



BAYLOR GRADUATE STUDENT HANDBOOK





# BAYLOR GRADUATE STUDENT HANDBOOK

Third Edition, 2011

Sarah Lake

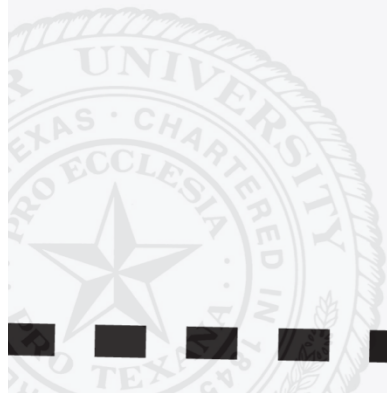
Addy Meira

Adapted from First Edition, 2009:

Crystal Diaz and Jamie K. Wilson

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# Baylor University Graduate School

Morrison Hall, Suite 200

[www.baylor.edu/graduate](http://www.baylor.edu/graduate)

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## Graduate Student Association (GSA)

GSA 2011-2012 Officers:

President- Adeline "Addy" Meira (Curriculum & Instruction)

Vice President- Sarah L. Lake (Psychology & Neuroscience)

Treasurer- Gustavo Chavarria (Chemistry)

Historian/Secretary- To be elected first meeting





Dear Fellow Graduate Students,

First of all, welcome to the 2011-12 academic year here at Baylor. To the returning students, we ask for your continued support and further input in creating an environment on campus where graduate students can thrive. To the new students, we would like to extend to you a special invitation to become involved with the Graduate Student Association (GSA). We serve the interests of graduate students by representing your concerns to the Baylor faculty, administration, and staff, and by providing services that are more effectively addressed as a group. In addition, the GSA organizes and co-sponsors social and academic events. All Baylor graduate students are automatically official GSA members, and we encourage you to consider the following possibilities for getting involved:

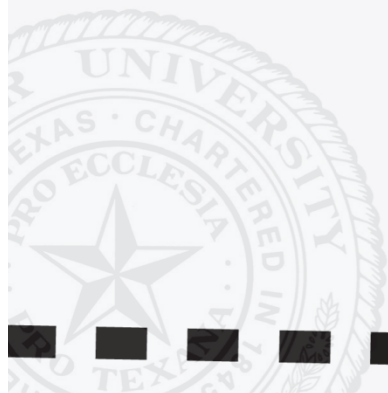
- Attend GSA Council meetings. The council meets every fourth Thursday of the month from 6-7 p.m. in Morrison 120. At these meetings information is shared about campus issues affecting graduate students. All graduate students are encouraged to attend and get involved, as this is where decisions are made that affect you.
- Become a Department Representative. Each department with graduate students selects one representative and one alternate to attend GSA Council meetings and share information with the students in their department. A GSA Representative votes on all major issues facing graduate students. Please let your graduate program director know if you are interested in being nominated to serve as a representative or alternate.
- Become a Committee Representative. As an active student organization, the GSA is invited to sit on a number of University committees and work with important issues that affect graduate students. The GSA needs graduate student representatives who are willing to sit on those committees to represent our interests and to report back with the details of the committee business.
- Stay in communication with your Department Representative. If you cannot make it to council meetings, let your representative know your opinion on the issues, as it is their job to represent you. The council functions best with input coming from every corner of campus - so let your voice be heard!
- Watch your email for announcements of GSA Events. We will email all graduate students about GSA academic and social events such as Graduate Scholarship Forums, picnics at Cameron Park, awards for outstanding graduate students and teachers, grant-writing workshops, and more.

If you have any questions or concerns, please do not hesitate to contact us at: [gsa@baylor.edu](mailto:gsa@baylor.edu). We look forward to hearing from you throughout the coming year! Thanks, and once again, welcome to Baylor!

Adeline “Addy” Meira, President

Sarah Lake, Vice President

[www.baylor.edu/gsa](http://www.baylor.edu/gsa) • [gsa@baylor.edu](mailto:gsa@baylor.edu) • [@Baylor\\_GSA](https://www.facebook.com/BaylorGSA) • [Facebook](#)





# Research Support

## [Baylor University Honor Code](#)

Baylor University students, staff, and faculty shall act in academic matters with the utmost honesty and integrity. To read the official honor code, visit the link above.

## [Libraries](#)

### *Moody/Jones Library*

The "Central Libraries" are composed of the Moody Memorial Library and the Jesse H. Jones Library. These two libraries, connected with a corridor on first and second floors, together serve as the main library facility on campus.

Moody & Jones Hours During the School Year:

Monday-Thursday 7:00am-1:00am

Friday: 7:00am-10:00pm

Saturday: 9:00am-10:00pm

Sunday: 1:00pm-1:00am

### *Armstrong Browning Library*

The primary mission of the Armstrong Browning Library is to serve as a "library of record" of research materials relating to Robert and Elizabeth Barrett Browning; to acquire, preserve, and provide access for effective use of these materials and its other collections; and to promote opportunities for the study, appreciation, and understanding of the Brownings and the wider field of 19th-century literature and culture by the Baylor community, the larger academic community, and the general public.

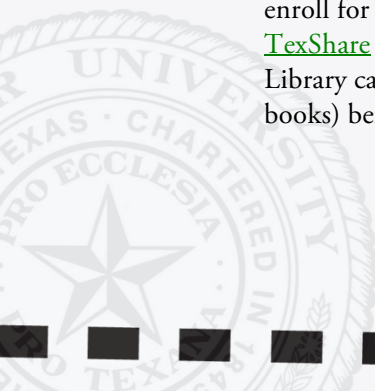
### *Texas Collection*

The Texas Collection is a special collection library in the Baylor University Library System. This special collection library has a focused holding of materials on Texas. By committing to a single focus, a special collection library provides a deeper understanding of the subject. The Texas Collection's holdings document the development of the Texas region from the earliest North American explorations to the present day.

