COMMENCEMENT PLANNING UNDERWAY; GRADUATION APPLICATION DATE SET

Plans are underway for the 2015 City Colleges of Chicago Commencement, scheduled for Saturday, May 2, at the UIC Pavilion. The time for the ceremony will be announced at a later date. Students have until Sunday, March 15 to apply for graduation and can begin the process at my.ccc.edu.

As the date approaches, it is important for City Colleges of Chicago to understand how faculty will be participating in the ceremony. All full-time faculty are required to participate in commencement in one of two ways: Walk in the procession wearing graduation regalia or participate as a member of the commencement production team the day of the ceremony.

Faculty members planning to walk must confirm their participation here by Friday, March 13. Rental regalia is also available from this page if needed.

Faculty wishing to serve on the production team must confirm their participation by Monday, April 6, in the Registrar’s Office.

CAREER PLANNING & PLACEMENT CENTER ANNOUNCES PARTNERSHIP WITH DRESS FOR SUCCESS

Truman College's Career Planning and Placement Center has announced a partnership with the Dress for Success organization (www.dressforsuccess.org) to provide free business attire for female students who can provide proof of a scheduled interview for employment or college transfer. All interested students should see Dr. Beverly Cox or Wendy Mathis in the Career Planning and Placement Center for a screening interview and to review and develop a resume before making a follow-up appointment with the Dress for Success organization at its downtown Chicago location.

The Truman Career Planning and Placement Center provides free services to all Truman students and alumni. To make an appointment, drop in to Room 162 of the McKeon Student Services Building or call 773-907-2477 or 773-907-4839. All May 2015 job-seeking graduates are encouraged to enroll in the Center’s current workshop series and make individual appointments for resume, cover letter, references, practice interviews, job leads, and more.

WHEN PUSH (PINS) COME TO SHOVE

A wag of the finger from Penelope Varnava, Director of Auxiliary Services, to all those who continue to use pushpins to attach things to the walls of Truman College. The use of pushpins, thumbtacks, mounting putty and tape is prohibited on classroom, office and hallway walls. Corkboards are readily available in classrooms and hallways for the posting of materials.
MS OFFICE NOW FREE FOR STUDENTS, STAFF AND FACULTY

Beginning this semester, Microsoft Office is available free for all City Colleges of Chicago students, staff and faculty. Previously it was offered at a discounted rate, but now through the Microsoft Home Use Program it is possible to get without charge a copy of Microsoft Office Professional Plus 2013 or Office for Mac for personal use outside of work. It is the latest edition of the full Office suite, including Word, Excel, PowerPoint, OneNote, and more. CCC employees may find information here, while students will have access at this Web site.

UNICEF CLUB AT TRUMAN ANNOUNCES UPCOMING EVENTS

In concert with Child Trafficking Month, the UNICEF Club at Truman has issued an invitation to the Truman community to join its members and a panel of experts for a special screening of “Not My Life,” an award-winning documentary exploring the issue of human trafficking worldwide – including the United States. The film was an official selection of the United Nations Film Festival and will be screened Wednesday, Feb. 18 at 2 p.m. in Novar Hall – Room 3426.

And as previously announced, the call has gone out for Truman students to “Show us your talent” by performing a skit or comedy routine, reciting a poem, dancing, singing, playing a musical instrument, or sharing any other talent they may have as part of the UNICEF Club at Truman’s first ever “Truman’s Got Talent” Talent Show. Registration forms are available in the Student Activities Center for the event that will be produced Wednesday, April 15. Register yourself or your group by Saturday, Feb. 28. More information is available by phoning 312.394.0997.

HOW FAR WILL YOU GO TO REACH YOUR GOALS? – SPRING TRANSFER FAIR 2015

The Truman College Spring Transfer Fair is set to host 27 individual schools with representation from their various programs and departments. The Thursday, Feb. 19 event is scheduled for noon to 3 p.m. in the Cafeteria and students are encouraged to explore the many options available to them at this event.

