

February 6, 2012

# Begin Planning Your Spring Class Schedule

## REGISTRATION FOR SPRING 2012

Registration for the 2012 spring quarter begins Monday, February 20, and you are encouraged to contact your academic or program advisor **TODAY** to schedule an appointment. They will be available in the Student Center on a limited schedule, between February 20-22.

**Key to Success —  
See Your Program  
Advisor to Plan  
Your Schedule!**

## REGISTER FOR SPRING ON-LINE CLASSES!

Registration for spring quarter on-line classes begins Monday, February 20, in the Student Center or via [www.baker.edu](http://www.baker.edu) based on credit hours completed.

**DON'T DELAY—CLASSES FILL QUICKLY!**

**Remember to complete the on-line orientation process ahead of time if you have never taken an on-line class.**

View/Print your STEP Plan/Rotation online @ [www.baker.edu](http://www.baker.edu) (SOLAR System). Registration cards will also be available in the Student Center, February 20-22.

Your preparations for Week 7 registration may need to include a visit to the Business Office prior to registration, to ensure your account is current and paid in full. Students who owe a balance will not be allowed to register, until they see the Business Office to make payment arrangements.

Registration during Week 7 is based upon total credits completed. Students may register in the Student Center based upon the following criteria:

- Monday, February 20: **30+** credits completed
- Tuesday, February 21: **13+** credits completed
- Wednesday, February 22: **0+** credits completed

Students who have completed at least 12+ credits may also register online at [www.baker.edu](http://www.baker.edu) based upon the same credit hour limits listed above. Winter classes **DO NOT COUNT** as part of the total credits completed.

## Telephone and Walk-In Registration Begins February 23

Students may register by telephone or in person at the Academic Center beginning at 7:30 a.m. on Thursday, February 23. Telephone and walk-in registration continues through the start of the spring quarter on April 2.

**Registration services are available ONLY in the STUDENT CENTER from February 20-22.**

## LAST DAY TO DROP CLASSES

A student may withdraw from a course up to the end of the week which precedes the final week of the course. The last day to drop a **10-week class** for the 2012 winter quarter is Saturday, March 10, by 12:30 p.m.

## WEATHER-RELATED OR EMERGENCY ALERTS

Check the Baker College homepage at [www.baker.edu](http://www.baker.edu) for weather-related campus closing announcements or other emergency alerts.

Class cancellation or college closing information will also be broadcast by area TV and radio stations. Call the Baker College Weather Line at 231-777-6666 to hear about weather-related closings.

## CAMPUS SAFETY CUSTOMER SERVICE

**Escort service to your car  
Jump start for your car  
Vehicle unlocks, if you lock your keys in your car.**

Please come to the Campus Safety office for assistance.

## TOASTMASTERS

Improve your public speaking skills with a membership in the internationally known group, Toastmasters. We meet every Tuesday from 4:30–5:30 p.m. Refreshments are served. We are encouraging and supportive. Come join us this quarter. Randy Baker is the contact person at 231-777-5361.

*Happy Valentine's Day!*

## CALENDAR OF EVENTS

### February is Black History Month

(check out [blackhistory.com](http://blackhistory.com)—  
originally designed by a Baker College graduate)

Tuesday, February 14 ~ *Valentine's Day*

#### COMING EVENTS . . .

Friday, February 17

Health Sciences Career Day  
9-11:30 a.m., Gymnasium

**Monday—Wednesday, February 20—22**  
**Academic Advising and Registration for**  
**Spring Classes in the Student Center**

Friday, March 2

Keyboarding Waiver Tests, 12 p.m., T107

**March 17—Winter Quarter Ends (Spring Break!)**

Wednesday, March 28

- Keyboarding Waiver Tests, 12 p.m., T107
- Math Waiver Tests, 1 p.m., F102
- Writing Waiver Tests, 4 p.m., T102
- INF, CIS, & NET Waiver Tests, 4 p.m., T104/T105

Friday, March 30

INF, CIS, & NET Waiver Tests, 2 p.m., T104/T105

**Monday, April 2—Spring Classes Begin**

## BLACK HISTORY MONTH

### Quotable Quotes

Author: **Maisah B. Robinson, Ph.D.**

Published on: **February 5, 2001**

In commemoration of Black History Month, the following are quotations on the subject of history from prominent African Americans.