## **The Basics**

Here are three basic things you need to know as you begin using the libraries:

1. Bring your Baylor [ID Card](#) to the library each time—you must have it to check out materials or to use items on reserve.
2. The BearCat terminals located throughout the libraries provide electronic access to a large variety of search engines.
3. Although there is a general rule that you may only check out books from the Baylor libraries while you are currently enrolled in classes, graduate students are allowed to check out books if they have proof of Fall enrollment. During the summer, you need only be enrolled in one of the two summer sessions to obtain lending privileges for the entire summer term. If for some reason you are unable to enroll for classes but will need access to the library, inquire at the Circulation Desk about getting a [TexShare](#) card through the Waco-McLennan County Library. Be aware that you must have a Waco Library card in your possession for six months and be a patron in good standing (no lost or overdue books) before you are eligible to apply for a TexShare card.





### Library Checkout Services

Baylor provides [checkout services](#) for many resources. Some include books and other materials, CDs, DVDs, iPods, [Laptop/Projector Checkout](#), Reserves, and [Inter Library Loans](#).

### OsoFast

Occasionally, students may be unable to obtain the resources they need from Baylor's libraries. In those instances Baylor's interlibrary loan system, OsoFast is a valuable resource (sometimes referred to as ILL for interlibrary loan). OsoFast allows students to check out materials from participating libraries. Before students use this service, they should check BearCat to see if Baylor owns the item(s) they need. If the items cannot be accessed at Baylor, students can request them using OsoFast's online system and may log on using their Bear ID and password. Adding an ISBN will speed things up considerably, especially for hard-to-find requests. Students will be notified by email when the materials arrive. In some cases students may pick up books at the circulation desk and retrieve journal articles/book chapters through Baylor's electronic document delivery service. Books can also be renewed online through Osofast within 3 days of their due date if allowed by the sending library. Osofast offices are now located in Moody Library near the circulation desk.

### Electronic Resources

Another key research tool for graduate students is the variety of electronic resources available on the library's website.

### Information Technology Services (ITS)

Technology services for Baylor graduate students are similar to the services for the undergraduates with the following exceptions:

Successful use of technology is critical to student success. At Baylor, the central technology organization is Information Technology Services (ITS). The ITS website is linked above, and includes information on setting up computers for access to Baylor's campus wireless network – AirBear. Another important source of IT information for students is the [student technology support group](#) within the Electronic Library.

An additional option for 24x7 assistance with computing issues is the [Baylor ITS online self-service portal](#). This website requires login with a BearID and password and includes answers to questions about certain software products (like Microsoft Office components) as well as answers to questions specific to Baylor, like how to reset a BearID password.

Computer and information security is critically important. Baylor's IT security program is called [BearAware](#). Please take time to review this website which includes information on passwords, worms/viruses, and phishing, as well as the quarterly BearAware Bulletins. To help keep their computers functioning efficiently, students can download Symantec AntiVirus for no cost at by following this path on the Web: <http://www.baylor.edu/its> → Help → Software and then clicking the link for "At-Home Software." Always remember that no valid request from Baylor will ask for a username or password through an email!

The ITS Computer Repair Shop primarily works on University-owned computers. However, they will do some trouble-shooting and repairs for individuals when possible. That phone number is 254-710-6520. The shop is located in the same parking garage as the main Baylor Bookstore.

Baylor students are eligible for certain software at a reduced price through the University's Microsoft Campus Agreement. Students can obtain (with a valid, active student ID card) one copy of Microsoft Office for either Windows or the Macintosh at the Baylor Bookstore. Discounted versions of Windows OS upgrades and Adobe software are also available at the bookstore.



### **Printing**

Printing is available in many locations on campus. Baylor's print management system, called PawPrints, includes over 80 printers, many of which have duplexing capabilities. Graduate students receive 600 pages per semester.

### **Student Homepage**

Graduate students may have an individual student homepage at Baylor using WordPress MU, a blogging technology, or through their individual BearSpace accounts. For those who have limited time to develop a site and want to take advantage of interactive features such as RSS feeds, blogging, and multimedia, WordPress is recommended. However, if you enjoy writing your own HTML code, BearSpace is for you.

### **Interfolio**

You're considering fellowships or assistantships; or grants; or postdoctoral or full-time faculty positions – and Interfolio is the best way for you to apply to all of them. Interfolio is an online Academic Career Portfolio management service for graduate students specifically designed to help you reach the next step in your career path. They provide state-of-the-art tools that make it painless for you to apply instantly to any career opportunity. With Interfolio, you get complete control to collect your letters of recommendation and other important credentials, easily manage them online and securely deliver them to any destination, for any academic or professional opportunity. An [Interfolio Portfolio](#) can help you communicate your qualifications and expertise, meet all of your application requirements and get the positions you want. You tell them exactly when and how to deliver your credentials—electronically, on paper, or even “I-need-to-hit-this-deadline-I-just-found-out-about-yesterday” overnight express delivery—and have the peace of mind knowing that they'll take care of you and help you pursue every professional opportunity that comes your way.

### **Submitting a Dissertation or Thesis to BEARdocs**

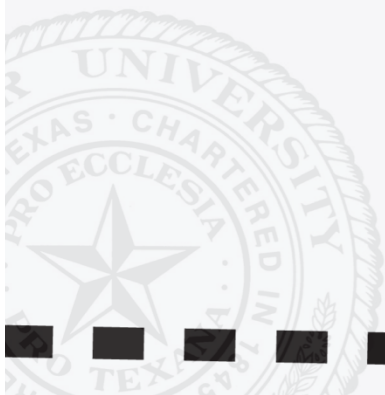
BEARdocs Baylor's repository for scholarly materials produced by faculty and students. All Baylor dissertations and thesis are deposited in BEARdocs.

