



Since 1911

BAKER COLLEGE OF CLINTON TOWNSHIP

BAKER BULLETIN

WINTER 2015, ISSUE 2

FEBRUARY 8—APRIL 4, 2015

STUDENT SPOTLIGHT—MALCOLM GIBSON

Malcolm Gibson is an accomplished Baker student. He will earn his Associate’s degree this winter and will be continuing on with his Bachelor’s, en route to a Master’s degree. Malcolm is a member of the Student Leadership Council, as well as President of the Human Services Club. He is also frequently found on the President’s List for his high grades.



Malcolm is passionately devoted to helping others. He feels that his gift in life is to help anyone that he can—in ways both big and small. He has always been a confidant to people in his life and he hopes to take this skill and use it to help troubled youth. Malcolm is devoted to making a difference in this life and he hopes to help young people to make the future better.

Malcolm would like to encourage other students to join the Human Services Club. The club is dedicated to giving back to the community. They have sponsored blanket drives and food drives. This term they will be volunteering at a soup kitchen and hosting a Zumba class (see pg. 11 for details). Malcolm would like to invite anyone to join who is willing to make a difference and contribute to the community.

Malcolm would also like to encourage his fellow students to check out all of the exciting events that the Student Leadership Council has planned for campus (see pg. 11 for events).

When asked if he had any advice for Baker students, Malcolm said, “If you go to Baker, don’t come here just to go to school. Make friends and get to know people. Get involved. How can you be good in your field or working in the world, if you don’t interact with people? Don’t just be a body taking up space. Your participation can make a difference.”

Malcolm would also like to say thank you to Dr. Joiner for always pushing him and rooting for him, and to Ms. Ward for everything she has done to encourage him to stay in school; he is more grateful than words can express.

Baker College Winter Weather

If sever weather occurs, announcements will be made through the Baker Alert System. Check your SOLAR account to ensure your contact information is up-to-date.

Weather related changes to school hours or closings may be accessed at (586) 790-9729, on the Baker website, or on local television channels 2 (FOX), 4 (WDIV), & 7 (WXYZ).

The cancellation of morning classes does not automatically result in the cancellation of evening classes, depending on road conditions. Decisions are generally made for morning classes by 6:30 am and for evening classes by 3:30pm.

IMPORTANT DATES

- Feb. 12 —Home Life Styles interviews
- Feb 16-19— Advising
- Feb. 17 & 18—Cash for Books
- Feb 19—Mock interviews
- Feb. 23-26— Registration
- March 4—Domestic Violence Awareness Event
- March 16-19—Cash for Books

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DEPARTMENT HOURS

Academic Office

Monday-Thursday

8:00am — 6:00pm

Friday 9:00am — 5:00pm

(586) 790-9587

Academic Resource Center

Monday-Thursday

8:00am—9:30pm

Friday 9:00am—5:00pm

Saturday 8:00am—1:00pm

(586) 790-9584

Advising Office

Monday 8:00am—8:00pm

Tuesday-Thursday

8:00am—6:00pm

Friday 9:00am—5:00pm

Saturday 8:00am—1:00pm

(586) 790-9764

Bookstore

Monday-Thursday

8:30am—6:00pm

Friday 9:00am—1:00pm

(586) 790-9593

Career Services

Monday-Thursday

8:00am — 6:00pm

Friday 9:00am—5:00pm

(586) 790-9165

Faculty Workroom

Monday-Thursday

8:00am—10:00pm

Friday 8:00am — 5:00pm

Saturday 8:00am — 1:00pm

(586) 790-9430

Financial Services Office

Monday-Thursday

8:00am—6:00pm

Friday 9:00am—5:00pm

(586) 790-2810

Health Sciences Office

Monday-Thursday

8:00am—6:00pm

Friday 9:00am — 5:00pm

(586) 790-2837

Café

Monday-Thursday

11:00am—8:00pm

Campus Safety

Monday-Friday 7:00am —10:00pm

Saturday 8:00am — 5:00pm

(586) 790-9409

NO SMOKING POLICY

Baker College of Clinton Township endeavors to provide a safe, secure, and healthy environment for all students, faculty, staff, and visitors. To that end, the College has determined that maintaining a smoke free/tobacco free campus will further support these goals.

