Meet Your Fellow Students:  

**Featured Student:** Rob Park

*Year in School:* Sophomore  
*Hometown:* Loveland, OH  
*Track in the Program:* Information Management  

Why Rob chose BSHSA: Rob chose BSHSA as his second major (Biology major, too!) because it provides a different perspective on the health care field. To understand how health care works from care provision to administration is critical to running an efficient and effective health care system. Rob aspires to one day provide the best care to family, friends, and community that is both cost-effective and high quality.

*Interesting Tidbit:* Rob does standup comedy in his spare time!

**ACADEMIC ADVISING**

If you are an “official” BSHSA major, you should have already met with your advisor about Fall 2013 courses. If you have not, you WILL NOT be able to register. You will be blocked. If this is your situation, contact your BSHSA advisor ASAP. Dr. Browne ([brownef@xavier.edu](mailto:brownef@xavier.edu)) works with students whose last names begin with A-M; Professor Kent ([kent@xavier.edu](mailto:kent@xavier.edu)) works with with N-Z. Advising is a key part of success in BSHSA, be prepared to talk about both your courses and co-curricular preparation for a career in health administration.

**GET INVOLVED**

**Events:**

*Healthcare Graduate School Panel (Health Services Club Event):*
Considering graduate school, and wondering about things like... “Do I have to have a healthcare background in undergrad to pursue a healthcare degree in graduate school? Should I go to graduate school or not? Should I gain some work experience then go back to graduate school? How do I get into graduate school? Is it as hard as it seems? Should I go to Xavier’s MHSA program or somewhere else? How many students are accepted? What kind of job can I get without going to graduate school?”  
This panel is for you!!  
Come here six graduate students from Xavier talk about their preparation and experiences in graduate school.

- **Wednesday, March 20th at 7pm** ; Albers Hall

*Healthcare In Practice (HIP) Event:*
“Hopefulness Ahead: Interdisciplinary Redesign of US Healthcare”
Presentation by **Mr. Charles Barnett, MHHA ’78** , President, Healthcare Operations and COO, Ascension Health System, St. Louis, MO, Chair, Seton Healthcare Family Board of Trustees, Austin, TX. Details are:

- **Tuesday, April 9, 11:30-12:45pm** ; Kelly Auditorium, Alter Hall
Speaker Lunch Event:
Presentation by Dr. Bill Cron, a Xavier BSBA Alum and Associate Dean of the Neeley School of Business at TCU, will be coming to campus to speak specifically to HSA students. Event details are:
- Tuesday, April 16 from 11:30-12:30pm; Joseph Hall, Room 206; Pizza lunch will be served

Volunteer/Internship/Getting Involved:
2013 Ohio Biomedical & Pharma Career Fairs
If you are interested in the industry side of healthcare, this could be a good event to attend. It tends to focus more on full-time positions, but remember, networking (and starting early) is a wise move in healthcare.
- April 9, Mason/Cincinnati (Mason Municipal Center); April 15, Columbus (TechColumbus); April 18, Cleveland (Tri-C Advanced Technology Training Center); All locations, time is from 2pm-6pm

Volunteering?
If you are not ready yet for the HESA 371 internship this summer, considering volunteering! Remember, it is a great way to begin your professional network, and can lead to internships.
- Start NOW in the application process (available via most healthcare organizations website), as it can take 5 weeks for you to be “approved” as a volunteer.
- Think about where you might like to intern, and volunteer there! Get in the door now.
- Volunteer anywhere in the organization, just get your foot in the door.

PROFESSIONAL DEVELOPMENT

Email Etiquette
You probably get numerous emails every day related to your work as a Xavier student. Did you know there are “rules” relating to how you manage your email? They are good to learn, as they will follow you beyond your Xavier career into the world of health administration (or any other world!). You should learn and practice them now. Here are some of the “rules” you should follow (note this is not exhaustive!):
- If you get an email from a professor, supervisor, or anyone else in an important role, RESPOND! Even if it is just a “thank you, I received your email”, this is important. Extend this same courtesy to your peers.
- Respond promptly.
- Check your email regularly. This means at least one time per day.
- Write succinctly. Include the necessary information, but remember that less is more. Business writing is not flowery writing, it is meant to professionally get information across.
- Address your email like a letter. “Dear Professor Morris”, “Hello Mr. Smith”… something of this nature.
- Use proper spelling, grammar, punctuation, and capitalization. The language of texting and/or Facebook doesn’t work.
- End your email with a “Sincerely”, “Best Regards”, “Thank You”… something of this nature, and then include your name (just like a letter).
- If you don’t respond to an email quickly (i.e. it gets lost), respond immediately once you catch your error. Apologize for the oversight, and be gracious.