



the Voice

SPRING 2012 REGISTRATION REGISTER NOW!

Now is the time to start thinking about **REGISTERING** for spring 2012 classes. Spring 2012 registration begins on **February 20, 2012**. Students will be eligible to register based on the number of hours already earned. The breakdown is as follows:

Monday, February 20, 2012 - students who have earned more than 30 credit hours

Tuesday, February 21, 2012 - students who have earned more than 13 credit hours

Wednesday, February 22, 2012 - any returning student can register

Registration will take place in the **ALL PURPOSE ROOM** at posted times. Staff from Academics, Financial Aid and the Business Office will be available to assist you during the following times:

Monday, February 20, 2012 8:00am – 8:00pm

Tuesday, February 21, 2012 8:00am – 8:00pm

Wednesday, February 22, 2012 8:00am – 8:00pm

Make sure to register early to assure yourself a seat in the classes that you need to successfully complete your program. REGISTER NOW!!!!!!

***On Saturday, February 18, 2012, please come to the Academic Office for pre-advising. Registration cards will be collected and entered on the appropriate day, and mailed to you.**

******After February 22, 2012 you will be able register for classes in the Academic Office.**

Pre-Registration for Spring 2012

Schedule information for the spring quarter will be available on February 10, 2012. Beginning on February 13, 2012, you can meet one on one with your Academic Advisor to get assistance in selecting your classes. You can also fill out your registration card and leave it for registration the next week. There is no need to stand in line, and your schedule will be mailed to you.

Baker College of Auburn Hills SEXUAL HARASSMENT POLICY

Pursuant to Baker College's policy of Equal Employment Opportunity, the College will maintain a working/educational environment for its employees/students, which is free from sexual harassment. Sexual harassment is illegal and against the policies of this College. Sexual harassment involves (a) making unwelcome sexual advances or requests for sexual favors or other verbal or physical conduct of a sexual nature a condition of employment/education or (b) making submission to or rejection of such conduct the basis for employment/educational decisions, or (c) creating an intimidating, offensive, or hostile working/ educational environment by such conduct. The following are examples of sexual harassment:

*Verbal: Sexual innuendo, suggestive comments, insults, threats, jokes about gender-specific traits, or sexual propositions;

*Nonverbal: Making suggestive or insulting noises, leering, whistling, or making obscene gestures; and

*Physical: Touching, pinching, brushing the body, coercing sexual intercourse, or assault.

Employees/students who believe that they have been the subjects of sexual harassment should report the alleged conduct immediately to: Rosemary Zawacki, Vice-President of Human Resources, 1050 West Bristol Road, Flint, MI 48507, (810) 766-4028, or

rosmary.zawacki@baker.edu.

An investigation of any complaint will be undertaken immediately. The investigation and its results will remain confidential to the extent possible. Any employee/student found by the College to have sexually harassed another employee/student will be subject to appropriate disciplinary sanctions ranging from a warning in his or her file up to and including termination/expulsion. Retaliating or discriminating against an employee/student for complaining about sexual harassment or participating in an investigation is prohibited. The College recognizes that the issue of whether sexual harassment has occurred requires a factual determination based on all the evidence received. The College also recognizes that false accusations of sexual harassment can have serious effects on innocent men and women. We trust that all employees/students will continue to act in a responsible and professional manner to establish a pleasant working/educational environment free of discrimination. Individuals who wish to file a complaint should complete the Baker College Complaint/Grievance Form.

Equal Opportunity Policy Statement

It is the policy of Baker College not to discriminate on the basis of race, color, creed, religion, sex, national origin, age, disability, veteran status, marital status, genetic information or other protected characteristic in providing and the administration of educational programs, services, activities, and employment, or recruitment. Inquiries regarding this policy can be directed to Rosemary Zawacki, 1050 West Bristol Road, Flint, MI 48507, 810-766-4028, or e-mail at : Rosemary.Zawacki@baker.edu .

