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## Caleidoscope 9/13/1993

Marisela Cadena-Smith

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# Caleidoscope

Collin County Community College Employee Newsletter

Sept. 13, 1993

No. 270

Published by the Public Relations and Publications Department

## Hitch a Ride with "Driving Miss Daisy"

The first production of the 1993-94 theatre season opened last Thursday, Sept. 9. If you didn't make it to one of the performances of "Driving Miss Daisy" over the weekend, the cast and crew missed you! Tickets are still available through the box office for the remaining shows for \$4 faculty/staff and \$6 general admission.

Season subscriptions are also still available, but the deadline for reserving them is approaching fast. Subscriptions must be reserved by Sunday, Sept. 19. Season tickets to all 14 shows for faculty/staff are just \$18. General admission season tickets are \$26. Call the box office at ext. 5809 or pick up a season subscription form on the table outside the John Anthony Theatre.

## CCCC Recognizes Eight Outstanding Employees

At the All Staff meeting on Friday, Aug. 30, eight CCCC employees were recognized for the contributions and commitment to the college. Receiving awards were: Barbara Haroutunian (Rose Award—Full-time), Roddy Parkinson (Rose Award—Part-time), Brad Baker and Marty Berryman (Ambassador Awards), Steve Hardy (Innovator Award), and Craig "Yo" Erickson, Donna Okaro and Percy Parrish (Unsung Hero/Heroine Awards). Congratulations to all the award winners and the nominees for being such important parts of CCCC.

## Meet Students at Student Activities' Person-to-Person

Would you like to get to know our students a little better? Perhaps answer their questions about your career area or how you got to where you are? Would you like to ask them questions? Find out their concerns, interests, needs and opinions? Find out what makes them tick as well as what tickles them? Find out what we as an institution can do to enhance their college experience?

If getting to know our students—or simply socialize with them—appeals to you, consider attending one of our "Person-to-Person" luncheons or dinners this year. Yes, for the first time Student Activities will be hosting "Person-to-Person" luncheons and dinners (meals provided) for up to 24 students and eight employees. Dr. Anthony and Margie Lasek, director of student activities, are scheduled to be at each gathering. "Person-to-Person" is a part of our 1993-94 Leadership Activities Program.

We would like to have six faculty and staff members representing different levels and areas of the college at each luncheon or dinner. Below are the dates, times and locations of the "Person-to-Person" events for this year. Plan for these gatherings to last one hour. Send your name, title, office location, extension and date you would like to attend to Student Activities at SCC by Wednesday, Sept. 29. We will do our best to include you at the luncheon/dinner you identify as your first choice. Please give us a call at ext. 5785 if your schedule/preference changes.

Tuesday, Oct. 19	6:30 p.m.	SCC F108B
Wednesday, Nov. 17	12:30 p.m.	CPC A117 (boardroom)
Tuesday, Feb. 15	12:30 p.m.	SCC F108A
Wednesday, March 23	6:30 p.m.	SCC F108A
Tuesday, April 12	12:30 p.m.	CPC A117

Thank you in advance for your interest in and support of our student body.

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## Continuing Education Classes—Sept. 21-Oct. 1

Please register for any of the following Continuing Education classes at least three days prior to the first class meeting.

For more information on any of the following classes, please contact the Continuing Education Division at 985-3750. To register, contact the Registrar's Office at 985-3721.

