Congratulations!
The Yellowjacket has just landed on Dave Carr’s desk! Congratulations to Dave, electronic technician, who has been selected to receive the honor of the Compliment Award. Dave goes above and beyond to seek interactive television connection solutions. Some U of M courses connect to more than one site and other sites can cause problems. The head of interactive television in Minneapolis sent us a special note wanting us to know how very pleased she is with the thoroughness of Dave’s response in Rochester. Thanks, Dave!

All-college staff development day
The Staff Development Task Force is finalizing plans for our April 21 All-College Staff Development Day. The day will kick-off with a continental breakfast at 7:15 am in the College Center. The day’s activities will begin at 8:00 am in the Hill Theatre with morning sessions to include NCA/Quality, a keynote address, as well as specific activities for faculty and support staff. Following a lasagna lunch, concurrent breakout sessions will be offered. The day’s activities will conclude at 3:00 pm. A more detailed agenda will be included in an upcoming edition of the Crossings.

Baldrige Banterings
How many of you can recite RCTC’s mission statement? What, you say you didn’t know we had one! A goal of the Futures Task Force is to aid us in the development of our Strategic Plan. This is a major undertaking and begins with a clear and concise statement of our purpose and function – our mission statement. Different from a mission statement is a vision statement – a statement that incorporates an understanding of how the future may differ from today and of institutional capabilities. The vision statement provides a picture of a desire future. We do not have a vision statement, a situation that the Futures Task Force has brainstorming to remedy. If you have some ideas about RCTC’s future and what we should include in our vision statement, please forward them to one of the RCTC members of the Futures Task Force: Don Supalla, Judy Harris, Dave Weber, Laura Tacheny, Bonnie Mercer, Michelle Pyfferoen, Roxy Roadway, Bryan Carlin, Deb Rogne, Paula Theisen, Gregg Wright, or Don Baldus.

Joel Swisher Honored
Each year the Minnesota Community College Conference awards a most valuable player award to students athletics in each sport. At their recent annual meeting, the MCCC re-named the football most valuable player award as the Joel Swisher Award. We extend our deepest and sincere gratitude to the MCCC for this honor in recognition of our late coach and colleague, Dr. Joel Swisher.
COME
AND
GET IT!
Taher, Inc.

REGULAR HOURS
DINING ROOM - UCR Commons
HEINTZ CENTER SNACK BAR - Heintz Ctr.
Mondays - Fridays: 7:30 a.m. to 1:30 p.m.

SPECIALS THIS WEEK!!
Panini - Vegetarian vegetable
Wrap - Fried chicken breast with fruit salsa
Grill - Tuna melt on sourdough bread

UCR Dining Room
Monday
Salisbury steak, mashed potatoes, veggie, roll
Stuffed turkey breast, veggie, potato, roll
Chicken noodle soup

Tuesday
Sloppy joe, potato wedges, 20 oz. drink
Chicken stir fry, oriental rice
Vegetarian vegetable soup

Wednesday
Herbed baked chicken, potatoes, veggie
BBQ pork sandwich, cole slaw, fries
Vegetable beef soup

Thursday
Beef roll/wild rice, noodles, veggie, roll
Pasta bar
Cream of chicken soup

Friday
Battered fried fish, cole slaw, fries, roll
Chef’s choice soup

Heintz Center Snack Bar
Monday
Stuffed turkey breast, veggie, potato, roll
Chicken noodle soup

Tuesday
Sloppy joe, potato wedges, 20 oz. drink
Vegetarian vegetable soup

Wednesday
Herbed baked chicken, potatoes, veggie
Vegetable beef soup

Thursday
Beef roll/wild rice, noodles, veggie, roll
Cream of chicken soup

Friday
BBQ pork sandwich, cole slaw, fries
Chef’s choice soup

Weekly funny...
"That company credit card was for business purposes only. So would you kindly return that Harley you bought?"