### **Virtual Private Network (VPN)**

In an effort to increase the security of Baylor University's information technology systems, off campus access to many information technology resources is limited. However, a student can get VPN access with sponsorship from a faculty member. Contact [StudentVPN@baylor.edu](mailto:StudentVPN@baylor.edu) for more information.

### **Computer Labs**

Baylor provides students with convenient access to computers in many locations across campus.







## Graduate Student Payroll Information

The documents in the chart below should be completed before you begin working. Please take care of all paperwork as soon as you are on campus. This paperwork stays in the payroll system if you change jobs. You only need to do new paperwork if you need to change information on your forms (new bank account information, W-4 changes or name change). For I-9 questions and status, contact the Human Resource Office.

FORM	DESCRIPTION
Form I-9 Please present identification – a complete list of acceptable documents can be found <a href="#">here</a> .	Required by the office of Homeland Security to establish identity and work eligibility, protecting you from discrimination on the basis of national origin or citizenship status. This form should be completed before your 3 <sup>rd</sup> day of work.
Social Security Card	The Payroll Office needs a copy of your Social Security card for Income Tax purposes even if you use another form of identification to complete your I-9 form.
<a href="#">W-4</a>	This form allows Baylor to withhold correct federal income tax from your pay.
Direct Deposit	For your convenience, we offer direct deposit of paychecks to your checking/savings account. You can complete the direct deposit form in one of the following methods: 1) Complete the form in the Payroll Office, 6 <sup>th</sup> floor, Robinson Tower; 2) You can enter your bank information in BearWeb. <i>Note: Direct deposits will not be activated until we have received your social security card copy, and your I-9 form has been completed. If you do not wish to be on direct deposit, your paychecks will be available for pick up on scheduled pay dates in the Payroll Office, 6<sup>th</sup> floor, Robinson Tower (picture ID required for pick up.)</i>

International students: You will need to apply for a social security card. Be sure to pick up a letter from the International Office and the department where you are working before you go to apply for your new card. When you apply for the card, you should receive a receipt from them showing that you have applied. Please bring the receipt to the Payroll Office so we can make a copy of it to use until you receive the new card. Please contact the Payroll Office for additional information or forms that may be needed.

To access your web time entry Time Sheet, log into [BearWeb](#) with your Baylor ID number and PIN. Click on Employee Information, click on Time Sheet, select Access my Time Sheet, select the correct pay period [On the Sunday and Monday following the end of the pay period, (if you have not submitted your timecard





to your supervisor) you will have access to both your timecard for the pay period that just ended and the timecard for the new pay period. The system will default to the new pay period. **To select the previous pay period, you will need to use the drop down arrow next to the pay period. If you submit the incorrect pay period, your pay will not process.**]. Select Time Sheet, click on Enter Hours, and enter your hours per day, rounding your time in intervals of 15 minutes (10:00, 10:15, 10:30, 10:45). The graduate bi-weekly pay schedule can be found [here](#), but note that not all graduate students are paid bi-weekly.

To access your Earnings Statement, log into [BearWeb](#) with your Baylor ID number and PIN. Click on Employee Information, click on Pay Information, and click on Pay Stub or View Direct Deposit Allocation. You may access your deducted taxes and earning history here as well.

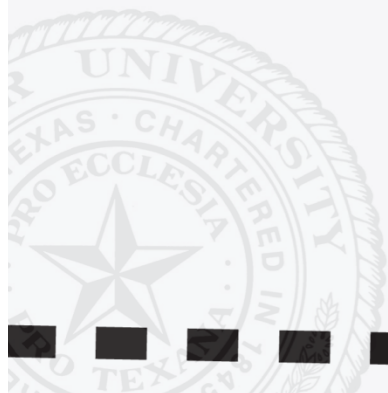
### General Timecard Information

Please enter your hours on the correct dates and times that you work. Timecards are legal documents and should always reflect the correct information. Please do not enter hours or submit hours in advance of working the hours.

Please enter your hours as you work through the pay period, and submit by midnight on Saturday at the end of the two week pay period, or as soon as you have finished working for the pay period. You should not wait until the deadlines to start your timecard. You will lose access at midnight on Monday. The dates you have available on your timecard are determined by the dates your department set on your stipend authorization.

Changing the shift number will result in errors for your timecard. Always leave shift as “1”. Use the appropriate button within BearWeb to save your time or move to the next or previous day. Using the “Back” button on your tool bar can result in errors on your timecard. Use the “Next” button to get to the second week of your timecard. Do not use the ‘submit’ button on your timecard to submit to your supervisor until you have completed all hours worked for the two-week pay period.

When you click on submit, you will no longer have access to your timecard. Payday is on Friday following the end of the pay period. TAs or RAs that qualify to be paid monthly, pay dates are the last banking date of the month, with the exception of December and May, where payday is the day before graduation. For timecard questions or problems, please contact the Payroll Office at Robinson Tower at 254-710-2217.





### Professional Development

Development of a graduate student into a professional involves presentation of the results of scholarly activities at professional meetings and other such forums. The Graduate School supports professional development of graduate students by awarding grants to defray costs of travel for participation in such meetings. During the 2009-2010 academic year, this program funded 316 awards to students totaling \$93,550 in support. See [travel awards](#) for a detailed description of guidelines for funding.

### **Funding**

Learn about the different [Sources of Funding](#) available to graduate students who attend Baylor University. These sources include, but are not limited to graduate assistantships, grants, and research opportunities.