### **Courtyard Center**

9/21

How to Start & Operate a Small Business

Intro. to DOS

Spanish for Landscapers

Finding a Job in the

Telecommunications Marketplace

9/22

Intro. to DOS

How to Find a Job When You're Over 55

9/23

How Washington Affects You

9/24

Professional Image and You in the '90s

9/25

Lotus 1-2-3 for DOS, I

9/27

Behavior-based Interviewing

Refresher Typing on the PC

Wordperfect 5.1, I

Microsoft Word for Windows, I

Intermediate DOS

Intro. to Graphics

9/28

Wordperfect 5.1, I

Microsoft Word 5.5

9/29

dBASE IV, Beginning

Nature Photography

10/2

Wordperfect 5.1, I

Intro. to DOS

Magazine Writing, Part I & II

10/3

Copyright/Defamation Law

10/4

Intermediate LANs for Managers

### **Plano East**

9/22

Finance and Accounting for the  
Non-accountant

9/27

Intro. to Microcomputers

### **Prosper**

9/29

Intro. to Microcomputers

### **Spring Creek Campus**

10/1

Real Estate Principles II

Supervisory Management

Life After Divorce

## OU Rep on Campus

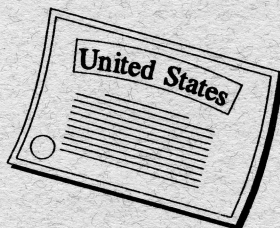
Michelle Goertz, a representative from the University of Oklahoma, will visit with students from 8-10:30 a.m., Wednesday, Sept. 22 in the Atrium/SCC and from 2:30-4:30 p.m. the same day in the First Floor Atrium/CPC.

## UNT Rep at SCC

Paul Hermesmeier, a representative of the University of North Texas, will visit with students from 9 a.m.-1 p.m., Wednesday, Sept. 22 in the Atrium/SCC.

## A Little Piece of the U.S.

United States savings bonds will be offered through payroll deduction to all staff as of Sept. 1. Information booklets and enrollment forms are available in the Human Resources offices at CPC and SCC. For more information, please contact the Human Resources Office at ext. 6660 or the Payroll Department at ext. 6633.



## Staff News

### Evening Administrators

The following people have agreed to be evening administrators for the fall semester:

#### *Spring Creek Campus*

M Denise Brown  
T Helen Dupont  
W Beth Porter  
R Mitch Smith  
F N/A  
S Paula Roman

#### *Central Park Campus*

M Gerry Perkus  
T Belinda Newman  
W Rita Parker  
R Larry Collins  
F N/A  
S Joe Jaynes

### Thanks for Helping with Recruitment

On behalf of the marketing task force and the recruiting team in admissions, I'd like to extend a sincere thanks to those who volunteered their time and energy for recruiting programs:

Toni Allen	Carolyn Primeau
Wendy Burton	Susan St. John
Lydia Gober	Elaine Stewart
Roberta Kess	Sandy Terrell
Melissa Mateer	Doug Wintermute
Maxine Phillips	Sherry Wood

Due to the dedication of these fine folks, the Plano Chamber's "Opportunity '93" program and the Allen Country Fair were very successful for recruiting efforts.

Please contact me at ext. 5712 if you are interested in assisting us with other efforts during the fall.

*Thomas Stearns*

### Our Sympathies

The CCCC family would like to express its condolences to Jonathan Beam, telecommunications, on the loss of his grandmother and grand father; to Dede Day on the loss of her grandmother; and to Juanita Pell and Janet Seabolt, both of Plant Operations at CPC, on the loss of Clarence "Jelly" Pell, Juanita's husband and Janet's father.



## Van Cleef to Speak in Waco

June Van Cleef will be the featured guest lecturer at the Waco Art Center on Tuesday, Sept. 14. She will be speaking to the Art Center Associates, a group of 150-200 people and the topic of the lecture is "Documentary Photography of the '90s."

## More Staff Moves to CYC

The Registrar's Office now has three staff members housed at CYC to register continuing education students. Kathrine Luft, assistant registrar for continuing education; Amy Holmes, records assistant; and Grace Ledbetter, evening records assistant, are holding down the fort in West Plano. Holmes and Ledbetter moved from SCC to CYC.

Cheryl White from the Bursar's Office is also working the Registrar's Office at CYC to assist students. Their office is open from 8 a.m.-8 p.m. Monday-Friday. These four women are located in B101 and can be reached at 985-3720 or 985-3721.

## Children's Art Work Displayed

Art created by the children of the college's Child Development Center will be on display at the Cultural Arts Center of Plano through Thursday, Sept. 30. The 40 items in the display, including pieces created with paint, tempera, salt, wooden sculpture and collage, were made by children ages three-12. For more information please contact Kim Nithiananda at ext. 5945.

## Congrats Gerry!

Gerry Perkus, director of Institutional Research, was recently appointed to two committees: the Collin County Human Services Needs Assessment Data Committee and the Texas Association of Institutional Research Program Committee for its annual conference in El Paso next February.

