New faculty and staff orientation

Two orientation sessions for new faculty and staff will be held this week. These sessions will be conducted by the HR office staff and will include a general orientation to State employment (laws, policies, etc.), followed by a benefits orientation. Any and all new faculty and staff are invited to attend one of the sessions. The dates, times and locations are as follows:

- **Tuesday, August 24**
  8:00 am – CF202

- **Wednesday, August 25**
  3:00 pm – CF206/208

If we have quite a few new faculty and staff unable to attend one of these sessions, another can be scheduled at a time more convenient. If that is the case, please contact Mary Kay in the HR office (x3131) and let her know your schedule.

Staff development

Last Thursday and Friday were two exciting staff development days! We had a great turnout…and…the RCTC Focus on the Future buttons were beautiful, the portfolios were practical, the presenters were pertinent and peppy (MGM!), the videos were wonderful, the acting was awesome, the sessions were sensational, the team-building was tremendous, etc., etc., etc. **Thanks to the many, many people involved in putting together two “quality” development days! Also, a special thanks to Sue Solberg, who designed the button.**

If you did get your RCTC portfolio and Focus on the Future button, please stop by the HR office to pick these up. We also have some of the long-sleeved T’s (sizes Medium, XL and XXL only) left over from last year for new faculty and staff who may not have received one yet. Again, stop by the HR office anytime to pick one up.

The staff development task force is planning a make-up day for those faculty and staff who were unable to attend. Watch future Crossings for details on the date and time.

Special thanks to Sue Solberg, who designed the button.

Take the Baldrige Express

This week's (August 24) “Two on Tuesday” will focus on the Baldrige Express. The session will be on Tuesday, August 24 in CF206. **Any faculty or staff member** who wishes to participate in the Baldrige Express should attend a 15 minute orientation on Baldrige Express. After the orientation you will be allowed to take your Baldrige Express survey document with you to complete at your leisure. All completed surveys must be returned to Dave Weber at Box 25 by Noon on Monday, August 30.

UCR events

Attached this week's College Crossings is the UCR schedule of events for August 23-27.

Supalla Scribblings

Attached is a copy of this week's Supalla Scribblings.

Thank you

Thanks for the generosity and well wishes during my surgery and hospital stay. It is sincerely appreciated!

—Ted Marchand
RRTC staffing update

Unclassified Faculty
- **Dental Hygiene** (PT UTCE). Position posted. Mary Schwanke has been appointed.
- **EMT/EMS** (PT UTCE). Michael Dewar has been appointed.
- **Health Unit Coordinator** (FT UTCE). Susan Anderson has been appointed.
- **Intensive Care Paramedic** (PT UTCE). Richard Peterson has been appointed.
- **Nursing [A.D.]** (2 positions, UFT CCFA). Susan Jansen has been appointed. One position not filled on UFT basis.

Unclassified MAPE
- **MnSCU Program Director 1 (Program Associate (CHOICES)** (FT grant-funded). Betty Christianson has been appointed.
- **MnSCU Program Director 1 (SSSP)** (FT grant-funded). Sara Soukup has been appointed.
- **MnSCU Program Director 2. (International Student Adviser)**. (FT grant and college funded.) Thomas Gjersvig has been appointed.

Classified Positions
- **General Maintenance Workers** (Intermittents). Applications accepted ongoing.
- **ITS2** (UFT MAPE). WWW/Multimedia Manager. Darin Hoffman has been appointed.
- **Electrician – Master of Record** (UFT AFSCME). College-wide work area. Appointment to be made from DOER certified list.
- **OAS** (UFT AFSCME). Academic Affairs Work Area (CE/CTS/ED). Jennifer White has been appointed.
- **OAS** (UFT AFSCME). Student Affairs Work Area (CHOICES). Sherry Lecy has been appointed.

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

Weekly funny...

**ATTN: UTCE faculty - TES schedule available**

The HR office has received several copies of the Professional Development Outreach Program – Teacher Education Sequence (TES) class schedule for 1999-2000. Copies are available from the HR office, any of the academic deans, and have been posted on the faculty bulletin boards at both campus sites. The five (5) TES courses are a required component for obtaining permanent full-time Vocational Education and Minnesota license.