### **Seminars for Excellence in Teaching**

[The Academy for Teaching and Learning](#) (ATL) began in a major strategic proposal involving faculty, staff and students from all across the BU community. Many colleges and universities have long had centers to support teaching excellence. Baylor's vision drew on those predecessors but went even farther. From its name to its nature, the ATL was designed to be a "school-within-a-school," a program that focused on the most precious resources in any learning community: shared inquiry and transformative conversations

Seminars for Excellence in Teaching (SET) is a program to equip graduate students, adjunct instructors, and temporary lecturers who are well-prepared Teachers of Record (TORs), to meet the historic expectations of excellence in teaching at Baylor. In addition, SET documents the SACS-required aspects of professional development for these teachers. SET offers a series of one hour seminars on various aspects of teaching led by Baylor teacher/scholars who have been recognized for excellence.

### Professionalism

Baylor University expects its employees to conduct themselves in a manner that positively reflects its Christian aims and mission. This includes graduate students employed or receiving funding from Baylor University towards their education.

### Career Resources and Networking

The mission of Baylor University Career Services is to assist students and alumni in the development of life-long career decision-making and job search skills to enhance their career satisfaction and employment opportunities.

Our purpose is to empower students by providing access to a variety of professional development opportunities (career fairs, interviews, workshops, etc.) that will enable you to develop the skills necessary to confidently pursue the careers of your choice. We encourage you to use the tools we offer in the office and online to help you decide which career direction is most appropriate for you.

Whether you wish to remain in academics following your degree or explore other options, we can help you with the job search process including reviewing your resume or curriculum vitae, career coaching, and practice interviewing, among many other useful services.

The [Baylor Career Services](#) office is located in the Sid Richardson Building, Room 116. You can contact the staff by phone at 254-710-3771 or by email at [Hireabear@baylor.edu](mailto:Hireabear@baylor.edu).



### Baylor Global Network

The Baylor Global Network provides a truly *global* network of Baylor constituents who: see their connection with Baylor and other Baylor constituents as meaningful; now or in the future, intend to work and live out their calling and career in an awareness of, communication with and participation in a global culture; and find any number of ways to contribute to the growth of a network of global constituents. The Baylor Global Network also provides a link to the Baylor global family for students who: work on campus to bring an awareness of global culture issues and opportunities; or desire to make connections with Baylor global constituents for international education, international internships, international employment, cross-cultural research, or international ministry.



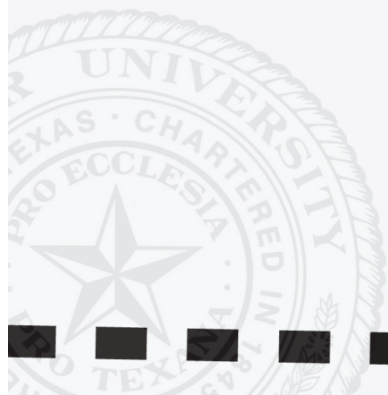
For more information,

contact:

Brent Edwards, Director of the Baylor Global Network  
[brent\\_edwards@baylor.edu](mailto:brent_edwards@baylor.edu) (254) 710-8354

### Foreign Language Requirement

All PhD, MS, and MA degree candidates in those departments which have a foreign language requirement, must demonstrate, at minimum, undergraduate intermediate (2320-level) reading proficiency in one, or more, modern foreign languages.





# Life in Waco

Deep in the heart of Texas is Waco, but deep in the heart of Waco is Baylor! Baylor has 14, 900 students, 2,462 graduate students, and 804 full-time faculty members. Baylor is continuously expanding and improving due to the culture afforded to her by Waco and her concerned citizens. Baylor has [250 student organizations](#), and 150 different areas of study.

The population of the Waco metropolitan area is now estimated around 215,000. Surrounding suburban areas are Bellmead, Beverly Hills, China Spring, Crawford, Hewitt, Lacy-Lakeview, Lorena, Northcrest, Robinson, and Woodway. There are six independent school districts in the immediate area, each with kindergarten through grade 12. They are: Waco ISD, China Spring ISD, Connally ISD, La Vega ISD, Midway ISD and Robinson ISD.

## The Greater Waco Chamber of Commerce

The Chamber is a voluntary association of businesses, professionals and individuals working together to build a healthy business environment, promote economic development and work effectively to improve the quality of life in the Greater Waco area. Some major projects that the Waco Chamber of Commerce has led or assisted in the initiation of include:

- Waco's highway network including Interstate 35
- Lake Whitney and Lake Waco
- The conversion of Bluebonnet Ordinance Plant to peacetime uses of agricultural research and manufacturing industry sites
- The transformation of James Connally Air Force Base into Texas State Technical College
- McLennan Community College
- The organization of the Baylor-Waco Foundation
- The Dr Pepper Museum and the Texas Sports Hall of Fame
- Attracting thousands of visitors to Waco events such as high school play-off games and Chamber-sponsored events like the Starburst Junior Gold Classic
- Attracting manufacturing plants to Waco
- Helping existing companies expand in Waco

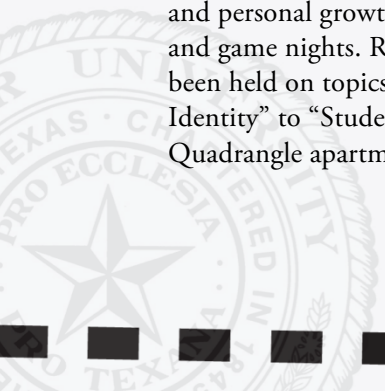
A great resource for information about the city of Waco, including restaurants, businesses, housing, etc can be found in the [Waco Relocation Guide](#).

## Housing

### **Baylor-Owned:**

#### The Quadrangle

The Graduate Student Housing Community (GSHC), sponsored by the Graduate School, provides affordable off-campus apartment housing for Baylor's graduate students and their families. We offer spacious two-bedroom apartments for \$585 per month (includes cable/internet). Our hope is that the experiences of graduate life shared among neighbors will develop interdisciplinary dialogue that encourages both professional and personal growth. We offer extensive programming, such as cookouts, academic forums, seasonal dinners, and game nights. Recent academic forums, hosted by both graduate students and academic professionals, have been held on topics ranging from "The Gospel and Violence in Film" and "Harry Potter and Personal Identity" to "Student Debt and the Future of Higher Education" and "A Dialogue with Baylor Leaders." The Quadrangle apartment complex is located at 1825 S 5th Street, within walking distance of Baylor campus. In





addition to private parking, a pool, a hot tub, and green space, we have a meeting room reserved for quiet study, but available for private events (as well as Community events) upon request.

