



Please consider sustainability of our environment before deciding to print this newsletter.

Board notes

The following items are highlighted from the board of trustees agenda April 14.

Board resolutions

The board approved resolutions honoring Bob Kuh and Judy Oosterhoff. Bob has retired and Judy will be retiring at the end of the year. Bob joined KCC in 2001 and retired on Feb. 28. Judy joined KCC in 2003 and will retire on Dec. 31.

The board honored the women's basketball team, coaches and trainer with a resolution for their accomplishments during the 2008-09 season. The team advanced to the Division II NJCAA National Tournament for the 16th time in the past 20 years. The team placed fifth in the nation.

The board approved a resolution honoring Teresa Allen, who will complete her term as student representative to the board in May. In addition to her board duties, Teresa was a member of the Student Advisory Council, Phi Theta Kappa, Presidential Scholars, and Baccalaureate Scholars.

New student trustee

Kristin McCarty of Kankakee was named as student representative to the board of trustees for 2009-10. McCarty is pursuing an associate degree in general studies. She plans to transfer to Olivet Nazarene University in Bourbonnais. At KCC, McCarty is a student ambassador and serves on campus committees.

Revised organizational chart

The board approved a revised organizational chart for the time while the college has an interim president. It is online and can be found at http://www.kcc.edu/facultystaff/resources/hr/documents/interim_org_chart.pdf

Economic stimulus funds projects

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The board approved moving forward to replace aging roofs and heating, ventilation and air conditioning (HVAC) equipment with energy efficient solutions. These projects will be funded with economic stimulus funds if they become available. If not, the HVAC projects will proceed using available bond funds, and roof repairs will be part of the next anticipated bond issue.

[Advanced technology education center](#)

The board approved continued planning for an Advanced Technology Education Center. The building will house alternative energy curricula. Architects will incorporate best practices in sustainable design and construction. More information will be communicated as it becomes available.

[Sustainability report](#)

The board received a report about March sustainability initiatives. Bert Jacobson and Dr. Weber presented KCC's sustainability initiatives at the League for Innovation. Sustainability themed workshops were offered and plans were shared for Sustainability Week, which was held April 20 to 25.

[Financial aid report](#)

The board received a report about the number of financial aid applications received and the number of Pell and MAP grant awards made between 2002 and 2008. Overall, the number of applicants increased 165 percent, Pell grant awards increased 79 percent, Map grant awards increased 67 percent and total award amounts increased 143 percent.

The growth is attributed to enrollment increases and improvements in the financial aid process--including notifying students of possible awards prior to applying to KCC, streamlined scholarship processes in collaboration with the KCC Foundation, and increased communication with students.

[Grants, bids and reimbursements](#)

The board approved the Alive Literacy Program award of \$9,200 from United Way. The funds provide literacy services to eligible individuals within the district.

The board approved the recommendations for tuition/course reimbursements and chargebacks.

The board approved the request to bid security guard and patrol services and approved the purchase of a digital press and a contract for completion of pond work.

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[KCC student art show underway](#)



The 2009 KCC Student Art Exhibition will be on display until May 7 in the Learning Resource Center lower level gallery.

The works on display are from a wide range of mediums, including paintings, charcoal drawings, photography and 3-D designs. All works were created in classes at KCC.

The gallery hours are 7:45 a.m. to 9 p.m. Monday through Thursday; 7:45 a.m. to 5 p.m. Fridays; and 8:30 to 11:30 a.m. Saturdays.

The public is invited to a reception for the artists from 6:30 to 8 p.m. Thursday, May 7. Refreshments will be served.

For more information, phone Sheila Pfaff at ext. 8704.

Prairie Fire debuts May 4

The 30th edition of Prairie Fire, KCC's literary anthology, will be unveiled Monday, May 4, at 7 p.m. at a reception in the Iroquois Room.

This year's Prairie Fire features a cover design by KCC student Aaron Schmid and the creative writing of 16 KCC students. The event will feature readings by a number of student writers who will read their own selected pieces.



The free event is open to the public. Also, three KCC students will be honored with Best of Prairie Fire awards during the reception.

For more information about Prairie Fire, contact Deborah Renville, Humanities and Social Sciences professor, at drenville@kcc.edu or ext. 8728.

Library Quick Help available

Please help get the word out



Library Quick Help is a service of the Learning Resource Center designed to point students in the right direction for finding quality information.

This service will be offered from 11 a.m. to 1 p.m. April 27, 28, 29, May 4, 5 and 6 near the LRC.

The Library Quick Help service includes:

- Help with finding a book
- Help in determining the right search terms
- Help in looking for an article on your topic
- Help with a works cited page

Fliers regarding this service also have been distributed to faculty.

