



### Undergraduate Business Advisors

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#### Paula McMullen

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### Graduate Business Advisor

#### Jennifer Taylor

*(MBA, MSA, MSMIS)*

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**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 is 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.

## *Words of Advice from Paula McMullen, Undergraduate Advisor*

### Pathway to Graduation:

1. I suggest having the Academic Calendar visible, so important dates (registration, spring break, etc....) are not forgotten. Along with the academic calendar, many students find that having a regular calendar with the semester's assignments filled out at the beginning of term helps with time management.
2. I believe that an internship is an excellent opportunity for students to gain real world experience and talk to professionals in the field. The internship forms to earn academic credit are on the COB page of the website. <https://mygsu.govst.edu/colleges/COB/Documents/COB%20Internship%20Application.pdf> Many students have found that an internship is beneficial in gaining experience to discuss during professional job interviews.
3. GSU Star has an awesome feature that allows students to self-schedule on an advisor's calendar. My golden in college.....see your advisor at least once a term.

## *Assurance of Learning*

The College of Business at GSU maintains an ongoing systematic assessment process of continuous improvement in which student work, in both undergraduate and graduate programs, is evaluated to determine the extent to which student-learning outcomes have been met in each program. Students play an important role in this well-documented process that is focused on improving the academic experience of our students. Assessment results of COB's Assurance of Learning (AOL) process can be found on our web page at [www.govst.edu/AOL/](http://www.govst.edu/AOL/)



# 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](mailto: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](mailto: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](mailto:studentlife@govst.edu) or visit [www.govst.edu/studentlife](http://www.govst.edu/studentlife) at 708.534.4552.

## Internships 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” locate an internship, tips on interviewing, appropriate dress, networking, resume examples, and student success stories, such as Robert Navarro who completed an exciting internship this past spring:

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 download the form: <http://www.govst.edu/COB-Intern-Form/>

### Important Dates for 2019

**Fall 2019 Term Begins**  
Monday, August 26th

**Labor Day- GSU Closed**  
Monday, September 2nd

**Fall Graduation Applications Due**  
Friday, September 13th

**Spring 2020 Registration Begins**  
Monday, October 21st

**Thanksgiving Break**  
GSU Open (no classes)-Wednesday,  
November 27th  
GSU Closed Thursday, November 28th-  
December 1st

**Fall 2019 Term Ends**  
Sunday, December 8th

**Holiday Break-GSU Closed**  
Tuesday, December 24-January 1, 2020

**Martin Luther King Holiday-GSU Closed**  
Monday, January 20th

**Spring 2020 Term Begins**  
Tuesday, January 21st

**Spring and Summer Graduation Applications Due**  
Friday, February 7th

**President's Day Holiday-GSU Closed**  
Monday, February 17th

**Spring Break (no classes)**  
Monday, March 9-15

**Summer 2020 Registration Begins**  
Monday, March 16th

**Fall 2020 Registration Begins**  
Monday, April 13th

**Spring Term Ends**  
Monday, May 11th

**2020 Commencement**  
Saturday, May 16th