New this week

PC training kicks off in April

Submitted by Dr. John Avendano, president

As you've seen in Update, the Office of Corporate & Continuing Education is coordinating a regularly scheduled, in-house PC training calendar for all employees that will kick off during April.

I want to thank each of you who completed the training needs assessment survey. Sixty-two percent of all full-time employees participated! You gave Corp & Con Ed great ideas and suggestions for training workshops and programs that will help you in your daily work.

I've reviewed the survey results with Mary Posing (director of corporate and continuing education) and her staff, and here are the issues they will address with a training calendar:

1. About 40 percent of all staff still have Office 2003, so Corp & Con Ed will work with the Information Technology Services Department to coordinate upgrade training for those employees. If you are among that 40 percent, you should have received an e-mail from Corp & Con Ed asking you to register for upgrade training. Your PC then will be upgraded while you are in class.

2. Beginning in April, Corp & Con Ed will offer 30-minute "What's It All About?" sessions illustrating how to use new Microsoft Office features. These sessions can introduce you to content which would be found in longer classes or in two-hour workshops that may be of interest to you.
3. The April to June training calendar will include classes and workshops on topics you've identified as necessary to your work. They will be offered at times convenient for the greatest number of respondents.

Having employees who are well-trained and able to use technology to its fullest is an important part of continuous quality improvement. I hope you'll be part of this new initiative!

Watch for future updates on this project and for links to the computer training schedule in Update.

Reception for women's basketball will be Tuesday

On Tuesday, March 23, please come congratulate the women's basketball team on its participation in the NJCAA Division II National Tournament.

The reception will be from noon to 1 to 2 p.m. in the Iroquois Room. Remarks will be at 1 p.m.

Refreshments and desserts will be served.

The Lady Cavaliers finished in fourth place in the tournament, which ended Saturday, March 20. Congratulations to Coach Donnie Denson and the team on a great 31 win season!

WKCC begins spring membership drive

Submitted by Mike Savage, director and general manager of WKCC

WKCC's on-air Spring Membership Drive begins today and runs through Saturday, March 27.

The area's only public radio station is based here at KCC. Our goal is to add 150 members this week. Support from listeners helps pay for radio station programming from NPR and other public radio networks as well as local news and music shows.

Fifteen percent of WKCC members are employees of KCC. KCC faculty and staff are the station's core supporters. We would like to see as many employees become members as possible.

Membership starts at $40. WKCC station thank-you gifts are available, too, including new Friends of the Blues beverage coolers.
and WKCC caps. Thank you gifts can also be viewed at www.wkccradio.org.

Become a WKCC member this week and you have a chance to win great prizes, including a stainless steel Hicksgas table top grill; free car washes for a year courtesy of 5th Ave. Car Wash; Holiday Inn overnight stay and dinner for two at Tucci's Restaurant; and a ladies yellow tone watch with Mother of Pearl dial and Swiss movement, courtesy of Westphal Jewelers; and abn$100 gas card from Huot Oil.

Contributions are tax deductible and can be made by calling ext. 8230 or by going to www.wkccradio.org.

Thank you for listening to WKCC, 91.1 FM, and for supporting WKCC!

Web site revisions are continuing

The marketing and public information Web team is working on revisions to the faculty and staff area of www.kcc.edu.

The update will include a new look and some restructuring of content.

"In almost every case, the content will stay the same," said Laurel Soper, coordinator of Web technology and digital media. "Information will be moved slightly to assist users in finding it or in navigating to it more quickly."

Revisions to the faculty and staff area should be on the college's live site in mid-April.

The Web site is undergoing a gradual transition to a new design and navigation structure. Portions which already are redesigned are Corporate and Continuing Education, WKCC radio and athletics.

For more information or to have your questions about the Web site answered, contact Laurel at lsoper@kcc.edu.

Video shines spotlight on KCC graduate

During a visit to the WestlawNext Road Show in Chicago, one KCC graduate was chosen to be on a video about features at the event.

KCC graduate Jamie Greenley was part of a group of six Paralegal/Legal Assistant Studies students and alumni who went with KCC Professor Kris Condon to the event.