Free 'Princeton files' (a.k.a. magazine files)

The Learning Resource Center has a surplus of Princeton Files, more commonly known outside of the library world as magazine files.

"We are going to make them available to faculty staff for the purpose of organizing their offices," said Barbara Loudy of the LRC. "If anyone is interested, they can stop by the circulation desk if they want to select some to use in their offices."

Testing request changes are on O drive

[Extended hours offered in coming weeks](#)

Changes to Testing Center requests are on the o drive.

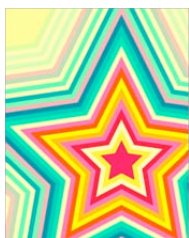
Go to O:\Share\KCC\Testing Center\Make-up Test Procedures and Request 2009 revision 4-09 and O:\Share\KCC\Testing Center\Disability Services Testing Request for Faculty 4-09 for the most current documents.

The latest updates to the makeup test form is that the student name has moved to the top and some of the questions have changed. Changes are the result of a recent suggestion.

"Please use the latest forms," said Gisel Waide, specialist for the Testing Center. "It really helps the proctors."

Please also note that the Testing Center will be open extended hours, from 9 a.m. to 8 p.m. Monday through Thursday May 4 to 7 and May 11 to 14.

TRiO honors exceptional students and employees



Sixteen TRiO students and 15 KCC employees were recipients of TRiO Student Support Services STAR Awards at a reception in their honor on April 15 in the Iroquois Room.

Student awards were presented to students who have maintained a cumulative grade point average between 3.25 and 4.0, are currently enrolled at KCC and have completed at least 12 credit hours during the past year. Employees were nominated by the student recipients because they have made a difference in the life of the student.

Students who received Awards of Excellence for maintaining a cumulative GPA of 4.0 were: Logan Hines, Christopher Lewis, Haley Spangler and Sabrina Williams.

Students who received Awards of Achievement for maintaining a cumulative GPA of 3.25 to 3.99 were: Lorretta Foster, Gloria Glenn, Latrina Green, Felicia Herron, Dana Hersha, Domiletha Howard, Lauren Kakazu, Katelyn Moore, Ryan Natschke, Blanca Pena, Chrisyna Phillips, Ashley Senesac, Carrie Tapp, Nathan Ulrich, Karen Ulrich, Karen Vaccaro, Rhonda Winston and Alexandria Woolum.

These KCC employees who received awards are: Bernadette

Bosley, Kris Condi-Babich, Lindsey Cuti, Trisha Dandurand, Deisy Devila, Jessica Fehland, Ed Gilbert, Kim Harpin, Susan LaMore, Cory Lewis, Delithia Love, Steve Makepeace, Virginia Makepeace, Mary Jo Martyn, Harley McDaniel, Cheryl Overton, Sudipta Roy, Ron Shank and Mary Steichen.

Golf scramble offered, everyone invited

A golf scramble will be on April 29 and 30 to benefit the PSI:KCC club.

The event will be from 10 a.m. to 2 p.m. each day on KCC's golf course. Registrations for three person teams will be April 15 to 28 in the Atrium. Registrations also will be accepted by contacting club vice president Nikki Kuhlmann at ndkuhlmann@kcc.edu or (815) 644-2663.



The club is asking for a \$15 donation per team and is accepting in-kind donations to be used as prizes for winners of contests such as "closest to the pin," "longest putt," "longest drive," and "hole-in-one."

Proceeds will be used for PSI:KCC scholarships and programs. PSI:KCC (KCC's Political Science Club) is a student service club to promote civic collaboration, community awareness, and student involvement.

Weigh In update

Submitted by Michelle Driscoll, contest coordinator



It has been a great contest so far, but now the end is drawing near.

Participants are in the final stretch and only have until Thursday of next week to lose their final pounds. Will the Lime Team keep its lead or will one of the other teams come from behind to take the \$100 grand prize? Who will win the individual contest? Only time will tell as to which team will be the champion this semester.

Teams must weigh in Monday, May 4 through Thursday, May 7 between 6 a.m. and 3:30 p.m. or until 7:30 p.m. on Tuesday and Wednesday. Participants must be weighed by Cari Babich, Dennis Clark or Gary Sein. Remember, you must weigh in wearing street clothes minus shoes. All team members must be accounted for by Thursday, May 7 at 3:30 p.m.

The winning team will be announced on Friday, May 8 in the lower level of the cafeteria. Please continue to help encourage team members as they round the corner for the final stretch!

Employment news

Following is recent news regarding employment.

One person has recently joined the college staff and another has recently accepted a new position.

Dwayne Musick has accepted the position of academic adviser in Student Services, effective May 1. Previously, Dwayne was coordinator for the Upward Bound program in Student Services.

Keisha Smith is a new coordinator for the TRiO Talent Search program in Student Services, effective April 13.

