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Caleidoscope

March 4, 1991
Published by the Public Information Office

No. 201

From the President's Office

The administrative staff meeting that was originally scheduled for Tuesday, Feb. 26 has been rescheduled to Friday, March 8 from 1 - 3:30 p.m. in room C103 at Spring Creek Campus. The agenda for this meeting will be a legal seminar presented by Dr. Richard Raves, vice president and general counsel for the University of North Texas.

This Week on Campus

Monday, March 4	LUNCH by Homemade Express 11 a.m. - 1 p.m., 2nd floor/CC
Tuesday, March 5	LUNCH by Subway 11 a.m. - 1 p.m., 2nd floor/CC Tennis Match CCCC vs. Weatherford College 1 p.m., Weatherford Baseball Game CCCC vs. Cedar Valley College 2 p.m., Lancaster
Wednesday, March 6	LUNCH by Taco Delite 11 a.m. - 1 p.m., 2nd floor/CC Baseball Game CCCC vs. Texarkana College (DH) 1 p.m., Plano
Thursday, March 7	LUNCH British Baker 11 a.m. - 1 p.m., 2nd floor/CC
Friday, March 8	Administrative Staff Meeting 1 - 3:30 p.m., C103/SCC Baseball Game CCCC vs. Hill College 1 p.m., Hillsboro
Sunday, March 10	Baseball Game CCCC vs. Eastern OK State (DH) 1 p.m., Plano

Announcements

This week on CCCC's "Caleidoscope" show:
Addictions (Part I)

Guests: Dr. William W. Prater -
Addictionologist
Dr. Maryann Watson -
Psychologist

Moderator: Mary Rabaut

Air Time: Channel 35, Plano Telecable
Monday, March 4, 5 p.m.
Friday, March 8, 7:30 p.m.

The third annual Spring Fling Variety Show will be presented April 11. Applications are available now in several locations on both campuses including the Student Activities Offices (B250/CC or F129/SCC). First place winner receives \$100! Please encourage students to try out. Also, committees are now forming and assistance is needed with ticket sales, publicity, stage hands, etc.

The third annual child care conference will be held from 8:15 a.m. - 2 p.m. Saturday, March 9 in the Child Development Department/SCC. It will be co-sponsored by the Texas Agricultural Extension Service of Collin County and the Child Development program of CCCC. For more information please call Carrie Brazeal 231-7170, ext. 4233.

The Child Development Lab School playground ribbon cutting will be at 9:30 a.m. on Friday, March 8 at the Child Development Lab School/SCC. Special guest will be David Giveans, editor of Nurturing Today magazine. Milk and cookies will follow..

All honors (IDH) classes will meet jointly noon - 3 p.m. on Friday, March 8 in room F110/SCC to explore the interdisciplinary aspects of Lewis Carroll's Alice in Wonderland. This discussion will include mathematics, science, English and history perspectives in an attempt to see the work in a new light. All interested persons are urged to attend.
Bring a sack lunch.

The CCCC theatre department
proudly presents its production of:



Performance times:

March 13 - 16 (Wednesday through Saturday)
8 p.m. on Stage II of the
Black Box Theatre/SCC

March 17 (Sunday)
2 p.m. on Stage II of the
Black Box Theatre/SCC

Tickets:

\$6 general admission
\$4 students, faculty, staff & senior citizens

Contains adult content matter,
parental discretion advised.

Notes from the CCCC Foundation



Thirty-four faculty and staff have invested or pledged more than \$1,500 to the "Joint Venture Campaign" that is entering its second month.

The campaign is a prelude to CCCC's efforts to seek support from the private sector and is intended to demonstrate that the CCCC family is fully committed to the college's future.

"We're delighted with the initial response," said Tom Rodgers, chair of the All College Council which is coordinating the internal campaign.

This space will continue to be used to answer your questions about the campaign.

How may I become a "Joint Venture" Partner?

An investment card and reply envelope were enclosed in your February payroll envelope. This card should be completed and returned in the reply envelope through campus mail, or it may be sealed and given to a member of the All College Council who will transmit it to the collection point.