### Browning Square

The Browning Square apartments are one-bedroom apartments located on 9<sup>th</sup> Street, close to campus. There are 20 units available for lease, providing housing for graduate, law, seminary, and married students. A pool is conveniently located in the center of the apartment complex, in a locked common area. These apartments are furnished, with all utilities provided except for electricity. Leases are 10 month (\$593) or 12 month (\$490) leases, starting in June.

### **Non-Baylor-Owned Housing:**

Off-Campus Housing Guide is Baylor's resource for [off-campus](#) housing. It includes information about finding a roommate, housing issues, and renters insurance. [Bear Cribz](#) is another resource used by many students for campus area apartments, houses, condos, and more.

### Storage

If in need of storage space during the year or over the summer, Waco Storage has some of the businesses in Waco listed. All are a part of the Texas Self Storage Association.

## Entertainment & Shopping

Waco also offers a variety of entertainment venues, shopping, and seasonal activities for just about everyone.

### Cameron Park

Cameron Park is the second largest park in the country behind Central Park in NYC! Whether you're looking for a nice place to take a stroll or a good set of mountain biking trails, Cameron Park offers you a great outdoor respite from the busyness of campus. Day trips and excursions are encouraged as the park is poorly lit after dark.

### Cameron Park Zoo

Arguably one of the better zoos in Texas! You'll be pleasantly surprised at the diversity of wildlife and the quality of the displays and zoo in general. A great place to take kids, if you have them, and not a bad Saturday or Sunday excursion for adults either! Visit the zoo's website for more information.

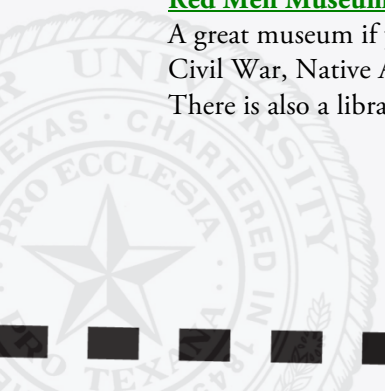
### Texas Ranger Museum

You've heard the legends. Now visit the museum! The Texas Rangers are much more than the stars of a poor television show featuring Chuck Norris! Check out the Texas Ranger Museum and see what made the Texas Rangers the stuff of legends.

### Red Men Museum

A great museum if you're into early American history! With exhibits and displays featuring artifacts from the Civil War, Native American warrior heroes including Geronimo and Cochise, and World War II items.

There is also a library for your enjoyment! And, here's the best part: admission is free!







### Mayborn Museum

The Mayborn Museum is the perfect place to bring the family. Walk across a replica of Waco's famous mammoth site, see a Comanche tipi up close or spend your day exploring the 17 themed Discovery rooms, such as the Communication Room, the Health Room and the Invertebrate Room. For more information visit the website!

### Dr. Pepper Museum

Now that you're a Waco resident, you can't ignore the incredible amounts of Dr. Pepper you'll have the opportunity to consume...and why? Because it was invented here, of course! Visit the Dr. Pepper Museum and find out who invented the now famous beverage, how he came to name it, and get a sample of the purest Dr. Pepper there is.

### Texas Sports Hall of Fame

Texas just wouldn't be Texas without homage to sports. And there's no better place to catch up on local heroes, national and world champions, and Texas sports legends than at the Texas Sports Hall of Fame, complete with a new wing!

### Cottonwood Creek Golf Course

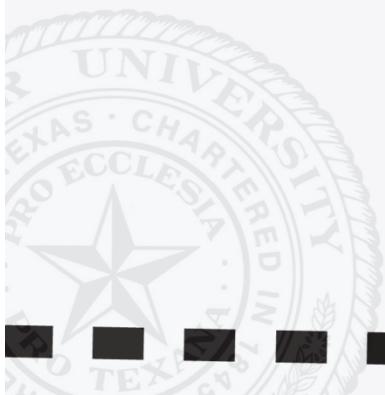
The Cottonwood Creek course is a public facility located at 5200 Bagby in Waco. Finger, Dye, and Spann designed this course. The course is a par 72 and winds through rolling plains and features pristine greens and landscaping. Course hours are 7AM to dusk, seven days a week.

### Waco Water Park

The award-winning Waco Water Park, located at 900 Lakeshore Drive, features two towering water slides, two pools, and tons of interactive water toys. The park is open daily from Memorial Day weekend until the end of summer. Hours are noon to 7PM Monday through Friday, 10AM to 7PM Saturday, and 1PM to 7PM Sunday.

### Brazos Nights

For free concerts, food, specialty vendors, and kids activities visit the Brazos Nights website for scheduled activities. Events are every Friday night in June and on July 4 in Indian Spring Park from 7:30PM to 10:39PM (Fridays); 7PM to 10:30PM (July 4).





## Live Entertainment

### Baylor University's Theatre, Music, and Art Shows

Theatre Department: 254-710-1861  
Art Department: 254-710-1867  
Music Department: 254-710-3991

### Common Grounds

Waco's near-campus coffee shop offers live music (along with espresso and pastries) many evenings. Common Grounds is located at 1123 S 8th Street, 254-757-2957.

### McLennan Community College Performing Arts Center

Performing Arts Center Box Office: 254-299-8200  
For calendars and/or schedules of events, call the listed phone numbers or visit the website.

