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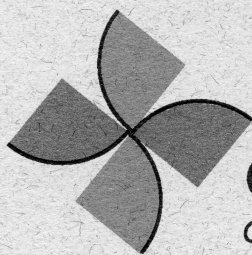
Marisela Cadena-Smith

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Caleidoscope Show

Title: Developmental Patterns in Relationships
Moderator: Mary Rabaut
Guest: Dr. Joe Hulgus, Psychologist
Air Time: Plano Telecable, Channel 35
Monday, Sept. 21, 5 p.m.
Tuesday, Sept. 22, 9 p.m.

Title: Family Values
Moderator: Shelley Lane
Guests: Gary Hodge, CCCC
Cindy Howry, CCCC
Janet Schriver, CCCC
Air Time: Plano Telecable, Channel 35
Monday, Sept. 28 p.m.
Tuesday, Sept. 29 9 p.m.

VOLUNTEERS NEEDED!

High School Recruitment

Please volunteer to help in the recruitment activities for the fall semester at the following high schools. Call Rebecca Crowell at ext. 5711.

Sept. 22

Princeton High School 9-11 a.m.

Sept. 24

Allen High School 6-9 p.m.

Central Park Campus Lunches

Sept. 21-24

Monday	Subway
Tuesday	Domino's Pizza
Wednesday	Golden Fried Chicken
Thursday	British Baker

Sept. 28-Oct. 1

Monday	Subway
Tuesday	Domino's Pizza
Wednesday	Golden Fried Chicken
Thursday	Jaime's Mexican Restaurant

Lunches will be served from 11 a.m. to 1 p.m. in the second floor atrium.

REPRESENTATIVES ON CAMPUS

Southern Methodist University (SMU)

A representative from SMU will be at Spring Creek Campus from 9 a.m.-1 p.m. on **Monday, Sept. 28** in the atrium.

University of Texas at Dallas (UTD)

A representative from UTD will be at Spring Creek Campus from 9 a.m.-1 p.m. and 5-8 p.m. on **Wednesday, Oct. 7** in the atrium.

East Texas State University (ETSU)

A representative from ETSU will be at Spring Creek Campus from 9 a.m.-noon on **Monday, Oct. 19** in the atrium.

A representative will be at Central Park Campus from 9 a.m.-noon on **Monday, Oct. 26** in the Student Lounge area.

Student Assistant Orientation

Attention all supervisors of student assistants and college work study students:

There will be student assistant orientation during the following times and places:

Sept. 29	1-2:30 p.m.	Boardroom	CPC
Sept. 30	1-2:30 p.m.	F108A	SCC

The topic will be policies and procedures. Facilitators will be Charlotte LeForge and Donna Okaro. Please plan for your student assistant/college work study to attend this important session.

The Viewbooks are Here, The Viewbooks are Here!

The new CCCC Viewbook has arrived! The brochure was produced by the Public Information and Admissions offices as well as the Marketing and Recruitment Task Force. It will be used for recruitment as well as providing general information to the public.

Student Media Workshop

Learn how to use the student media workshop. A demonstration of the studio control room, and part production/editing area will be held on Friday, Oct. 2 in the LRC at CPC. The overview will last one hour. Enrollment is limited so please call Mary Wright at ext. 6605 to reserve a space in either the 1-2 p.m. workshop or the 2-3 p.m. workshop. All full-time staff and faculty and adjunct faculty are invited. Sponsored by Staff Development.

Thanks, Martha Ellis

Special Events Coordinator

Mary Anne Seale is the new special events coordinator for the college. She will assist in planning and facilitating special events that are sponsored by the college and sponsored by external agencies in a college facility. Her duties include scheduling the use of all facilities at both campuses and researching events that will serve as a new source of revenue for the college.

She will manage the CCCC Speaker's Bureau and serve as an ex-officio member of the Special Events Task Force. Her office is located in the Public Information Office (F104) at Spring Creek and her extension is 5606.

Computer Workshops

by Academic Computing Services

We are happy to be able to offer you a series of computer workshops again this fall. Please take note of the dates and times for each class. For more information or to register, please call ext. 5766.

WordPerfect Merge

Learn to create primary and secondary files and to merge documents with mailing lists. Learn to insert merge commands during execution, create address labels and how to trouble-shoot merge problems.

