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## Caleidoscope 11/21/1994

Marisela Cadena-Smith

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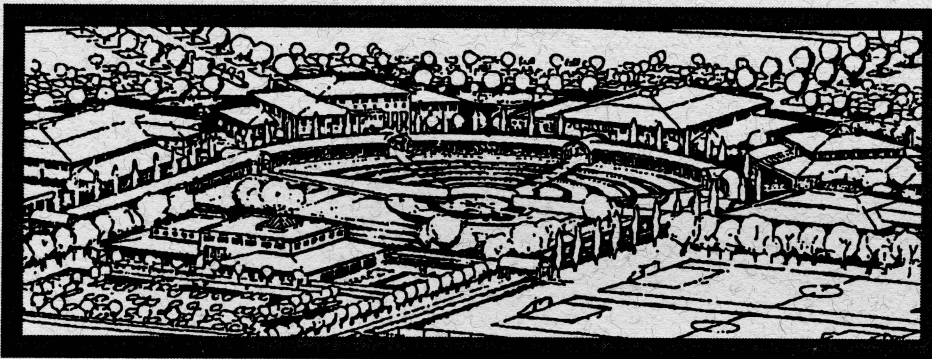
# Caleidoscope

Collin County Community College Employee Newsletter

Nov. 21, 1994

No. 299

## COLLIN COUNTY COMMUNITY COLLEGE



### PRESTON RIDGE CAMPUS OPENING FALL 1995

*An artist's rendition of Preston Ridge Campus will grace the cover of the 1995 Ftisco telephone book. The college's publications staff designed the cover, featured above. Work on the campus is progressing nicely—despite the rain!*

*Caleidoscope* is published every two weeks.

Submissions of more than a paragraph are required to be on diskette in WordPerfect.

Send submissions to Lisa Tanner, F102/SCC, ext. 5615.

### Submission Deadline

Tuesday, Nov. 29, by 5 p.m.

Next issue—Dec. 5

Fax number—881-5971.

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### CLASSIFIED

**Wanted:** Recent developments in your department or division. Send information about professional achievements, invitations, presentations or the other events to Lisa Tanner, Public Relations, SCC/F102 or fax them to 881-5971.

### LAST CHANCE: Third Annual Holiday Craft Fair

"Tis the Season." In keeping with the spirit of the upcoming holidays, all CCCC personnel are invited to participate in the Third Annual Holiday Craft Fair. The Fair is scheduled for 10 a.m.-6 p.m. Thursday, Dec. 1 in the SCC Atrium.

This is an opportunity for staff, faculty and students to sell their special items: jewelry, handpainted shirts, ceramics, stationary, flower arrangements, holiday items or baked goods etc.

To participate in the Craft Fair, please complete the form printed in this issue and send with the \$10 entry fee to Mary Anne Seale, Special Events Coordinator, F136/SCC. Checks should be made payable to the CCCC Holiday Craft Fair.

For more information, call Mary Anne Seale at ext. 5606.



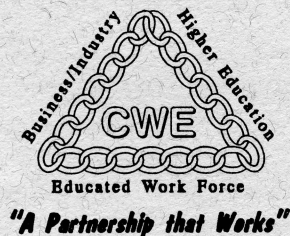
## Co-op Goes High Tech

Continuous improvement, one of the components of total quality management, has been part of the Cooperative Work Experience process and has resulted in the use of two new high tech systems to assist students and staff in "working smart."

In September CWE began using an interactive program on computer in the Alternative Learning Center to help co-op students complete their orientation requirement. The 15-minute program was created by ALC staff and allows job developers to spend more time on the job-matching process. Another interactive program called "What Is Co-op?" is in progress.

In October CWE initiated a computerized application process. CWE already uses a special database system created especially for co-op programs by Academic Software, Inc. of Austin. Students purchase a pre-programmed disk from the CCCC bookstore and complete the application as well as a resume form. When the student goes to co-op for an appointment, the data on the disk is downloaded onto the computer and immediately establishes a student record. The student's resume is printed and ready to deliver to the job developer who can quickly access the student's information and speed up the job-matching process.