### Waco Civic Theatre

Office: 254-776-1591  
An opportunity and a warning: even if you have no acting experience whatsoever, you too can participate in a production!

### Waco Performing Arts

Box Office: 254-752-9797  
Administrative Office: 254-752-7745  
For information on scheduled shows/times, visit the website.

### Waco Symphony

Office: 254-754-0851  
For information on scheduled shows/times, visit the website.

### Baylor Athletics Ticket Office

Ticket Office: 254-710-1000  
Visit the official website of Baylor athletics. This includes sports schedules, upcoming events calendar, ticket information, and athletics news and multimedia.

## Seasonal

Brazos Nights- Free summer concerts by the river. See link above in Waco Highlights section.

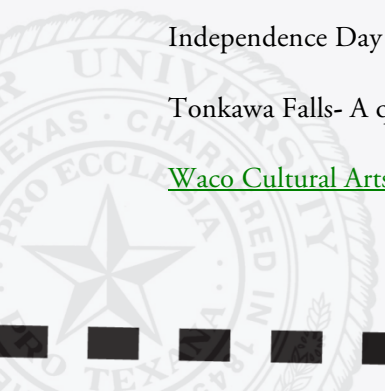
Heart of Texas Fair and Rodeo- Held in October; a fun rodeo and fair for the Central Texan in you.

Heart of Texas (HOT) Coliseum- For current attractions, visit [HOT Coliseum](#).

Independence Day Fireworks- Fourth of July fireworks over the Brazos River.

Tonkawa Falls- A quaint swimming hole near [Crawford](#) Texas.

[Waco Cultural Arts Fest](#)- Held in October in downtown in Heritage Square.







Waco Margarita and Salsa Festival- Held in late August, full of live music and a Best-of-Central-Texas margarita/salsa contest.

Westfest- An Annual Czech festival on Labor Day weekend in West, 30 minutes north of Waco

### Other Activities

Flea Market- Held off LaSalle on Saturday and Sunday mornings.

[Homestead Heritage](#) - 510 acre homesteading community.

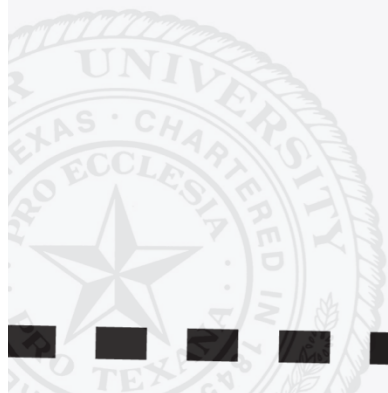
Lions Park - 1716 North 42nd Street; 254- 772-3541; Batting cages, mini golf, and go-karts.

[Tehuacana Creek Vineyards & Winery](#)

[Skate World](#) - Roller skating, located at 401 Towne Oaks.

Westview Bowling Lanes - 4565 W Waco Drive; 254-772-6600

[Lake Waco](#) - Our version of a beach; \$4 per car.





# Graduate Student Life at Baylor

## The Baylor Tradition

### **The Baylor Line**

In 1906, a student penned humorous words to the tune of “In the Good Old Summer Time.” Over time, they became accepted among the student body as the school song. In 1931, Mrs. Enid Markham, wife of music professor Robert Markham, felt the words were not dignified enough or representative of the total University. She wrote new lyrics and presented them in Chapel in November of that year. The “In the Good Old Summer Time” tune was later rearranged to fit Mrs. Markham’s “Baylor Line” by Baylor Band Director Donald I. Moore.

### **The Immortal Ten**

On the misty-rainy morning of January 22, 1927, a shattering tragedy caused a pall of sadness to engulf the campus and brought national attention to the University. In Round Rock, shortly before noon, a speeding train smashed into a bus filled with Baylor basketball athletes and supporters. The accident left ten dead and numerous others injured. To remember those who lost their lives, the names of the “Immortal Ten” are called out every year during Homecoming Week, along with a monument build in 2007 on campus in Traditions Square.

### **Diadeloso**

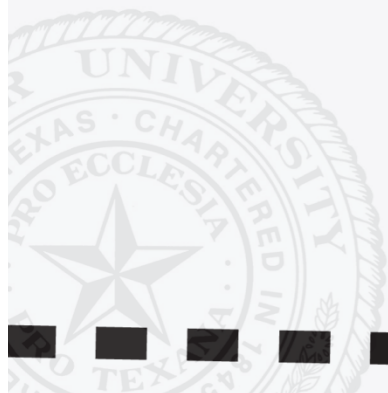
Started in 1931 as a way to “bring smiles to the faces of students” by giving them a break from classes, the annual spring holiday gradually became a favorite pastime. Re-organized by the Chamber of Commerce in 1935, its popularity grew and the name of the occasion changed from All University Day to Physical Fitness Day to May Day. In 1966, students voted to name the annual occasion “dia del oso,” or “Day of the Bear.”

### **The Green and Gold**

In 1897, while on a train to Bryan for a debate tournament, a member of the student committee that had previously been selected to choose appropriate colors for the University, looked out the window at the wild spring dandelions and remarked that the vivid yellow and green flowers made “a lovely combination.” Other committee members present agreed and when they returned to Waco, the student body readily adopted the color combination of “green and gold.”

### **Chapel-Forum**

Perhaps the longest running tradition since the University opened its doors in May 1846; Chapel has been a part of the Baylor experience. Requirements for participation once were daily attendance for the entire faculty, staff, and student body, but now all undergraduate students are required to attend two days per week for two semesters as a graduation requirement. Programs have varied from inspirational to informational to entertaining. The name was changed to Forum in the 1960s, then renamed two decades later to Chapel-Forum.





### **Ring Out**

Begun in 1927 as a way to symbolize the continuity of the Baylor experience to the next year's graduates, Ring Out features the passing of an ivy chain from seniors to juniors during the week preceding commencement. Originally, participants were always female, but over the years male students have gradually been incorporated into the ceremony.