Recognizing that many people struggle with smoking addictions, the College will allow persons to remain in closed vehicles to smoke *as long as there is no negative impact on the cleanliness of parking lots and surrounding areas*. At such time as the College determines that there is a negative impact to the parking lot and surrounding areas, the College may then decide to go completely smoke free within campus boundaries.



TO ACCESS THE BAKER
BULLETIN ONLINE
GO TO WWW.BAKER.EDU.
CLICK ON "CAMPUS
LOCATIONS" & SELECT
"CLINTON TOWNSHIP."
SELECT "NEWSLETTER."

THE BAKER BULLETIN IS PUBLISHED BY THE ACADEMIC
RESOURCE CENTER SIX TIMES PER ACADEMIC YEAR—
WEEKS 1 AND 5 OF FALL, WINTER, AND SPRING
QUARTERS.

PRINTING

Sometimes printers jam or toners fail. If your printer failure involves 10 or more pages and is the result of printer malfunction, then Baker is able to credit your printing account for the number of defective pages. You will need to bring your Baker ID card and the defective pages to staff for assistance. **Baker will not refund printer credits for user-error, only for hardware malfunctions.**

Common User-Error Printing Mistakes to Avoid:

- * Wrong number of copies selected in document or on printer.
- * Document formatting errors (font, paper size, spelling, grammar, color vs. black & white).
- * Not printing a test page. (When printing large documents, a test page will ensure you like the look of the document without wasting your printer credits.)
- * Printing directly from websites. (Websites are formatted for computer monitors, not printers. Use Print Preview to check formatting before printing.)
- * Forgetting to use Print Preview. (Always use Print Preview before sending jobs to the printer to ensure you like the look of the document while you can still make changes.)
- * Sending job to the wrong printer or wrong paper tray.



OPEN INSTRUCTIONAL LABS & TUTORING

* Computer Programming in C-108:

Monday– Thursday, 1:00—6:00pm

* Anatomy & Physiology Labs in the Tech Center (weeks 4, 5, 9, & 10):

Monday 6:00—9:00pm in TC 108 with Dr. Rice

Tuesday 11:00am—2:00pm in TC 108 with Dr. Sangalang

Wednesday 1:00—4:00pm in TC 104 with Dr. Grabowski

Thursday 6:00—9:00pm in TC 105 with Dr. Generro

* Accounting in the ARC:

Weeks 2-10, Tuesday & Thursday 1:00—5:00pm

* Science in the ARC:

Weeks 2-10, Tuesday 9:00am—12:00pm & Thursday 1:00—5:00pm

* Math (Essentials & Pre-algebra) in the ARC:

Monday 9:00—10:30am

Tuesday 10:00am—4:00pm

Wednesday 9:00—10:30am

Thursday 9:00am—12:00pm & 5:3—8:30pm

Saturday 9:00am—1:00pm (weeks 1-9)

* Math (Upper level) in the ARC:

Monday 10:00am—1:00pm & 2:30—6:30pm

Tuesday 10:00am—1:00pm

Wednesday 10:00am—1:00pm

Thursday 10:00am—1:00pm & 2:30—6:30pm

Saturday 10:00am—1:00pm (weeks 1-9)



Labs are open to students and no appointments are necessary.

FINANCIAL SERVICES

LOAN REFUND POLICY

Winter Deferred Tuition Students

The deadline to sign up for the Deferred Tuition Plan is February 20, 2015. If you intend to use this plan and have not signed a deferred tuition agreement, please see the Financial Services Office by February 20, 2015 to avoid a \$50.00 finance charge.

For Winter loans that have been posted to student accounts, loan refunds will be available after Tuesday, January 27, 2015. **Availability depends on your Baker OneCard refund preference.** Baker College has partnered with Higher One to provide disbursement services for all financial refunds. Students have three choices as to how they want to receive financial refunds.

Due to federal regulations, loan refunds for NEW students will not be available until after Tuesday, February 17, 2015.

In order to receive a loan refund:

- You must have completed the loan application through the Financial Services Office
- You must be attending your classes
- Your loan must be posted to your account and have created a credit on your student account

You must have activated your Baker OneCard AND selected a refund preference

A 2nd 5 week or online class may delay your refund. If you have any questions regarding the loan refund policy, please contact the Financial Services Office.

