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Caleidoscope

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10-5-1992

## Caleidoscope 10/5/1992

Marisela Cadena-Smith

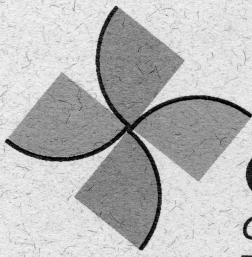
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# CALEIDOSCOPE

C C C C E m p l o y e e N e w s l e t t e r

Oct. 5, 1992

No. 247

## 1992 Deadlines—Caleidoscope

*Submissions due no later than 5 p.m. on:*

Tuesday, Oct. 13  
Tuesday, Oct. 27  
Tuesday, Nov. 10  
Tuesday, Nov. 24  
Tuesday, Dec. 8

*Issue date:*

Monday, Oct. 19  
Monday, Nov. 2  
Monday, Nov. 16  
Monday, Nov. 30  
Monday, Dec. 14

Please send your submissions to Jill Klancnik or Donna Lyall, Public Information Office. For submissions of more than three paragraphs, it would be helpful to receive them on a disk in WordPerfect. We appreciate your cooperation in helping to make the publishing of *Caleidoscope* easier on all of us.

## Evening Administrators

These are the evening administrators that will be available for the fall semester at each campus.

**Central Park Campus:** Call beeper #95403074, then dial the extension you are calling from.

Monday	Walt Nilsen
Tuesday	Jack Gray
Wednesday	Ted Lewis
Thursday	Joe Jaynes
Saturday	N/A

**Spring Creek Campus:** Call extension 5690 for the administrator's walkie talkie.

Monday	Steve Ellis
Tuesday	Percy Parrish
Wednesday	Washington James
Thursday	Margie Lasek
Saturday	Bill Adler

## Catherine the Great Tickets

Tickets still are available for the Catherine the Great exhibit from the Student Activities Office. The \$5 tickets include an audio tour and are valid through Nov. 29 on a stand-by basis. Catherine the Great tickets do not include admission to the State Fair of Texas. For more information, please call ext. 5788.

## Representatives on Campus

### 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 and at Central Park Campus from 9 a.m.-noon on **Monday, Oct. 26**, in the Student Lounge area.

### University of North Texas (UNT)

A representative from the University of North Texas will be at Spring Creek Campus from 9 a.m.-noon on **Monday, Oct. 12**, in the Atrium, and at Central Park Campus from 9 a.m.-noon on **Monday, Oct. 19**, in the Student Lounge area.

## Fall Mini-Semester

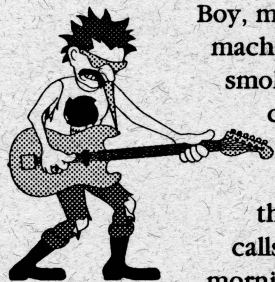
The Fall Mini-Semester at CCCC begins Monday, Oct. 19. More than 35 credit classes are offered for both current and new students. Registration, which is by TEX (telephone registration) only, begins Oct. 1 and runs through Oct. 13. Please encourage your students who are not already taking in the maximum number of hours to enroll in one of the Mini-Semester's classes. It's an easy way to earn three credit hours.

## Forum on Institutional Research

All members of the CCCC community are invited to attend an open meeting to discuss the results of the assessment of 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 Tuesday, Oct. 6, at 2 p.m. in the Boardroom at Central Park Campus. 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.

## From the Smokin' Tunester



Boy, my answering machine is really smokin'! You folks certainly seem to be in the swing of things. I get calls at two in the morning (I have a

day and time stamp on the machine)!

Before I announce the winners during the last two weeks, let me quickly respond to a comment left along with a guess. It seems that one player voiced the opinion that they are operating at a disadvantage since, as a newcomer, they don't know me or my taste in music. Others who have played in the past, they argue, have a better sense of the type of songs I choose. Fair enough. So here's a quick bio. I'm 42, born and raised in New York City and, yes, I've been down to Yasgur's farm—and even remember parts of that incredible weekend.

Thus far—this is a partial list and includes last year's choices—I've used tunes by The Grateful Dead, Bob Dylan, The Allman Brothers, The Rolling Stones, The Beatles, James Taylor, The Doors, Crosby, Stills and Nash (without Young), Elton John, The Temptations, The Four Tops, The Shirelles (can Diana Ross and the Supremes be far behind?), Van Morrison, Janis Joplin, Eric Clapton, The Kinks, and Bonnie Raitt. Enough??