Meeting notice
The Program Leaders/Division Coordinators will meet from 2:15-3:15 pm on April 4th in HC B-117. All faculty and staff are invited to attend. The meeting will be facilitated by: Karin Wilking.

Agenda
1) Fall Fast Track Final: Jay Lee
2) Inquiry to registration: Current RCTC Process: Troy Tynsky

Don’t forget the flowers!!
The floral design class will be designing Easter arrangements with springtime flowers, containers and accessories for $15.00. Send orders and payment (checks payable to RCTC Horticulture) to Robin Fruth-Dugstad, box 49 by Wednesday, April 12. Arrangements can be picked up Thursday, April 20 from the Hort. Lab (HA120) by 4:00 pm.

Also, orders will be taken for Administrative Professionals’ Week (formerly Secretaries’ Week) April 23-29. Vase arrangements are $6.00; basket arrangements are $10.00 and a dish garden is $15.00. FREE DELIVERY on campus on Tuesday, April 25! Send orders (checks made payable to Horticulture Club) to Robin Fruth-Dugstad, box 49 by Monday, April 17.

Thought for the week...
Utility is when you have one telephone, luxury is when you have two, and paradise is when you have none.

—Doug Larson
Supalla’s Scribblings

It just might be that you’re reading this while an RCTC team is presenting at the North Central Association annual meeting in Chicago. Our presentation is one of three intended specifically for attendees representing the Council of North Central Two Year Colleges. Judy Harris, Dave Weber, Bill Ammentorp and Bill Warner are joining me to share the correlation between NCA criterion and Baldrige, RCTC’s alternative self-study journey, and a New Designs academic planning guidebook.

Carol Carryer, President of the Rochester School Board and Minnesota Council for Quality Baldrige examiner, authored “Partners for Quality: The Rochester Experience” in the February issue of the MINNESOTA ACADEMIC EXCELLENCE FOUNDATION CATALYST. Carol wrote…If the Baldrige criteria can be used as a framework for successful business practices, why can’t they be adapted as a framework for continuous improvement in education? How is the Baldrige criteria different from other improvement methods? First, it is not prescriptive. The criteria provide a guide and framework to aid in integrating and aligning the school system for higher performance by students and employees. Secondly, it is not an “I gottcha” program. No one, including students, ever comes to work wanting to be unsuccessful. If a system is better organized and processes are in place to optimize performance, individuals will be empowered to be successful. Thirdly, Baldrige provides the framework to implement an accountability system by using data effectively as a tool for improvement. Finally, the line between “strategic” and “operational” is clearly defined. I feel I can be more effective because I have good information and an easy to understand system. RCTC and District 535 are meeting to discuss the possibility of partnering on several continuous improvement initiatives. For starters, Superintendent Noenig has invited 10-15 RCTC employees to join 35 Rochester Public Schools staff members for a “Baldrige Boot Camp” to be conducted at UCR this summer. Details on the Camp will be shared when dates and times have been finalized.

Thursday and Friday a MnSCU audit team conducted a campus Civil Rights audit. These audits are being performed on all MnSCU campuses. A report of findings and recommendations will be shared after the audit team finalizes it. Arlen Berndt, Legislative Auditor, will be on campus beginning April 3 to conduct a routine financial aid audit. Rosemary Hicks and the financial aid staff deserve special thanks for preparing for this audit as it includes data found in two financial aid data bases. Please cooperate with the auditor by answering any questions and promptly supplying requested documentation.

Public-college and student-group leaders reacted jubilantly to last week’s U.S. Supreme Court’s unanimous ruling that state institutions can continue to use mandatory-fee revenues to finance all sorts of campus groups. The Supreme Court ruling overturned a 1998 Court of Appeals ruling that had struck down the University of Wisconsin-Madison’s student life fee policy as unconstitutional. Judy Kingsbury can supply you with a copy of the Court’s opinion and an article regarding the ruling from THE CHRONICLE OF HIGHER EDUCATION.