Will my investment be confidential?

Definitely! Just like any other charitable contribution, your pledge or direct investment in the "Joint Venture Campaign" will be treated as a personal, confidential matter. You will, however, receive a receipt and acknowledgement for tax purposes since your investment is tax deductible to the extent permitted by law.

Staff News

On Thursday, February 14, The Enrollment Management Office hosted the annual meeting of the North Texas Council of College and University Registrars and Admissions Officers (NTCCURAO). Dr. Anthony welcomed the participants. Among the presentors was Toni Allen, dean of enrollment management, who spoke on "Optical Scanning Applications for Admissions and Registrars." Approximately 73 administrators attended.

Billie Cunningham, accounting, just returned from Palm Beach where she was a member of the SACS accreditory team for Palm Beach Community College. (She promises she didn't see the beach except from the plane!)

Dr. Priscilla Ochran-Holt, music, was an adjudicator for the UIL solo and ensemble contest in February and will be judging the Richardson School District solo and ensemble contest in March. Three of her private students received the "exemplary student award" in addition to a superior rating at regional UIL events. Dr. Ochran-Holt also presented the pre-concert talk "Winning Competitions" for the Plano Chamber Orchestra on February 23 and performed in a Texas Flute Society program in Fort Worth on February 24.

Ralph Long, speech, addressed the annual convention of Partners Advancing Texans with Handicaps, (P.A.T.H.) February 20 in Austin. As one of a panel of educators, he discussed the benefits of inclusion for students with physical, emotional, mental and learning differences in the typical educational setting. P.A.T.H. is a state-wide organization of professionals, parents and community members dedicated to ensuring that persons, regardless of their differences, are educated and made active participants in the classroom, workplace and community in conjunction with their non-handicapped peers.

News from the Student Employment Office

We now have access to the **Texas Employment Commission (TEC)** job opportunities listing. Please contact Elaine Stewart at ext. 6769 for more information.

Connections

"Civilization at Risk: Challenge of the '90s" is the theme for this year's Connections series. This will be an on going two week schedule of events.

Monday, March 4

9:15 - 9:30 a.m. "Personal Safety"
Collin County Deputy
10:45 - 11 a.m. "Whistle Away Danger"
Ron Spears
12:15 - 12:45 p.m. "Self Defense Techniques"
Rob Hall

"Abusive Relationships" will be presented at 12:30 p.m., A224/CC and 2:30 p.m., Student Lounge/SCC.

Tuesday, March 5

9:15 - 9:30 a.m. "Personal Safety"
Collin County Deputy
10:45 - 11 a.m. "Whistle Away Danger"
Ron Spears
12:15 - 12:45 p.m. "Self Defense Techniques"
Rob Hall
5:30 - 5:45 p.m. "Whistle Away Danger"
Ron Spears
6:00- 6:15 p.m. "Personal Safety"
Collin County Deputy

"Global Perspectives on the Cold War"

Presenters: Larry Collins, Harriet Schwartz, Ehi Agboaye
Time/Place: 12:15 p.m., B304/CC

"Cultural Diversity in the Classroom and Workplace"

Presenter: Estelita Young
Time/Place: noon, Student Lounge/SCC

Staff Development Activities

"Achieving a Diverse Staff: How to Ensure it *Doesn't* Happen"

A live skit and interactive teleconference that portrays the barriers to achieving a diverse staff will be presented from 11 a.m. - noon Friday, March 8 in the ALC/SCC Bijous I & II. Don't miss the opportunity to share in this dynamic program that received rare reviews at AACJC in Seattle and ACCT in Baltimore.

"Written by members of the American Association of Women in Community and Junior Colleges (AAWCJC), the play would be funny if it wasn't so true." Bill Reinhard, *The College Times*

Dr. Richard Rafes, vice president and general counsel of the University of North Texas, will present a legal seminar from 1 - 3:30 p.m. on Friday, March 8 in room C103/SCC. Among the issues to be covered are the following:

- * Pre-employment personnel practices
- * Common forms of improper conduct in the work place
- * Considerations when taking disciplinary action against an employee
- * Supervisor's general responsibility with new hires
- * Supervisor's responsibility with employees
- * Safety on campus
- * Administrative authority

Please call Shari Swift ext. 6611 if you would like to attend.