Rest assured that I will never play songs by Barry Manilow, Petulia Clark, The Carpenters, Perry Como, Herb Albert and the Tiajuana Brass, and the likes of Garth Brooks (if you want to hear two-step stuff start your own game!).

The only winner for week #2 was **Bill Ardis**. Congratulations! Bill bounced back from a shaky start by correctly identifying CCR's version of "I Heard it Through the Grapevine." The DITIHI! (Darn, I Thought I Had It!) award goes to **Rodney Boyd**, **Steve Miller** from Reprographics, **Alan Pippin**, the team of **Lonsberry & Hardin**, "Lovely Rita Meter

Maid, "Mustang Sally," Wendy and Carolyn from Student Activities, **Ted Lewis**, both **Jeff and Marti Miles-**

**Rosenfield**, **Elizabeth Cowan** from the LRC, **Julie** from Human Resources and **Helen DuPont**. They all either got the artist wrong or, more commonly, forgot that "I" is the first word in the title (I know, picky, picky, but what can I say?).

You all did much better on the weekend edition. Seven players easily recognized the beginning of Bob Seger's "Night Moves": **Bill Ardis**, **Marti Miles-Rosenfield**, **Pam** from Human Resources, **Dee Walton**, **Judy Richardson** from the Admissions Office at CPC, **Susan** from Receiving at SCC, and **Ted Lewis**.

I put a really easy song on for week #3—Simon and Garfunkel's "Mrs. Robinson"—and, as a result, there were 11 winners: **Bill Ardis** (three in a row but, alas, his skein was broken on the weekend edition), **Rodney Boyd** (finally, after two weeks of close calls), **David Cullen** (who, with his own radio show on KERA Saturday and Sundays from noon–4 p.m. should know about these things), my old friend "**Fred Derf**" (welcome back), both **Jeff and Marti Miles-Rosenfield** (there's no spousal competition going on here, is there?), **Jo** from Continuing Education, **Susan St. John** from the Information Center at CPC, "**Lovely Rita...**," "**Mustang Sally**," and, finally, the team of **Lonsberry/Hardin** (it's about time). DITIHI! to **Carol Jenkins** and **Glenda DeLeon** for guessing the "Theme From the Graduate," which, in fact, it was. Congratulations to all.

Finally, just two players were able to guess the weekend edition's tune. "Some guy" called for **Dee Walton** and correctly identified Canned Heat's "On the Road Again" (not, and I repeat, **NOT** to be confused with a song of the same name by Willie Nelson) as did **Alan Pippin**.

Remember: everyone's a winner with the proceeds going to the CCCC holiday fund raiser. Just dial ext. 5608 to play.

The "Tunester"

## Central Park Campus Lunches

Oct. 5–8

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

Oct. 12–15

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.*

## October Continuing Education Courses

*Tuesday, Oct. 6:*

Travel Destinations I: Domestic  
Excellence in Customer Service  
Self Esteem: Its Impact on Your Life

*Thursday, Oct. 8:*

Intermediate MS Windows  
Nature Photography

*Saturday, Oct. 10:*

Defining and Reaching Your Market  
WP 5.1 for Business  
Succeeding in a Man's World  
Decorating with Painted Fabrics

*Monday, Oct. 12:*

Sabre II Computer Training  
GRE Preparation—Math  
Money Management

*Tuesday, Oct. 13:*

Introduction to DOS  
Desktop Publishing with WP 5.1  
*Wednesday, Oct. 14:*

Introduction to LANs  
Orientation to Telecomm. Level II  
*Thursday, Oct. 15:*

GRE Preparation—Verbal  
*Monday, Oct. 19:*

Lotus 1-2-3—Advanced  
Floral Retail Operations  
History and Origin of Language

*Tuesday, Oct. 20:*

Accessorizing Your Home  
Intermediate DOS  
Excel 3.0, I

## The Event of the Season!

Mark your calendars for the event of the semester: Friday, Nov. 13 at 8 p.m. in the John Anthony Theatre. Yes, Friday the 13th! (really, it's the only date we could get in the theatre this semester—honest!)

Grab a friend or two, and get your act together for the first-ever CCCC Fall Follies! Student Activities is sponsoring a talent show—an evening of fun and entertainment with teaching and non-teaching college faculty and students. This event will be for the fun of it with “awards” given at the conclusion of the program.

