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Caleidoscope

Collin County Community College Employee Newsletter

Dec. 6, 1993

No. 276

Published by the Public Relations and Publications Department



Memorial Scholarship Established for Patty Burton

CCCC lost one of its most valuable team members last month when Patty Burton lost her fight with pancreatic cancer.

But Burton's dedication and perseverance will always be remembered with the creation of the Patty Burton Scholarship for Displaced Homemakers.

Burton was the coordinator of the college's PROMISE Program, a program designed to assist displaced homemakers and single parents in Collin County. During her tenure with the program, Burton touched the lives of hundreds of men, women and children with her thoughtful and nurturing personality. She

worked with people who were going through a major life transition to allow them to reenter the work force and contribute to the well-being of themselves and their families.

When she discovered that she had terminal cancer in late October, Burton asked that a scholarship be established in her name to assist displaced homemakers and single parents. Her loving nature and willingness to help others reached all corners of Collin County and beyond. Burton died at her home in McKinney on Nov. 12. She was 54 years old.

The CCCC Foundation, Inc. is accepting donations for the Patty Burton Scholarship for Displaced Homemakers. The scholarship criteria will be determined by Burton's family and will be given on an annual basis to a deserving CCCC student.

For more information on the Patty Burton Scholarship for Displaced Homemakers, contact the CCCC Development Office at ext. 6609.

Human Relations Fund Drive

With the holidays just around the corner, the Human Relations Task Force is again collecting donations and gifts to make the holidays brighter for some needy families in the community. For a list of needed gifts contact Helen Dupont at ext. 5662 or Jean LaFollett at ext. 6660. Money may be donated to Dupont, LaFollett, Larry Collins or Larry Stern. The deadline to give gifts or money is Friday, Dec. 10.

Thank You

On behalf of my family, I would like to express my sincere appreciation for all of your prayers and support during my mother's illness and death. We were truly comforted by your love and kindness during such a difficult time. I have always known that we have something special here at the college, and now my family and I have experienced that "something special."

Wendy Burton

All Staff Day

8 a.m.-12:30 p.m. • Friday, Jan. 14 • Central Park Campus
New faculty and staff: Get your photo taken for the PR & P files in the Atrium.
More details after the Holiday Break

Caleidoscope is published every two weeks by the Public Relations and Publications Department.

Submissions of more than two paragraphs are preferred by diskette in WordPerfect.

Send submissions to Jill Klancnik, coordinator of public relations, F102/SCC, 881-5615.

Submission Deadline

Tuesday, Jan. 4 by 5 p.m.

Next issue—Jan. 10

PR & P fax number—881-5971.

Contents

Staff News	2
Continuing Education Classes	2
Wellness News	2
Bits and Pieces	2
Birthdays	2
Staff and Faculty Opportunities	3
Fine Line	4
PTK Initiation	4
Emergency Procedures	4
Fall '93 Final Exam Schedule	5
News You Can Use... ..	5
Celebration of Cultures	4
Facility Hours	5

CPC Lunches

There have been some equipment problems, so be patient as Carol Jenkins and Plant Operations get things up and running again. Food service vendors for the spring semester may change to better serve everyone.

For the week of Dec. 6:

Monday—Long John Silver's
Tuesday—Canteen (Philip McClenny)

Wednesday—British Baker

After Dec. 8 there will be no food service until January.

Staff News

Student Staffing

All supervisors of federal work study students, at CPC, CYC and SCC... remember, if the federal work study student wants to work and if you need them, they can work through Wednesday, Dec. 22. Also, a new contract must be submitted to Student Employment before they can start back to work on Wednesday, Jan. 12.

If the student is not returning, Charlotte Le Forge must have a completed termination form and evaluation form.

This information is for federal work study students only. If you have any further questions please contact Le Forge at ext. 5784.

Career Planning and Placement at CYC

The Career Planning and Placement (CPP) staff will provide career services at CYC. Services will be provided:
Monday 8:30 a.m.-1 p.m.
Tuesday 1-5 p.m.
Wednesday 1-5 p.m.
Thursday 8:30 a.m.-1 p.m.

