook.edu/sb/calendars.shtml>
- University sporting events: <http://www.goseawolves.org/>
- University theater and music: <http://www.staller.sunysb.edu/>
- Off campus housing: <http://och.fsa.sunysb.edu/>
- University child care: <http://www.stonybrook.edu/childcare/>
- Entrances on campus: They all close at night except for the main entrance. If you come on campus between 11 pm and 5 am, you'll need to show your faculty ID.
- Banking: Island Federal Credit Union is located in the basement of SAC <https://www.islandfcu.org/>
- ATM: There are ATMs at the Student Union, Hospital and SAC
- Bus transport to BNL: <http://www.stonybrook.edu/commcms/bnl/VanNew.html>

Places to eat on campus

- <http://www.campusdining.org/index2.php>
- You can put money on your faculty ID for use in the dining halls on campus. When you use your ID, food purchases are tax-free. Visit <http://www.campusdining.org/>

Materials Science & Engineering New Faculty ToDo List

- Go to Add Money by Credit Card
- Make sure to click on the Faculty/Staff tab near the top of the page
- SAC has a variety of food.
- The Kelly dorm also has some restaurants including a Burger King, kosher dining room and hot food of the day.
- The Wang Center has Asian food.
- The Student Union has Asian, Mexican, Southwest Grill and Halal cuisine. Also on the 2nd floor is a Starbucks.
- The University Café (<http://universitycafe.org/>) is open in the evenings starting at 5 pm. It is a bar/lounge in the evening and has musical events on Sundays.
- The Harriman Café in Harriman Hall serves coffee and snacks.
- Other coffee, snack and sandwich stands are located in the Administration and Social and Behavioral Sciences buildings. These stands are only open until 2 pm.
- Kelly Coffee & Tea House is opening the evening after 5 pm.
- SBU Medical Center on the east side of Nicolls Road has three food courts on level 5 just off the main lobby:
 - The Market Place Café
 - Skyline Deli
 - Starbucks

Things To Do in the Area

- Take a fishing boat out of Port Jefferson (all supplies provided for a fee) <http://www.portjeffcharters.com/>
- In the summer the Setauket Yacht Club (in Port Jefferson) offers adult sailing classes <http://www.setauketyc.com/>
- Visit Old Westbury Gardens <http://www.oldwestburygardens.org/>
- Whale watching in Montauk
- Winery tours
- Riverhead Aquarium <http://www.longislandaquarium.com/>
- Newsday local listing of events: <http://www.newsday.com>
- Hiking Long Island: A comprehensive Guide to Parks and Trails by Lee McAllister; Walks and Rambles on Long Island by Alice Geffen <http://www.amazon.com/exec/obidos/tg/browse/-/67517/>
- <http://www.discoverlongisland.com/visitors/ThingsResult.aspx/minor/WE/BSEALWT>
- Block Island Ferry: <http://www.blockislandferry.com/>
- Shelter Island Ferry: <http://www.northferry.com/>