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Caleidoscope

Collin County Community College Employee Newsletter

Feb. 7, 1994

Published by the Public Relations and Publications Department

No. 279

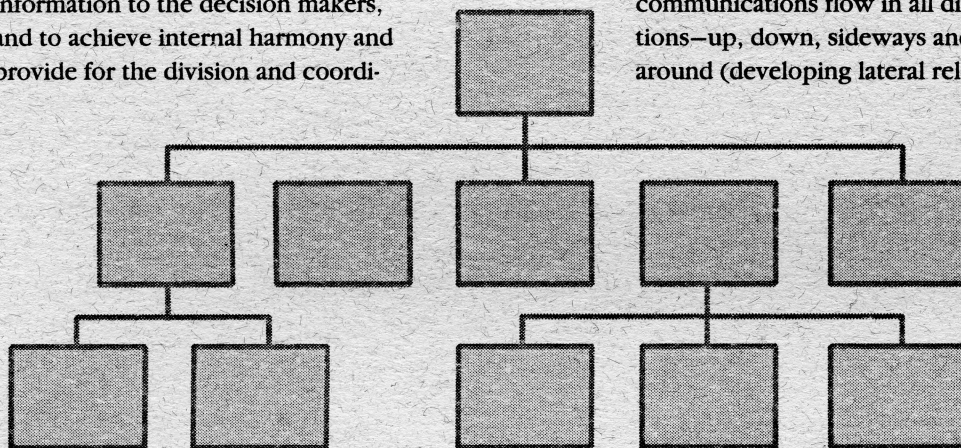
The College Organization

Dr. John H. Anthony

The purposes of an organization are to promote effective working relationships between and among all constituencies within the organizations, to efficiently and effectively carry clear and accurate information to the decision makers, and to achieve internal harmony and provide for the division and coordi-

Adding the Fine Arts Division and the Health Sciences, Physical Education and Child Development Division are good examples of how the college promotes horizontal growth.

The flat matrix organization precipitates the free flow of information—communications flow in all directions—up, down, sideways and around (developing lateral relation-



nation of responsibilities. To accomplish these purposes, CCCC operates with a flat matrix organizational structure. Flat matrix organizations promote effective working relationships between and among constituencies and allow for horizontal, as opposed to vertical, organizational growth.

CCCC is a single college, multiple-campus district. Administrative functions are not duplicated on individual campuses, but are district-wide, thus allowing the organizational support system to grow horizontally.

ships and lateral communications). It also allows for maximum flexibility and balance in decision making and is intended to promote an atmosphere of openness, create and maintain a sense of worth and belonging, encourage risk taking, and avoid bureaucracy and excessive duplications. In an organization where human relations are sound, open communication is prevalent, group participation is the norm, and sensitivity to individual and organizational needs is practiced, the organization will be a success.

PTK Sponsors "Citizens Against Crime" Program

The CCCC chapter of Phi Theta Kappa, the national honor society of two-year colleges, will sponsor "Citizens Against Crime" programs at both CPC and SCC.

The program at CPC will be from 6-9 p.m. Thursday, Feb. 10, in Pike Hall. The program at SCC will be from 2-4 p.m.

Saturday, Feb. 12 in C104/SCC.

The programs, presented as a public service by PTK, are free and open to the public. Prevention and protection tips will be given on burglary, mugging and rape. For more information call Percy Parrish at ext. 5760.

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

Monday, Feb. 14 by 5 p.m.

Next issue—Feb. 21

PR & P fax number—881-5971.

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Happy
Valentine's Day

Staff News

The Guns Were Hot...

with glue that is. As a result of Volunteer Day, a group of employees came up with an idea to share some holiday spirit with the University Nursing Center next to CPC. A group got together and decided to decorate wreaths for the residents' doors, and to sing carols. A day was established to distribute the wreaths and sing on Dec. 13. The nursing center was very appreciative and hoped we would return soon.

A belated thank you to everyone for sharing your talents.