If you or someone you know at CCCC has a hidden (or not so hidden) talent (e.g., singing, musical performance [individual or band], comedy, dramatic readings, impersonations, etc.) and would like to perform, RSVP to Margie Lasek at ext. 5787 by Friday, Oct. 16.

We plan to charge a small admission fee, the total of which would be contributed toward the endowment of the Jackie Dooley Memorial Scholarship for Learning Disabled students.

Please note that we will need a minimum of eight acts to hold this event. Ten acts is the ideal length for this type of program; therefore, if more than 10 acts apply from the faculty and student body, we will probably need to hold auditions.

## Give Me Liberty

Eight CCCC students are looking for a sponsor to help them in starting a student organization promoting the Libertarian Party.

Organization sponsors may be full- or part-time employees. To learn more about this party, whose slogan is “That government governs best which governs least,” call Stan Brown, chairman of the Libertarian Party of Collin County, at (214) 985-0450.

## Another Way You Can Educate CCCC Students

Student Activities is surveying faculty and staff to determine your interest in sponsoring current or future student organizations.

Briefly stated, sponsors serve as college representatives (ensuring that college policies and procedures are followed, co-signing on organization expenditures, accompanying students on field trips, etc.), as mentors for the student leaders they work with, as sounding boards for the students' ideas and concerns, and as facilitators when needed.

There are two types of sponsors, primary and secondary. Basically they are the same, except that the primary sponsor carries a “heavier” responsibility with the group. The primary sponsor is the one the students should go to first for

signatures, etc. They are generally the most informed, available and involved sponsor. The degree to which primary and secondary sponsors participate depends on the nature and experience of the student organization they work with, as well as the sponsors' level of interest and the amount of time they are able to dedicate to the group.

The following groups are currently in need of a primary sponsor.

- Gamers Legion—a group that meets to escape the stress of school by playing a variety of games.
- Libertarian Club—students who support the Libertarian Party.

If you would like to sponsor either of the groups, please contact Margie Lasek as soon as possible at ext. 5787.

## The Nina, the Pinta and You

Oct. 12, 1992, marks the 500th anniversary of Christopher Columbus' discovery of the New World. Oct. 29, 1992, marks the day when a renowned book reviewer and educator, Rose-Mary Rumbley, will present her review of the real reasons for sending Columbus on his voyage. Make plans to attend this “brown bag lunch” from 12:30-1:30 p.m. in F108A.



“Did you detect something a little ominous in the way they said, ‘See you later?’”

## Staff News

### Disabled Career Fair

Helen Dupont, coordinator of employment, and Shirley Kaczka, manager of compensation and employment, attended a Career Fair for people with disabilities at the Dallas Convention Center on Tuesday, Sept. 15. They were sponsored by the Human Relations Task Force and Martha Ellis.

"We would like to say how much we appreciated the opportunity to attend this career fair and represent CCCC," Dupont and Kaczka said. "There were more than 50 companies represented, and we received a good deal of response to our positions and about our school."

### Congratulations, Russell

Russell Kunz, management development coordinator, has been named to the Plano Independent School District Marketing Education Advisory Council.

### Presidential Speech

Larry Collins, history professor, gave a speech titled "Presidential Elections: Have They Changed?" to the McKinney Lions Club on Sept. 16 and to the Plano Daughters of the American Revolution on Sept. 17. Collins will present the same material on Oct. 16 to the McKinney Rotary Club.

### Making History

CCCC History Professor Matthew Coulter recently was appointed to the Elections Committee of the Texas Junior College Teachers Association. Coulter will serve in this position for one year.

### Back to School

Russell Kunz, management development coordinator and Robert Horton, management adjunct faculty member, met with Plano City Manager Tom Muehlenback and Training Manager Vicki Mower on Sept. 16 to discuss enrolling city employees in a Total Quality Management class. The

class, to be taught at the company site, initially would involve top city officials. Other city employees would take the class at a later date. After several meetings with city officials, this proposal will be presented to city leaders for confirmation this week.

### Management Degree Program

Peggy Burch, Vicki Harris, Russell Kunz, Karen Rose and Anita Wormald met with Linda McGalliot from Frito-Lay on Sept. 17 to finalize plans to enroll 18 Frito-Lay employees in the management development degree program. These students, who were previously enrolled at North Lake College, began their first 12-week class—Total Quality Management—Sept. 29 at the company site.