Other upcoming Transfer Center events include:

- DeVry University and Kendall College, visiting as part of Business Majors Interest Week, Tuesday, Feb. 10, 10 a.m. to 1 p.m.
- Roosevelt University presents “How to be a Successful Business Student” as part of Business Majors Interest Week, Tuesday, Feb. 10, 1 to 3 p.m. in the Transfer Center.
- Fisk University, visiting as part of Business Majors Interest Week, Wednesday, Feb. 11, 10 a.m. to 1 p.m.
- Chicago State University and Governors State University, visiting as part of Business Majors Interest Week, Wednesday, Feb. 11, 1 to 4 p.m.
- Northern Illinois University and National-Louis University, visiting as part of Business Majors Interest Week, Thursday, Feb. 12, 10 a.m. to 1 p.m.
- University at Illinois-Chicago Free Lunch and College Close-up for students interested in business, Thursday, Feb. 12, 2 to 4 p.m., Student Activities Center.
- Transfer-Mation Conference for students interested in learning about transferring, Friday, Feb. 13, 9 a.m. to 4 p.m., Harold Washington College.
• Indiana Wesleyan, Tuesday, Feb. 17, 10 a.m. to 1 p.m.
• Finding the Right Words Personal Statement Writing Workshop, Wednesday, Feb. 18, 12 p.m., Writing Center, Room 1435.
• University of St. Francis, Wednesday, Feb. 18, 10 a.m. to 1 p.m.
• Northeastern Illinois University, Wednesday, Feb. 18, 1 to 4 p.m.
• Education Majors Interest Week, Monday, Feb. 23 to Thursday, Feb. 26

UPCOMING BLACK HISTORY MONTH EVENTS
Tuesday, Feb. 10
Motown Karaoke, 2 p.m. to 4 p.m., Main Building, Room 1623
Students will have the chance to go back to Motown and sing the classics of soul and R&B.

Thursday, Feb. 19
Men of Color: Male Forum – “What is Manhood,” 4 p.m., Satellite Room, Room 3416

ON OUR RADAR
• Critical Reading Powershot: Text Summarization, Tuesday, Feb. 10, 4:30 p.m., Critical Reading Center, Room 2230AA.
• Men’s Basketball vs. Richard J. Daley College, Tuesday, Feb. 10, 7 p.m., Richard J. Daley College, Chicago.
• Critical Reading Powershot: Vocabulary Development, Wednesday, Feb. 11, 1 p.m., Critical Reading Center, Room 2230AA.
• Critical Reading Powershot: Valid vs. Invalid Arguments, Thursday, Feb. 12, 1 p.m., Critical Reading Center, Room 2230AA.
• Critical Reading Powershot: How to Read Faster/Better, Friday, Feb. 13, 11 a.m., Critical Reading Center, Room 2230AA.
• Men’s Basketball vs. Rock Valley College, Friday, Feb. 13, 6 p.m., Rock Valley College, Rockford.
• Critical Reading Powershot: How to Read Faster/Better, Tuesday, Feb. 17, 1 p.m., Critical Reading Center, room 2230AA.
• Illinois Hunger Coalition – Apply for Link Card/Food Stamps, Wednesday, Feb. 18, 10 a.m. to 3 p.m., Cafeteria Foyer. For more information, contact the Wellness Center, Rm. 1946.
• Critical Reading Powershot: Basic Reading Skills, Wednesday, Feb. 18, 11 a.m., Critical Reading Center, room 2230AA.
• Critical Reading Powershot: Thinking Through What You Read, Thursday, Feb. 19, 4:30 p.m., Critical Reading Center, room 2230AA.
• Men’s Basketball vs. Olive-Harvey College, Thursday, Feb. 19, 7 p.m., Olive-Harvey College, Chicago.
• Critical Reading Powershot: Text Summarization, Friday, Feb. 20, 1 p.m., Critical Reading Center, room 2230AA.
• Men’s Basketball vs. Kankakee Community College, Saturday, Feb. 21, 3 p.m., Kankakee Community College, Kankakee.
• Deadline for the annual Truman Chapter of the American Association for Women in Community Colleges (AAWCC) $500 Recognition Award, Friday, Feb. 27. For award information and application, contact trc-aawcc@ccc.edu.
TECH TIPS: POWER UP! CHARGING STATIONS INSTALLED
Recently Truman’s Information Technology Department deployed 20 charging stations in common areas around the campus. The stations have nine electrical plugs and six USB plugs. Please do not leave any devices unattended. City Colleges of Chicago is not responsible for lost or stolen items.