The first thing to do is to get into every school, private, public, or otherwise, Negro literature and history. We aren't trying to displace other literature but trying to acquaint all children with Negro history and literature.—*Booker T. Washington*

Steep yourself in Black History, but don't stop there. I love Duke Ellington and Count Basie, but I also listen to Bach and Beethoven. Do not allow yourself to be trapped and snared in limits set for you by someone else.—*Gordon Parks*

Our history goes back thousands of years. You start with the Ashanti, the ancient kingdom of Ghana, ancient kingdom of black pharaohs, then bring it up to date.—*Tevis Williams*

Afro-American history cannot be honestly taught without some reference to its African background and the Black American search for the meaning of that background and its relevance to their present day lives.—*W.E.B. Du Bois*

There should be no "Negro History Corner" or "Negro History Week." There should be an integration of African American culture in all of its diversity throughout the curriculum.—*Janice Hale Benson*

There is tension in Black America. And it has its roots in the general history of race. The manner in which we see this history determines how we act. How should we see this history? What should we feel about it? This is important to know, because the sense of how that history should be felt is what either unites or separates us.—*Larry Neal*

No Black history becomes significant and meaningful unless it is taught in the context of world and national history. In its sealed off, black-studies centers, it will be simply another exercise in racial breast feeding.—*Roy Wilkins*

What became of the Black people of Sumer the traveler asked the old man, for ancient records show that the people of Sumer were Black. What happened to them? "Ah," the old man sighed, "they lost their history, so they died."—*Chancellor Williams*

The first interpretation of African history is the responsibility of scholars of African descent.—*John Henrik Clarke*

The Black man's history—when you refer to him as the Black man you go way back, but when you refer to him as a Negro, you can only go as far back as the Negro goes. And when you go beyond the shores of America you can't find a Negro.—*Malcolm X*

We are not makers of history. We are made by history.—*Martin Luther King, Jr.*

### CLOSED FOR TRAINING!

Financial Office will close for training on Wednesday, February 15, at 2 p.m. and remain closed Thursday-Friday, February 16-17.

### CLOSED FOR INVENTORY!

The Bookstore will be CLOSED for Inventory Monday, February 27, through Wednesday, February 29 (Week 8).

#### THINK AHEAD —

This is just prior to Academic Advising and Registration!

### IADS Valentine's Day Bazaar

Interior and Architectural Design Society  
Baked Goods and Crafts  
in the Student Center

February 8 & 9 and 13 & 14  
11 a.m.—8 p.m.

*Don't Forget Your Sweetheart!*

### Attention: Winter Quarter 2012 Potential Graduates

Winter quarter graduation applications are due **NOW**. You may submit your application ONLINE at [www.baker.edu/graduation](http://www.baker.edu/graduation). You will not be considered as a graduate for winter quarter unless you submit a graduation application.

### On Campus Fitness Center

A fitness room located at the west end of campus is available to all faculty, staff, and students for use any time the College is open. This center has a treadmill, stair stepper, and elliptical trainer for use. Access to the room is by proximity card ("key card") which can be obtained from Campus Safety. Please take advantage of this resource.

## Know Your Staff—Jessica Ogle

Jessica Ogle is a First Year Advisor at Baker College of Muskegon. Her office is adjacent to the Academic Center. As a First Year Advisor, Ms. Ogle works with first year students assisting them with any questions and concerns they have pertaining to their first year here.

She is available to assist students with academic advising, registration, program interests and any other areas students may need information.

Ms. Ogle has an associate degree in Business Management with an emphasis in Accounting/Computer Information Systems and a bachelor degree in Human Resource Management from Baker College of Muskegon. She is currently working on her master's degree in General Business through the Baker Center for Graduate Studies.

After being a student at Baker College, Ms. Ogle knew it would be a wonderful place to work. It was very apparent to her that Baker goes to great lengths to hire faculty and staff that are devoted to making sure



that students succeed. Ms. Ogle said that "the expectation of providing exemplary customer service to every student during every interaction is what makes me proud to be part of the Baker family."

Before becoming a First Year Advisor, Ms. Ogle was the Baker Recreation and Information Center (BRIC) Building Supervisor at Baker College. She also worked as a 401(k) analyst for a local bank for seven years.

Ms. Ogle has been married to husband, Bill, who also teaches at Baker, for twelve years. They have four daughters ranging in age from eleven to three. They enjoy traveling together and currently are spending a lot of time at their ten year old daughter's competitive gymnastics meets. When Ms. Ogle has free time, she enjoys volunteering at her daughters' schools helping to organize activities and fundraisers.

# Business Office Info

## DIGITAL SIGNAGE

Check out the Digital Signage throughout the campus, the BRIC, and the CIM for campus event announcements.

### REGISTERING FOR SPRING QUARTER

#### YOUR BALANCE MUST BE PAID IN FULL TO REGISTER.

All financial aid must be paid to your account to register for a new quarter.

Please note: You will no longer be able to register the same day you complete your financial aid paperwork. The loan must be credited to your account which is done on a weekly basis. Therefore, it may be a week AFTER Academic Advising if your financial aid paperwork is not completed by February 15. Complete your paperwork early, so you can schedule early for what you want or need.

You CANNOT use financial aid or loans from Spring Quarter to settle a Winter balance. Please contact a Business Officer to make payment arrangements. Winter tuition is due February 17, Friday of Week 6. A \$30 finance charge will be added February 24.

### BakerOne Card

All students must go online [www.BakerOneCard.com](http://www.BakerOneCard.com) and ACTIVATE your card. This is the only way to receive your excess financial aid dollars or cash refunds. If you need assistance, please seek help in the Learning Center.

Email Invoices for Winter Quarter will be available February 16.  
Make sure your email's preferences accepts Baker's addresses.