Prerequisite: none

Dates: 10/5 and 10/7, 3-5 p.m., A208/CPC

WordPerfect Tables

WordPerfect table feature provides an easy way to create and edit organized rows and columns of tabular data—without having to enter tabs or tab settings. Learn to create a table, change its position, shade, join and split. Everything you ever wanted to know about the table feature is included.

Prerequisite: intermediate level WordPerfect experience

Dates: 10/12 and 10/14, 3-5 p.m., J121/SCC

There is Still Time...

to purchase your Theatre Season Tickets!

All Students, Faculty and Staff—4 Plays for only \$9

General Admission—4 plays for \$18

Call the Quad C Theatre Program Box Office

881-5809

Reserve Your Tickets Now!
The first play, the hilarious comedy
"Noises Off"
opens Thursday, Oct. 15

WELLNESS NEWS

Open Aerobics

M-R 4-5 p.m. A107/SCC

Open Aerobics

MW 4-5 p.m. B207/CPC

Circuit Weight Training

MW 3-4 p.m. B207/CPC

TR 3:30-5 p.m. B207/CPC

Massage Therapy Workshop

Wednesday, Sept. 30 6:30-8:30 p.m. B315/CPC

Preregister by Sept. 29

Fee is \$5 per couple.

Instructor: Ginger Christeson, certified massage therapist.

AIDS Education

AIDS education for employees is coming in October. For more information on AIDS, call 1-800-342-AIDS. AIDS is everyone's problem; get educated.

Wellness Member of the Month

Carelyn Mitchell at Central Park Campus has received the distinction of Wellness Member of the Month for September and has received a Wellness T-shirt.

Wellness Members of the Month

Peter Huey, John Mullin, Billie Collins, Rhonda Thomas and Larry Stern have received the distinction of Wellness Member of the Month. These employees have demonstrated the importance of making health a top priority in their life. Please congratulate them!

WYBO Members Keep Going Strong

The Walk Your Buns Off (WYBO) club has walked more than 2,081 miles since September 1991. Those participating in the club are Peggy Crook, Kandy Crook, Rhonda Thomas, Stephanie Hanson, Sandra Marton, Dawn Garcia, Karen Farrell, Jean Sobotka, Elizabeth Cowan and Tracy Bains. For an information packet on the WYBO club, please contact the Wellness Program at ext. 5777.

Employee CPR Classes

Friday, Sept. 25, noon-5 p.m., A217/SCC

Preregister by Sept. 23

Wellness Tennis Lessons

Sept. 30-Oct. 28 (Wednesdays only)

Preregister by Sept. 26

4:30-5:45 p.m. Tennis Courts/SCC

Blood Profile

Tuesday, Sept. 29 **Preregister by Sept. 28**

Wednesday, Sept. 30 **Preregister by Sept. 29**

Fast for 12 hours prior to test. A wide variety of blood profiles are offered. Fee varies by test.

Call Bev at ext. 5777 for more information.

From "Hints For The Disabled"

by Patricia Galbreath, DMN

Hearing impaired staff and students may be interested to know that nearly 4,000 open-captioned films and videos, including theatrical and educational titles, are offered on a free loan basis by the U.S. Department of Education.

The only cost to the borrower is return postage for 16 mm films. The VHS tapes have prepaid postage labels included. For more information, contact: Modern Talking Picture Service, 5000 Park Street N., St. Petersburg, Fla. 33709.

Congratulations Nurses!

For the third year in a row graduates of CCCC's nursing program have scored a 100 percent pass rate on the national licensure exam. This feat is very uncommon and illustrates the strength of CCCC's program. To date no CCCC nursing program graduate has failed the R.N. exams. Congratulations!

Co-op News

The recent award of a Title VIII grant allows the Cooperative Work Experience division to add additional staff for our new projects. As a result, Barbara Eubanks, director of CWE, and her administrative assistant, Judy Guyer, have moved their offices to B252/CPC to make available space at SCC for the new staff. We will now be able to offer academic internships previously not available and are looking forward to exciting new directions for our program. New on board already in Co-op is Sandy Gaugler, division secretary. Please welcome her to the college.

Potluck Lunch

Everyone is invited to a Potluck lunch 12:30-2 p.m. on Friday, Sept. 25 in the Boardroom at Central Park Campus. Bring your favorite dish or a cash donation. See ya there!