### ***Pro Ecclesia, Pro Texana***

These words indicate Baylor's commitment to the church and to the state (For Church, For Texas) and were adopted by the University's trustees as the institution's motto in 1854.

### **Baylor's Founders**

Baptist minister William M. Tryon was the first to call for a Texas Baptist university "to meet the needs of the current generation of students as well as those of all ages to come." District Judge R.E.B. Baylor joined in the promotion of the idea, supported by the Texas Baptist Education Society (affiliated with the Union Baptist Association). James Huckins, the first Baptist missionary in Texas, was the University's first full-time fundraiser. These three men are credited as the founders, though there were many others who worked diligently to see the University established.

### **Baylor's Name**

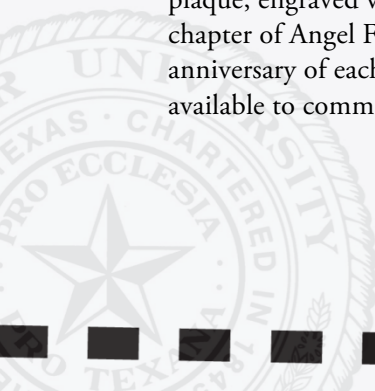
Petitioning the Congress of the Republic of Texas to establish a university, the Texas Baptist Education Society first suggested San Jacinto University to recognize the victory, which enabled Texas to become an independent nation. Next, it was changed to honor revolutionary hero Ben Milam. Just before the final vote of the Congress, the petitioners requested the university to be named in honor of Judge R.E.B. Baylor. Baylor University was officially chartered on February 1, 1945.

### **The University Mace**

During the War of 1812, Cyrus Baylor, brother of Judge Baylor, was cited for his bravery with the presentation of a gold sword by President Jackson. It remained in the possession of the Baylor family until 1957 when it was given to Baylor University. In 1974, Baylor President Abner V. McCall suggested that the sword be used to form the focal point to a ceremonial "symbol of authority." A timber from one of Old Main's towers was used to construct a base and center pole and walking canes of former Baylor President Rufus C. Burleson and General Sam Houston, who had been baptized by Burleson and had been a supporter of the University, were linked to the sword to form the Mace. It is used at all University commencement exercises and at other special ceremonies.

### **Memorial Lampposts**

During WWII, more than 4000 Baylor men and women served in all branches of the armed forces. At the end of the war, 123 had made the ultimate sacrifice in the defense of their country—a mortality rate said to be double that of the nation's population at large. To commemorate those who had fallen, red granite lampposts were erected across the campus to stand as a guard of honor by day and to illuminate the streets and paths by night. The first group of the granite "honor guards" was dedicated on October 25, 1946. A plaque, engraved with the name of the one who gave his/her life, was attached to every post. The Baylor chapter of Angel Fight was charged with the responsibility of placing a wreath around the plaque on the anniversary of each death. As the size of the campus increased, additional lampposts were erected and made available to commemorate the death of any loved one.





### The Campus

For more than a year, there was no campus. After the University was chartered on February 1, 1945, four communities made bids to be the location—Travis, Huntsville, Shannon's Prairie, and Independence. Independence, TX was selected, and classes for preparatory students began in May 1846, with college courses offered the following June. In 1886, Baylor and Waco Universities consolidated to form Baylor University at Waco.

### The Bears

The Baylor mascot could have been the buffalo, antelope, frog, ferret, or bookworm. After 70 years without an official mascot, students voted in 1914 to name the bear the official "Patron Saint of all Baylordom." The first bear to arrive on campus was a gift in 1917 from soldiers at Camp MacArthur.

### Golden Wave Band

In 1928, the Baylor Band introduced its new gold uniforms at a Baylor-SMU football game. The following spring, the 43-member group made a tour of West Texas on behalf of the Greater Baylor Campaign to raise money for the University. Observers noted the band swept across West Texas like a giant golden wave, and the name was soon adopted for the band.

### Homecoming

In November 1909, after six months of faculty and student planning, large delegations of former students converged on the campus to participate in a concert, receptions, speeches, class reunions, singing, a parade, pep rallies, and a football victory. It was Baylor's first "homecoming," which, except during the later years of WWII, has been an annual tradition and has grown to be one of the largest such activities in the United States.

### The Lariat and Round-Up

In November 1900, the *Varsity Lariat* began publication to inform students about campus activities. Since 1893, the *Baylor Literary* had fulfilled such purposes, but competition with the new publication led to the demise of *Literary* in 1915. Later the name *Varsity* was removed from the paper's masthead. In 1902, the first yearbook was published and named *The Round-Up*.

### Dr. Pepper Hour

In 1953, the director of the Union Building, now the Bill Daniel Student Center, scheduled a special hour each week for students to enjoy a "frosted Coke" and "talk amongst themselves." The weekly hospitality time was designed to provide students and faculty a special opportunity to relax, socialize, and talk informally. The event often featured piano music and board games, and there was always plenty of hot chocolate or cola mixed with ice cream.

### All-University Sing

Ensembles from 17 organizations competed in the first "All-University Sing" on April 25, 1953. First held in the Drawing Room of the Union Building (now the Bill Daniel Student Center), the popularity of the event gradually caused it to be moved to the Waco Hall. Winners of the annual spring competition are invited to participate in the Pigskin Revue, a popular highlight of Homecoming Week.

### Yell Leaders

Since the turn of the century and the rise of the popularity of athletic competition, various groups of individuals led cheers for the Baylor teams. However, there was no organized leadership for this activity until 1920 when the student body officially elected male representatives to lead the school yells. In 1968, females were allowed to be members.



### [Baylor University Sustainability](#)

Baylor University seeks to provide an exemplary teaching, research, and outreach environment that fosters the conservation of natural resources, supports and enhances social responsibility, addresses community and economic development, and follows environmental, social, and economic practices.