To date, student response to these changes has been excellent, and CWE continues to steadily move out onto the technology super highway.



## Records Management Series

*(The fifth in a series of articles on the college's records management program.)*

Records with longer or permanent retention periods are good candidates for microfilming or electronic imaging, allowing local governments to store documents in much less space. It is too costly to convert records with a retention period of less than 10 years to microfilm. Many commercial companies offer microfilming and scanning services. Microfilming has proven to last indefinitely with proper processing and storage and will meet all legal requirements.

Originals of records that have been microfilmed according to standards prescribed by the Texas State Library may be destroyed before the expiration of the retention period, EXCEPT permanent records. In the case of permanent records, a Destruction Authorization Request must be submitted to the Texas State Library certifying that the microfilm meets the stated requirements. After approval is received, the originals may be destroyed.

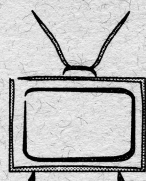
The college is currently investigating document electronic imaging for workflow and archival purposes.

Any questions? Call Betty Connatser at ext. 6613.



*One group participating in the recent Team/Volunteer Day had their work cut out for them as they were asked to tear down a structure in McKinney. The structure slated for demolition was described as a shed, but turned out to be a slightly larger building, a two-car garage. The project for Collin County Mental Health and Mental Retardation took the CCCCers about four hours to complete.*

## Caleidoscope Show



The *Caleidoscope* Cable TV Show will feature host Shelly D. Lane and guests discussing "Why is it a crime to love someone?" (A new look at homosexuality). Program guests will discuss some misconceptions about homosexuality; relations between homosexuals and heterosexuals; how to promote understanding between homosexuals and heterosexuals.

Guests are John Hitt, CCCC Professor of Political Science, Faith Conti, CCCC student and Tonya Rife, CCCC student. The show airs on TeleCable Channel 35A.



# CELEBRATION OF CULTURES!

## Geography Quiz

This country is 661 miles long and 124 miles at the widest part. It is mostly volcanic with about 13 active volcanoes today. It has an extensive system of railroads and highways and is one of the most densely populated agricultural areas on the globe. Call ext. 5961 to guess the name of this country.



Winners of the last geography quiz were Joe Knop, Mike Cohick, Dennis Holland and Beth Porter. The country was Pitcarin Islands. Winners for the previous country, Sudan, were Dennis Holland and Beth Porter.

## Adopt-a-flag

Thanks to the following people for adopting flags:

Vickie Coughlin	South Korea
Hillary Kasbarian	Armenia
Stephanie Meinhardt	Brazil
Joyce Miller	Greece
Darla Murphy	Wales
Vivian Nazario-Rodgers	Puerto Rico

There are still many flags left to adopt. Call Peggy at ext. 5703 if you want to adopt one.

## GEN says "Arigato"

Thanks to the Celebration of Cultures Task Force for volunteering to sponsor the reception honoring Japan's GEN Theatre on Nov. 4. This could not have been done without the help (and sweat) of the special committee members: Deborah Anglin, Peggy Breedlove, Joan Crawford, Cathy Donald-Whitney, Amina El-Ashmawy, Kathy Hopkins, Jeff Mackinnon, Tricia Nagorski, and Karen Segneri.

Also special thanks goes to Deborah Anglin, Chris Grooms (music) Kim Hochmeister, Jill Prince, Donna Okaro, Gordon O'Neal, and Estelita Young for contributions to the culture tables. "Vittles" were provided by Kim Hochmeister, Teresa Ma, Sandra Marton, Kemal Moulou, Donna Okara, Mary Anne Seale, and Gen Theatre committee members.

Heartiest appreciation to the "elves" on Volunteer/Team Day who crafted the gift bags and room decorations. The gift bags were stuffed, thanks to Mary Anne Seale gathering souvenirs from the Plano Centre, Stephanie Hanson designing the Celebration of Cultures' cookbook, and the CCCC Bookstore donating mugs. Also, thanks to Brad Baker for encouraging us to show our Texas-style "love" to the troupe.