## 5-year Service Award Recipients

Miguel Alacron  
Brian Allison  
Mary Ann Andrade  
Pat Banta  
Cathy Barck  
Johnnie Bradford  
Wendy Burton  
Linda Conry  
Vickie Coughlin  
Matthew Coulter  
Vickie Dobbs  
Cheri Doine  
Pat Dysart  
Dinah Hampton  
Carol Jenkins  
Norma Johnson  
Yvonne Johnson  
Lynn Jones  
Kathy Kerby  
Robertta Kess  
Vivian Lilly  
Kathy Lingo  
Barbara Lusk  
Donna Lyall

Sandra Marton  
Debra Mast  
Judy Matlock  
Brenda McNease  
Patricia McTee  
Carelyn Mitchell  
John Mullin  
Audrey Newsome  
Alan Pippin  
Annette Powell  
Doug Proffer  
Rex Reece  
Karen Rose  
Shirley Rutz  
Jim Sigona  
Jean Sobotka  
Beverly Tremain  
Cheri Troppy  
Jessie Abbott-White  
Jill Whitson  
Lane Williams  
Betty Wolfe  
Carol Worsnop  
Mary Wright

The above group has worked at CCCC for five years, and they were presented with engraved pens at the All Staff Meeting on Aug. 27.

## Sigona Masters Phys Ed

Jim Sigona, CCCC's men's basketball coach, received his master of science degree in physical education from East Texas State University last month. Congratulations, Coach!

## FYI-September Paychecks

Because the college will be closed Thursday, Sept. 30 for Professional Development Day, September paychecks will be distributed to your division offices on Wednesday, Sept. 29. Please note the check date will be Sept. 30, so your check is not valid until that day.

## CPC Lunches

It's that time again—lunch will be served from 11 a.m.-1 p.m. on the first floor of the D wing Monday-Friday at CPC. *(Yes, lunch will now be served on Fridays!)*

Monday—Golden Fried Chicken  
Tuesday—Hutchins Bar-B-Q  
Wednesday—British Baker  
Thursday—Subway  
Friday—Taco Bell

## 1993-94 Program Assessment

The 1993-94 Program Assessment Process is ready to roll, and your help is needed. The programs that will be assessed are: Real Estate, English as a Second Language, Art, Eating Disorders Counselor, Criminal Justice, Biology, Physics and Child Development.

This year's kickoff will be from 1:30-3 p.m., Friday, Oct. 1 in F108B/SCC. All deans, program coordinators, program assessment task force chairs and anyone else interested is invited to attend. Refreshments will be served.

Following that kickoff the following steps will be taken:

- Program assessment task forces will begin to assess their assigned program following the Program Assessment Policies and Procedures and Program Assessment Instrument.
- A progress report to CPIE will be given at the December 1993 CPIE meeting.
- Drafts will be completed by Feb. 18.
- Open meetings will be held by March 1 in order to solicit comments and recommendations from the college and community at large.
- Completed assessment instruments are sent to the respective deans by March 15.
- The deans forward the assessments with comments to the VPI's office by April 15.
- The VPI submits reports and comments along with a status report to the president by June 1.
- The president communicates the results to the Board of Trustees by June 28.

For further information, please contact Constance Howells, coordinator of evaluation, Office of Institutional Research, at ext. 6619.



## Staff and Faculty Opportunities

### Powerful Communication Skills for Women

Sept. 21 Dallas Fee: \$69

This seminar focuses on communicating with composure, confidence, influence and credibility.

### Implementing Self-directed Work Teams

Sept. 22 Dallas Fee: \$99

Learn to tailor a team strategy for your department, train your employees to be self-directed, give up control, test your system, and appraise your results during this seminar.

### Critical Thinking

Oct. 2-3 Dallas Fee: \$195

Learn how to speak less and have students think more in this two-day seminar. You will also learn to teach students to read for themselves, think aloud in front of students, regularly question students, use concrete examples, require regular writing and more.

### How to Handle Conflict and Manage Anger

Oct. 7 Dallas Fee: \$98

Learn the secrets that keep you calm, cool and in control, and nine steps to having a hassle-free lifestyle.

### Quality, Creativity and Renewal: The 1993 College Teaching and Learning Exchange

Oct. 13-17 San Jose, Calif. Fee: \$245

This seminar features keynote speakers who will address the quality of college teaching, creativity and renewal in higher education. Participants may choose from 100 concurrent sessions.

### Great Teachers Seminar

Oct. 15-17 Ruidoso, NM (Inn of the Mountain Gods) Fee: \$250

This seminar is based on the premise that college faculty are a rich resource. It takes a participant-centered focus that allows those attending to determine its content. It focuses on teaching successes and challenges.