STUDENT RESOURCES – A QUICK GUIDE
Truman College is in your corner! We have specialized support services to help you succeed. Whether it’s finding a job or internship, getting advice on personal matters, or maybe joining a club or sports team, check out our student resource guide to find out what we can do to help you.

Start off college strong
Larry McKeon Student Services Building, Room 118
Whether you are a prospective student looking for help with the application process or a current student looking to speak with an advisor, start college off strong with assistance from the student services team.

Visit an advisor to plan my classes
Advising Center // Larry McKeon Student Services Building, Room 118 (or make an appointment through GradesFirst!)
Academic advisors are available to assist you with goal setting, registration, choosing a focus area, creating an education plan, selecting classes, reviewing semester maps, and applying for graduation.
ccc.edu/advising

Transfer to a 4-year college
Transfer Center // Main Building, Room 1220A (Wilson Avenue Lobby)
The Transfer Center can help you transition to a four-year college including researching where you want to attend, learning about transferable courses, and applying for admission and transfer scholarships.
ccc.edu/transfer

Update your contact information or request an official transcript
Registrar’s Office // Larry McKeon Student Services Building, Room 135
The Registrar’s Office maintains student records and can help you update your contact information if you move or change phone numbers. The staff can also help you send your official transcript to other institutions or employers, processes credits earned at a non-CCC institution, and handles degree and enrollment verification requests (including student loan deferment requests).
ccc.edu/departments/Pages/Registrar.aspx

Find a job or internship
Career Center // Larry McKeon Student Services Building, Room 162
The Career Centers can help you decide on a career and choose the best academic program to get you there. You can also learn how to complete a job application, create a resume and interview effectively to help you land a job or internship.
ccc.edu/careerservices

Get tutoring in a difficult subject
Tutoring Center, Larry McKeon Student Services Building, Room 177 // Writing Center, Main Building, Room 1435 // Math Center, Main Building, Room 1220B (Wilson Avenue Lobby) // CIS Lab, Main Building, Room L567 // Foreign Language Lab, Main Building, Room 2100 // Critical Reading Center, Main Building, Room 2230
Tutoring Centers offer free tutoring and academic support services to assist students in achieving personal and academic success. One-on-one and group-tutoring sessions are available.
ccc.edu/tutoring

Get help from a professor
Go to faculty office hours // See your class syllabi for locations and times

Find testing services
Testing Center // Larry McKeon Student Services Building, Room 136
The College-Level Examination Program (CLEP) gives students the opportunity to receive credit for knowledge previously acquired by earning qualifying scores on any of 30 examinations.
ccc.edu/services/Pages/CLEP-General Exam.aspx
Order books or supplies for class
Online through Akademos
ccc.edu/textbookx

Check out a library book
Cosgrove Library // Main Building, Lower Level
Your college library offers electronic, database, and print media to support the scholarly work of students, faculty, and staff as well as individual and group library and information literacy instruction.
ccc.edu/libraries

Ask a question about financial aid
Larry McKeon Student Services Building, Room 106
The Financial Aid Office works closely with students and families to provide financial assistance in the form of grants, loans and work-study from federal and state resources. For help filling out the FAFSA form, visit this office.
ccc.edu/financialaid