CPP will be located in room A334 to conduct individual career counseling, career testing and resume writing activities. Please call Donna Okaro at ext. 5780 to schedule services.

Holiday Workers

Departments that have employees scheduled to work during the holiday break may designate an equivalent number of alternate holiday dates. Contact Barbara Haroutinian at ext. 6663 for specific requirements.

Plans to work on campus during the break should be coordinated with Plant Operations to ensure access to the facilities.

Continuing Education Classes

Continuing Education registration for the spring semester begins Wednesday, Jan. 5. Watch for the spring schedules to be on campus Monday, Dec. 20.

Wellness News

Open Aerobics

The hours for open aerobics in the Dance Studio at SCC are Monday-Thursday, 4-5 p.m.; at CPC Monday and Wednesday, 4-5 p.m.



Turkey Winners

Sue Morse, Leslie Stephenson and D'Nan Bottorff won turkeys during the Great American Smokeout on Nov. 18.

For more information on Wellness opportunities, please contact Beverly Tremain at ext. 5777.



Fall Pottery Sale

The CCCC ceramics students will be selling their creations during the Fall Pottery Sale from 9 a.m.-6 p.m. Wednesday, Dec. 8 and Thursday, Dec. 9 in the Atrium/SCC. Pottery, sculpture, raku, stoneware and porcelain will be available. For more information contact Lee Akins at ext. 5951.

Stride for Excellence

A great big thank you to all the Stride for Excellence volunteers. Fifty-one volunteers and 236 runners helped to make this year's run a success. On behalf of the CCCC Foundation and the Development office we would like to thank all the faculty, staff and students for all their hard work to make this event possible.

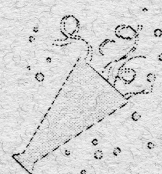
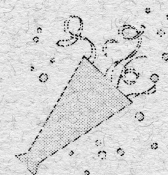
They Say It's Your Birthday!

December

Pat Dysart (6th)
Pat Banta (7th)
Jack Duncan (7th)
Mary Jane Gibbons (8th)
Carma Allison (9th)
Rodney Boyd (11th)
Rebecca Crowell (13th)
Virginia McLean (14th)
Michael Ramseyer (15th)
Yvonne Johnson (17th)
Mary Jordan (17th)
Joan Crawford (18th)
Karen Jones (18th)
Nick Geller (19th)
Eva Jones (19th)
Monica Perkins (19th)
Myriam Franus (20th)
Michelle Songy (20th)
Sam Tullock (20th)
Delma Alley (21st)
Julio Armijo (21st)
Doris McCulloch (21st)
Toni Allen (22nd)
Esther Kibby (22nd)
Carolyn Primeau (22nd)
Sylvia Kelley (23rd)
Sherry Jeffrey (24th)
Jeff MacKinnon (26th)
Vickie Dobbs (27th)
Penny James (27th)
Loren Miller (27th)
Barbara Ridley (27th)
Lisa Geels (30th)

January

Steve Hardy (1st)
Joyce Miller (1st)
Elaine Lockhart (2nd)
Ray Ridley (3rd)
Odie West (3rd)
Ralph Long (5th)
Susan Hoglund (6th)
Tamara Rollins (6th)
Eugene Loftus (7th)
Peter Brierley (8th)
Steve Ellis (9th)
Barbara Lusk (9th)
Harriet Schwartz (9th)
Larry Williams (9th)



Staff and Faculty Opportunities

Calls for Proposal

Leadership 2000 (League for Innovation)

Proposals due: Dec. 13

July 17-20 San Diego

Proposals should cover leadership development, team building, diversity or economic development. The audience will be community college administrators.

5th National Conference on College Teaching and Learning

Proposals due: Dec. 15

April 6-9 Jacksonville, Florida

Presentations will be 50-minute sessions of teaching and learning technology in the 21st century.

American Psychological Society Institute on Teaching of Psychology

Proposals due: Jan. 8

June 30 Washington, D.C.

This conference focuses on exchanging ideas on methods of teaching psychology.