Heartfelt Thanks

"A heartfelt thanks to all of you for contributing to this year's United Way campaign. Once again, you have gone the extra mile to help make Collin County a better place for all of us.

Many words come to mind to describe people like you—generous, concerned, caring—and smart, too. Smart because you recognize that when you give to United Way, you help ensure that a wide variety of needs—including vital health, family and youth services—are being met in our area.

You've learned that your contribution goes on giving and working 365 days a year.

However, the best part of giving to United Way is the good feeling it brings. We know we're making a difference to a lot of people—people we may not know but who need our help.

There's an old maxim that says a person is known by the company he or she keeps. The same could be said of an institution—CCCC is fortunate to be associated with generous employees like you. My thanks for your continuing support of United Way.

For those of you who still want to contribute, please send your pledge cards or a check payable to United Way, to Anita Wormald, Continuing Education.

Special thanks to our 1992 United Way Campaign Team members—Raquel Meyers, Dinah Hampton, Brendan Quigley, Alan Pippin, Charlotte LeForge, Miquel Alarcon, Joan Crawford, Monica Sanchez, Ruth Dunlop and Carol Jenkins."

Thanks, Anita Wormald

Continuing Education

The following courses will be offered during the month of October by Continuing Education at CCCC. Anyone can enroll in these courses, so share the information with your family, friends or co-workers. Employees can apply for reimbursement for these courses.

Course Title	Starts	Location
Keyboarding	10/5	Clark High
Career Workshop	10/7	Clark High
Lotus 1-2-3	10/14	Clark High
SAT English Review	10/7	PESH
Intro to DOS	10/14	PESH
Computer Aided Design II	10/14	PESH
Electrical Code	10/01	PSHS
SAT Math Review	10/06	PSHS
ACCT/Record Keeping	10/1	SCC
DOS Utilities	10/1	SCC
Lifelines: Past on Paper	10/1	SCC
Management by Exception	10/3	SCC
Managing Changing Workforce	10/3	SCC
Promotion/Publicity Volunteer	10/3	SCC
Travel Destination I-Domestic	10/6	SCC
Excellence in Customer	10/6	SCC
Self Esteem: Impact	10/6	SCC
Intermediate MS Windows	10/8	SCC
Nature Photography	10/8	SCC
Defining & Reaching Mkt	10/10	SCC
WP 5.1 for Business I	10/10	SCC
Succeeding in Man's World	10/10	SCC
Decorating w/Painted Fabrics	10/10	SCC
Sabre II Computer Training	10/12	SCC
GRE Preparation—Math	10/12	SCC
Money Management	10/12	SCC
Introduction to DOS	10/13	SCC
Desk top WP 5.1	10/13	SCC
Intro to LAN	10/14	SCC
Orientation to Tele. Level II	10/14	SCC
GRE Preparation Verbal	10/15	SCC
Lotus 1-2-3 Advanced	10/19	SCC
Floral/Retail Operations	10/19	SCC
Floral Workshops	10/19	SCC
History/Origin of Language	10/19	SCC
Accessorizing Your Home	10/20	SCC
Intermediate DOS	10/20	SCC
Excel 3.0 I	10/20	SCC
Understand Mutual Funds	10/21	SCC
Proofreading/Editing	10/22	SCC
Small Business Acct. w/PC	10/26	SCC
Intermediate Sign language	10/26	SCC
Weddings	10/26	SCC
French Conversation	10/26	SCC
WP for Windows I	10/27	SCC
Excel 3.0 I	10/27	SCC
Spanish Conversation	10/27	SCC
Russian Conversation	10/27	SCC
Financial Mgmt. w/Lotus	10/31	SCC

Buy/Sell Small Business	10/31	SCC
Intro Microsoft Windows	10/31	SCC
Lotus 1-2-3 Intermediate	10/31	SCC
Beating Burnout	10/1	Shepton High
WP 5.1 for Business I	10/6	Shepton High
How Does Your Net Work?	10/6	Shepton High
Master the Art of Comm.	10/8	Shepton High
Business Writing	10/20	Shepton High
Assertiveness Training	10/20	Shepton High
Introduction to Microcomputers	10/27	Shepton High
Lotus 1-2-3 Beginning	10/29	Shepton High

All of the above classes are offered in the evening, or on Saturdays. For a complete listing or course descriptions, pick up a copy of the Continuing Education class schedule at the Information counter at either campus, or call 881-5850. To register for Continuing Education classes, call registration at 881-5747.

