

### Undergraduate Business Advisors

**Lisa Helm** (*Undergraduate – Business and Applied Science; Manufacturing Management, Business Administration; Economics*)

**Email:** lhendrickson@govst.edu

**Phone:** 708.534.3085

**Office Location:** C3385

**Paula McMullen** (*Undergraduate – Accounting*)

**Email:** plevickas@govst.edu

**Phone:** 708.235.2221

**Office Location:** C3398

### Graduate Business Advisor

**Jennifer Taylor**  
(*MBA, MSA, MSMIS*)

**Email:** jtaylor@govst.edu

**Phone:** 708-534-4931

**Office Location:** G278

#### Office Hours:

Monday: 10:30 a.m. – 7 p.m.

Tuesday – Friday: 8:30 a.m. – 5 p.m.

#### Capstone Course Registration

Capstone courses are typically taken during the last semester of the program and can only be taken after completion of all common core courses on the student's study plan. An application and approval is required before a student may register for ACCT8965, ECON4900, MGMT4900, MGMT8900, MIS8979, MIS8989, and MIS8999. Download the form in the myGSU portal or contact your advisor if you have questions.

## Student Connection

### Jennifer Taylor, Senior Graduate Advisor:

I have worked in higher education since 2000 and have been with Governors State University (this go round) since 2009. I feel furthering your education is a very worthwhile opportunity, at any point in your life. My job is exciting because I have the honor of assisting the graduate students with their academic journey, motivating them along the way, and providing the support they need to succeed in the completion of their degree, while on the path to their chosen career! As the graduate advisor, I feel I have the knowledge, patience, time management, and interpersonal skills I need to do my job well and keep my students motivated on this journey. I enjoy meeting and talking with my students, whether in person, via phone appointments, emailing back and forth, or whatever it takes to meet their needs, get them to where they need to be, and provide information and answers to their questions. The most rewarding aspect, from where I stand, is seeing a student blossom, constantly growing and maturing into a confident self-reliant college student who graduates and is eager to advance to the next phase of their life and career. As I say from time to time to my students, "Only YOU can do this for you because you are certainly so worth it!"

## COB Student Organizations

Students are encouraged to take advantage of the many clubs and organizations that exist at Governors State University. These clubs provide students with the opportunity to meet others with the same majors or special interests.

**Accounting/Finance/Economics:** Alice Keane, 708.235.7623

**APICS-The Association for Operations Management:**

Dr. Tricia Kerns, 708.534.4999

**Beta Gamma Sigma:** (By invitation) see myGSU portal for information.

**Email:** BPAinfo@govst.edu

**Human Resources:** Dr. Chelsea Vanderpool, 708.534.4947

**Management Info Systems:** Dr. Dalsang Chung, 708.534.4935

**International Business:** Dwight Floyd dfloyd@govst.edu

The majority of organizations are related to academic programs, while others support a variety of social and special interests. However, new clubs and organizations may be formed by any group of seven or more students. For information or assistance, contact the Assistant Dean of Students at studentlife@govst.edu, visit [www.govst.edu/studentlife](http://www.govst.edu/studentlife), or call 708.534.4552.

# Internship for Academic Credit!

The value of a solid internship offers many benefits: work experience, on-the-job training, networking, professional contacts, a plus on your resume, and maybe even a job offer. Internships are career-based learning experiences that involve a “real world” work environment

and standard workplace expectations. The new Career and Internships web page (<http://www.govst.edu/cob-internships/>) provides the information and tools you need to start the process. You will find the COB Internship Guide, a “how to,” manual for numerous facets of the internship

process, including locating an internship, tips on interviewing, appropriate dress, networking, resume examples, and student success stories, such as Maira Gutierrez, who completed an exciting internship this past spring.

**M**aira Gutierrez, a student from the first GSU freshman cohort, will graduate with a Bachelor of Science in Accounting and a career goal to become a CPA and open her own accounting firm one day. During her senior year, she found an internship through the Mary T. Washington Internship Preparation Program. This opportunity was an all-expenses paid internship, hosted by The Illinois CPA Society. The program launches African American and other racial/ethnic minority college students into the accounting profession with access to training, resources, and mentors. At the end of the program, accounting firms interview the students for a variety of paid internships that could lead to full-time jobs. Maira received course credit for her internship experience and Professor Alice Keane was very helpful in guiding her throughout the internship process.

Maira’s primary duties and responsibilities included assisting in the preparation for weekly DI files and slides for management review, participating in the 2019 Plan, cost change, and standard setting process. Additionally, she worked on a specialty project; Integrity of SAP product hierarchy.

Maira believes this internship experience helped to prepare her for her career goals. “I realized that people you work for want you to succeed, and if you need help, there is always someone you can go to for help.” Her biggest piece of advice to students is to network. “You never know what type of advice or information you can get from someone by just talking to them. You can also gain inspiration and opportunities you would have never known about and potential job offers.”

- Spring Internships: Submit Application by December 1
- Summer Internships: Submit Application by April 1

To apply for an internship, follow the steps on the Career and Internships page. The Internship Form is located in the COB Student Handbook, or you can download the form here: <http://www.govst.edu/COB-Intern-Form/>



Maria Gutierrez

## Important Dates Fall 2018

**Thanksgiving Break**  
(no classes)  
November 18—25

**Fall Classes End**  
December 9

**GSU Closed**  
December 24 – Jan. 1

**Spring 2019**  
Registration begins  
October 22 – Jan. 28  
(except for late start classes)

**Spring Classes Begin**  
January 22

**GSU Closed-MLK**  
January 21

**Graduation**  
Applications Due  
February 8

**GSU Closed**  
February 18

**Spring Break**  
(no classes)  
March 18 – 24

**Spring Classes End**  
May 13

**2019 Commencement**  
May 18