Seminars/Programs

Successful Presentation Skills for Women

Dec. 8 Richardson Hilton

Fee: \$125

Learn how to give informal presentations, polish your one-on-one communications, conduct your next meeting with ease, and recognize and resolve work conflicts.

Writing Skills for Secretaries

Jan. 11 Dallas

Fee \$125

Secretaries will learn to write clearer, more powerful memos, letters and reports at this seminar.

Powerful Communication Skills

Jan. 13 or Feb. 3 Dallas

Fee: \$69

This classic workshop is guaranteed to give you top-notch communication skills you will use the very next day on the job.

80th Annual Meeting of the Association of American Colleges "Higher Education and American Creativity"

Jan. 19-22 Washington, D.C.

Fee: \$280

This annual meeting takes a look at the urgent challenges in the United States that require new forms of creativity and societal intervention. The meeting will focus on what is needed from higher education and how the academy will honor its critical function in society.

How to Supervise People

Jan. 21 Dallas

Fee: \$98

In this seminar you learn about the role of leadership and your own leadership style; how to communicate clearly and handle employee performance issues; techniques to motivate others; and ways to handle day-to-day priorities.

Knock Your Socks Off Customer Service

Jan. 24 Dallas

Fee: \$125

Learn to master customer service techniques, make every customer feel like No. 1, handle difficult situations, and go beyond expectations in this one-day seminar.

Rethinking Faculty Work and Evaluation

(AAHE conference on faculty roles and rewards)

Jan. 28-30 New Orleans

Fee: \$315 (\$240 if three or more attend)

This seminar will include four workshop tracks: faculty work, institutional values and stakeholders' expectations; rethinking teaching and evaluation methods; rediscovering the public roles of faculty; and collective responsibilities and incentives to foster teamwork among faculty.

Work Force 2000

Jan. 30-Feb. 2 New Orleans

Fee: \$295

This annual conference convenes a broad base of practitioners and leaders engaged in work force training. Secretary of Labor Robert Reich will be one of the featured speakers.

Bridging the Gap—Government and Technology in the Info. Age

Feb. 16-18 Austin

Fee: \$195

The seminar includes workshops in strategic planning, project management, object-orientation technologies, security, interpretation of technologies, etc.; a government solution center; industry presentations and a TQM pavilion.

Characteristics of a Great Chair

(conference of community college chairs and deans)

Feb. 23-26 Phoenix

Fee: \$325

This conference addresses the needs of community college chairs and deans. There will be four keynote speakers, 53 concurrent sessions, and 21 discipline-specific small group discussions.

Graduate Programs

University of Michigan

School of Education Ed.D and Ph.D. programs

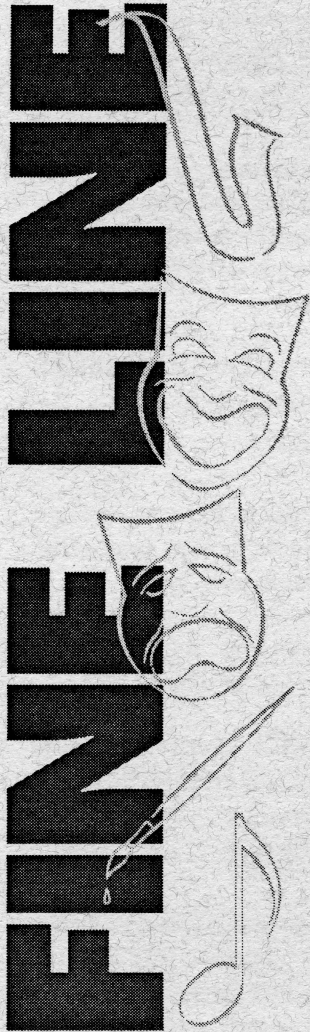
Fellowships and graduate assistantships are available that include stipend, full tuition and staff benefits. Concentration in all areas of postsecondary education.

Indiana University

Center of Philanthropy—wide range of MA, Ed.D and Ph.D. programs

An interdisciplinary program that provides grants.