STAFF AND FACULTY OPPORTUNITIES

Call for Papers

The Popular Culture Association/American Culture Association is calling for papers. The deadline for submission is Oct. 1. The association's annual meeting will be held April 7-10 in New Orleans. Participants in all areas of the arts, humanities, social sciences and physical sciences are invited to attend.

AACJC Convention

Theme for convention is Building Communities for the World of Tomorrow. One hour forums and college showcase formats are available. The deadline is Oct. 9.

Conference for Women

The 6th Annual International Conference for Women in Higher Education is calling for papers. The deadline for submission is Oct. 15. Papers can be written in the areas of equity issues, women in their discipline, career mobility, networking, support systems, the future, etc. Special attention will be given to papers presenting the international perspective on a selected topic. Their annual meeting will be held Jan. 7-9 at the Westin Paso Del Norte, El Paso. The meeting will provide a forum for discussing areas relevant to women.

Conference on College Teaching

The 5th Annual Lilly Conference on College Teaching-West is calling for papers. The proposal deadline is Dec. 11. The conference will be held March 5-8 at Lake Arrowhead, Conn. This is a weekend retreat for faculty to share proven pedagogies and insights about teaching. Papers, workshops and seminars are invited that provide a forum for faculty to discuss any areas affecting teaching and learning in or out of the classroom.

Articles Needed

The Journal of American Association of Women in Community and Junior Colleges is calling for articles for its 1993 issue. The deadline is Nov. 15, and papers on women in technology, family issues, ethnic women, mentoring, leadership, learning styles, gender in curriculum and book reviews are welcome.

For more information on any of the above, call Martha Ellis at ext. 6606.

Excellence Institute

Teaching/Learning Workshop

Sept. 24—G226/SCC 6:30-8:30 p.m.

Sept. 26—G226/SCC 9-11 a.m.

Is Anyone Out There Learning?

Take advantage of the diversity of learning styles among your students. Be encouraged and empowered with new tools and ideas to connect with your students' unique styles. The workshop will be interactive and interdisciplinary!!

Refreshments Provided! Sponsored by Staff Development.

Critical Thinking: Teaching Strategies Workshop

Oct. 17-18—Doubletree Hotel, Austin Fee: \$195

This workshop emphasizes the basic concepts of critical thinking, teaching strategies, mastery of content, establishment of intellectual standards, interdisciplinary examples, and modes of evaluation and assessment. For more information, call Martha Ellis at ext. 6606.

Minority Student Today Conference

Oct. 4-7—San Antonio

Recruitment, retention and success strategies for minority students. Learn how to eliminate structural barriers and promote multicultural and balanced academic programs. For more information, call Martha Ellis at ext. 6606.

Texas and Federal Employment Law

Oct. 6—Holiday Inn on Stemmons, Dallas
Fee \$139

Learn how to avoid lawsuits, how to handle employee complaints, access liability, Texas disability law, Texas non-competition laws, etc. Individual legal questions will be answered. For more information, call Martha Ellis at ext. 6606.

Communication: Making the Difference

Sept. 18 8 a.m.—noon
Oct. 23 12:30-4:30 p.m.
Nov. 12 8 a.m.—noon
Dec. 7 8 a.m.—noon

Texas Instruments, Dallas Fee: Free

Participants will have an understanding of their role in personal and organizational success. They will be able to foster recognition of job skills, interpersonal skills and action skills as keys to optimum performance. For more information, call Martha Ellis at ext. 6606.

Powerful Presentation Skills

Oct. 22—Holiday Inn, Dallas Fee: \$149

This workshop provides you with the skills and confidence to make presentations. Learn how to plan, organize and present your thoughts. Understand why anxiety is normal.

How to Supervise People (For the Newly Appointed Supervisor & Manager)

Oct. 29—Hilton, Richardson

Oct. 28—Marriott, Dallas Fee: \$98

Understand your leadership style; create productivity and build morale; confidently handle conflicts and develop your own personal action plan.

Business Grammar and Usage

Oct. 13—Holiday Inn, Dallas Fee: \$98

Oct. 15—Hilton, Richardson

Learn how to polish your writing, build your word power, proofread and de-mystify punctuation. For more information, call Martha Ellis at ext. 6606.