FAFSA FOR 2015-2016 YEAR—APPLY NOW!

Students must apply for Financial Aid every year!

It is recommended that students submit their application for the 2015-2016 school year from January 1, 2015—March 1, 2015, as some grants have application deadlines.

Complete your taxes as early as possible, in order to utilize the IRS DATA retrieval link to facilitate the awarding process.

Access the correct website at WWW.FAFSA.GOV.

Have your PIN number in order to electronically sign your application (if dependent, your parent must also have a PIN). You may retrieve or apply for a PIN at WWW.PIN.ED.GOV.

List Baker College of Clinton Township as your first college choice. The school code is E00462.

Computers are available in Financial Services for the application process.

Always follow up with Financial Services, for any issues or questions.

If you have moved or changed your phone number, remember to update the information on the Solar/Star and contact your lenders with your new information.



FINANCIAL SERVICES

FINANCE CHARGE

A \$50.00 finance charge will be applied to any balance not paid in full by Friday, March 13, 2015.

Note: Any student with an unpaid balance at the end of the quarter will be asked to see the Financial Services Advisor before taking their final exams.

Payments may be made at the Financial Services Office in room M100 during regular business hours or pay online at www.baker.edu.

ELECTRONIC INVOICE DELIVERY

Instead of receiving a paper invoice in the mail, you will be sent an e-mail to alert you that a new invoice is available for you to view/print online. SUBJECT: Notification That Your E-Account is Ready to View!

To View Invoices:

Log onto: <https://carina.baker.edu/solar>
 Select "Star System"
 Select "Business Office"
 Select "Account Inquiry"
 Choose a campus
 Click "Submit"
 Choose a quarter
 Click "Submit"
 Read the Disclaimer
 Click "Continue" if you agree with the disclaimer
 Click "View/Save/Print"

To Pay Invoices:

- Electronic payment through the "Star System" (Credit/Debit Card)
- Contact your campus Business Office over the phone (Credit/Debit Card)
- Mail payment with printed invoice copy (Check, Money Order)
- Visit your campus Business Office (Cash, Check, Money Order, Credit/Debit Card)

Please take a moment to verify that the e-mail address we have on file for you is correct and update it if necessary.

Third Party Student Reminder

If your employer issues a voucher authorizing the payment of your tuition, please turn the voucher into the Financial Services Office by February 20, 2015. All charges are the responsibility of the student until the employer's payment is received by Baker College.

SOLAR STAR ORBIT

Academic Office
 Bookstore
 Business Office
 Career Services
 Financial Aid Office

BAKER COLLEGE
 System Online Links to Academic Records

Some Exciting Technology Changes Coming to Baker College January 2015! - In order to provide our users with a streamlined experience in accessing Baker College applications, changes are being made to the way we provide some of our services.
Single Sign-On - One of those changes will give Baker College users the ability to take advantage of Single Sign-On capabilities, providing users a "one-stop-shop" when accessing Baker College web applications. This means that when you log in to the My Baker

BOOKSTORE

CASH FOR BOOKS

Cash for Books will be February 17 & 18 and March 16-19 from 10am-6pm.

Sell books online anytime using the link at clintontownship.baker.edu/bookstore.

Sell Used Calculators at usedcalculators.com.



SALE

25% OFF

The Bookstore is having a 25% off sale on all Baker apparel, including program hoodies and t-shirts.

STUDENTS & SOFTWARE

The Student License for Office 365 University is available at the Bookstore for a great price. The Office 365 contains Office 2013. It must be downloaded from Microsoft to a valid .edu email account. This product is non-refundable once purchased.

Anti-Virus software—Students may go to www.baker.edu/computing to find a link to Kaspersky Anti-virus that may be purchased at a discount.

microsoft
office 365

ONLINE CLASSES

The Online Bookstore services students registered for online classes. For information, call 1-800-339-9879 or go to www.baker.edu and log into SOLAR. Select “Star” and then “Bookstore”.

Find Bookstore dates Online

Go to www.baker.edu and select the Clinton Township campus homepage. Select Events on Campus Calendar and search.

Need Scantrons in a pinch?