Mary Afsharirad
Peggy Breedlove
Larry Collins
Dede Day
Mae Frances
Minnie Garcia
Lydia Gober
Cherie Hill
Peter Huey
Bill James
Shirley Kaczka
Kathy Kerby
Jean LaFollett
Bob Leicht with his guitar
Ted Lewis
Crystal McCaskell
Sue Morse
Kim Nithiananda (with
her piano keyboard)
Gordon O'Neal
Monica Perkins
Kim Russell
Cheryl White
Marie Willison
Anita Wormald (personal-
ized hundreds of ribbons
for the wreaths)
Mary Wright
Vicki York
Pam Wallace

So many people participated in preparing the wreaths, we fear we may have left that special someone out. Forgive us if we did. Peggy, we hope you head it up again next year!

Wellness News

Cooper Institute Needs Volunteers

The Cooper Institute for Aerobics Research is requesting subjects for Project Active. The purpose of the study is to examine the effects of two different behavioral interventions on physical activity. Men or women ages 35-60 years and who are currently sedentary are encouraged to apply. All ethnicities also are encouraged to apply. For more information, contact Beverly Tremain at ext. 5777.

February Wellness Member

Barbara Oakry has been selected as the Wellness Member of the Month for February. She received a T-shirt for modeling wellness. Congratulations, Barbara

Wellness Cookbook

Send your original, healthy recipes now! We are interested in main entrees, casseroles, desserts, and other dishes. The cookbooks will be sold at a later date. Please be sure to send only original recipes to Beverly Tremain.

Wellness Opportunities: 2/7-2/21

Community CPR (Course A)

Wednesday, Feb. 9 6:30-9:30 p.m.
A217/SCC Fee: \$15
Register by Monday, Feb. 7

Community CPR (Course D)

Saturday, Feb. 12 1:30-4:30 p.m.
A106/CYC Fee: \$15
Register by Thursday, Feb. 10

Employee CPR (Course A)

Friday, Feb. 18 1-4 p.m.
A217/SCC Fee: free
Register by Wednesday, Feb. 16

Blood Profiles

Monday, Feb. 21 7:30-8:30 a.m.
A217/SCC Fees: vary
Register by Thursday, Feb. 17

Massage Therapy

Wednesday, Feb. 9 9 a.m.-noon
A117/CPC Fee: \$10 (15 min.)
Register by Tuesday, Feb. 8

Wednesday, Feb. 16 9 a.m.-noon
A106/CYC Fee: \$10 (15 min.)
Register by Tuesday, Feb. 15

Recipe for Wellness!



Name of Recipe _____

Ingredients

_____	_____	_____
_____	_____	_____
_____	_____	_____

Instructions

Dietetic Information (calories from fat, special ingredients, etc.)

_____	_____
_____	_____

Staff and Faculty Opportunities

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

Feb. 16–18 Austin

Fee: \$195

This 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

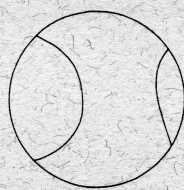
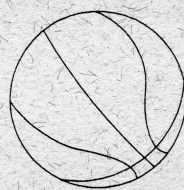
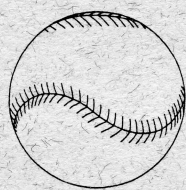
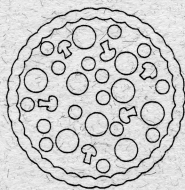
This conference addresses the needs of community college chairs and deans. There will be four keynote speakers, 53 concurrent sessions, and 21 discipline-specific small group discussions

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

Staff News Continued

It's a Boy

Julie Crane (Health Sciences, Physical Education and Child Development/CPC) and her husband, Charles, are the proud parents on Nathan Howard. Nathan was born on Monday, Jan. 24 weighing in at 7 lbs, 4 oz. He was 20 inches long. Julie and Nathan are at home and doing just great.