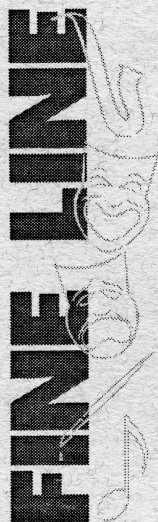
Thanks a million,  
Hazel Phillips

## See Porgy and Bess

The Student Activities Office has reserved a limited number of tickets for the American opera *Porgy and Bess*. As the first truly American opera to find popularity worldwide, George Gershwin's *Porgy and Bess* features some of the best-loved songs of the century, including "Summertime" and "It Ain't Necessarily So."

Gershwin's snapshot of life in a 1930s shantytown chronicles the everyday hopes, despairs and loves within a poor black community. *Porgy and Bess* is the result of the time Gershwin spent in the African-American communities of coastal South Carolina.

The discounted tickets are for the 7:30 p.m. Friday, Feb. 24 performance at the Meyerson Symphony Center, Dallas. The price is \$19 per ticket. Family members or friends are welcome. A non-refundable deposit of \$8.50 per ticket must be paid by Dec. 1, with the balance due Feb. 1. Although CCCC is not providing transportation, maps will be available for anyone purchasing tickets. Contact Keli Fink at ext. 6785 or Deborah Anglin at ext. 5785 in the Student Activities Office for additional ticket information.



## DECEMBER EVENT

### The Holiday Concert

8 p.m., Friday, Dec. 9, John Anthony Theatre/SCC, \$5 admission.

## UPCOMING EVENT

### Third Annual CCCC Jazz Festival

Featuring CCCC Jazz Lab Band, T.I. Jazz Band, special guest jazz great Willie Thomas and more!  
March 24-25, 1995



## Staff and Faculty News

### CCCC Professors in Who's Who

Three CCCC professors are listed in the 1994 edition of Who's Who Among America's Teachers. Selected for this honor are:

- Dr. Ehi Agboaye (Political Science)
- Dr. David Cullen (History)
- Dr. Joan Kennedy (English)

Congratulations to these outstanding teachers!

### Trick "of" Treat?

On Oct. 28, Ted McFerrin of the English Department and Margaret-Rose Marek from Texas Christian University presented a workshop in Orlando, Fla. at the Southeastern Writing Center Association Conference. The workshop was titled "The Trick of Treating: Diversity and Collaboration." The theme of the Conference was "Writing (Centers) in the South: Special Miseries and Extraordinary Possibilities."

### A Big Thank You

The children and the staff of the Child Development Center at Central Park and Spring Creek campuses would like to say a big **thank you** to all who allowed us to trick-or-treat for Halloween. The children really enjoyed themselves and couldn't wait to dig into their goodies!!!

*Continued on page 5*

# OPPORTUNITIES AND CAMPUS NEWS

## Staff Development

### Getting It All Done

Dec. 5 (Dallas, Radisson Hotel—North Dallas)

Fee: \$79

A one-day seminar on managing priorities, deadlines and pressure.

### Basics of Effective Business Writing

Dec. 6 (Dallas, Stouffer Hotel)

Fee: \$79

Learn five most important rules of grammar to improve your writing and get your point across accurately, clearly and concisely.

### Team Building and Coaching Skills for Managers

Dec. 7 (Denton, Holiday Inn)

Fee: \$99

Acquire breakthrough management techniques being used by today's winning managers to inspire employees to do their best.

### American Vocational Association National Convention

Dec. 9-13 (Dallas Convention Center)

Fee: \$215 Non-members

\$137 Members

Focus on school to work transition. Participants will learn about new developments in occupational specialties, low-cost effective marketing, instructional techniques and more.

### Conflict Management Skills for Women

Dec. 12 (Stouffer Dallas Hotel)

Fee: \$69

Powerful techniques for dealing coolly and confidently with even the most difficult, emotion-packed situations.