The **Introduction to Vocational Technical Teaching**, which is the first course in the series, is required for ALL applicants needing full-time licensure, EXCEPT:
- Applicants with a degree in education, or
- MnSCU pre-arrangement form (available from the HR office) to insure class will be taken within six (6) months, or
- Applicants who have completed two (2) of the TES courses prior to applying.

In order to meet the six (6) month requirement, faculty needing the Introduction to Vocational Teaching would need to make arrangements to complete the course during fall semester. The dates and locations are Thursdays, 5:30-8:30 pm on 9/9,16,23,30; 10/7,14,28; 11/4,18; 12/2,9 at St. Cloud TC or Saturdays, 8:00-4:00 pm on 10/30; 11/6,20; 12/4 at Century CTC.

Thought for the week...

People don't become failures until they become satisfied at being one.
Up to speed

Our keynote speaker on Thursday warned us that change is inevitable. Here are a few of the Academic Affairs changes for the 1999-2000 school year.

First, please review the Organizational Chart on pages 57-60 in the Appendix of the NCA/Staff Handbook that you received on Friday. Some changes in area of responsibility for each of the four deans has changed. The reasons are practical: a better fit with the overall assignment for that dean. Here are a couple of examples: Associate Dean Jay Lee will assume responsibility for the Intensive Care Paramedic Program while Associate Dean Barb Mollberg will work with the Business Department as well as the AIS program. Another reason for the change is connections to other departments or programs within a dean’s responsibilities. Dean Julie Goodman, for instance, will be responsible for science because of its close connection and need for scheduling coordination with nursing and allied health. Please note other changes on the organizational charts.

To reinforce the change in responsibility, Jay Lee will move to the Heintz Center within the next few weeks. Delores Kiehne will move with him. Jay and Delores will move into the front area of the former library. In addition to serving as Jay’s support staff person, Delores will be available to offer secretarial back up for Nancy Midler who serves the entire HC faculty. Melissa Skjeveland will remain at HC full-time for fall semester at least, continuing to serve the AV/media/computer trouble-shooting needs of the faculty and staff. Melissa is also pioneering working from a remote site: she will work on projects for Goddard Library from her Heintz Center location. Her new office area will be in the back area of the HC Library. In that same space, computers will remain available as an open lab for HC students. Other open computer lab times on both campuses will be posted on lab doors and also on a note card available at the UCR and HC information desks. For fall, the main HC library area will be a quite study space for students.

When Jay and Delores move, Sue Solberg will move to 4th floor Plaza to serve as receptionist and provide general secretarial support for Barb Mollberg in addition to continuing her support of the English Department faculty.

Other changes at HC include the Law Enforcement program moving to the B wing and the construction of a chiropractic clinic on the second floor allied health area. Across the field, two of the DIGI arts rooms have been moved to second floor Singley Hall, a new adjunct office space has been created in the old electronics lab prep area, computer stations have been added in the science wing, several more smart classroom are in the process of being completed (including one at HC), an expanded darkroom in Memorial Hall will be added probably during the winter holiday break, and faculty have shifted office spaces here and there. Note that your instructional secretary has the names, phone and office numbers of almost everyone (this list is another essential “f” word for the next century -fluid!)

At Meet and Confer in July, I asked for the following Tuesday meeting schedule for this year:

1st Tuesday at 2:00 Faculty Curriculum Committees meet.
2nd Tuesday at 2:00, Curriculum Council meets.
3rd Tuesday at 2:00, Faculty Senates meet.
4th Tuesday at 2:00 Meet and Confer meets.

Under the new meeting rotation, curriculum issues can be acted upon earlier this year. To get a proposal, change, or any item on the Curriculum Council’s agenda, it will have to be on Rachelle Splittstoesser’s desk by the Friday before the first Tuesday of each month. For the first Curriculum Council meeting of 1999, proposals are due by Sept. 3rd. Proposals coming in after that will be put on the agenda for the next month.

As I’ve talked to those of you involved in these changes, I have been impressed and gratified by your attitudes. Most of you have thought the changes sounded good and worth a try. With those positive attitudes, I know the changes will work!

Have a great first week.

—Judy Harris