### DON'T STOP ATTENDING!!!

**If you stop attending your class, your Financial Aid may NOT PAY to your account or may be reduced, making the balance your out-of-pocket responsibility. Please call or visit the Business Office for financial advice. We can help you make the right decision.**

## A Bill of Assertive Rights

Don't be afraid to say "no" or make your feelings known to aggressive roommates, peers, or co-workers. You make yourself a victim, and your self-esteem is diminished, when you don't stand up for yourself. When you **respectfully** (firmly but gently) stand up for yourself, you are not responsible for the thoughts and feelings of the other person. It is then up to that person to determine how he or she will behave. The following is a "Bill of Assertive Rights":

### You have...

- The right to be treated with respect.
- The right to have and express your own feelings and opinions.
- The right to be taken seriously.
- The right to say no without guilt.
- The right to set your own priorities.
- The right to ask for what you want.
- The right to change your mind.
- The right to say, "I don't know."
- The right to ask for more time before making a decision.
- The right to make mistakes.
- The right to take responsibility for your own behavior, thoughts, and actions.
- The right to choose not to assert yourself.



## BAKER COLLEGE ORGANIZATION OF HUMAN SERVICE

**MEETING DATES:** February 12, March 4, & April 15  
**WHERE:** The Meeting Place  
**TIME:** 4 – 5 p.m.

### Library Learning Connection

**It's that time of the quarter again: Mid-terms!**

We are halfway through the quarter and that much closer to graduating for some of you, so don't forget the advantages that we offer:

- ⇒ Tutoring in most subjects
- ⇒ Writing assistance in the Writing Center
- ⇒ Computer aid, especially with INF courses
- ⇒ Comfortable environment
- ⇒ Friendly staff!

**Learning Connection 231-777-5345**

Have a research question?

Text Us:  
810-771-8959

Or go to [askus.baker.edu](http://askus.baker.edu)

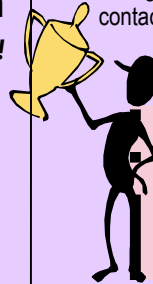
- ♥ If the question has been asked before, the answer will appear on the screen right away.
- ♥ If the question is new or unique, a librarian will answer your question within 3 hours.
- ♥ The answer will be emailed or texted to you.



**Library 231-777-5330**

## MEETINGS FOR HEALTH OCCUPATIONS

- **PRE-OTA MEETING** — A pre-OTA meeting will be held on Tuesday, February 14, from 4:15-5 p.m. in A105. Students planning to apply to the OTA program in the Fall of 2012 should plan to attend. Students with questions should call Matt Mekkes at 231-777-5289.
- **PRE-PTA MEETING**—All pre-PTA students are invited to attend the pre-PTA advising meeting with Pete Schaub, Department Chair, on Thursday of Week 6, February 16, at 3 p.m. in room B101. Any student planning to apply to the June PTA program is strongly encouraged to attend. If you have any questions, please contact Pete Schaub at 231-777-5276.



Education is the **b-a-c-k-b-o-n-e**  
of a **F-R-E-E** society.

- Anonymous

**Win a \$250 Visa Card Prize and  
be "Published" to the Baker Community —  
Enter the Baker College Character Essay Contest**

One goal of the Baker College Character Essay Contest is to encourage students to take responsibility for their own learning and character development. Another is to raise self-awareness in regard to the student's level of cultural intelligence, and their capability to be effective across a variety of cultural contexts (e.g. national, ethnic, organizational, generational, etc.)

Find out the criteria for contest success by picking up an entry packet at the front desks of the Academic Office, the Residence Life Office, the BRIC, or the Library Learning Center.

Submit your essay no later than 5 p.m. on Wednesday, February 29, to Nadine Collier, Academic Counselor, in the Academic Office.

## FEEL UNCOMFORTABLE WITH COMPUTERS?

Unsure why you need to use a computer for your career?  
*(After all, how many veterinarians plug a keyboard into your dog?)*

Not positive how to turn a computer on?  
*(I know there's a button here somewhere!)*

Just need help understanding computer terms?  
*(What is a GUI, anyway?)*

Now there's an answer! **INF 091!**

Beginning this spring, Baker College will offer a 10-week INF class on Computer Fundamentals for anyone interested in developing, increasing, or improving their computer skills or level of basic knowledge.

INF 091 will be a hands-on class that begins by assuming you have never turned a computer on or you aren't sure about how to log-in, sign-on or sign-off. From there the class proceeds through basic hardware identification and terms, software, applications, security, media, printing, the Internet & the WWW, and email. It wraps up with a full review of Blackboard, Solar and Star.

If you're not sure that this class would be for you, contact your advisor.

### February Adobe User Group Meeting

The next Adobe User Group meeting will be Tuesday, February 21, from 3—4 p.m. in room T103. Arrive thirty minutes early for an opportunity to network. Our guest speaker will be **Don Vanderkooi**, Videographer, who will be speaking on the subject "Editing Your Shots and Sound Track for Optimal Results." All are welcome. Hope to see you there!