### The Grammar Game

Dec. 12 (Denton, Radisson)

Dec. 13 (Dallas, Park Central Hotel)

Dec. 14 (Dallas, Southland Center Hotel)

Fee: \$79

Refresh yourself on business English and learn to proofread with perfection and have fun in the process.

### Managing Negativity in the Workplace

Dec. 13 (Stouffer Dallas Hotel)

Fee: \$99

How to deal with negative people and negative attitudes.

### The Indispensable Assistant

Dec. 14-15 or Jan. 12

Fee: \$99

Tips for working with multiple bosses, managing multiple projects, how to handle interruptions, stress management techniques and delegation.

### Leadership & Supervisory Skills for Women

Dec. 22 (Denton, Holiday Inn)

Jan. 18 (Dallas, Dallas Grand Hotel)

Fee: \$69

Discover your leadership style and master successful supervisory skills for the '90s—including communication skills.

### How to Supervise People

Jan. 11 (Dallas, Grand Hotel)

Jan. 12 (Denton, Holiday Inn)

Fee: \$99

Understand the role of leadership and importance of interpersonal skills and identify your own leadership style.

### Evelyn Wood Reading Dynamics

Jan. 12 (Dallas, City Place Conference Center)

Jan. 26 (Denton, Holiday Inn)

Fee: \$195

Learn the four basic concepts to increase your reading speed and develop better memory, note taking and listening skills

### Workforce 2000

Feb. 8-11, 1995 (San Diego, CA)

Fee: \$295

Annual conference designed to convene a broad base of leaders engaged in workforce training initiatives.



# OPPORTUNITIES AND CAMPUS NEWS

## *Calls for Proposal*

### **Sixth National Conference College Teaching and Learning Teaching, Learning, and Technology**

April 5-8, 1995, (Jacksonville, FL)

*Deadline for proposal:* Nov. 23

Successful practices and research using innovative learning strategies and/or technology in support of higher education instruction.

### **NISODC Conference on Teaching Excellence**

May 21-24, 1995 (Austin, TX)

*Deadline for proposal:* Jan. 15

Proposals for excellence in teaching and learning or administrative/college support of teaching excellence.

### **National Society for Experiential Education**

Nov. 8-11, 1995 (New Orleans, LA)

*Deadline for proposal:* Dec. 15

Proposals should focus on connections between experiential education and preparation of learners to meet current and future challenges.

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

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## **CE's Student Art Exhibit**

Continuing Education students from Sue Alson and Kathleen Bosell's Beginning/Intermediate Watercolor, Oils & Acrylics will be exhibiting their work from Nov. 29-Dec. 10. The show is at Courtyard Center, with an artists' reception from 6:30-9:30 p.m. on Dec. 2.

## **Global EDGE**

Global EDGE hosted a Special Populations Workshop on Nov. 18 featuring Dr. Michelle (Mickey) Wircenski, Professor, University of North Texas.

## **Combined Exhibit**

A combined student art exhibit will run through Dec. 2. Visit the SCC Gallery (K208) to see the exhibit featuring the work of students from the various departments of the Fine Arts Division. An exhibit reception will be from 6:30-8 p.m. on Nov. 21. Everyone is invited!

## **Pottery/Watercolor Sale**

Students will have a sale of items 9:30 a.m.-6 p.m. Dec. 7-8 in the SCC Atrium.

## **Birthdays: Dec. 1-8**

Milton Jobert (1st)	Linda Qualia (5th)
Christine Jones (2nd)	Pat Dysart (6th)
John Anthony (4th)	Pat Banta (7th)
Janet Galantay (4th)	Jack Duncan (7th)
Cynthia Duffer (5th)	Mary Jane Gibbons (8th)
Dan Lipscomb (5th)	

## **Who's Who Nominees Names**

Congratulations to the following students who were nominated by CCCC for potential inclusion into the 1995 Who's Who Among Students in American Junior Colleges:

Brenda Joyce Chandler  
Mark James Enloe  
Linette Jean Gates  
Regina Louise Justus  
Carlysa A. King

Tamara Luehm Kirkman  
Ann M. Reynolds  
Karen Melissa Riker  
Gary Allen Wiseman

Special thanks to the members of the Who's Who Nominating Committee for their time, dedication and thoughtful decisions:

Michelle Bouverie  
Kim Hochmeister  
Cheri Jack  
Washington James

Margie Lasek  
Dawn Phillips, student  
Diana Ramsower

## **Thanks...**

"Thank you faculty and staff for supporting Dead Day activities. The spirit of cooperation helped make the day a success."

