

Chronicles

CAREER QUEST LEARNING CENTERS • MARCH 2019

Terry Farris Appointed President of Career Quest Learning Centers Jackson Campus

Terry Farris, Ph.D., MBA has been named president of the Jackson campus for Career Quest Learning Centers (CQLC).

In this position, he is responsible for day-to-day operations within all departments: education, admissions, career services, student services, financial aid and facilities. He'll also continue to develop and maintain relationships within the Jackson community.

"I'm excited about the opportunity to work with a team dedicated to helping Jackson County residents develop the knowledge and skills needed to work in their fields of study," said Farris. "In just a short time, I've already witnessed the passion the faculty and staff have for our students, which is definitely something I want be part of as a leader."

Farris has nearly twenty years of experience working in the education sector, most recently serving as the director of education for Education Affiliates, Inc.

He earned his Ph.D. Education in education technology from Walden University in Minneapolis, Minn.; his



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—TERRY FARRIS, PH.D.

MBA from Colorado Technical University in Colorado Springs; and his B.S. in marketing and management from Fairmont State College in Fairmont, W. Va. He has also earned the following certifications from Colorado Technical University: Business Management, Business Administration and Managerial Leadership.

Farris volunteers his time as an accreditation evaluator for the Accrediting Bureau of Health Education Schools. He is a member of the Sigma Tau

Gamma National Fraternity, and he has served as a member of the Northwest Ohio Regional Economic Development (NORED) Committee and his local chambers of commerce.

"We're fortunate to have Dr. Farris leading our Jackson campus," said CQLC CEO Dr. Jim Hutton. "Terry is a teacher at heart, and a seasoned leader as well, bringing a tremendous combination of finance, general management, academics and classroom experience."

Staff Member of the Month

We're proud to announce **Brooke Allen** as March's Regional Employee of the Month. Brooke works out of our Mt. Pleasant campus as the head of the Career Services Department, and she recently celebrated her two-year work anniversary here. "Brooke wears so many hats at our campus, from getting students placed into externships and assisting them with job placement, to helping out any and everyone she can," said Campus President Shelby Dalgleish. "She's a true asset to this company, and we appreciate all she does." Brooke is the definition of a hard worker, always striving to help students be successful and professional. She also recently solidified an externship partnership with Mid-Michigan Health, a major accomplishment! Congratulations, Brooke, for this well-deserved recognition!

Emily's Career Closet

Mt. Pleasant Student Success Coordinator Emily Ross has established Emily's Career Closet at the Mt. Pleasant campus. Students are welcome to stop in and get the clothes they need at no-cost, so they can put their best foot forward for their externships and job interviews. Students can keep the outfits they take so they can use them in the future and get a jump-start on their own professional closets at home.



"We put the closet together to help students land the perfect job. Your appearance is very important in the interview process and we wanted to make sure our students could look their best," Emily shared. "This closet was provided by donations from students and staff and help from the Mt. Pleasant Clothing Closet. We have already been able to help students and look forward to helping many more."

The Mt. Pleasant campus also partners with Clothing, Inc. to ensure the closet is always fully stocked for students.

Below are some tips to keep in mind when preparing for an interview.

"Great first impressions are crucial, and you only get one so make sure you're the best you that you can be. When you feel good and dress for success that will shine through by the confidence you're bringing to the interview," said Mt. Pleasant Director of Career Services Brooke Allen. "Your appearance is an important factor when going to an interview so you should always be sure to dress for success."

Here are a few pointers from Brooke:

- **Always be tasteful and conservative:** Avoid blouses or sweaters that are transparent, tight-fitting, have low necklines, revealing waistlines or details that detract from your face. Typically, arms are covered at least to the biceps and often to the wrist. You cannot go wrong with a traditional black pant and a black blazer to match. Keep it simple until you learn the traditional dress of the company.