The College declares and reaffirms a policy of equal employment opportunity, equal educational opportunity, and nondiscrimination, where applicable, in the provision of educational services to the public. The College will make all decisions regarding recruitment without discrimination on grounds of race, color, creed, religion, sex, national origin, age, disability, veteran status, marital status, genetic information, other protected characteristic which cannot lawfully be the basis for an admissions/ employment decision. The College reaffirms its policy of administering all of its educational programs and related supporting services and benefits in a manner which does not discriminate because of a student's or prospective student's race, color, creed, religion, sex, national origin, age, disability, veteran status, marital status, genetic information, or other protected characteristic which cannot be lawfully the basis for the administration of such services. Baker College commits itself to a program of Affirmative Action/Equal Employment Opportunity, set forth herein, to encourage the application of veterans, minority, disabled and women students, to identify and eliminate the effects of any past discrimination in the provision of educational procedures which will assure equal treatment and equal access to the facilities and educational benefits of the institution to all students, as required by law. Further, the College takes affirmative action to employ, promote, and otherwise treat qualified individuals with disabilities, disabled veterans and Vietnam Era veterans without regard to either their disability or status. This policy shall apply in the following areas: admissions, student educational opportunities and services, employment, promotion, demotion or transfer, layoff, termination, compensation, and selection for training programs. The College reaffirms its policy of nondiscrimination, on the basis of race, color, creed, religion, sex, national origin, age, disability, veteran status, marital status, genetic information or other protected characteristic, in the provision of all services provided to members of the public by facilities under control of the College. Baker College commits itself to a continuing program to assure that unlawful discrimination does not occur in the services it renders to the public, and that those sectors of the public most affected by this policy be kept informed of its content.

GRIEVANCE PROCEDURE FOR COMPLAINTS

If any person believes that BAKER COLLEGE has inadequately applied the principles and/or regulations of Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), or the Americans with Disabilities Act Amendments Act of 2008 (ADAAA), he/she may follow any one of the following complaints procedures available to them:

SECTION I-

The person who believes that BAKER COLLEGE has inadequately applied the requirements of the law may bring forward a grievance to the Equal Employment Opportunity/Affirmative Action /ADA Officer, Ms. Rosemary Zawacki, at 1050 West Bristol Road, Flint, MI 48507, 810-766-4028, e-mail at rosemary.zawacki@baker.edu .

SECTION II-

The person who believes he/she has a valid basis for a grievance shall discuss the grievance informally and on a verbal basis with the campus chief academic officer, who shall function as the designated campus EEO/AA/ADA Officer. The campus chief academic officer shall in turn investigate the complaint and reply with an answer to the complainant. He/she may initiate formal procedures according to the following steps:

STEP 1- A written statement of the grievance signed by the complainant shall be submitted to the campus chief academic officer, within five (5) business days of receipt of a response to the informal complaint. The campus chief academic officer shall further investigate the matters of grievance and reply in writing to the complainant within five (5) business days.

STEP 2- If the complainant wishes to appeal the decision of the campus chief academic officer, he/she may submit a signed statement of appeal to the campus president within five (5) business days after receipt of the campus chief academic officer's response. The campus president shall meet with all parties involved, formulate a conclusion, and respond in writing to the complainant within ten (10) business days.

SECTION III-

A grievance or inquiry may be made at any time to the Office for Civil Rights Region V, Department of Education, Room 700C 7th Floor, 401 South State Street, Chicago, IL 60605-1202.

* The campus chief academic officer, will provide a copy of the College's grievance procedure and investigate all complaints in accordance with this procedure on request. A copy of each of the acts and regulations on which this notice is based may be found in the campus chief academic officer's office.

Baker College of Auburn Hills



Collegiate DECA and SHRM *presents*



Ebony Magazine Award Winner Toni Jones

LaToniya ("Toni") A. Jones, a recipient of Ebony Magazine's "Women Making a Powerful Difference" award, will be the speaker for the business clubs Collegiate DECA and SHRM, on Tuesday, February 7, 2012 at 5:00 p.m. in the All Purpose Room. She will be speaking on the benefits of networking. The program is free and is open to anyone in the Oakland County area.

Toni Jones is the President of P.O.W.E.R. (Presenting Options While Educating Rigorously) Institute, LLC and Adjunct Faculty member at Baker College. Toni also has 17+ years experience as a teacher, administrator, presenter, and consultant in Michigan, Minnesota, and Ohio and has a Masters degree in Educational Leadership from Wayne State University with a Bachelors degree in Secondary Education from Concordia University (St. Paul, MN).

The mission of P.O.W.E.R. is to embrace, engage, and empower at-risk youth ages 8-14 in Metropolitan communities to increase their competency, confidence, and proficiency with math. As the head of P.O.W.E.R., Toni works diligently to develop relationships with community, educational, and business partners in order to help youth and families succeed with math!

Collegiate DECA will have their regular meeting after the presentation. New members are welcome! Light refreshments will be served.