Linda Qualia

*Continued from page 5*

## **Lasek Elected**

Margie Lasek was recently elected to be the 1994-96 Executive Member-At-Large for Two-Year Colleges within the Texas Association of College and University Student Personnel Administrators (TACUSPA). Margie began her office at the conclusion of the annual conference, held in Austin in October. If you would like to join TACUSPA or would like to become more involved in this professional association, feel free to contact Margie at ext. 5787.



## Business Office Mission Statement

Collin County Community College business office confirms as its mission the commitment to:

- Provide exemplary customer service to the college community (both internal and external customers);
- Record and report financial transactions accurately and on a timely basis;
- Maintain proper internal controls for the safeguarding of assets;
- Work as a team and show respect for co-workers; and exercise freedom to act within our areas of competence, to take responsibility and accept accountability for our actions, to exercise initiative and deliver results.

## Students Give CCCC an "A+"

Twenty-four students had the opportunity to visit and share a meal with CCCC faculty and staff, including Dr. Anthony, during the V.I.P. Luncheon and Dinner sponsored by Student Activities at Spring Creek Campus on Nov. 9.

Everyone commented that they enjoyed the opportunity to share their thoughts, questions, and compliments with Dr. Anthony and with each other. In fact, as well as asking informational questions and offering suggestions, students highly complimented the following programs:

- V.I.P. Luncheon and Dinner opportunities
- LRC Staff's helpfulness
- Career Services resources and assistance
- The registration process, "It's easy and wonderful, especially TEX!"
- Student effort and quality of instruction: In early August, more than 1,300 students had minimum cumulative GPAs of 3.5 with 12 credit hours or more at CCCC, thus making them eligible to join Phi Theta Kappa International Honor Society.

Faculty, staff, and administrators also echoed the students' satisfaction with CCCC. In addition, a new faculty member commented that the college has been the smoothest transition for him as an incoming professor of anywhere he has taught.

Congratulations, CCCC staff and faculty! You are what makes us great as an institution and makes our students' experiences meaningful and enjoyable!

Special thanks to all faculty and staff who participated:

Deborah Anglin, Student Activities Assistant

John Anthony, President

Pete Brierley, Professor of Computer Information Systems

Steve Ellis, Vice President for Instruction

Keli Fink, Secretary, Student Activities

Freddy Henderson, Network Manager

Fred Jury, Professor of Chemistry

Mary McRae, Dean of Students

Margie Lasek, Director of Student Activities

Percy Parrish, Director of Financial Aid/Veterans' Affairs

Linda Qualia, Counselor

Susan Tilden, Professor of Speech Communications

Dean Wallace, Professor of Accounting

Kyle Wilkison, Professor of History

If you would like to participate in a V.I.P. meal (either at CPC or SCC) in the spring, please contact Margie Lasek at ext. 5787.

## Wellness News

### Open Aerobics

The hours for open aerobics, held in the dance studio at each campus, are 4-5 p.m. Monday and Wednesday. Classes are free and no advance registration is required.

Please check in and out the Fitness Center desk for the classes that include warm-up, low-impact aerobics, floor-work, warm-down. Classes are taught by Anne Hensarling and Karla Payne-Chun.

### Wellness Partners

This group helps participants control their weight by offering support and strategies for understanding weight control. For information, call Beverly Tremain at ext. 5777, Helen Dupont at ext. 5662 or Jean LaFollett at ext. 6660.



*Happy Thanksgiving*