Greenley was featured during a 2 minute video the organizers created. She appears at approximately the 1 minute 18 second mark.

To view the video, visit http://www.westlawinsider.com/2010/03/westlawnext-roadshow-chicago/

"We saw the next generation of legal research on Westlaw," said Kris, referring to an online legal research service for legal and law
related materials and services.
Kris is coordinator of the Paralegal/Legal Assistant Studies program. The event was March 10 at the Hyatt Regency Chicago.

Class schedules and catalogs are available
The 2010 summer/fall class schedules are available in Student Services and have been delivered to district residents' homes. Each employee is encouraged to take four or five mailers and give them to a spouse or friends to put at their workplace. The 2010-11 college catalogs also are available. They are in Student Services.

Events this week

March MADness!
KCC Hammes Bookstore
$ave BIG! March 22-26
25% off all sweat shirts • 75% off select giftware and clothing!

Free play: "Much Ado about Nothing"
A free, 90-minute performance of Shakespeare's "Much Ado about Nothing" will be Monday, March 22 at 1:30 p.m. in the Auditorium. Actors for the play will be the National Players from Olney, Md. "Much Ado about Nothing is one of Shakespeare's wittiest comedies, centered on love, marriage, confusion, discoveries and confessions," said Penelope Stickney, writing professor. The performance is sponsored by KCC's Humanities and Social Sciences Division. The picture above shows Grace Trull as Beatrice and Glen Wall as Benedick in Much Ado About Nothing.

College/Transfer Fair and Q & A: Tuesday
KCC will sponsor a College/Transfer Fair from 5:30 to 7:30 p.m. Tuesday, March 23 in the first floor Atrium. More than 30 public and private colleges and universities will be represented at the fair, sponsored by KCC's Transfer Center. Information also will be available on KCC's transfer programs and vocational training, financial aid and student activities.
Current high school students, college students and the public are invited to attend.

Transfer Q & A session

A Transfer Question and Answer session will be from 2 to 3 p.m. March 23 in Room D140, the Workforce Development Center Conference Hall.

All KCC students are invited to attend.

Those attending the College/Transfer Fair and the Transfer Q & A session will have a chance to enter raffles for a free 8GB iPod Nano and a 2GB iPod Shuffle.

For more information about the College Fair, phone Susan LaMore at ext. 8208 or e-mail slamore@kcc.edu.

International Friendship Day: Wednesday

The annual International Friendship Day celebration at KCC will be Wednesday, March 24 from 10:30 a.m. to 1 p.m.

Faculty and staff are invited to attend and to encourage students to visit the displays and attend the presentations.

International Friendship Day events

 11 a.m. - 1 p.m., Atrium -- Country displays, study abroad information, and other informative exhibits

  Everyone is welcome to get a KCC Passport and have it stamped at the displays and presentations!
  Completed passports qualify for a $2 discount at the International Lunch Buffet and a chance to win raffle prizes, including two $50 gift certificates to Hammes Bookstore and a KCC gift basket.

 11 a.m. - 2 p.m., Lower Level College Center -- International Lunch Buffet

 11-11:30 a.m., College Center -- Martial Arts Demonstration, from Sensei Steve of Sensei Steve’s Karate Center.

 11:30 a.m. - noon, Iroquois Room -- Teaching Opportunities in South Korea for Community College Students; presented by ChangEun Kim, director of the Korean Education Center at the South Korean Consulate in Chicago.

  Noon - 12:30 p.m., Iroquois Room -- Scholarship Contest Presentations; three finalists will give presentations with an international focus. The audience will vote by ballot to select the winner.

  12:30-1 p.m., Iroquois Room -- Academic Presentation; Deisy Davila, Ph.D., will give a presentation on Critical Folkdance Pedagogy: Women’s Folkdancing as Feminist Practice, the results of her doctoral research in Barranquilla, Colombia.
1-1:30 p.m., College Center -- Latin Dance Lesson; after her academic presentation, Deisy will give a Latin dance lesson in the College Center.