Tuesday,
February 7, 2012



5:00 p.m.
All
Purpose
Room

Chinese New Year Celebration



MASO



Rachel Kolp, President, Ka Yang, Secretary, and Theresa Snyder, Treasurer are the 2012 MASO officers.



SUNDAY, FEBRUARY 12TH

Free help to complete your FAFSA!

Baker College Auburn Hills Student Center

2-4pm

All are welcome!

Call for Entries to *Expressions 2012!*

The deadline for entries for the 2012 edition of *Expressions* is getting close! Creative writing and graphic designs for the inside of the publication must be received by February 15, 2012. We welcome creative entries from the students, staff, faculty and administration of Baker College Auburn Hills.

All materials must be submitted in hard copy, together with a completed "Permission to Print" form. "Permission to Print" forms are available in the Baker Library attached to the silver box where you may deposit your entries. An electronic copy of your materials must be sent to Diana Lucas, Editor, by email attachment at dllucas03.baker.edu. You may also direct any questions you have about the publication to the same email address.

Apply Now for FAFSA 2012-13!

What you need to apply:

- ◆ Your PIN # (Request or Retrieve your Pin # at www.pin.ed.gov)
- ◆ Copy of your 2011 Federal tax returns, all schedules, 2011 w-2(s) and year-end statements for untaxed income.
- ◆ Access the FAFSA website: www.fafsa.gov
- ◆ List Baker College of Auburn Hills' school code (E00466) as your first school choice.
- ◆ Electronically use your PIN# to sign the FAFSA.
- ◆ **For your convenience, computers are available on campus to submit your FAFSA .**



"Hey Kids!...
This just in!"

**The Financial Aid Office
will be closed for a 2 day
seminar on Thursday,
February 16 and Friday,
February 17, 2012.**

**Please plan your financial
aid needs accordingly!**

We apologize for any
inconvenience!

Thank you!

-Financial Aid Office

GRADUATION REMINDER

All students who anticipate successful completion of their program course requirements for a degree, diploma, or certificate, **MUST COMPLETE AN APPLICATION FOR GRADUATION AUDIT FORM** in order to officially graduate and participate in the Graduation ceremony. The application is located at www.baker.edu/graduation.

February 11
at
Great Lakes
Crossing Outlets



Presented by



All proceeds raised will go towards heating homes
in Oakland and Livingston Counties.

Pre-Register by January 27, 2012

(online or by form) in order to secure your Walk t-shirt

Live Entertainment

including The Strangers and Genisys Band

Shopping discounts

to various Great Lakes Crossing Outlet stores!

Event day registration

begins at 8:00am on February 11, enter at Bass Pro Shops

Support Walk for Warmth by

Starting a team or walking as an individual

Becoming a sponsor

Donating

Volunteering

Help OLHSA reach its goal

of raising \$180,000 for Emergency Utility Assistance!

Will you join us? Visit us online...

www.olhsa.org/walkforwarmth | [facebook.com/OLHSA](https://www.facebook.com/OLHSA)

Walk for Warmth is the area's premier winter fundraiser. 100% of all proceeds benefit our friends and neighbors facing heating emergencies. Walk for Warmth funds Emergency Utility Assistance through OLHSA, A Community Action Agency.

Baker Bistro

Check for our daily specials!

In February 2012, we will be having:

- **Soup and sandwich on Mondays**
- **Pasta on Tuesdays**
- **Heart Smart meals on Wednesdays**
- **Mexican on Thursdays**
- **Chef's Choice on Fridays**
- **Wrap Special on Saturdays**



(Subject to Change)

School Closing Information



The unpredictable winter season is still here and so is the potential for bad weather. Please keep this information about cancelling classes at Baker College in Auburn Hills with you at all times! Day classes will be cancelled by 7:30 am, and evening classes will be cancelled by 4:30 pm.

1. Students should check <http://auburnhills.baker.edu> for up-to-date school information.
2. You will also be notified through the Baker Alert System unless you have opted out for this notification. Please remember that you must have accurate contact information for this system to be effective.
3. The following news organizations will be notified if classes are cancelled:
 - a. FOX 2 News
 - b. WJR 760 AM
 - c. WDIV – TV Channel 4
 - d. WXYZ – TV Channel 7
4. Do not assume that both day and evening classes will be cancelled. Please check the news organizations, the Baker Website, or your specific email, phone, or text notification to verify which classes are cancelled.
5. Please call only the campus weather line at (248) 276-4580 to inquire if classes are cancelled. You can also check Auburn Hills information on the news organizations listed above.
6. Remember – drive safely when there is snow and ice on the ground.