See "Opportunities" on page 4



Holiday Concert

The Music Department's Annual Holiday Concert is Friday, Dec. 10 at 8 p.m. in the John Anthony Theatre. The concert will feature the Chamber Choir, the New Music Ensemble and Expressions. Admission is \$2. Call the Music Department at ext. 5695 for more information.

Tickets to "The Man Who Came to Dinner" Are Selling Out!

This happens every Christmas... tickets to the Quad C Theatre Program's holiday production will soon be sold out! So, why have you delayed in reserving your tickets this year? Call the Theatre Box Office at ext. 5809 right now and order your tickets to see the hilarious family comedy "The Man Who Came to Dinner."

This classic comedy by George S. Kaufman and Moss Hart depicts the nightmare each of us has had about being stuck with an irascible and unwanted house guest just in time for the arrival of our relatives for the holidays!

Tickets are \$6 for general admission and \$4 for faculty, staff, students and senior citizens. The performance dates are Dec. 9-11 and Dec. 15-18 at 8 p.m., with matinees on Dec. 11-12 and Dec. 19 at 2:15 p.m.

Emergency Procedures

In a police, fire or medical emergency at any of CCCC's three sites, these steps should be followed:

CPC

1. call 911
2. call Plant Operations at ext. 6690 to advise action

CYC

1. call 9-911
2. call Building Administrator at ext. 3732 to advise action

SCC

1. call 9-911
2. call Plant Operations at ext. 5690 to advise action

Off-campus sites

1. call 9-911
2. contact your site supervisor to advise action

First aid kits are located in deans' offices, Registrar's Offices, Plant Operations, Fitness Centers, and Student Activities at CPC and SCC, and the Vice President for College and Community Development office at CYC.

PTK Initiation Ceremony



All faculty and staff are invited to attend this fall's Phi Theta Kappa Initiation Ceremony.

Larry Polk, PTK adviser from Richland College will be the guest speaker.

*Saturday, December 11
2 p.m.*

*Spring Creek Campus
John Anthony Theatre*

Opportunities

Continued from page 3

University of North Texas College of Education

Two spring 1994 classes on community college issues: *The Administrative Structure of the Community College* (EDHE 5270) meets on Thursdays from 5:30-8:30 p.m. and *Instruction in the Community College* (EDHE 5240) meets on Tuesdays from 5:30-8:30 p.m.

Nova University

Ph.D. in Public Administration

The program is delivered through weekend classes in Austin, seminars, and independent research via computer.

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

Fall '93 Final Exam Schedule

Monday, Dec. 13

MWF, MW, WF Classes

Scheduled	Exams
7 a.m.	7-9 a.m.
9:30 a.m.	9:30-11:30 a.m.
10 a.m.	10 a.m.-noon
12:30 p.m.	12:30-2:30 p.m.
1 p.m.	1-3 p.m.
3 p.m.	3-5 p.m.
5 p.m.	5-7 p.m.
5:30 p.m.	5:30-7:30 p.m.
8 p.m.	8-10 p.m.
9 p.m.	9-11 p.m.

Tuesday, Dec. 14

T, R Classes

Scheduled	Exams
7 a.m.	7-9 a.m.
9 a.m.	9-11 a.m.
9:30 a.m.	9:30-11:30 a.m.
11:30 a.m.	11:30 a.m.-1:30 p.m.
1 p.m.	1-3 p.m.
3 p.m.	3-5 p.m.
3:30 p.m.	3:30-5:30 p.m.
5 p.m.	5-7 p.m.
5:30 p.m.	5:30-7:30 p.m.
7:45 p.m.	7:45-9:45 p.m.
8 p.m.	8-10 p.m.
9 p.m.	9-11 p.m.

NOTE:

Final exams for classes meeting only once each week are scheduled for the regular class time during finals week.