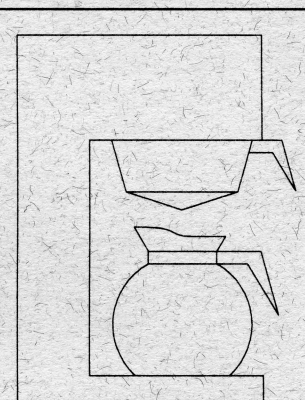
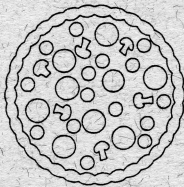
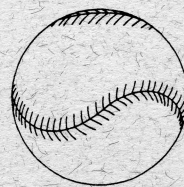
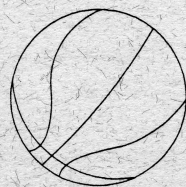
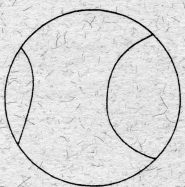
A Day of Sports and Fun

On Saturday, Feb. 19 a Pizza Fest/CCCC Sports Extravaganza will be held for all CCCC employees and family members, spouses, spousal equivalents.

The days events are as follows:

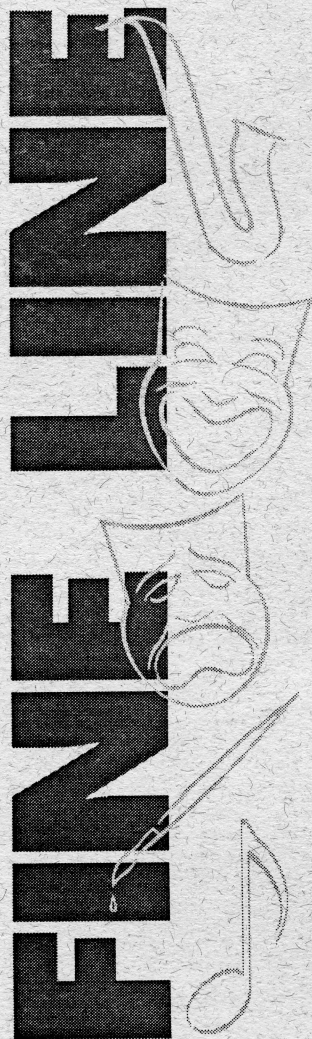
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|--------------|--|
| 1 p.m. | CCCC vs. Brookhaven (baseball—double header) |
| All day long | Collin County Open Tennis Tournament |
| 5:30 p.m. | Pizza served |
| 6 p.m. | Women vs. Weatherford (basketball) |
| 8 p.m. | Men vs. Weatherford (basketball) |

Come and join in on the fun!



Help Take a Sip

The President's Office is suffering from caffeine deprivation as a result of the mysterious disappearance of two large coffee pots. Anyone with information on the whereabouts of these coffee pots is encouraged to call the "Ms. Gruff" hotline at 6605. Callers will remain anonymous. Call today and help take a sip out of crime.



Mark Your Calendars

If you missed our run last fall of "Terra Nova" you have one final opportunity to see it. We will perform a special one-night-only benefit at 8 p.m. Monday, Feb. 21 in the John Anthony Theatre. All tickets are \$5 and may be reserved by calling the box office at ext. 5809.

"Terra Nova," the action-drama written by the author of "Silence of the Lambs," was one of the most critically acclaimed productions of the theatre season. Don't miss out on your final chance to see "Terra Nova" before the cast travels to Fayetteville, Arkansas, to compete in the regional finals of the American College Theatre Festival.

While you are marking your calendars, make plans to attend a performance of "Stefanie Hero," which plays from March 3-13. This production is a perfect play for children and should appeal to patrons of all ages. Featured in the productions are several actors skating on rollerblades, sword fights, stunt falls and even some flying swans. Call the box office at ext. 5809 to make reservations for your entire family.

Nursing Program Accredited

By a unanimous vote from the Council of Associate Degree Programs Board of Review of the National League for Nursing (NLN), CCCC's nursing program was granted initial accreditation for a five-year period, effective October 1993 through 1998.

The purpose of the NLN accreditation is to foster continuous development and improvement in quality of educational programs in nursing throughout the United States and its educational programs in nursing throughout the United States and its territories. The achievement of NLN accreditation indicates to the general public and the educational community that a nursing program has clear and appropriate educational objectives and is providing the conditions under which its objectives can be fulfilled.

Emphasis is placed upon the total nursing program and its compliance with established criteria. Initial accreditation is retroactive to the 12-month period prior to the date of the accreditation site visit in October 1993. The NLN is officially recognized as the national accrediting agency for nursing education by the Council on Postsecondary Accreditation (COPA) and by the U.S. Department of Education. NLN accreditation is a voluntary process.