This is also part of the
Administrative Staff Meeting but everyone
in the college is invited to attend.

Many thanks to all whose hard work and special efforts made our Celebrate Support Staff "A Day For Me" a great success. Special thanks to Judy LaGrone and Dinah Hampton for decorations; Mary Wright and Kandy Crook for sprucing up our whistles; Karen Rose our moderator and those brave souls who consented to model for our fashion show: Sara Chacon, Holly Franus, Donna Lyall, Marilyn Schmittou, Shari Swift, and Joyce Vrasic. Also thanks to Phillip and Southwest Dining for the lovely luncheon fare.

Tom Rodgers and the
Staff Development Task Force

Female faculty and those female staff members who were not able to attend "A Day For Me" can contact Tom Rodgers, ext. 6882, or Shari Swift, ext. 6611, for a free safety whistle. The whistles are being distributed as part of the college-wide safety campaign.

The Wellness Program is offering a positive approach to smoking cessation class from 6 -10 p.m. on April, 22, 29 and May 6 in room A217/SCC. Cost is \$10 per person. It is available for the employees of CCCC, community members and students. Look for the red pamphlets that say "HELPING SMOKERS Get ready to quit." For more information please call Bev Tremain at ext. 5777.

The IRS seminar originally scheduled for March 8 has been rescheduled to 3 p.m., Thursday, March 28 in room A214/SCC. Please call Shari Swift at ext. 6611 to sign up.

Barbara Eubanks, Cooperative Work Experience, participated in a panel discussion at TJCTA titled "Cooperative Education Programs and Internships for Accounting Students -- Could They Fit Your Needs?" The panel led a discussion from both the faculty and administrative perspectives. She also was the chairperson for the real estate section that covered new rule changes for mandatory continuing education now being considered by the Texas Real Estate Commission.

Looking for Cost-Cutting Ideas

CCCC has been invited to submit cost-cutting ideas for possible inclusion in a new AACJC book that will describe strategies which have substantially enhanced the operation of colleges all over the country. Publication is scheduled for this fall.

Officials at Genesee Community College are coordinating the collection of ideas for projects that:

- *cut costs
- *boost institutional morale
- *enhance image
- *streamline procedures/cut through red tape
- *increase safety
- *protect/conserv the environment

Ideas will be submitted to the screening group through the Institutional Advancement Office. The book will focus on suggestions from front-line people such as secretaries, security officers, maintenance personnel, food service handlers, etc.

The publishers assure that every effort will be made to include the idea descriptions from each college that makes a submission.

If you wish to recommend a program or process at CCCC which you think is worthy of submission, call Shari Swift at ext. 6611 to request a copy of the specifications for publication submission.

The Collin County Community College speech team attended the Texas Junior College Speech and Theatre Association State Meet on February 14 - 15 at Panola Junior College in Carthage. Five students represented the college and the results are as follows:

Blaine Bowerman	Rating of Excellent Impromptu Speaking Informative Speaking
Tiffany Crawford	Rating of Excellent Persuasive Speaking
Jeff James	Rating of Excellent Persuasive Speaking
Carol Beth Phillips	Rating of Superior CEDA/Lincoln- Douglas Debate
Margie Vaughn	Finalist Medal Rating of Superior Informative Speaking

Furthermore, Margie Vaughn and Jeff James have qualified to attend the National Phi Rho Pi Speech Competition in Costa Mesa, CA, March 30 - April 6.

If any faculty or staff member is affiliated with a civic/professional organization that would be willing to help sponsor these two students, the CCCC chapter of Phi Rho Pi will accept donations on their behalf. Individual sponsors are welcome also. These students are willing to speak at organizational meetings, etc. in order to help raise the funds needed to attend this event. This is the first time in the history of the college that we have had students to qualify at this level of competition. Please direct any inquiries to Ralph Long at ext. 5982 or Kathy Lingo at ext. 5906.