Baylor also seeks continuous improvement in the planning, construction, and operation of capital facilities; providing transportation systems that support alternatives to single occupancy vehicles; procuring and managing energy, water, and materials; stewarding natural resources; and researching and teaching sustainability principles and approaches.

#### Get Involved!

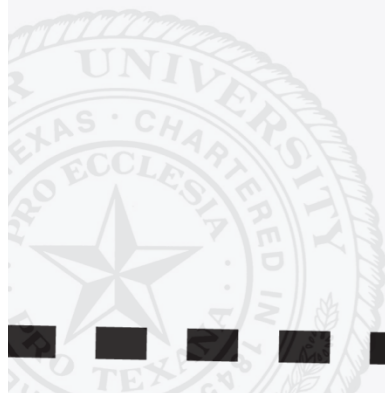
In addition to inspiring conservation on campus, Baylor University also participates in Recyclemania, an annual ten-week recycling competition among colleges and universities across America. In spring 2009, Baylor University gathered over 86 tons of recyclable goods, surpassing the largest universities in Texas and placing third out of the Big XII.

Baylor University is also one of the few institutions in the nation that actively recycles before, during, and after athletic events. In 2009, Baylor mustered over 16,700 lbs of biodegradable products during sporting events, including over 267,200 individual plastic bottles.

In addition to Baylor University's impressive 2009 athletics and Recyclemania stats, food waste was reduced by 108.5 tons, three zero emission, electric utility vehicles are now on campus, and over 140,982 tons of recycling were collected in the spring semester alone.

Besides getting involved by recycling, you can also help us conserve energy by turning out the lights if you are the last one out of the room. This small gesture can really help us decrease our energy consumption and make a big impact over time. So remember, if you're the last out, turn the lights off!

For more information check out our [sustainability](#) website. Also, you can contact the Baylor Eco Club for opportunities to volunteer and be involved in our efforts on campus. Should you have any questions or want to find out more about sustainability at Baylor, please send an email to: [sustainability@baylor.edu](mailto:sustainability@baylor.edu).





## [furnishings@first](#)

Graduate students face a new set of challenges when they come to Waco. Not only do academic rigors await you, it takes a while before Waco feels like “home.” You have to learn your way around, new friendships need to be developed, rent must be paid, and the list goes on...

First Baptist Waco understands the “transition” that many graduate students face as they enter into a new rhythm of life at Baylor, and we’d love to walk alongside you during this journey. One way we can help is through our furnishings@first furniture-loan program. We’ve got a warehouse full of gently used furniture that church and community members have donated for graduate students just like you. We offer tables, chairs, shelves, sofas and other home furnishings like microwaves, lamps, and assorted kitchenware. Come find what you need to outfit your home, and we’ll loan it to you for the duration of your graduate studies, no strings attached.

furnishings@first is open to all graduate students at Baylor. Check our website for our seasonal hours of operation. First Baptist cares about graduate students, and we’ll do what we can to make Waco feel a little more like “home.”

## [Health Insurance](#)

### **Academic Health Plans (Baylor University)**

#### Mandatory Medical Insurance

- Insurance is required for all international students
- Baylor University offers health insurance coverage through Academic Healthplans
- The insurance includes medical benefits coverage, repatriation coverage, medical evacuation expenses, etc.

#### Medical Coverage Period

- Payments twice a year:
  - August through December
  - January through August (includes summer)
- Students can cover dependents

## [Campus Recreation](#)

The mission of Baylor Campus Recreation is to offer comprehensive, quality programs and services that will enhance healthy lifestyles founded on the principles of integrity, sportsmanship, and Christian values. Facility access is available for all Baylor students, faculty and staff, and all must present a valid Baylor identification card to gain access to the Student Life Center or any other Campus Recreation facility. The McLane Student Life Center not only serves as an exercise and fitness facility, but also houses Baylor’s outpatient clinic, pharmacy, counseling center, physical therapy clinic, and peer nutrition education office. More information on the Campus Recreation facilities including the McLane Student Life Center, Intramurals, Beaerobics, and Bear Park, and all hours and policies visit the website.

## [Counseling Center](#)

The Baylor Counseling Center is located on the 2<sup>nd</sup> floor of the McLane Student Life Center and is available to all Baylor students providing counseling, consultation, and referral services. Appointments may be scheduled Monday through Friday from 8:00 a.m. to 12 noon and 1:00 p.m. to 5:00 p.m. Students are eligible for twelve individual counseling sessions per year and twelve couples counseling sessions per year. The initial seven individual sessions and the initial seven couples counseling are no charge to the student. Additional sessions are \$10 each. The Counseling Center can be reached at (254) 710-2467.



### [Sporting Events](#)

Baylor students have access to all Baylor home sporting events at no cost with a student ID. For Baylor football, student tickets can be picked up at the Ticket Office in the SUB the week of home games. For all other games, Baylor students can gain entrance with a student ID. Schedules for all teams and ticket information can be found at the website above.

### [Baylor Spiritual Life](#)

Each student's journey to Baylor is unique and filled with its own set of challenges. However, the Spiritual Life staff believes that no one should walk the path of life alone. Visit the website for information on chapel, Baylor Missions, and pastoral care. A list of [local churches](#) is also available.

### [Community Service](#)

Through the Office of Student Activities, there are several opportunities to serve the Waco community. Some of those opportunities are listed in the link above.

Students can also get involved in serving the community through [Mission Waco](#), a local non-profit organization that helps people all over the Waco area.

A few other service opportunities in Waco are:

[Waco Habitat for Humanity](#)

[United Way of Waco-McLennan County](#)

[Salvation Army of Waco](#)

[Meals on Wheels of Central Texas](#)

[Big Brothers Big Sisters of Central Texas](#)