Happy Birthday!

February

Mary Emerson (2/8)
Sandra McCoy (2/8)
Terry Dickerson (2/9)
Linda Thompson (2/9)
Toni Perkins (2/12)
Norma Johnson (2/13)
Charles LaLanne (2/16)
Doris Littrell (2/16)
Edelin Rubino (2/17)
Barbara Oakry (2/18)
Angelia Self (2/18)
Sonia Castillo (2/19)
Marilyn Schmittou (2/20)

Task Force Descriptions

Calendar

Develops the college's calendar for the academic year including length of term, registration dates, holidays, etc., for recommendation to the president and approval by the board of trustees.

Membership:

Appointed by the All College Council from faculty and staff.

Capital Equipment

Oversees the acquisition of capital equipment for the college.

Membership:

director of technical service, the internal auditor, one representative named by the president and one representative named by each vice president.

Celebration of Cultures

Sponsors the college's annual Celebration of Cultures

Membership:

Appointed by the All College Council from faculty, staff and students.

Classification Appeals Council

Hears appeals of initial classification decisions (salary levels).

Membership:

All College Council chair, Personnel Task Force chair, Faculty Senate vice president, director of staff, program and organizational development, internal auditor, and one All College Council member (levels 1-7) appointed by the president.

Student Activities News

Student Activities' Person-to-Person Gatherings Continue

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 so consider attending one of our "Person-to-Person" luncheons or dinners (meals provided) for up to 24 students and eight employees. Dr. Anthony, president and Margie Lasek, director of student activities, are scheduled to be at each gathering. "Person-to-Person" is a part of LeaderQuest, our new leadership program for students.

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 semester. Plan for these gatherings to last one hour. R.S.V.P. with your name, title, extension and date you would like to attend to Student Activities at ext. 5758 by Friday, Feb. 18. We will do our best to include you at the luncheon/dinner you identify as your first choice. Please give us a call if your schedule preference changes.

Tuesday, Feb. 22	12:30 p.m.	F108A/SCC
Wednesday, March 23	6:30 p.m.	F108A/SCC
Tuesday, April 12	12:30 p.m.	A117/CPC

More LeaderQuest programs—

H.E.A.R.T.S. (The Homeless Resource and Training Simulation Game)

Wednesday, Feb. 9

10 a.m., 11 a.m. and 12:30 p.m.

Student Lounge/CPC

Personal Finance Seminars

- Money Management

Feb. 16, 12:30 p.m. Pike Hall/CPC

Feb. 17, 12:30 p.m. F108D/SCC

- Wise Use of Credit

March 23, 12:30 p.m. Pike Hall/CPC

March 22, 7 p.m. F108D/SCC

- Educated Choice

April 19, 12:30 p.m. F108D/CPC

April 20, noon F108D/SCC

Carol Dearing-Rommel

"The First 7 seconds: The Impression You Give Counts"

Monday, Feb. 28

7-8:30 p.m.

Pike Hall/CPC

Please R.S.V.P. to the Student Activities Office (D109/CPC, ext. 6788; F129/SCC, ext. 5788) if you'd like to attend any of these seminars. Thank you in advance for your interest in and support of our student body.

Help Select Award Winners

Are you interested in helping to select the Student Leader of the Year and Sponsor of the Year or nominees for Who's Who Among Students in American Junior Colleges? If so please contact Margie Lasek at ext. 5787. Please respond by Friday, Feb. 25.



Volunteers Needed

The Texas Education and Arts conference will be held Feb. 23-26 at Plano Center and SCC. We need your help! For more details contact Janet Schriver at ext. 5825.