PLEASE ANNOUNCE TO YOUR CLASSES:

There is an art competition for candle holders either made of found objects or sculptured using the recycling theme. These will be used as centerpieces for the second annual Coffeehouse to be held 8 p.m. Saturday, April 13, in the Courtyard/SCC. Prizes are first place: \$50; second place: \$25; third place: \$15 and honorable mention: \$10. For application blanks, contact Peggy Brown, ext. 5808, room H236. Entry fee is \$1 per entry. Application blanks are due by March 15, art pieces due April 11 in room H236.

Notes from Public Information

We would like to keep everyone informed of our progress with the new logo format. We have reformatted the college's:

- *Letterhead
- *Business Cards
- *Notepads
- *Envelopes (to be forthcoming, when current supplies run out)

You'll be seeing some departments' adaptations of the updated logo in distribution, (i.e. Collin County Training and Employment Program and the Employment Resource Center). If your department or office needs a specific logo treatment, please call Virginia McLean at ext. 6615.

We would like to thank Fritzeen and Joy in the Purchasing Office for their help in our efforts to standardize the CCCC stationery and printed material.

Teleconferences

Title: "The Case for Adult Student Assessment:
What purposes? What means? Who Does it?"

Date: Wednesday, March 6

Time: 11 a.m. - 1 p.m.

Place: Bijou I & II

Cost: FREE



Title: "Achieving a Diverse Staff:
How to Ensure it Doesn't Happen"

Date: Friday, March 8

Time: 11 a.m. - noon

Place: Bijou I & II

Cost: FREE

Title: "Energy Conservation and Efficiency"
Discussing U.S. energy policies

Date: Thursday, March 14

Time: 12:30 - 3 p.m.

Place: Bijou II

Cost: FREE

Title: "Risks and Benefits of Various
Forms of Energy"
Continuing discussion of U.S. energy policies.

Date: Tuesday, March 26

Time: 12:30 - 3 p.m.

Place: Bijou II

Cost: FREE

Notes from Human Resources

Happy Birthday to:

Billie Collins	3/6
Nancy Reeves	3/6
Dinah Hampton	3/7
Mike Voy	3/7
Sanford Ivy	3/10
Carelyn Mitchell	3/10
Bill Kelly	3/11
Percy Parrish	3/11
Cecilly Gibbs	3/12
Raquel Meyers	3/12

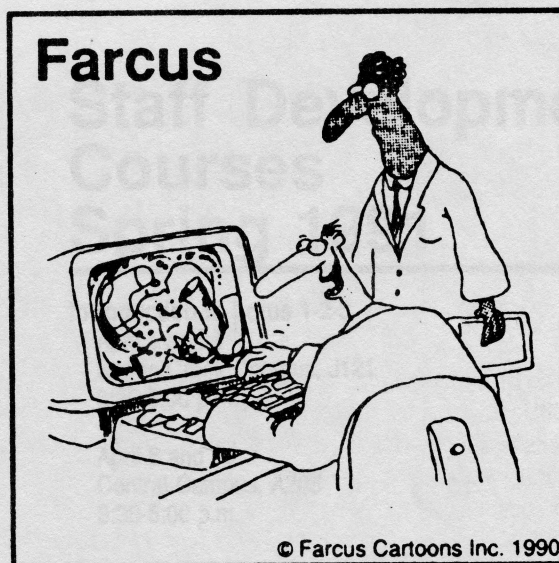
New people:

Kumi DeSoyza	Testing Center Clerk
Rebecca Dickson	Information Clerk
Bonnie Hyatt	Assistant Teacher, Child Dev.
Karen Jones	Secretary, Purchasing
Mike Timms	Science Lab Assistant

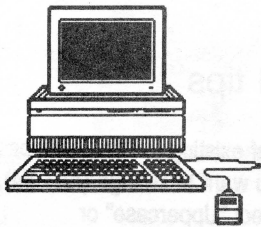
Promotions:

Karen Freiman	Assistant Director, JTPA
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Cartoon Corner



**It does multiple graphs and my
shorts at the same time.**



Collin County Community College District ACADEMIC COMPUTING SERVICES

March 1, 1991

Volume 2, No. 4

Educational Software

A consortium of educational institutions based at the University of Wisconsin, called Wisc-Ware, distributes research and instructional software for IBM microcomputers. Wisc-Ware was established by academics, for academics. Wisc-Ware has two primary goals, to provide a mechanism for faculty to locate software appropriate for their teaching activities and to assist faculty authors in distributing software they have developed.

Wisc-Ware software is available under three different software licensing options. A "Campus-wide Site License" allows the program to be duplicated as many times as necessary for use on a single campus; costs vary from no cost to \$1000 under this license. An "individual license" allows the program to be used by a single user; cost is approximately \$25. A "class license" allows the program to be duplicated as may time as necessary for a single class (this includes multiple sections of a single course); costs vary from no cost to \$80 under this license.

Wisc-Ware has approximately 400 software titles covering instructional areas such as languages, English, mathematics, health sciences, business, engineering, botany, physics, theater arts, and much more. A catalog of the software and license costs is available by contacting Susan Farrar at extension 5844.

If you wish to view a software package, you must first purchase the package (but Wisc-Ware allows you 30 days to evaluate the program). If you are dissatisfied, you may return the software and your money will be returned to you.

Here is a sampling of some of the software titles:

Arts and Humanities

DOEL Reading Skills Program
DOEL Writing Skills Program
La Maitrise du français écrit
Pattern Maker-Theatrical Patterns
Sonnet-Intro to Structural Elements
Spanish Idioms
Stage Lighting

Business and Economics

Future-Time Series Forecasting
HedgeSim-Commodity Marketing
Macroeconomic Policy Simulations
Macroeconomic Theory
MARKET-Lifecycle & Segmentation

Health Sciences

Acid/Base Simulation
Emergency Medical English
Forecasting Gene Frequency
Institutional Patient Simulation

Life Sciences

BEANS-Gene Equilibrium
Plant Root Model
RealTree-Tree Growth

Mathematics

Difeq-Diff Eqn Parser & Solver
Discovery Algebra: Exponents
Three Topics in Remedial Algebra

Physical Sciences

Animated Quantum Mechanics
COULOMB-Electron Forces
Planets-Astronomy
Plank's Law

Psychology

Applying Psychological Concepts
Explorations in Cognitive Psychology
Operant Conditioning
PVA-Personal Value Analysis

Social Sciences

Conflict & Cooperation
Grass Roots Politics
Texas Census Data System
Vote-Voting Game

Miscellaneous

Aviation Terminal Info Service
Police Deadly Force

DIRECTORY

BAKER, Bill 5768
Software/Hardware Support

CHEATHAM, Craig 5769
Technical Support

CHOW, Charles 5877
Spring Creek Lab Manager

FARRAR, Susan 5844
Director

HAMPTON, Dinah 5766
Secretary

HENDERSON, Fred 5767
Network Support

O'CONNELL, Kevin 6877
Central Campus Lab Manager

B-WING (B217) OPEN LAB 5986

Staff Development Courses Spring 1991

Introduction to Lotus 1-2-3

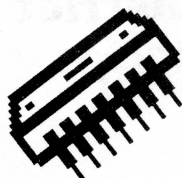
April 1 and 3
Spring Creek Campus, J121
3:30-5:00 p.m.

April 8 and 10
Central Campus, A208
3:30-5:00 p.m.

Intermediate Lotus 1-2-3

April 15 and 17
Spring Creek Campus, J121
3:30-5:00 p.m.

Call 5766 to make a class reservation or for more information.



Tech Notes

Math Coprocessors: Not just for number crunchers.

You may have heard of a math coprocessor (MCP), but if you're like most people you may think that you don't actually do MATH on your PC. This is a common misconception about math coprocessors.