### Educating One-third of a Nation IV: Making Our Reality Match Our Rhetoric

Oct. 21-23 Houston Fee: \$265

This seminar is designed to help colleges develop and implement comprehensive action plans to enhance cultural diversity and develop environments of support.

### Scholarly Writers' Workshop

Oct. 23 9 a.m.-4 p.m. Dallas (Westin Galleria) Fee: \$95

This workshop is for faculty and administrators who want to publish non-fiction books. It is guaranteed to address all specific questions about book publishing, with special attention to which publishers to pursue and which to avoid. Developing a prospectus will also be discussed.

### Advancing Reform-The College Board National Forum

Oct. 27-30 New Orleans Fee: \$195

The National Forum will bring together practitioners and policymakers to advance an agenda for action. Leading practitioners will share strategies through concurrent sessions.

### Writing Policies and Procedures

Oct. 27-28 Dallas Fee: \$295

In this workshop you will learn to develop clear policies and procedures, master perfect letter writing, put together a manual, and communicate clearly to other employees with your writing.

### 44th Texas Educational Secretaries Association Fall Conference

Nov. 12-14 Abilene Fee: \$75

This conference will focus the issues that face secretaries in education.

### Reinventing the Community College Using Technology

Nov. 14-17 Nashville, Tennessee Fee: \$295

This conference is the principal showcase of applying technology to improve teaching and learning in community colleges. It is sponsored by the League for Innovation Application of Computer Technology in Community Colleges.

*For more information on the above opportunities, please contact Martha Ellis at ext. 6606.*

### Volunteer at the Heritage Farmstead Museum

The Heritage Farmstead Museum in Plano is looking for volunteers. Through the authentically restored 1891 Victorian house and grounds, guides in costume illustrate life as it was at the turn of the century to more than 20,000 visitors each year.

Volunteer training sessions are from 7-9 p.m., Tuesday Sept. 14, 21 and 28. For more information, please contact Peggy Riddle at 881-0140.

### Christian Leadership Ministries

The Christian Leadership Ministries (CLM) is an international organization for Christian educators. CLM provides many opportunities for its members including annual and bi-annual regional conferences, travel abroad programs, and publications such as "The Real Issue," a quarterly journal that chronicles activities of Christian educators and students.

For more information on membership in the CCCC chapter of CLM, please contact Ehi Agboaye, professor of political science, at ext. 5914.





## Music Department Grows

CCCC's Music Department has grown to an all-time high of more than 500 students. More than 40 sections of music courses now give students the choices of choral and instrumental ensembles, music theory and literature, private lessons, recording technology and enrichment classes.

Three new instructors—Kris Berg, Tim Morrison and Guy Whitmore—will add significantly to the overall quality in the department. Berg, instrumental jazz instructor, joins the faculty full time and directs the instrumental jazz ensembles. He also teaches improvisation and jazz history, and gives private bass lessons. Berg is a graduate of the University of North Texas, a professional bass player and a composer/arranger.

Morrison, director of the newly formed "Chamber Choir" comes to CCCC with a master's degree from the Perkins School of Theology at Southern Methodist University. He is the director of choral music at Custer Road Methodist Church in Plano and brings a wide background in choral music.

The guitar program at the college has enjoyed recent growth under the direction of associate instructor Whitmore. With a double masters in guitar performance and electronic music, Whitmore teaches classic guitar, guitar ensemble and private guitar lessons.

Faculty and staff are always welcome to attend the Music Department's Wednesday recital series at noon in the John Anthony Theatre at SCC. The first recital of the semester features "Trio Brillante" on Wednesday, Sept. 22.

## Theatre Faculty Continue to Shine

Brad Baker, director of theatre, was a keynote speaker at the National Association of Theatre in Higher Education conference in Philadelphia this summer. He delivered an

address highlighting the benefits of non-traditional casting in the theatre, for example casting with disregard for traditional racial, gender or disability status. The presentation was very well received and his paper will be published in an upcoming issue of the *Journal of Politics, Culture and Society*.

Gail Cronauer, adjunct professor of theatre, was recently cast in a leading role for an upcoming production of "Barefoot in the Park" in Dallas. She can also be seen in this fall's motion picture "Flesh and Bone."