At the request of many colleges, including RCTC, MnSCU IT Services has researched a system-wide license for facility scheduling software. As a result of this effort, MnSCU has signed an agreement with Universal Algorithms which provides free access to two software packages for all colleges and universities. Schedule 25 interfaces with MnSCU’s ISRS student information system and will be used to facilitate electronic scheduling of all credit-based offerings. Resource 25 will be used to schedule all one-time, non-credit or public events. In May, several UCR staff members will be participating in training on the new software packages. RCTC staff training for those who will be inputting data into MnSCU’s new DARS (Degree Audit Reporting System) is complete. Data entry has commenced with the hope that the DARS application will be functional fall semester.

The higher education supplemental appropriations package has been joined with funding proposals for early childhood and K-12 education. The higher education portion of the bill includes the $11.6 million supplemental appropriation MnSCU is seeking to cover unfunded enrollment increases. Testimony on bonding bills is over and the work of conference committees has begun. Dave Bishop’s appointment to the Bonding Conference Committee will assure that RCTC’s horticulture and infrastructure projects will get a fair hearing during conference committee negotiations.

Thought for the Week – “The next big killer application for the Internet is going to be education. Education over the Internet is going to be so big it is going to make e-mail usage look like a ‘rounding error’ in terms of the Internet capacity it will consume.” — John Chambers, Cisco Systems

From the Windy City…Have a great week!

— Don
RCTC staffing update

Administrative
- Dean of Health Sciences (MnSCU Administrator). Position posted/nationally advertised (1/21/00 Chronicle of Higher Education).
- Director of Nursing (MnSCU Administrator). Position posted/nationally advertised (1/21/00 Chronicle of Higher Education).

Unlimited Full-Time Faculty
- English - Developmental Writing. Posted/advertised.
- English – Composition. Posted/advertised.
- PE/Coach – Posted/advertised.
- Librarian – Posted/advertised.
- Sociology/Anthropology – Posted/advertised.
- Auto Mechanics Instructor – Position to be posted/advertised this week.
- Nursing – Position posted/advertised.

Temporary Full-Time Faculty
- Art – Posted/advertised.
- English – Composition. Posted/advertised.
- Librarian – Posted/advertised.
- Mathematics – Posted/advertised.
- Psychology – Posted/advertised.
- Reading/Study Skills – Posted/advertised.

Unclassified Professional/Supervisory
- MnSCU Program Director 1 – College Recruiter Option (full-time unclassified MAPE). Screening of applications has begun.
- Customer Training Representative (Client Relations Manager) (full-time unclassified MAPE). Posted/advertised. Review of applications to begin this week.
- Customer Training Representative (Computer Training Specialist) (full-time unclassified MAPE). Employment offer pending.
- MnSCU Program Director 1 – Admissions Officer/Information Specialist (part-time unlimited; 32 hrs./wk [four, eight-hour days]). This is posted for internal application only. Interested support staff are invited to apply.

Classified MAPE
- ITSI (Helpdesk) (unlimited full-time). Posted/advertised. Semifinalists selected; interviews being scheduled.

Classified AFSCME
- General Maint. Workers (Intermittents). Applications accepted ongoing.
- Office and Administrative Specialist – Student Affairs (Health Service) Work Area (seasonal part-time). Posted/advertised.
- Office and Administrative Specialist – Academic Affairs Work Area (Faculty Secretary @ Heintz Center) (unlimited-part-time, 2 positions). Positions posted for internal bid only.

For information on any of the above openings, contact the human resources office at x3131.

Professional development

Professional Development for Women Conference – Tuesday, May 23, 2000, Minneapolis Hyatt, with an added Effective Leadership Pre-Conference Workshop on Monday, May 22.

Day 1 – Pre-Conference Workshop.
“Developing the Leader in You: Building Wisdom, Skills and Effectiveness as a Woman Leader.”