An MCP is a computer chip that can be inserted on the main board of your PC. With a MCP the CPU is relieved of many time-consuming mathematical calculations. When the CPU encounters an instruction better suited to the MCP, it relays the instruction to the MCP and continues until the MCP indicates the result is ready.

The CPU handles functions such as addition, subtraction, multiplication, and division of whole numbers with ease; more complex functions, like decimal calculations, are not handled so easily by the CPU.

The MCP assists the CPU with complex mathematical calculations. How does this benefit the average user? The answer is graphics. When you draw pictures with lines and curves, the software must perform complex calculations to produce these figures. Fills, such as filling a circle with a color, also require a lot of calculations. Fonts, which are crucial to desktop publishing, word processing and spreadsheets are also math intensive.

How much performance increase can you expect from an MCP? It is difficult to generalize because it depends on the software you use and how you use it. Intel Corporation published the a guide which gives speed tests conducted with leading software packages; call Intel at 1-800-538-3373 and ask for the free "Intel Math Coprocessor Guide."

CPU Type	Math Co-Processor Type	Speeds (MHz)
8086	8086	5,8,10
80286	80287XL	8,10,12
80386SX	80387SX	16,20

The type of MCP you may want to purchase depends on the type of CPU you have. For each type of MCP, there are different operating speeds which correspond to the operating speed of your CPU. In general, you should try to match the speed of the MCP to the speed of your computer. If you have a 25 MHz 386, you should get a 25 MHz 30387DX. Actually, the speeds do not have to match exactly; the MCP will work as long as it has the same or higher speed as the CPU.

If you are looking for a way to improve the performance of your system, consider a math coprocessor. Prices range from \$80 to \$590, depending on the type of CPU.

HOW TO

WordPerfect: Practical tips

Capitalization: To change blocks of existing text to upper or lowercase letters, (1) block the text you want to change (ALT-F4), (2) press "Switch" (SHIFT-F3), and (3) select "Uppercase" or "Lowercase."

Centering a Block of Lines: "Block" the lines you want centered (ALT-F4), press "Center" (SHIFT-F6), and type "Y" to center the lines.

Cursor Speed: When you press down a key and hold it, the key repeats the display of the character. The normal rate is 10 characters a second. To alter the rate, press Setup (SHIFT-F1), select Cursor Speed, select a repetition rate and press Exit (F7).

Delete Text: There are several features available for deleting text.

Delete to end of line:	CTRL-END
Delete to end of page:	CTRL-PgDn
Delete word:	CTRL-←

Document Summary: You can create a edit or document summary for a file which contains the filename, date, author, and comments. This is very helpful in reviewing the contents of files that are now used frequently. Press "Format" (SHIFT-F8), select "Document" (3), select "Summary" (5), enter the information by pressing the corresponding menu number, and press "Exit" (F7) when you are finished. The system filename and date are entered for you by WordPerfect.

Flush Right: This feature lets you align one or more lines of text flush against the right margin. To flush right while you type, press "Flush Right" (ALT-F6), type the text and press ENTER to end the flush right. You can flush several lines right by first blocking the text (ALT-F4) and then pressing "Flush Right" (ALT-F6).

Go To: This feature is used to move the cursor to a specific position in your document. It can also be pressed twice to move the cursor back to the original position. The "Go To" command is CTRL-HOME; press any of the following keys:

Left/Right Column	←/→
Page Up/Down	↑/↓
To page (?)	Page number

Hard Space: To keep two or more words from being split by a RETURN (e.g., names, dates or equations) you must enter a "hard space." To enter a hard space, type the first word, press "Hard Space" (HOME, SPACEBAR), and then type the second word.

Line Spacing: Line spacing increases or decreases the spacing between lines of text. For instance, single-spaced documents have line spacing of 1; double-spaced documents have line spacing of 2. You may set line spacing to any value. This is very helpful when you are trying to squeeze just one more line on a page of text — set the line spacing to .9. To change line spacing, press Format (SHIFT-F8), select "Line" (1), select "Line Spacing" (6), enter a spacing number, and press "Exit" (F7) to return to the document.