Craig "Yo" Erickson, director of technical theatre, is not only a tech theatre wizard with paint and lights, he is also an accomplished bicyclist who races with a professional biking team in Richardson. He finished fifth in the adult division of last month's "Hotter than Hell" bike race. This race attracts cyclists from across the country. He is also in demand as an actor, with his latest film, "Flesh and Bone," starring Meg Ryan and Dennis Quaid scheduled to open this fall.

Sandy Snyder, adjunct professor of theatre, spent the summer designing and building costumes for all of the area Shakespeare festivals. In addition to her work as designer for Quad C Theatre's production of "Romeo and Juliet," Snyder also worked on the two Dallas Shakespeare Festival productions, "The Merry Wives of Windsor" and "Richard III," and the Junior Players of Dallas' summer production. She designed the costumes and makeup for the college's production of "Driving Miss Daisy."

Brendan Quigley, manager of the college's technical theatre facilities and small forward on the faculty-staff intramural basketball team, recently returned from a well-deserved vacation trip to Los Angeles where he visited Mickey Mouse and Disneyland. Well, we can't all be stars.

*(theatre news submitted by Brad Baker)*

## Inspirations by Cathy Whitney, professor of biology

*Remember: what you know use as a foundation.*

*What you can learn use as building blocks.*

*The difference it can make is a brick house vs. a wooden shack.*



## CWE News

SCANS...is it a new biomedical invention for locating a disease...or maybe the disease itself? Is it a satellite from a space laboratory? Is it the latest device for recording test scores? None of the above is correct, but you will be hearing much more about it in community college circles in the near future.

SCANS refers to a report by the U.S. Secretary of Labor's Commission on Achieving Necessary Skills that came out in 1992, and it is taking a front row seat among career development groups across the country. The report provides in-depth information from employers on what they see as absolutely necessary skills for the workplace, now and in the future.

In addition, employers state what levels of proficiency are required and what education systems must do in order to produce people who are truly prepared for the demands of work. In the near future, the funding for community colleges is going to be based upon the ability to place students in careers related to their studies. We will be called to account for how we prepare people for work.

The commission determined five bottom-line competencies and three sets of basic skills needed in a quality work force. In light of these developments, Cooperative Work Experience is planning to incorporate these competencies into the seminars offered to CWE students each semester. The skills are highlighted in the fall schedule and will be discussed as appropriate. The five are:

**Resources:** how to locate and use them

**Interpersonal Skills:** working on teams, teaching others, serving customers, leading and negotiating

**Information:** acquire/evaluate data, communicate in multiple ways, use computers to process information

**Systems:** understand social, organizational and technological systems, monitor/correct performance, design/improve systems

**Technology:** apply technology to specific tasks, select/use equipment/tools, maintain/troubleshoot equipment

The three foundation skills include the basics of the three R's (reading, writing and arithmetic) plus speaking/listening skills, critical thinking and problem solving, and personal qualities such as self-management, integrity, responsibility and sociability.

Seminars for September and October include:

Friday, Sept. 24 "Communication & Listening Skills" 8-10 a.m.,

6-8 p.m., F108A/SCC

Friday, Oct. 1 "Business Ethics"

8-10 a.m., 6-8 p.m., F108A/SCC

Friday, Oct. 8 "Project Management" 8-10 a.m., 6-8 p.m.,

F110/SCC

Anyone on campus is invited to attend these seminars. Speakers are from business, industry and CCCC. Complete fall seminar schedules are available in both CWE offices, B235/SCC or B259/CPC. For more information please contact the CWE staff at ext. 5735 or 6735.

## Reserving Space at CCCC

The new lecture hall at CPC, Walter L. Pike Hall, will be used by community groups and corporations as well as by college staff, faculty and organizations. Please contact Mary Anne Seale, special events coordinator, at ext. 5606 to reserve this space.

Both college and non-college organizations and individuals must schedule the atriums, hallway space and classrooms through Seale in order to advertise a program/product, hold meetings, have speakers, etc. She can arrange for your table and/or room set-up and AV equipment if you provide her with your specific needs in advance.