### "Above-Average" Article

Pamela Hull, adjunct instructor for Office Administration, had an article published in the September 1992, issue of the *Adjunct Mentor*. The title of the article is "An Above-Average Grading System."

### NCMPR Awards

Congratulations to the Public Information Office for their excellent showing at the National Council for Marketing and Public Relations District 4 conference. CCCC received NCMPR Medallion awards in the following categories: silvers in the Best Annual Report (April 1992 *Faces*) and Best Desktop Publishing (1992-93 *Student Handbook*), and a bronze in Best Catalog (1992-93 *Catalog*). These three awards were presented at a luncheon attended by Jill Klancnik, Virginia McLean and Doug Wintermute on Monday, Sept. 21, in Sante Fe, New Mexico.

Also awarded at the conference were Professional Development Scholarships to Klancnik, public information writer, and McLean, publications coordinator. These scholarships helped defer the cost of attending the three-day conference.

## Foundation News

The CCCC Foundation, Inc., is pleased to announce the following scholarship award recipients for the fall 1992 semester.

### Carole Anthony:

Jayson Nichols \$300

### Botsford:

Patsy Cowan \$250

### Christ United Methodist Church:

Joyce Brown \$300

### Jackie Dooley Memorial:

Margo Shouse \$250

### Special Population:

#### Disabled:

Angie Belcher \$200

#### Minority:

John Villa \$200

#### Single Parent/Homemaker:

Megan Boyanton \$200

#### First Generation Student:

Bernice Reese \$200

### Trustee Merit Based:

#### First Year Student:

Laura Shipman \$300

#### Continuing Student:

Jacqueline Webb \$300

### Total to CCCC for fall 1992:

\$2500



## 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

### AIDS Issues and Prevention—Free

Oct. 12 2 p.m. CPC/A117

Oct. 14 2 p.m. SCC/F108B

### Overcoming Overeating—\$10

Oct. 7 6:30-8:30 p.m. SCC/A217

Oct. 14 6:30-8:30 p.m. SCC/A217

## FERPA—Fifth in a Series

Additional exceptions to a student's right to control disclosure of educational records provided by the Family Educational Rights and Privacy Act of 1974 (FERPA) include:

- disclosure to certain officials of the U.S. Department of Education, the Comptroller General, and state and local educational authorities, in connection with certain state or federally supported education programs;
- in connection with a student's request for or receipt of financial aid, as necessary to determine the eligibility, amount or conditions of the financial aid, or to enforce the terms and conditions of the aid;
- to comply with a judicial order or a lawfully issued subpoena, provided the school makes a reasonable attempt to notify the student prior to compliance.

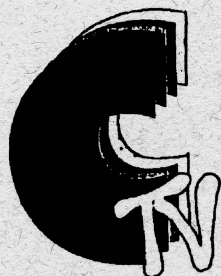
In compliance with FERPA, the Registrar's Office maintains a record of all requests for and disclosure of information from a student's educational records. Please call ext. 6741 for more information.

## Team/Volunteer Day

Friday, Oct. 30

- Chili Cook-off: noon-1:30 p.m./ Central Park Campus
- Team Activities: 1:30-5 p.m./ Spring Creek Campus
- County-wide Volunteer Activities: 1:30-5 p.m.

Free T-shirts, with the Ctv logo, to participants. More details to follow.



CCCC TEAM/VOLUNTEER DAY

## Peer Advisers Available

These peer advisers are capable, ready and willing to help students, faculty and staff with advising and transfer information. Please stop by the Student Development Office at either campus or call them at ext. 5782 at SCC or 6782 at CPC. Each adviser is listed with their major and the college they plan to transfer to.

### Central Park Campus

Scott Dunn:

Physical Therapy—Stephen F. Austin State University

Holly McIver:

Physical Therapy—East Texas State University or University of North Texas

April Vance:

Journalism—Midwestern State University

### Spring Creek Campus

Dawn Diggs:

Psychology—undecided

Torrie Hoffman:

BSAD—University of Texas at Dallas

Becky Johnson:

Psychology/Pre-law—UTD or Southern Methodist University

Jennifer Lampasona:

BSAD—*presently attending* UTD

Marie Nyman:

Biology—UTD

Thom Seaberry:

Criminal Justice—Sam Houston State University

## New Books in the LRC

- "Black Water" by Joyce Carol Oates
- "Very Old Bones" by William Kennedy
- "Pelican Brief" by John Grisham
- "Possessing the Secret of Joy" by Alice Walker
- "The Age of Missing Information" by Bill McKibben
- "Lincoln at Gettysburg" by Garry Wills
- "Technopoly: The Surrender of Culture to Technology" by Neil Postman
- "What it Takes: The Road to the White House" by Richard Ben Cramer
- "Race: How Blacks and Whites Think and Feel About the American Obsession" by Studs Terkel
- "Who Will Tell the People: The Betrayal of American Democracy" by William Grieder
- "Two Nations: Black and White, Separate, Hostile, Unequal" by Andrew Hacker
- "Truman" by David McCullough

## New Library in Frisco

In cooperation with the city of Frisco, the Collin County Community College Learning Resources Center has opened a new library. Located in the municipal complex at 8750 McKinney Rd. in Frisco, the library is open during the following hours:

Monday-Tuesday	8 a.m. to 4 p.m.
Friday	8 a.m. to 5 p.m.
Saturday	9 a.m. to noon

Olga J. Rudy is the librarian in charge of the new facility. Born in Chile, she is fluent in English, Spanish and French, and conversant in Italian, Portuguese and German. Rudy recently conducted a successful summer reading program for the children of Frisco, and now she has her sights set on the community's middle schoolers and young adults.

CCCC's presence and influence in the Frisco area will grow dramatically over the next several years. We know community members who first encounter CCCC through the Frisco Public Library will meet the same friendliness, professionalism and high standards that the college is known for already.

## Staff and Faculty Opportunities

### Conference on College Teaching

The Fifth 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, Calif. 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.

### Call for Articles

The Journal of the 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.

### 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.

### The Essentials of High Self-Esteem and Peak Achievement

Oct. 28 (Southland Center Hotel)  
Fee: \$49

This just-for-women conference will provide you with everything you need to know to boost your self-image, enthusiasm and job satisfaction. You also will learn to take control of your life, communicate with confidence, define who you really are, harness the power of a positive image, and be good to yourself.

### Communication: Making the Difference

Oct. 23, Nov. 12, Dec. 7 (Texas Instruments, Dallas)

Fee: Free

Participants will have an understanding of their role in personal and organizational success. You will be able to foster recognition of job skills, interpersonal skills and action skills as keys to optimum performance.

### 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.

### 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 on all of the above conferences and opportunities, please call Martha Ellis, at ext. 6606.*

## Computer Workshops

by Academic Computing Services

We are happy 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 how to insert merge commands during execution, create address labels, and troubleshoot merge problems.

*Prerequisite:* none

Dates: Oct. 5 and Oct. 7, 3-5 p.m., A208/Central Park Campus

### WordPerfect Tables

The 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 and 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: Oct. 12 and Oct. 14, 3-5 p.m., J121/Spring Creek Campus

## Teleconferences

Title: *America 2000 communities: The Four-part Challenge*

Time: 7:30-8:30 p.m.

Date: Tuesday, Oct. 13

Place: Bijou II

Fee: Free

Title: *World Food Day Teleconference*

Time: 11 a.m.-2 p.m.

Date: Friday, Oct. 16

Place: Bijou II

Fee: Free

Title: *The Democratic Process: Why Every Vote Counts*

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

Date: Wednesday, Oct. 21

Place: Bijou II

Fee: Free

## Update on CCCC's SACS Accreditation—Our Self-Study

You should have received your Self-Study Survey by now (you should be seeing yellow!). Have you responded yet?

The completed scantrons are due back by Oct. 16, but we'll take them now. Bright yellow drop boxes for the survey scantron sheets are located around both campuses at the following locations: LRCs, Bursar's Office (SCC), division offices, Information Desks, Plant Operations (CPC) and Student Activities Office (CPC).

All full-time employees are being surveyed. If you have not received your survey, please call Billie Cunningham at ext. 5847 or Tom Rodgers at ext. 6882. Adjunct faculty members are being surveyed randomly, so if you belong to that group, don't panic if you have not received a survey. However, if you are not being surveyed, we still need your help!

If you are in a helping mood (whether you received a survey or not), please call Billie for a good time (helping, that is).