- **Basic hygiene and personal forms of expression:** Be sure to not overdue it with strong perfumes or colognes. The interviewer might find it offensive so keep it light and fresh. If you smoke, be sure to wash your hands afterward and pop in a breath mint. If you have visible tattoos or piercings, it is tasteful to cover them or remove the piercings until you find out the preference of the facility.
- **Ask for advice from others:** If you're not sure that your outfit is appropriate, ask your Career Services department or anyone else on campus. We're all here to help and can help you find cost-effective items that will ensure you're prepared and dressed for success. Send a picture or stop in the day before your interview for advice.

Career Services Coordinator, Kielley Lemkuil, has this to say:

- **It's important to start with the basics:** black slacks, blouse and/or collar shirt with a blazer, but dressing for an interview doesn't have to be boring. Make sure you feel good about yourself. Take

time to plan your outfit, practice your makeup or add simple stated accessories. You will do better in an interview when you have confidence in yourself and your overall appearance.

- **Believe it or not, thrift stores have a large selection of gently used professional clothes.** Most of the time, you can find great brands in excellent shape. Make sure you try on the clothes first to see what you feel good in. We want everyone to look and feel good during an interview.

Regional Director of Career Services, Talisa McKissic, adds:

- **Go for power colors:** No matter the industry or with whom you're interviewing, you can never go wrong with the three power colors: black, navy and grey. Incorporating these three colors in your wardrobe will keep you polished throughout your professional journey.

If you have clothes or accessories to donate, please drop them off at Emily's office.

Jackson campus

209 E. Washington Ave., Ste 241 • Jackson, MI 49201 • 517-990-9595

Student of the Month • February



Erin Siders is a true example for other students. Whether it's rain, sleet or snow, she is here doing her best. "She's positive, attends every class and her grades reflect that," said Jackson Campus President Terry Farris. "Erin is always putting others first and is willing to help any student who may be struggling. We see great things in her future." Keep up the great work, Erin!

Lansing campus

3215 S. Pennsylvania Ave. • Lansing, MI 48910 • 517-318-3330

Student of the Month • February



Mallory Hartman is a senior in the Medical Billing and Coding program. She has near-perfect attendance, exemplifies the dedication and hard work essential to success in the classroom and has always maintained her position on the President's List. "Mallory always offers assistance to her fellow students and she has been a tutor to her classmates," shared Lansing Campus President Mollie Woodworth. "She is friendly, outgoing and cheerful no matter the circumstances." She is truly deserving of being honored as Lansing's Student of the Month.

Mount Pleasant campus

2116 Mission St. • Mount Pleasant, MI 48858 • 989-817-4431

Student of the Month • February



Jessica Self is studying medical assisting and is the definition of an exemplary student. She always has a great attitude, in and outside of class, and she's a true leader in the classroom and exhibits a great work ethic. "Jessica is always there to lend a helping hand wherever necessary, whether it's helping other students or with tasks around campus," said Mt. Pleasant Campus President Shelby Dalgleish. "We have no doubt that she will become a successful MA. Congratulations!"

Bay City campus

3900 State Street Rd., Ste 200 • Bay City, MI 48706 • 989-322-3900

Student of the Month • February



Rachel Haney stands out among our Medical Assistant students because of her encouraging demeanor and high energy. "She doesn't let obstacles hold her back. No matter the roadblock, she keeps her eye on the prize," said Bay City Campus President Cassie Ferrer. "She will succeed because she knows her strengths and doesn't shy away from a challenge." Rachel has one more mod to go, and then she'll be moving on to rock her externship. She's been such a joy to have as part of the Bay City campus.