In the coming weeks, there will be more information about both Dwayne and Keisha's positions.

One person is soon leaving the college.

Gwen Crite, Specialist II/Doula, Adult and Community Education, employment ending effective April 27.

Travel and reimbursement reminders from the Business Office

The Business Office would like to remind everyone of a few points pertaining to travel forms and staff reimbursements.

Please remember the following:

-- If there is an item on a receipt that you would like to point out, please circle it instead of highlighting it. The forms are imaged, and in the process, highlights disappear and/or black out the item.

-- If a staff member purchases an item from a vendor who accepts KCC purchase orders, tax will not be reimbursed to the employee.

-- Please turn in original receipts with reimbursement requests and travel expense reports.

-- An out-of-district travel request should be turned in before traveling and should include some form of documentation on the purpose (i.e. brochure, registration form, agenda) of the trip.

-- Meals from restaurants in the KCC district are not reimbursable for out-of-district travel.

-- Travel expense reports should be returned in a timely manner. The recommended timeframe is within a week of travel. It should not exceed 30 days after travel was completed.

-- Even when no reimbursement is requested, a travel form should still be turned in for out-of-district travel.

-- As stated in the March 3, 2008 *Update*, meals for day trips may be taxable. This means that if you turn in the receipt for reimbursement, you may be taxed on the whole bill, not just your portion.

--In order to be reimbursed for meal expenses on travel forms, an itemized receipt must be provided. Turning in only a credit card receipt is not acceptable.

If you have any questions, please contact Angela Kunce at ext. 8122.

R25 usage needed to keep information current

The colleges room management and event scheduling software, Resource 25, should be used as the calendar for all college events--regardless of event location.

Resource 25 gives event information and open rooms only when it is used as designed - to reserve spaces and show events.

To view events with R25, go to <http://r25.kcc.edu> or <http://calendar.kcc.edu>.

The calendar displays scheduled events--including classes--by day, week or month. Academic calendar events--such as holidays, last day to pay and finals week--also are on R25.

Room requesters are reminded that naming events descriptively and placing events into appropriate categories (i.e. Open to the Public, Hot Events, Athletic Events, Student Activities) becomes very important, so the information on this site is helpful to our public audience.

Resources necessary for an event such as refreshments, technology support or room layout are requested at the time the event is scheduled. Service providers such as the media department, Information Technology Services, the Learning Resource Center, Physical Plant Department and food service are automatically notified.

Get in on graduation issue



On May 11, *Update* will print a "Congratulations" section for employees and immediate family members graduating this spring.

If someone in your family is graduating this spring--from kindergarten, grade school, high school, KCC, another two-year college or a four-year school--let us know and we'll print it.

Please provide:

- The graduate's name
- The KCC employee's name
- Relationship to KCC employee (son, daughter, mom, dad, spouse, etc.)
- School he/she is graduating from
- Degree being conferred (if applicable)

Example: Mari Linkin will graduate from East Springfield High School. She plans to attend KCC and study history. Mari is the great-great-grandmother of Nate Hale, specialist in the office of Corporate and Continuing Education.

Please send in graduate information by May 5 to eskelly@kcc.edu or through campus mail to Ellen Skelly in the marketing and public information office. Thank you.

Thanks for helping person in need

A big thanks goes out to Jill Christy for recently assisting a visitor to our campus who was injured.

A spectator at a KCC baseball game had stepped on a hackberry thorn near the ball diamond. The thorn was approximately 1½ inches long and had pierced through the sole of his shoe and into the ball of his foot.



Jill assisted by offering to get medical assistance for the man who ended up cutting off his shoe in order to get the thorn out.

"(Jill) went above and beyond in offering to assist and then revisiting the person to ensure he needed no further assistance," said Vicki Gardner, vice president for Business Affairs and Human Resources. "Jill also followed through in reporting the incident to Physical Plant so the branches could be removed to avoid any further occurrences."

Update deadline

The deadline to get articles in *Update* is noon Thursday for the following Monday's issue.

In addition to submitting articles and article ideas in person or on paper, you also can submit them via e-mail to eskelly@kcc.edu.

Articles should be submitted to Ellen Skelly in marketing and public information. You can contact Ellen at Ext. 8279.

Invitation to submit Who's Who info

Faculty members who have been nominated for a Who's Who award are invited to submit that information for publication in *Update*.

Those who share the information will be included in a forthcoming article--to be published at the beginning of the Fall 2009 semester.

The "Who's Who" article will be included in *Update* one time per year.

The deadline to submit "Who's Who" information for Fall 2009 is Aug. 27.

Information can be submitted to Ellen Skelly in marketing and public information. You can contact Ellen at Ext. 8279 or e-mail eskelly@kcc.edu.

Rehmpke@kcc.edu

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