Fourth Annual Southwest Seminar for Great Teaching

Oct. 16-18—Inn of the Mountain Gods, Ruidoso,
New Mexico Fee: \$225

Share ideas with other faculty. Learn about teaching techniques from faculty. For more information, call Martha Ellis at ext. 6606.

1992 Annual Conference on Technology

Oct. 21-24 Orlando, Fla. Fee: \$295

Sponsored by the League for Innovation, this conference focuses on the application of information technology in the community. It will also explore the substance of instructional software, especially multimedia material, and the use of networks to provide access to resources and to facilitate communication among faculty, students and other college constituents. For more information, call Martha Ellis at ext. 6606.

Total Quality Management Workshops

Nov. 2-3 Texas Instruments, Dallas

Nov. 23-24 Texas Instruments, Dallas

Dec. 15-16 Texas Instruments, Dallas

This interactive seminar will help employees gain knowledge about the principles and applications of total quality management, develop as a team player, and begin drafting a plan for TQM on our campus. For more information, call Martha Ellis at ext. 6606.

Self-Study Update

"The Self-Study is moving right along, but there seems to be some confusion about who should participate. Well, you should participate. Yes...YOU. We need everyone's help, so please, if you haven't signed up yet, or if you signed up and haven't heard from your committee yet, please call Billie Cunningham at ext. 5874 or Tom Rodgers at ext. 6882.

Another way you can help is to respond to the SACS Self-Study Survey that has appeared in your mailbox (look for the yellow paper), and to encourage your students to respond to their surveys.

The completed surveys are due back by Oct. 16, but we'll take them early (if you get our drift...) Please return the survey scantron form ASAP to one of the bright yellow boxes located throughout both campuses. Now listen carefully! No person should receive more than one survey. We have a different survey for each of the following groups:

Board Members	Professional Office Staff
Adjunct Faculty	Faculty
Students	Residents
Administrative Staff	

So, if for some unimaginable reason, you receive a survey for a group to which you do not belong, please call Billie or Tom and get a copy of the right survey.

Those of you who are nosy, or just interested in what all the committees are up to, now have the ability to 'eavesdrop.' The minutes of all Self-Study committee meetings are stored in the Self-Study Resource Center behind the circulation desks in both LRCs. Just ask for the 'Self-Study Committee Minutes' book.

Thanks to all of you who are working so hard on the Self-Study!!! High Fives! Bravo! Cheers! Accolades! Pat on the back! Encouragement! Now Carry On!"

Billie Cunningham

From The Registrar's Office

(fourth in a series of articles)

One of the exceptions to a student's right to control disclosure of educational records, provided for in the Family Educational Rights and Privacy Act (FERPA), is the exception to provide access to school officials who have a legitimate educational interest in the records.

A school official is a person employed by the college in an administrative, supervisory, academic research, or support staff position; a person elected to the board of trustees; and/or a person employed by or under contract to the college to perform a special task, such as an attorney or auditor.

A school official has a legitimate educational interest if the official is performing a task that is specified in his or her position description or by a contract agreement; performing a task related to a student's education; performing a task related to the discipline of a student; and/or providing a service or benefit relating to the student or student's family such as health care, counseling, job placement or financial aid.

For answers to specific questions, call the registrar.

EXHIBITS

Surfaces

Eastfield College Gallery presents **Lee Akins—Surfaces**, Sept. 14–25. The reception will be Tuesday, Sept. 15, 7–9 p.m. at the Eastfield College Gallery, 3737 Motley Drive, Mesquite, Texas. Regular Gallery Hours are Monday–Friday 9 a.m.–4:30 p.m. and also Tuesday and Wednesday evenings from 4:30–8:30 p.m.

Materials Hard and Soft

The Greater Denton Arts Council presents the sixth annual **Materials Hard & Soft** Sept. 20–Oct. 30 in the Meadows Gallery Center for the Visual Arts at the corner of Hickory and Bell in Denton. The opening reception will be Saturday, Sept. 19 from 7–9 p.m. Awards will be announced at 8 p.m. This is funded in part by The Arts Guild.