**Job fair: Thursday**

KCC will sponsor its 16th annual Job Fair from 1 to 4 p.m. Thursday, March 25. Approximately 35 area businesses and industries will be at the Job Fair. The employers will conduct pre-screening interviews for full- and part-time positions.

Current and former KCC students are invited to attend. Admission is free.

Please help inform and remind students to have a current resume with them and to dress for success!

For information, visit [www.kcc.edu/jobfair](http://www.kcc.edu/jobfair) or phone the Office of Career Planning Services at ext. 8575.

**Upcoming events**

**Health Fair will be March 30**

A Health Fair for all employees and students will be 8:30 to 11:30 a.m. Tuesday, March 30, in the First Floor Atrium area.

Now in its eighth year, the Health Fair will feature:

- Free glucose and cholesterol screening for the first 40 KCC employees. Sign-up sheets are available at the first-floor receptionist desk. Participants are asked not to eat or drink anything except water for six hours prior to the testing.

- Health Careers students will be presenting information and handouts at booths in the Atrium Area. Topics will include health, safety, nutrition, substance abuse, prevention of diseases and many more.

- Riverside Medical Center and Provena St. Mary's Hospital will have booths on health related issues.

- Door prizes will be awarded through a free raffle. Items to be given include T-shirts from the Fitness Center, a three-hour credit course, a Hammes Bookstore gift certificate, and numerous other prizes and handouts.

**News and information**

**Thanks-a-Grams**
The Employee Morale Committee is encouraging employees to use a longstanding device to take part in a new way of recognizing each other. Thanks-a-Grams are available at [http://www.kcc.edu/FacultyStaff/resources/Pages/default.aspx](http://www.kcc.edu/FacultyStaff/resources/Pages/default.aspx) and in print in marketing and public information.

Recent ‘Thanks-a-Grams’:

To: Stephen Dockemeyer  
From: Cyndy Clapp  
Stephen really covered my back. I forgot to send a test up to be photocopied. The morning that I needed it, I took it up and left it on his desk and he had it done for me in 15 minutes or less. Thanks, Stephen!!

To: Heather Dillander, John Perry, Michele Buikema, Josh Gregoire, Mike O’Connor, Kris Blum, Jill Christy, and Delithia Love  
From: Julia Waskosky  
Congratulations! Your idea to use the CQI tool to improve the Pell distribution project has created efficiency strategies that will not only help KCC’s students but also save considerable staff time. Good luck as your team evaluates the success of these strategies.

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**Green Flash sustainability message**  
**Submitted by Rich Schultz, coordinator of the Sustainability Center Sustainability and Planning**

Water is a finite resource!  
If you want to save something, try saving water. Since 2005, every U.S. region has had water shortages as daily use continues to increase.

-- Areas such as the Midwest and California are using water faster than rainfall and snow melt can replenish it.

-- The Colorado River and its reservoirs which serve seven population growth states and Mexico, are running dry.

-- The Ogallala Aquifer which lies beneath Colorado, Kansas, Nebraska, New Mexico, Oklahoma, South Dakota, Texas and Wyoming is losing ground without the likelihood of being replenished.

Switching to low-water crops and rationing may be the only hope to continue farming some of these areas. According to the U.S. Environmental Protection Agency, homes use half of the water supplies in the U.S., even more than the amount used by businesses and industry.

To conserve this precious resource, try these ideas:
-- At 30%, toilets are the biggest water users in homes. Replace yours with a new, low-flush model.
-- Fix leaks as soon as possible! The EPA estimates that U.S. homes leak more than a trillion gallons of water a year.
-- Don't run water while shaving, brushing your teeth, washing dishes.
-- Use low-flow shower and faucet fixtures and take 5 minute showers.
-- For refreshing drinks, keep a chilled water container in your fridge to avoid running water until it gets cool.
-- Sweep outside with a broom rather than using a hose to clean walks, driveways and patios.
-- Buy a 10 cent washer to reduce leaks on hoses.
-- Water plants in the morning and use large drop sprinklers to reduce evaporation losses.
-- Landscape with native plants and those requiring less moisture to thrive

These suggestions will make a difference. You'll save water and money on your water and sewer bills.

As always if you have any questions or comments, please contact me at ext. 8243.