*All other classes will meet **only** for final exams during final exams week.*

Wednesday, Dec. 15

MWF, MW, WF, M, F Classes

Scheduled	Exams
8 a.m.	8-10 a.m.
8:30 a.m.	8:30-10:30 a.m.
11 a.m.	11 a.m.-1 p.m.
2 p.m.	2-4 p.m.
2:30	2:30-4:30 p.m.
4 p.m.	4-6 p.m.
4:30 p.m.	4:30-6:30 p.m.
6 p.m.	6-8 p.m.
6:30 p.m.	6:30-8:30 p.m.
7 p.m.	7-9 p.m.

Thursday, Dec. 16

T, R Classes

Scheduled	Exams
8 a.m.	8-10 a.m.
8:30 a.m.	8:30-10:30 a.m.
10 a.m.	10 a.m.-noon
11 a.m.	11 a.m.-1 p.m.
noon	noon-2 p.m.
12:30 p.m.	12:30-2:30 p.m.
2 p.m.	2-4 p.m.
2:30	2:30-4:30 p.m.
4 p.m.	4-6 p.m.
4:30 p.m.	4:30-6:30 p.m.
6 p.m.	6-8 p.m.
6:30 p.m.	6:30-8:30 p.m.
7 p.m.	7-9 p.m.
7:30 p.m.	7:30-9:30 p.m.

Friday, Dec. 17

MWF, MW, WF Classes

Scheduled	Exams
9 a.m.	9-11 a.m.
noon	noon-2 p.m.

News You Can Use from the Registrar's Office

Fall Grades

Fall grades are due to the Registrar's Office 48 hours after giving your last exam or by **5 p.m. Monday, Dec. 20**. The earlier grades are received, the quicker students can get their fall grades and transcripts. Please remind your students that their grades will be available only through TEX (telephone registration).

RO Needs Temp Help

The Registrar's Office is hiring temporary help for Winter and Spring Registration. Workers will be hired and trained during the next two weeks. For more information contact Nancy Brown at ext. 5741 or Kathrine Luft at 985-3722.

Registration Dates

Continuing Education registration begins Wednesday, Jan. 5, and walk-in registrations will be accepted at CPC, CYC and SCC.

Regular credit registration is Monday, Jan. 10 through Wednesday, Jan. 12.

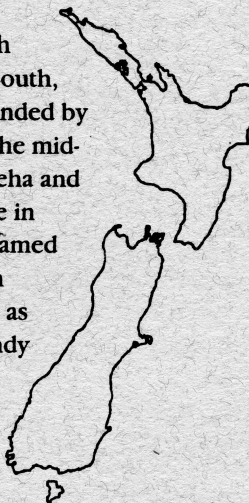
Celebration of Cultures – April 1994

Trinidad and Tobago were the Caribbean duo from the Nov. 22 quiz. Correct guesses came from Mike Broyles, Mike Cohick, Ruth Dunlop, Dennis Holland, Pam Justice, Jeff MacKinnon, Sandra Marton, Shirley McBride, Beth Porter and Mike Voy.

We will be having more mystery maps next semester, but this is your last chance to enter before the holiday break. Remember the grand prize is a T-shirt that will be awarded during the Celebration of Cultures (April 4-8). Call Edelin Rubino at ext. 5956 or Hazel Phillips at ext. 6899 by Monday, Dec. 13 if you can identify this issue's country.

Nature's Paradise

Where the North is warmer than the South, this country was founded by Dutch explorers in the mid-1600s. Now the Pakeha and other inhabitants live in towns—sometimes named for special events—in which volcanoes are as much at home as sandy beaches. What is the name of this country?



Facility Hours

Intersemester building hours will begin Sunday, Dec. 19 for both CPC and SCC. The buildings are closed Sunday, Dec. 19 and open from 8 a.m.-5 p.m. Monday, Dec. 20 through Wednesday, Dec. 22.

Both CPC and SCC will be closed from 5 p.m. Wednesday, Dec. 22 until 7 a.m. Monday, Jan. 3.

The building hours for CYC will be as usual throughout the break week for the non-CCCC tenants of the building.

CYC will only be closed Dec. 24-25, Dec. 31 and Jan. 1.

*Happy Holidays to you and yours
from the
Public Relations and
Publications Department staff.*

Be safe and happy this holiday break.

See you in 1994!