There are vending machines in both the main campus and Tech Center Student Centers that sell scantrons for \$1.25 for a six pack. Scantrons are also available at the Bookstore and Student Shop. If you have trouble with a vending machine, contact the Bookstore or Student Shop for remedy.

Flash Drives

Like any other temporary storage device, flash drives can fail at any time without warning. Be sure to save your files on a more permanent storage device or email your work to your Baker College email account.

CAREER SERVICES

ON CAMPUS RECRUITING—HOME LIFE STYLES, INC.

On February 12, 2015, Home Life Styles, Inc. will be hiring for Med Coordinators and Patient Care Assistants (job descriptions available on HQ Connect).

Interested students with an approved resume need to contact Laura Ruprecht immediately at (586)790-9165 to schedule an interview, since there is limited availability.

If you need assistance with your resume – contact Career Services at (586)790-9165.



Career Clothes Closet

Need a professional outfit to wear to the interview?

Is professional attire currently out of your budget?

We have a variety of clothes for men and women.

Come visit the Clothes Closet. Contact Career Services for assistance at (586)790-9165.

HQ CONNECT

Looking for employment? Check out HQ Connect for employment opportunities by following the simple steps below:

Sign into SOLAR

Click on Career Services (located under STAR)

Click on HQ Connect Sign-On

If you need assistance, please contact Career Services at (586)790-9165



MOCK INTERVIEW EVENT

Need to practice your interview skills? Want tips to improve your technique? Come practice interviewing with industry professionals and get feedback.

February 19, 2015 9am – 3pm by appointment only.

Limited slots available. Must have an approved resume and professional dress is required.

Contact Career Services at (586)790-9165 to schedule an appointment or if you need help with your resume.



HEALTH SCIENCES LIMITED ENROLLMENT PROGRAMS

Listed below are the 2015 schedules for obtaining application packages for the Limited Enrollment Programs at Baker College of Clinton Township. If you have additional questions, you may contact the Program Directors identified below.

If you meet the program requirements you may pick up application packages in the Health Sciences Office, Room A105, on or after the pickup date indicated above. A photo ID will be required to obtain and submit an application package. Completed applications are to be hand delivered to the Health Sciences Office by 5:00 p.m. on the deadline date.

Program/Directors	Application Pickup Date	Application Deadline Date	Admission Test Registration	Program Start Date
Hemodialysis Technician Carolyn Gary-Ndoye, Director carolyn.garyndoye@baker.edu	Weeks 1-5 of Winter Term Winter 2015: Jan. 12, 2015	Feb. 13, 2015	Not applicable.	April 6, 2015
Nursing Dr. Anna Czubytyj, Director anna.czubytyj@baker.edu	Weeks 1-5 of Spring & Fall Terms Spring 2015: April 6, 2015 Fall 2015: Sept. 28, 2015	May 8, 2015 Oct. 30, 2015	KAPLAN Admission Test You may register for the admission test within the Health Sciences Office, Room A105, on or after the pickup date listed and prior to the deadline.	Sept. 28, 2015 April 4, 2016
Radiologic Technology Jufauri Ely, Director jufauri.ely@baker.edu	Weeks 1-5 of Spring Term Spring 2015: April 6, 2015	May 8, 2015	HESI Exam You may register for the admission test within the Faculty Workroom, Room F101, from April 13 through May 8, 2015.	Sept. 28, 2015
Surgical Technology Mary Jo Nowicki, Director maryjo.nowicki@baker.edu	Weeks 1-5 of Spring Term Spring 2015: April 6, 2015	May 8, 2015	Not applicable.	June 29, 2015
Veterinary Technology Marianne Tear, Director marianne.tear@baker.edu	Weeks 1-5 of Spring Term Spring 2015: April 6, 2015	May 8, 2015	Not applicable.	June 29, 2015

ACADEMICS

NEW PROGRAM DIRECTORS

Dr. Kevin Ball joins the staff as the Program Director of the Business and Paralegal Programs. Kevin holds a J.D. from University of Detroit Mercy Law School and a Ph.D. from Wayne State University. He brings ten years of experience in teaching college students at all levels from freshman to upper level undergraduate to law school. Dr. Ball's office is located in the Academic Office at the main campus. His contact information is kevin.ball@baker.edu or 586-790-9136.

