

# BENSON CAMPUS

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**Dean of Satellite Campuses Contact:** Mikelle Porter  
(Mikelle.Porter@gvltec.edu), Bldg 301-Rm 103

**Administrative Assistant's Contact:** Melinda Williamson  
(Melinda.Williamson@gvltec.edu), Bldg 301-Rm 105

## Emergency/Safety Contact:

Security Officer, (864) 419-9923 or (864) 250-3027, Bldg 301- Lobby,  
Monday – Thursday (7 a.m. – 10 p.m.), Friday (7 a.m. – 5 p.m.), After  
Hours (Contact Barton GTC Police, (864) 250- 8001)

## Lost and Found:

Security Officer, (864) 419-9923 or (864) 250-3027, Bldg 301- Lobby

## Services for Faculty

- Building & Campus Car Scheduler:  
Melinda Williamson (Melinda.Williamson@gvltec.edu), (864)  
250-3014, Bldg 301-Rm 105
- Common Adjunct Offices (computers available):  
(864) 250-3016 or (864) 250-3024, Bldg 301-Rm 112  
(864) 250-3034, Bldg 301-Rm 207 (BIO)  
(864) 250-3065 or (864) 250-3067 or (864) 250-3071 or (864)  
250-3072, Bldg 302-Rm 208
- Computer Facility:  
Cyber City, (864) 250-3035, Bldg 301-Rm 114, hours may vary each  
semester
- Copier Locations:  
Bldg 301-Rm 109 (Mailroom)  
Bldg 301-Rm 203 (Hallway)  
Bldg 302-Rm 208 (Adjunct Office)
- IDs:  
Security Officer, (864) 419-9923 or (864) 250-3027  
Bldg 301-Lobby, Monday – Friday (8 a.m. - 1 p.m.)  
ID badges are also issued at the GTC Police Headquarters ID Office,  
Barton Campus, Bldg 103-Suite 123.
- Instructional Supplies:  
Provided by each department
- Keys:  
Melinda Williamson (Melinda.Williamson@gvltec.edu), (864)  
250-3014, Bldg 301-Rm 105
- Kitchens:  
Bldg 301-Rm 118
- Mailboxes:  
Bldg 301-Rm 109
- Media Center/Library:  
Learning Commons, (864) 250-3010, Bldg 301-Rm 121, Open during  
building hours
- OIT/Tech Support:  
Click the **OIT Help icon** installed on all GTC computer desktops,  
access OIT Help from Quick Links on GTC4me, or call (864) 255-4357.
- Parking Permits:  
Security Officer, (864) 419-9923 or (864) 250-3027, Bldg 301-Lobby
- Print Shop:  
Submit printing requests at [https://www.copynetsolutions.com/print/  
store/500209](https://www.copynetsolutions.com/print/store/500209)
- Scantron Machine(s):  
Bldg 301-Rm 112 (Adjunct Office)

## Support Services for Students

- Academic Coaching:  
Linda Anderson (Linda.Anderson@gvltec.edu), (864) 250-8694, Bldg  
301 Rm 125, hours may vary each semester
- Accuplacer Placement Testing:  
Appointments are scheduled online
- Advisors:  
Ann Hester (Ann.Hester@gvltec.edu), (864) 250-3008, Bldg 301-Rm  
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Dia Robinson (Dia.Robinson@gvltec.edu), (864) 250-3036, Bldg 301-  
Rm 179
- Bookstore:  
(864) 250-3003, Bldg 301-Rm 126 – hours may vary each semester
- Computer Facility:  
Cyber City, (864) 250-3035, Bldg 301-Rm 114, hours may vary each  
semester
- Counselor:  
Not at this location. Call Counseling Services at (864) 250-8157
- Financial Aid:  
Send inquiries to [financialaid@gvltec.edu](mailto:financialaid@gvltec.edu) or call (864) 250-8000
- IDs:  
Security Officer, (864) 419-9923 or (864) 250-3027, Bldg 301- Lobby,  
Monday – Friday (8 a.m. - 1 p.m.)
- Math/Writing Center:  
Bldg 301-Rm 127 – hours may vary each semester
- Media Center/Library:  
Learning Commons, (864) 250-3010, Bldg 301-Rm 121, open during  
building hours
- Parking Permits:  
Security Officer, (864) 419-9923/250-3027, Bldg 301- Lobby
- Student Disability Services:  
Taylor Warren (Taylor.Warren@gvltec.edu), (864) 250-8202, Bldg 301  
Rm 128A, hours may vary each semester
- Student Services:  
(864) 250-3009, Bldg 301-Lobby, Monday – Thursday (8 a.m. – 5  
p.m.), Friday (8 a.m. – 1 p.m.)
- Tutoring:  
1 to 1 Tutoring (1to1tutoring@gvltec.edu), Bldg 301-Rm 127 hours  
may vary each semester