## They Say It's Your Birthday!

### September

John Boyd (14th)  
Steven Dewees (14th)  
Janet Seabolt (15th)  
Sherill Cobb (16th)  
Glenda DeLeon (16th)  
Greg Dennis (16th)  
Darla Murphy (16th)  
Lydia Gober (17th)  
Larry Collins (18th)  
Gordon O'Neal (18th)  
Wanda Richardson (19th)  
Jacquelyn Brown (20th)  
Kim Russell (20th)  
Mary Sobotka (21st)  
Stephen Thun (21st)  
Rex Parcels (22nd)  
June Van Cleef (23rd)  
Jo Burrell (25th)  
Michael McGar (26th)  
Jon Smith (26th)



## Teleconferences

Title: *Breaking the Mold*  
Time: 1-2 p.m.  
Date: Wednesday, Sept. 22  
Place: Bijou  
Cost: Free

Title: *Monitoring, Auditing and Reporting*  
Time: 9:30 -11 a.m.  
Date: Wednesday, Sept. 22  
Place: Bijou II  
Cost: Free

Title: *Technical Education Program Guidelines*  
Time: 1:30-3:30 p.m.  
Date: Wednesday, Sept. 29  
Place: Bijou  
Cost: Free

For more information on the above teleconferences, please contact Wendy Burton at ext. 5828.



## It's that time again.



Call ext. 5608 to play the ever-popular "Name That Tune."

### Caleidoscope Deadlines

*Submissions are due by 5 p.m. on:*

*For issue date of:*

Monday, Sept. 20  
Monday, Oct. 4

Monday, Sept. 27  
Monday, Oct. 11

Please send submissions to Jill Klancnik, Public Relations Office, F102/SCC. Submissions on disks in WordPerfect, especially if more than two paragraphs, are greatly appreciated!

## T R U T H S

In the next eight issues of *Caleidoscope*, the "truths" that Dr. Anthony revealed during the All Staff Meeting on Friday, Aug. 30 will be reprinted to keep them in the forefront of all our minds. By remembering and applying these truths to our daily tasks, we as individuals and as a college can continue to make a difference in the lives of our students, faculty and staff.

**Truth #1:** "Learning comes through involvement and participation, through trial and error. There is no limit to what a person can learn if thoroughly involved. The learner needs to fool with things, to try them on, to adjust and readjust. We need to continue to strive toward creating environments that encourage student involvement—this trial and error process. Otherwise, learning at best will consist of memory and recall."



*Jean Helgeson (right), professor of biology, accepts a plaque of appreciation from Luciana Whipple (left), B.S., C.C.E., chairperson of the Infection Control and Sterilization Standards Subcommittee of the International Electrology Educators.*

## Helgeson Honored for Her Work on Electrologist Manual

Jean Helgeson, CCCC professor of biology, recently authored a manual, "Infection Control Practices and Sterilization Standards for the Society of Clinical and Medical Electrologists." The manual, which was produced for the International Electrology Educators (an affiliate of the national Society of Clinical and Medical Electrologists) has been touted as the best in the industry on this subject. Electrologists are allied health professionals who perform electrolysis—the process of permanently removing unwanted hair. Because this procedure is somewhat invasive, a major concern in this field is providing a safe environment for patients and practitioners. And that reason is what brought Helgeson into the picture.

The chairperson of the committee to create this manual, Luciana Whipple, a board certified clinical electrologist practicing in Plano, recruited Helgeson to assist with the manual. Helgeson has a master's degree in cell biology from the University of Texas Southwestern Medical Center, and she worked for seven years in the lab of Drs. Joseph Goldstein and Michael Brown, winners of the Nobel Prize in Physiology and Medicine in 1985. After the success of this manual, Helgeson and Whipple are currently working on another project about electrolysis.



## Wellness News



### Open Aerobics

Open aerobics are held from 4-5 p.m., Monday-Thursday in the Dance Studio at SCC.

For open aerobic information at CPC, please contact Karla Payne at ext. 6892.

### Employee CPR

Employee CPR (Level B) will be offered from noon-5 p.m., Friday, Sept. 17 in A217/SCC. This free class, which will be taught by Beverly Tremain, teaches Basic Cardiac Life Support including adult, child and infant CPR and choking procedures. Please register by Monday, Sept. 13 to Tremain at ext. 5777.