The self-study committees are now in the process of verifying that CCCC meets each individual criterion of the Southern Association of Colleges and Schools. If a committee member comes to your office looking for information, please welcome him or her and make that information available. We can't state in the Self-Study Report that we meet a criterion without evidence to support that statement. Thanks for your enthusiastic cooperation!

Faculty members! Please recruit students to work on the self-study committees. They can get involved at almost any level, depending on how much work they want to do. You might even tie their participation to a project in your classes. For example, an accounting student could participate on the Subcommittee on Financial Resources and then write a directed report for class credit. If you find willing students, or if you would like to see a list of committees, please call Tom or Billie.

Thanks, again, to all of you who

are working so hard on the Self-Study! More Bravos! Cheers! Accolades! Pats on the back! Encouragement!

### Mark Your Calendars!

Oct. 16, 1992	Surveys collected
Oct. 26, 1992	Survey results to committees
Nov. 30, 1992	Subcommittee reports submitted to principal committees
Dec. 18, 1992	Section I completed and submitted to Steering Committee Preliminary work on Section II completed
March 4, 1994	Southern Association of Colleges and Schools Reaffirmation Committee visit.

## Caleidoscope Show

Title:	"The See Program"
Moderator:	Mary Rabaut
Guests:	Barbara Eubanks Helene Cavanaugh
Air Time:	Plano Telecable, Channel 35 Monday, Oct. 5, 5 p.m. Wednesday, Oct. 7, 7:30 p.m.
Title:	"The Presidential Election-'92"
Moderator:	Shelley Lane
Guests:	Loren Miller Yvonne Johnson Steve Phillips
Air Time:	Plano Telecable, Channel 35 Monday, Oct. 12, 5 p.m. Tuesday, Oct. 14, 7:30 p.m.

## Public Information News

### You Say You Want Business Cards?

We changed the process for ordering business cards about 10 months ago and a few questions continue to crop up. This is the process.

1. Send a Reprographics Service Request form to the Public Information Office (attention Virginia McLean, publications coordinator), filling in the person's name, title and telephone extensions (for both campuses) in the "special instructions" area.

2. We must wait to produce cards until we have received 10 orders. This way the unit price remains a low \$11\* per box of 500. When the artwork is done for your cards, we will send you a proof sheet. Please sign off on the artwork as soon as you receive it and send it back to the Public Information Office.

3. When we receive all 10 proof sheets, we make any changes or corrections and then forward the artwork to Reprographics for printing.

4. Reprographics prints, cuts and boxes the cards and sends you your finished product!

Thank you for your cooperation and patience in getting your cards produced.

*\* The price for cards goes up tremendously if your cards are produced on a single order (one card per sheet instead of 10). However, if you do want a rush order the price for a single order is \$65.*

### Public Information Job Tickets

For those of you who utilize the Public Information Office for proofreading your publications or for writing press releases, we now have job tickets that will be sent to you when your jobs have been completed.

You will need your proofreading ticket if your job is being printed by Reprographics. Present the ticket to Reprographics when you submit your order so they know that your publication has been seen by Public Information.

The press release tickets include the date the release was mailed and how many newspapers (and other media if applicable) it was sent to.

You may contact Jill Klancnik, public information writer, at ext. 5615, if you need material proofread or a press release written.

**SURVEY OF FUTURE INTEREST  
IN SPONSORING A STUDENT ORGANIZATION**

**If time does not permit now or if these groups are not of interest to you but you might like to sponsor an organization in the future, please complete and return the following survey to the Student Activities Office at Spring Creek Campus by Friday, October 23.**

**(Sharing your interest with us does not commit you to sponsoring an organization in the future. We would simply like to create a list of possible sponsors by group type for students who may inquire in the future.) Thank you in advance for your interest in our students and for completing this survey.**

- ☐ Academic  
(Any particular curricular area? \_\_\_\_\_)
- ☐ Cultural (ethnic/racial focus)  
(Any particular entity? \_\_\_\_\_)
- ☐ Environmental
- ☐ Political
- ☐ Politically Partisan  
(Any particular party? \_\_\_\_\_)
- ☐ Religious  
(Any particular religious affiliation? \_\_\_\_\_)
- ☐ Social
- ☐ Special interest
- ☐ Sports  
(Any particular sport? \_\_\_\_\_)
- ☐ Support/Self-Help  
(Any particular type? \_\_\_\_\_)
- ☐ Other: \_\_\_\_\_

Name: \_\_\_\_\_

Campus & Room Location: \_\_\_\_\_