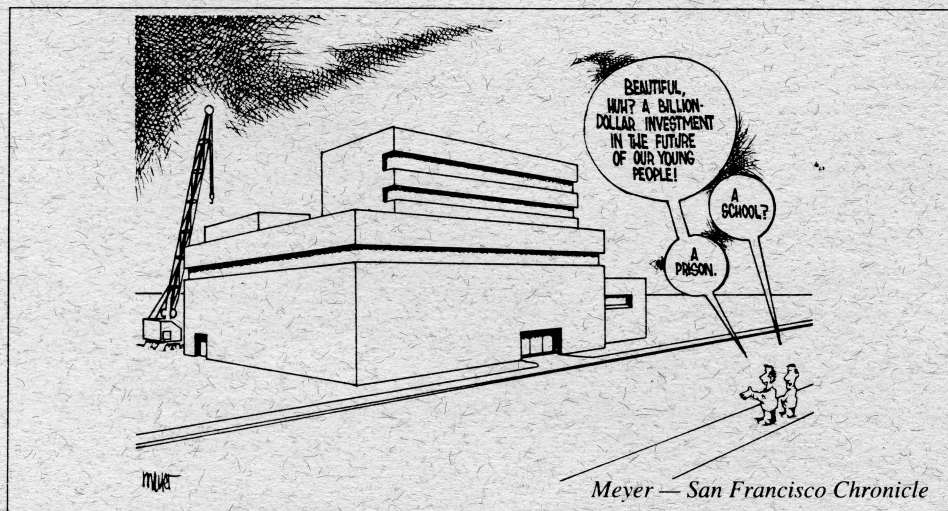
Bus to TJCTA

The Council on Excellence is providing a bus to the TJCTA Convention. The bus will be leaving for San Antonio Thursday, Feb. 24. In order to estimate the number of people going on the trip, please let me know your plans by Tuesday, Feb. 15. Either call me at extension 6820 or send me a note through the mail to CPC. Thank you.

*Bus Daddy,
Larry Collins*

FYI from Compensation

On Friday, Feb. 18 CCCC will be hosting the next compensation luncheon/conference for colleges/universities in the Dallas/Fort Worth area (SMU, TWU, TCU, UNT, UTA, UTD, DCCCD, ETSU and UNT Health Science Center). The purpose of the conference is to compare and discuss salaries and concerns with other compensation specialists. If you have any questions or concerns you would like presented or asked of the group, please contact Shirley Kaczka at ext. 5665 before Feb. 18.



Submitted by Dr. Anthony from Crosstalk.

Continuing Education Classes

For more information on any of these classes, please contact the CE Division at 985-3750. To register, contact the Registrar's Office at 985-3720.

Courtyard Center for Professional and Economic Development

Wednesday, Feb. 9

WordPerfect 5.1, I
Microsoft Windows 3.1
Microsoft Project for Windows
Intro. to Laptop Computer

Thursday, Feb. 10

Power, Conflict & Balance: Conflict Management
Investment Dynamics for the '90s
Why Tax Free Investing Makes So Much Cents

Friday, Feb. 11

Intermediate DOS
Alpha Four

Saturday, Feb. 12

International Career Options
German for Business/Travel
TOEFL Preparation
Publishing Workshop
Writing & Marketing-Mainstream/
Literary Short Stories

Sunday, Feb. 13

Acting for the Camera

Monday, Feb. 14

Behavior-Based Interview
Microsoft Windows 3.1
Intro. to Microcomputers

Tuesday, Feb. 15

Personal Financial Management
Interpersonal Communication Skills for Leaders
Beginning Typing
Patents and Trademarks

Wednesday, Feb. 16

Compliance Issues and Regulations Affecting Small Business
Lotus 1-2-3, I
Basics of 35mm Photography

Thursday, Feb. 17

WordPerfect 6.0, I
Microsoft Windows 3.1

Friday, Feb. 18

Real Estate Principles II
Real Estate MCE
Quality Management Techniques

Saturday, Feb. 19

Microsoft Windows 3.1
Lotus 1-2-3, I
Magazine Writing, Part I

Sunday, Feb. 20

DOS I
Irish History and Culture

Monday, Feb. 21

WordPerfect 6.0, I
Intermediate LANs for Managers

Tuesday, Feb. 22

Compensation & Benefits
Performance Appraisal and Job Descriptions
Using Statistical Tools to Manage Your Business
Tax Essentials for a Small Business
DOS I
Lotus 1-2-3, I
Electrical Code—Preparation for the Journeyman's Exam

CWE News

CWE's "The Big Picture" has a full lineup of seminar productions for the spring semester. Coming up in the month of February are:

★ **Friday, Feb. 11** 8 a.m. and 6 p.m. F108A/SCC

Employer Panel: Red Flags/Green Flags

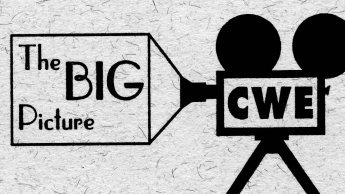
What are the red and green flags that make a difference in who gets the job?