John Lakey joined our staff in December as the Program Director of the HVAC program. He started the HVAC department at Warren Consolidated Schools, where he worked for 29 years, overseeing 27 buildings and was the HVAC Leader/Coordinator for the school district. He holds two State Licenses as a Mechanical Contractor and a Licensed Boiler Installer. He also holds a City of Detroit Unlimited Refrigeration Journeyman license. John earned his Associates Degree in Climate Control Systems Technology from Oakland Community College and has earned 20+ certifications in his career. Mr Lakey's office is located at the Tech Center on Gratiot. John may be reached at john.lakey@baker.edu or 586-790-9422.

SPRING & SUMMER REGISTRATION

Mark your calendars!

Advising Week 6—February 16-19

Registration Week 7—February 23-26

In the Student Center:

Monday 9:00am-6:00pm & 6:30-8:00pm

Tuesday, Wednesday, & Thursday 9:00am—6:00pm

In the Advising Office:

Friday 9:00am—5:00pm & Saturday 8:00am—1:00pm



MEDICAL OFFICE ADMINISTRATION & MEDICAL ASSISTANT STUDENTS

If you are planning to complete your work experience prior to the Fall 2015 term, please contact program director, Amy Ensign (amy.ensign@baker.edu), to ensure you have met all of the requirements.

ANNOUNCEMENTS

GRADUATION SPEAKERS WANTED

Baker College of Clinton Township is seeking candidates with outstanding credentials to speak at the **2015 graduation ceremony on June 13 at 11:00 a.m.**

Candidates will be considered based on their academic standing at Baker College (having maintained a minimum GPA of 3.0), as well as their involvement with the community.

If you are selected, you will receive assistance with developing your speech and coaching for delivery.

The application deadline is Friday, April 24 by 6 p.m. to the Academic Office, ATTN: Annette Ternullo

If you are interested in sharing your reflections and experiences about your education at Baker College with your cohorts in a heartwarming and thoughtful message, you can pick up an application packet from the main campus Academic Office.

For more information, contact Annette Ternullo at annette.ternullo@baker.edu. Make sure to include "Graduation Speaker" in your subject line.



DOMESTIC VIOLENCE AWARENESS

Come to a domestic violence awareness event on **Wednesday March 4, 2015 from 3pm—4pm in the Community Room**. Open to all students, staff, and faculty.

The number of American troops killed in Afghanistan and Iraq between 2001 and 2012 was 6,488. The number of American women who were murdered by current or ex male partners during that time was 11,766. That's nearly double the amount of casualties lost during war.

Domestic violence is the leading cause of injury to women—more than car accidents, muggings, and rapes combined.

Men are victims of nearly 3 million physical assaults in the USA.



The Huffingtonpost.com/news/domestic-abuse
Safehorizon.org
Domesticviolencestatistics.org

**Domestic violence is
your business.
Domestic violence is a
crime.**

CLUBS

STUDENT LEADERSHIP COUNCIL

- ◆ **Women's History Month Leadership Panel, Thursday, March 26 12:00—2:00pm in Student Center C:** featuring Dr. Laura Treanor, Vice President for Academics (Clinton Township), Dr. Patricia Kaufman, Campus President, (Jackson), and Dr. DeAnna Burt-Johnson, Vice President for Academics (Muskegon). This event is free and open to all interested faculty, staff, and students.
- ◆ **14th Annual U of M—Flint Student Leadership Conference, Friday March 20 8am—2pm:** open to all Baker College students enrolled on the Port Huron & Clinton Township campuses. NO cost to attend. All participants will receive a free lunch, t-shirt, and Conference materials. You must RSVP to Dr. Janet M. Joiner, Dean of HUS/CRJ/ECE at: janet.joiner@baker.edu before noon on Monday, March 16, if you wish to attend.
- ◆ **Baker Spirit Day, Thursday, April 9:** show your Baker College pride & spirit by wearing your Baker gear, such as t-shirts, hoodies, etc. to celebrate life on the Baker College campus.
- ◆ **Movie Night, Thursday, April 9 3:00—6:00pm in Student Center A:** Gather your Baker friends & classmates and join us for a free movie! Free refreshments will be provided courtesy of Student Leadership Council. Watch for flyers advertising the movie title closer to the event.
- ◆ **Alternative Spring Break - Habitat for Humanity, Saturday, April 11:** This event is open to all interested faculty, staff, and students. To sign up, see Dr. Janet M. Joiner, Dean of HUS/CRJ/ECE in the Academic Office. See a member of Student Leadership Council for details.
- ◆ **2nd Annual "Let's Walk" Tournament, Friday, May 29 8:50—11:00am:** Featuring a "Battle of the Deans". Walking Teams of three or four individuals will compete in several categories (Best Dressed, Best Team Name) & first, second and third place teams. Winners will receive trophies/medals. All participants will receive a Certificate of Participation and a pizza lunch. A nominal registration fee will be charged, look for flyers with additional information closer to the event. Tournament location near campus TBD.