### Fit to Sit

Do you have backaches or neck and eye strain? Many people that work at a computer or do other clerical duties at a desk do not take needed and deserved breaks. This seminar will teach you a "mini-fitness" routine and how to schedule it into your day. Stretching, isometrics, deep breathing and more can give you the break you deserve during the day and improve your productivity and morale. This class will be from 12:30-1 p.m., Monday, Sept. 27 in A117/CPC. Register by Friday, Sept. 24 by calling Beverly Tremain at ext. 5777. This seminar is free.

### Helping You Get Ready to Exercise

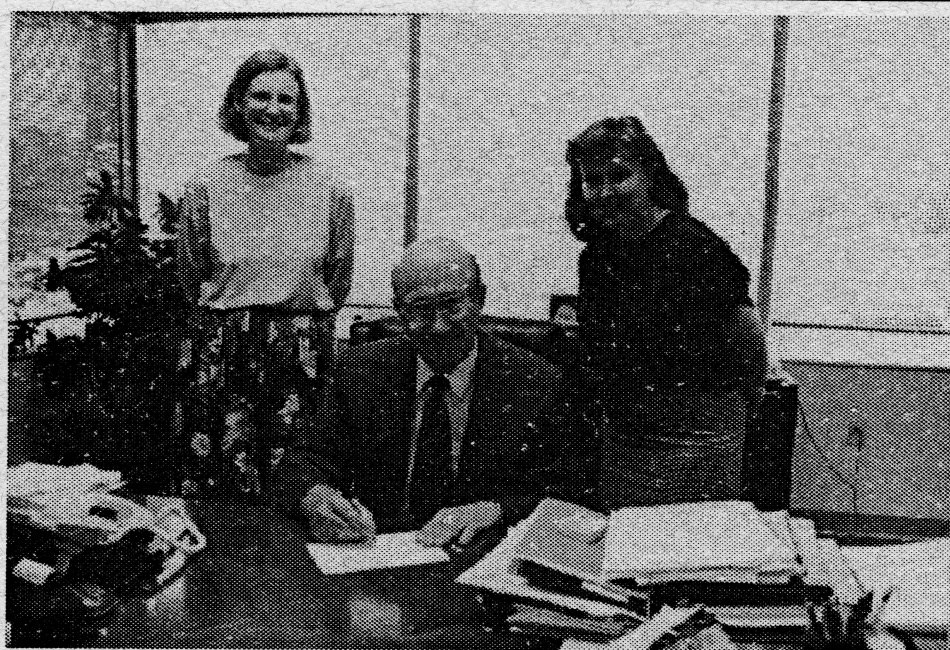
Our own Beverly Tremain, wellness coordinator extraordinaire, will teach you how make movement and exercise a part of your life-style. You will learn your "stages of readiness" for movement, ways to fit activity into your day, your motivations and barriers to exercise, and more. Those attending the class will be entered for a drawing for a free wellness T-shirt. This seminar will be held from noon-1:15 p.m., Monday, Sept. 20 in F108C/SCC. Register by Friday, Sept. 17 to Beverly Tremain, and there is no fee.

### Blood Profiles

Blood profiles will be offered by the Wellness Way from 7:30-8:30 a.m., Thursday, Sept. 23 in A217/SCC. Profiles are available for cholesterol, diabetes, lipid profile, For Men Only, For Women Only, etc. Fasting for 12 hours prior to the profiles is required. Contact Beverly Tremain at ext. 5777 for profile explanations and fees. Register by Wednesday, Sept. 22.

### Community CPR

Employee CPR will be offered at 6:30 p.m., Thursday, Sept. 23 in A217/SCC. This class teaches adult, child and infant CPR and choking procedures. The class will be taught by Barbara Meyers, and the fee is \$20. Register by Wednesday, Sept. 22 to Beverly Tremain at ext. 5777.



*Dr. John Anthony, Vickie Coughlin (L), and Anita Cothran (R) kick off the 1993 United Way campaign.*

### You Can Make a Difference

The United Way campaign kicked off on Aug. 27 at the All Staff Meeting, and several contributions were pledged at that time. Although the payroll deduction option isn't available this year, you can use your MasterCard or VISA to make your pledge. All pledge donations are voluntary and should be sent to Anita Cochran, Business Office/CPC or Vickie Coughlin, Financial Aid Office/CPC by Monday, Sept. 20. For more information contact Cochran at ext. 6621 or Coughlin at ext. 6760. Thanks for your support of this worthwhile program.

**We Support**



**United Way**