Day 2 – Conference Agenda includes morning keynote, Linda Nash, Consultant and Professional Speaker on “Staying Alive and Planning to Thrive,” followed by 10 concurrent sessions from which to choose for the remainder of the day.

Conference brochure is available from the HR office.

Mark you calendar!

RCTC will be having their 3rd annual Wellness Fair on Wednesday, April 12 from 9:30 to 2:00. We will have demonstrations and music in the Atrium from 10:00 to 1:30. Business and organizations will be in the gym. Hope to see you there!!!!

Benefit Concert

Plan now to attend a concert by Libby Roderick to the benefit of Choices of Southeast Minnesota; Young Women’s Conference and the United Organization of Somali Women. The benefit concert will be held on April 8, 2000 at 8:00 p.m. at Century High School.

Advance ticket sales ($10 and $15) at The Good Food Store; Healing Touch Massage; or by calling (507) 289-6165. Tickets at the door will be $12 and $17.
Questions and Answers About Sexual Harassment
This is a continuation of the question/answer column about sexual harassment. This information has been provided by the Minnesota Department of Human Rights in their February-March 2000 edition of their quarterly publication, The Rights Stuff. Note that the answers to the questions are not intended as legal advice. They are provided as a general explanation of the subject area discussed.

If my job involves dealing with clients or customers, and one of them has made suggestive comments or unwanted advances, am I protected from this conduct?

Yes. The Human Rights Act requires employers to take reasonable steps to correct a hostile working environment it knows or should have known its employees are experiencing, whether that hostile environment is caused by other employees or by customers.

If an employee is harassed in a way that is not specifically sexual, but is nonetheless humiliating, is this type of behavior prohibited by the Human Rights Act?

It wouldn’t be actionable as sexual harassment because, to constitute sexual harassment under the Human Rights Act, the conduct must be sexually motivated or of a sexual nature. However, the Act also prohibits harassment because of any other protected class such as race, national origin or religion. If there is such motivation, humiliating treatment can be illegal.

If an employee files a charge with the Department of Human Rights, or complains to an employer about sexual harassment, what protection does he or she have from reprisal by the employer?

The Human Rights Act specifically prohibits an employer or individual perpetrator of the harassment from retaliating against an individual who has filed a charge with the Department of Human Rights, or who has complained about discrimination to the employer.

If the Department of Human Rights finds that I’ve been sexually harassed, what action will be taken on my behalf?

If the Department finds there is probably cause to credit the allegations of sexual harassment contained in the charge, it will refer the matter to the Attorney General’s Office. Initially, the attorneys will attempt to conciliate the matter. If that fails, the Department may convene a hearing before an administrative law judge or file a complaint in state district court. If a judge determines that an unlawful discriminatory practice occurred, damages may be awarded to the charging party.

Employee meeting for unclassified employees in the Defined Contribution Retirement Plan
Enhancements are being made to the Defined Contribution Retirement (DCR) Plan, which includes both IRAP and SRP, on July 1, 2000. The enhancements include:

- Access to Lower Cost/Higher Performing Funds
- Faster access to SBI funds and information
- Simplified plan design to improve employee understanding and transactions
- Access to account via Web
- Single Summary Statement
- Expanded Customer Service Support

Investment funds with Great-West, Minnesota Life, Prudential and VALIC will be frozen for new investments (new contributions and transfers in). Action will be required on your part to identify the new investment funds that you want to use after June 30, 2000.

Come to an employee meeting on our campus to learn more about these changes and steps that you need to take!

April 5, 2000  8:00AM  Room  CF202

You are welcome to attend a meeting on another campus if the scheduled meeting on our campus does not work for you. The schedule of all meetings is posted on the MnSCU home page at http://www.hr.mnscu.edu/retirement/index.html.

The DCR Plan is a mandatory, matched program for unclassified employees. This is NOT the Tax Sheltered Annuity [403(b)] or Deferred Compensation Plan (457).