HUMAN SERVICES CLUB

Come out to Zumba Fitness on Saturday, February 7 from 1:00—3:30pm at Metro Family Fitness!

The HUS Bake Sale will be Wednesday, February 25 from 9:00am—6:30pm in the Student Center.

Volunteer at the Soup Kitchen with us on Saturday, February 21 from 4:00—7:00pm at the Salvation Army MATTS.

VetTech Club

During Winter quarter, the Vet Tech club will meet on the Wednesdays of weeks 1, 3, 5, 7 and 9 at 8:15 a.m. The meetings take place in B105.

The purpose of the Vet Tech club is to raise funds and perform community service to benefit animals in need. All animal lovers are invited to join us.

The Vet Tech club's current fund raising efforts and community service projects will benefit Macomb Animal Control. We will also be performing a dog wash at Macomb Animal Control, date to be determined. Please contact Dr. Burcham at susan.burcham@baker.edu for further information.

We will be having a bake sale, including homemade dog and cat treats, as well as dog apparel. Please find us in the Student Center on **February 19 from 11 a.m. to 3 p.m. to buy some great human and pet treats.**

CLUBS

EARLY CHILDHOOD EDUCATION CLUB

Rad Tech Club
Valentine's Bake
Sale on Thursday,
February 12 at
11:00am



The Early Childhood Education Club will be sponsoring a diaper drive on campus during the week of February 16 - 20th. All diapers and wipes collected will go to the Macomb County Health Department to help babies in our local area. All sizes and types of diapers and wipes will be accepted. Feel free to donate opened packages of diapers too! Drop them off in the boxes in the Student Center.

Feb. 16th - ECE Club Diaper Drive Kick Off Lunch: 12:30 - 1:00 in the Student Center - Join the ECE Club for Lunch and help set up the Diaper Drive. Also, learn about the many volunteering opportunities that will take place in March & April.

March 18th - Craft Planning! Join us in the Student Center from 3:30 - 5:00 to help prepare craft projects for our Macomb Mall Family Fun Day Booth on April 11th. Sign up to help at the booth too!

HUMAN RESOURCES & MANAGEMENT CLUB

CANNED FOOD DRIVE!!!

The Hope Center in Macomb County has been so helpful to many families in need of food through the holidays, but we want to make sure their shelves are stocked through the cold winter months! Thus, a box is located in the Student Center for any canned food donations you are able to contribute!

The box will be there for contributions through the end of February! If you have any questions, please contact Beth LaValley at beth.lavalley@baker.edu.

Thanks for your help!

ALL ARE WELCOME!!!

The Baker College Human Resources and Management Club would like to encourage all HR and Business students to join our club and get involved in a student activity. The benefits are endless! To learn more about how the club can help you, come check us out!

Our next meeting will take place on: Week 7 – Thursday, February 26th from 4:30-5:30 in the Community Room (attached to the Student Center, near the front door).

All of our meetings are held on Thursdays, Weeks 3 & 7 from 4:30 – 5:30 pm in the Community Room. Each meeting has a guest speaker relevant to the business arena and snacks! You do NOT have to be a member to attend! Meeting dates and locations will always be posted on the Business Board located in E Hallway on the 2nd floor.

If you have any questions please feel free to attend our meetings or contact Beth LaValley at beth.lavalley@baker.edu. Membership fee is \$40 annually, which entitles you to a membership with our club, the Society for Human Resource Management (SHRM), Detroit SHRM, and everything those organizations provide. Plus get a 10% discount on clothing and gift items in the Baker bookstore.