Name That Tune II

"This year's **Name That Tune** fund-raising game is off to a fabulous start. My phone has been ringing day and night, and a few of you have even tried to guess the tune (others, have simply hung up)! Let me remind you, this a game where there are no losers, only winners. For each correct guess a sum of money is donated to the college-wide holiday fund-raiser. The Human Relations Task Force has already put up \$50 in prize money, additional funds will be forthcoming from other organizations. So even if you don't recognize the tune, GUESS! Maybe I'll announce the most creative/ridiculous guess each week along with the winners.

I was quite surprised to find that there was only one winner last week. **'Mustang Sally'** correctly identified The Shirelles smash hit recording of the old Carol King tune, 'Will You Love Me Tomorrow?' Congratulations!! The sum of \$5 will be donated in your name to the fund drive. The CBNC award (Close, But No Cigar) goes to Rodney Boyd and the team of Leslie Lonsberry and Celeste Harden from the CPC Testing Center for guessing 'Will You Still Love Me Tomorrow?' Each also got the group wrong, Rodney saying that it was Martha and the Vandellas, Lonsberry/Harden guessing The Supremes. Curiously, none of last year's frequent winners—Bill Ardis, Helen DuPont, 'Lovely Rita Meter Maid,' Alan Pippin, Marti Miles-Rosenfield—came even close this time around. Oh well, maybe the pressure...

So, the gauntlet has been dropped, the game continues. This week's tune is REALLY EASY. All you need to do is dial ext. 5608. Loosen up a bit, and take your best shot!"

The "Tunester"

NOTES FROM INSTITUTIONAL RESEARCH

Strategic Planning/Evaluation Workshops

Two strategic planning/evaluation workshops have been set for:

Thursday, Sept. 24 2 p.m. F110/SCC
Monday, Sept. 28 2 p.m. A220/CPC

At these workshops we will review the fall 1992 strategic planning/evaluation process and timeline and answer any questions. All cost center managers responsible for strategic plans as well as interested others are invited to attend. For more information, contact Gerry Perkus, ext. 6617.

Advising Sessions

CCCC will be offering students the opportunity to attend group advising sessions this fall.

These meetings provide:

Faculty with the opportunity to explain general advising information to a large group rather than to each student on an individual basis.

An understanding of the basic courses required for the student's chosen program of study.

Updated information on the transferability of courses and admission criteria at senior institutions.

Undecided students with the opportunity to "shop around" and gather information about various programs of study.

An awareness of student development services.

Please encourage your students to attend.

Advertising Art	Oct. 16 Oct. 20	1-3 p.m. 7-9 p.m.	K236/SCC K224/SCC
Business & Engineering	Sept. 30 Oct. 1	7-8:15 p.m. 3-4:15 p.m. 7-8:15 p.m.	Boardroom/CPC Theatre Theatre
Criminal Justice	Oct. 29	2:30-3:30 p.m. 5:30-6:30 p.m.	A216/SCC G238/SCC
Education	Oct. 27	2:30-3:30 p.m. 5:30-7 p.m.	Theatre Theatre
Nursing	Oct. 5	4-5:30 p.m. 7-8:30 p.m.	B301/CPC Theatre
Political Science and Pre-Law	Oct. 29	2:30-3:30 p.m. 5:30-6:30 p.m.	A215/SCC G219/SCC
Psychology and Eating Disorders	Oct. 29	2:30-3:30 p.m. 5:30-6:30 p.m.	A214/SCC B112/SCC
Science and Health	Oct. 15	6:30-8 p.m.	J235/SCC

Forum

All members of the CCCC community are invited to attend an open meeting to discuss the results of the assessment of the Institutional Research. This assessment was conducted by a task force as part of a pilot coordinated by the Council on Planning and Institutional Effectiveness. The meeting will be held on Tuesday, Oct. 6 at 2 p.m. in the Boardroom/CPC. Copies of the report summary and recommendations can be requested in advance from the Institutional Research office at ext. 6618. A copy of the full report will be on reserve at the circulation desks of the LRCs at both campuses.

1992-93 Program Assessment

The 1992-93 program assessment cycle is underway. The programs selected for assessment this year and their respective departments are as follows:

- Business & Engineering—Business Administration
- Developmental Education—Developmental Writing
- Arts and Humanities—Foreign Languages (Includes French, German, Spanish, Japanese, Russian)
- Science and Health—Fire Science
- Social Sciences—Psychology

If you have any questions or input regarding the 1992-93 Program Assessment Process please contact Constance Howell, coordinator of evaluation, at ext. 6618.