★ **Friday, Feb. 18** 8 a.m. and 6 p.m. F108A/SCC

"Should I Worry?" Effective Business Writing
Becoming a more effective writer on the job.

★ **Friday, Feb. 25** 8 a.m. J208/SCC 6 p.m. H229/SCC

Business Ethics—Introduction in morning session and level II in afternoon session. How do companies of the '90s view ethics in the workplace?



Celebration of Cultures – April 4–8

Win a Celebration T-shirt

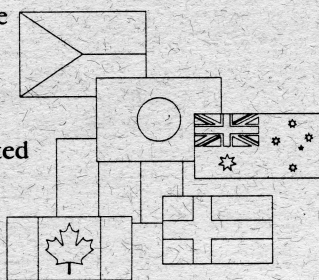
Submit questions for the Celebration of Cultures Educational quiz program and you may win. For each question you provide, your name will be submitted for a drawing for a Celebration of Cultures T-shirt. There is no limit to the number of questions that you may submit. Submit your questions to Ehi Agboaye, Jill Klancnik or Peggy Breedlove by Feb. 21. The drawing will be held during the quiz program on April 7.

Examples of questions needed:

- Nations' capitals
- Prominent rivers, mountains, lakes, etc.
- Names of foods, clothes, sports or a specific culture
- Names of political leaders/parties
- Annual events of international prominence
- Religions of the world
- Specific to a culture: flags, anthems, holidays, festivals, national birds, currencies, coins, educational institutions, art, historical events, etc.

Adopt a flag

Make sure your culture's flag is represented at the Celebration of Cultures by adopting a flag for only \$7.50. Contact Peggy Breedlove at ext. 5703 for more information. Thanks to Kathy Hopkins for adopting the flag from Egypt.

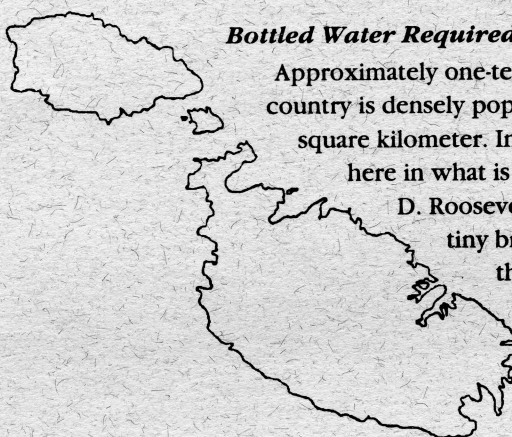


Geography Quiz

We commend the persistence of the following people who correctly identified Georgia as the country in the last quiz: Karen Garrell, Alan Pippin, Jeff MacKinnon, Mike Broyles, Pam Justice, Carol Jenkins, Mike Cohick, Ruth Dunlop and Dennis Holland. If you know the name of the country described below, you are eligible to enter the T-shirt drawing to be held during the Celebration of Cultures (April 4–8). Call Hazel Phillips at ext. 6899 or Edelin Rubino at ext. 5956 to report your findings.

Bottled Water Required

Approximately one-tenth the size of Rhode Island, this country is densely populated with 1,100 inhabitants per square kilometer. In A.D. 60, Saint Paul was shipwrecked here in what is still known as St. Paul's Bay. Franklin D. Roosevelt referred to this country as "one tiny bright flame in the darkness." Name this country.



Teleconferences

Title: *I Taught It But They Didn't Learn It: Student Learning Strategies*

Time: 2–3:30 p.m.

Date: Wednesday, Feb. 9

Place: Bijou

Title: *Advances in the Treatment of Arthritis*

Time: 11 a.m.–1 p.m.