Learn about scholarship benefits
Larry McKeon Student Services Building, Room 106
The Financial Aid Office works closely with students and families to provide financial assistance in the form of grants, loans and work-study from federal and state resources. To learn about scholarships, visit this office.
ccc.edu/services/Pages/CLEP-General-Exam.aspx

Learn about veterans’ benefits
Veterans Center // Larry McKeon Student Services Building, Room S105
The Veterans Services Center provides access to veterans-specific resources, assistance with the transition from military to civilian life, information on VA benefits and credit transfer procedures, and a place to network with other veterans.
ccc.edu/veterans

Access service for students with disabilities
Disability Access Center // Main Building, Room 1435
The Disability Access Center provides coordination and supportive services for students with documented disabilities. CCC makes every effort to integrate students with disabilities into all courses and programs.
ccc.edu/dac

Succeed with TRiO
Main Building, Room 1435
The TRiO Programs are outreach and student services programs designed to identify and provide services for individuals from disadvantaged backgrounds. TRiO includes programs targeted to serve and assist low-income individuals, first-generation college students, and individuals with disabilities to progress through the academic pipeline from middle school to post-baccalaureate programs.
ccc.edu/departments/Pages/TRiO-Student-Success-Programs.aspx

Get help with a personal issue
Main Building, Room 1946
Wellness Centers offer personal and group counseling, stress and time management coaching, and referrals to community resources including low-cost medical/dental care, emergency housing, groceries, legal services and child care.
ccc.edu/wellnesscenter

Get a loaner laptop
Main Building, Room 3927
City Colleges of Chicago credit students who meet eligibility requirements may borrow a Windows laptop free of charge for up to four weeks. Laptops are issued on a first-come, first-served basis.
ccc.edu/brorrowalaptop

Exercise
Fitness Center // Dave Rowlands Sports Center
Go for a run, lift weights, or stretch out at our college fitness center.

Join a sport
Athletics // Main Building, Room 1220A
Athletics play an important role in student life at the City Colleges of Chicago. Many of our athletes have transferred their talents onto four-year college and university teams and others play intramurals for fun.
ccc.edu/athletics

Get involved in a club or hold an event
Student Activities Center // Main Building, Room 1623
Student clubs and organizations are an important part of student life at CCC. Student clubs provide an opportunity to socialize and learn new leadership skills with peers and advisors.
ccc.edu/sga

Find care for a pre-school aged child
Childcare Center // Main Building, Room 1128
The City Colleges of Chicago operates Child Development Laboratory Schools at five of the colleges, allowing students to take classes knowing their children are well cared for.
ccc.edu/trcdlc
Report a concern
President’s Office // Larry McKeon Student Services Building
Don’t be afraid to speak up if something should be changed. We want to hear from you.

Get help from security or report a safety concern
Main Building, Room 1112
Call: 773.907.4800 or 9-9-1-1 from any campus phone to reach Chicago Emergency Services.
ccc.edu/security

Keep up with the latest news and events at Truman
• LIKE Truman College on Facebook: www.facebook.com/trumancollege
• FOLLOW Truman College on Twitter: @trumancollege
• VISIT the Truman College events webpage: ccc.edu/colleges/Truman/events/Pages/default.aspx
• VIEW the LCD message screens on campus
• READ the weekly TRUMAN NEWS

Use a Computer Lab
Writing Across the Curriculum (WAC) Lab, Main Building, room 2241 // CTC Lab, Main Building, Room L112 // CLEMS Lab, Main Building, Room 3186 // CAD Lab, Main Building, Room L933 // CIS Lab, Main Building, Room L567 // Library, Main Building, Room L625
Truman College provides computer lab access for City Colleges of Chicago students. Check posted hours for each individual lab.

NEWS DEADLINE – The next issue of this newsletter will be published during the week of Feb. 16, 2015. The deadline for submitting or suggesting news items for that issue is 12 p.m., Thursday, Feb. 12, 2015. Send submissions to Scott Brigham, Director of Public Relations. Truman College news is always breaking on social media: Like us on Facebook, follow us on Twitter for the latest