MARCH EVENTS

Jackson

- Mar. 4** New Classes Begin
St. Patrick's Day door decoration contest starts, through 3/13
- Mar. 6** Student Association Meeting, Student Lounge,
1:15 p.m. and 5:00 p.m.
- Mar. 7** Student Association Meeting, Student Lounge,
1:15 p.m. and 5:00 p.m.
- Mar. 8** CPR Training, Board Room, 5:00 p.m. and 9:00 p.m.
- Mar. 13** Student Association Meet & Greet, Student Lounge,
1:15 p.m. and 5:00 p.m.
Students judge St. Patrick's Day door decorations (via secret ballot)
- Mar. 14** Student Association Meet & Greet, Student Lounge,
1:15 p.m. and 5:00 p.m.
Students judge St. Patrick's Day door decorations
(via secret ballot)
- Mar. 20** Student Appreciation Event, 5:30 p.m.
Student Association Meeting, Student Lounge,
1:15 p.m. and 5:00 p.m.
- Mar. 21** Student Appreciation Event, 1:15 p.m.
Student Association Meeting, Student Lounge,
1:15 p.m. and 5:00 p.m.
- Mar. 22** Career Fair, 1:00 – 3:00 p.m.
- Mar. 25** All Campus Cutest Pet Contest, through April 18th.
- Mar. 27** Student Association Walking Tacos Fundraiser – \$3 per meal
- Mar. 28** Student Association Walking Tacos Fundraiser – \$3 per meal

Mount Pleasant

- Mar. 4** New Classes Begin
- Mar. 5** Pre-externship Meeting, 1:30 p.m. and 4:30 p.m.
- Mar. 6** Pre-externship Meeting, 1:30 p.m. and 4:30 p.m.
- Mar. 8** CPR Training, 9:00 a.m. – 12:00 p.m.
- Mar. 11** Resume Workshop, 1:30 p.m.
- Mar. 19** Student Appreciation Event, 11:15 a.m. and 5:00 p.m.
- Mar. 20** Open labs, 3:00 p.m. – 5:00 p.m.
- Mar. 28** McLaren Open Interviews, time TBD

Lansing

- Mar. 4** New Classes Begin
Open Lab/Study Time, Room 9, 10:00 a.m. – 2:00 p.m.
- Mar. 6** Computer Navigation, Room 9, 2:00 p.m. – 4:00 p.m.
- Mar. 7** Open Lab/Study Time, Room 9, 10:00 a.m. – 2:00 p.m.
- Mar. 8** CPR Class, Room 12, 11:45 a.m. – 4:00 p.m.
- Mar. 11** Open Lab/Study Time, Room 9, 10:00 a.m. – 2:00 p.m.
- Mar. 13** Student Association Meet & Greet, Student Breakroom,
11:00a.m. and 7:30 p.m.
Computer Navigation, Room 9, 2:00 p.m. – 4:00 p.m.
- Mar. 14** Open Lab/Study Time, Room 9, 10:00 a.m. – 2:00 p.m.
- Mar. 18** Open Lab/Study Time, Room 9, 10:00 a.m. – 2:00 p.m.
- Mar. 20** Student Association Walking Tacos Fundraiser – \$3 per meal
Computer Navigation, Room 9, 2:00 p.m. – 4:00 p.m.
- Mar. 21** Student Association Walking Tacos Fundraiser – \$3 per meal
Open Lab/Study Time, Room 9, 10:00 a.m. – 2:00 p.m.
- Mar. 25** Open Lab/Study Time, Room 9, 10:00 a.m. – 2:00 p.m.
- Mar. 27** Student Association Spring Break Table
selling food, crafts, décor
Computer Navigation, Room 9, 2:00 p.m. – 4:00 p.m.
- Mar. 28** Student Association Spring Break Table
selling food, crafts, décor
Open Lab/Study Time, Room 9, 10:00 a.m. – 2:00 p.m.

Bay City

- Mar. 4** New Classes Begin
- Mar. 5** Fat Tuesday Dessert Cook-Off
- Mar. 20** Student Appreciation Event, 11:00 a.m. and 5:30 p.m.

MARCH HOLIDAYS ALL CAMPUSES

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| Mar. 1..... Employee Appreciation Day | Mar. 8..... International Women's Day |
| Mar. 2..... Dr. Seuss' Birthday | Mar. 10..... Daylight Savings Time Begins |
| Mar. 3..... Caregiver Appreciation Day | Mar. 14..... Pi Day |
| Mar. 4..... National Grammar Day | Mar. 17..... St. Patrick's Day |
| Mar. 5..... Mardi Gras/Fat Tuesday | Mar. 20..... First Day of Spring |
| Mar. 6..... Ash Wednesday | |



March is
Women's
History
Month!