Date: Thursday, Feb. 10

Place: Bijou

Title: *Neuroscience: Epilepsy*

Time: 11 a.m.–1 p.m.

Date: Tuesday, Feb. 15

Place: Bijou

Title: *A New Era of Discovery: Plans for Research on Space Stations*

Time: noon–2 p.m.

Date: Thursday, Feb. 17

Place: Bijou II

Title: *Who's Smarter? The Car or the Driver: New Distributerless Ignition Systems*

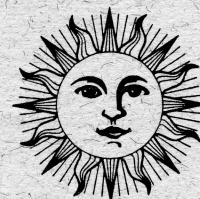
Time: 6–8 p.m.

Date: Tuesday, March 22

Place: Bijou

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

Inspirational Ideas from CCCers



Cathy Whitney, professor of biology

Remember when:

You had that problem that seemed unbearable? You lived through it and are stronger because of it.

Remember when:

It rains, there is a hidden rainbow.

Careers and Classes

¿Habla Español?

This summer CCCC will offer a program for students to study Spanish in Mexico. Students can enroll in Beginning Spanish (four credit hours) or Intermediate Spanish (three credit hours) classes that will meet for three weeks beginning June 8 at SCC. The group will leave for Cuernavaca, Mexico, on June 27 for a two-week stay. Mornings will be spent studying at the Bilingual/Multicultural Institute and afternoons will be taken up with cultural excursions.

The cost of the summer program is \$1,600, which includes airfare, study arrangements at the institute, three meals per day, lodging with carefully selected Mexican families, and all transportation expenses for program transfers and excursions. For more information contact Estelita Young at ext. 5724.

Staff Development Classes

Sign Language

Beginning Sign Language

Tuesday and Thursday
noon-1 p.m. F110/SCC
Feb. 15-April 14

Intermediate Sign Language

For those of you who took sign language last semester—*sign up!*

Tuesday and Thursday
1-2 p.m. F110/SCC
Starting Feb. 15

Spanish

Continuing on Mondays and Wednesdays from noon-1 p.m., F110/SCC.

For more information, contact Mary Wright at ext. 6605.

Career Fair Becomes Career Week

For all faculty and staff who know about the Career Fair that has been taking place every spring for the last four years, you will be happy to know that it will occur again this spring. For all faculty and staff who have perhaps missed this fantastic event, we hope you will be excited to hear that we have a Career Fair.

Now, the really good news is that this program is being expanded to offer our students and community a full week of career exploration opportunities. This is your early-bird alert that CCCC's Career Connections group will be hosting a variety of programs the week of Feb. 28-March 4.

Just to pique your interest, give you a sneak preview... we will have our Career Exploration Fair (see information at right) with employers from the north Metroplex available to discuss careers in their companies. (Last year there were 47 employers.) They may accept resumes, but the primary purpose of the event is to create career awareness.

Another highlight will be a dynamic presentation by an executive of the Wescott Communications organization. This is only the premier producer of educational and training programs for multiple occupations in the United States. Watch for the big announcement of the keynote speaker. This should be of interest to everyone.

There are other activities planned, but we don't want to use all of our motivators this early. The key thought is... remember the Career Exploration Week and please help promote it to our students and community. Plan now to participate and encourage students to do the same.

Hosts are Collin County Training & Employment Program, Cooperative Work Experience, Students Employment/Future Shop, the PROMISE and Gender Equity Programs, and The Small Business Development Center.

Help Your Students with Their Careers

Global EDGE is sponsoring a workshop on assisting students in career planning and decision-making for secondary and postsecondary counselors and teachers from 8:30 a.m.-4 p.m. Friday, Feb. 11. Workshop topics include: an overview of tech prep, key labor market terms and demographic trends, theories of career development, strategies for accessing and using labor market information, career information resources, and the specific needs of special populations. The workshop is free and open to faculty and staff, but space is limited to 40. Registration by Wednesday, Feb. 8 is required. Contact Sylvia Kelley at ext. 6728 for more information or to register for the workshop.

Career Exploration Fair

Unlock the door to your career future! Specific program information will be posted around campus.

All faculty, staff, and students are invited to attend the seminars from Monday, Feb. 28 to Friday, March 4 in the Conference Center/SCC.