Viewing of Chancellor’s Staff Meeting

Last week the new MnSCU Chancellor, James McCormick, shared his thoughts and work plan at a regularly scheduled staff meeting. The staff meeting was videotaped and will be available for viewing on the following days/times. Please stop in at one of the scheduled sessions to view his 30-minute message.

Monday - August 27 - Heintz Center (HC124) - 11:00am
Monday - August 27 - UCR (SS209) - 12:00 noon

Tuesday - August 28 - Heintz Center (HC124) - 12:00 noon
Tuesday - August 28 - UCR (SS209) - 1:00pm

Thursday - August 30 - Heintz Center (HC124) - 10:00am
Thursday - August 30 - UCR (SS209) - 11:00am

Friday - August 31 - Heintz Center (HC124) - 9:00am
Friday - August 31 - UCR (SS209) - 9:00am

Marilyn Etbauer will be available at the Heintz Center and Judy Kingsbury will be available at UCR to assist in the set-up for each session. If you are unable to make any of the above times/days, you may check-out a copy of the video overnight from Judy Kingsbury.

Thank you

Just a quick note to say, “Thanks!” to all of the staff who have been diligently working to prepare for the start of the 2001-2002 academic year. I have been impressed with what I have seen during my short time here and I look forward to working together to serve our students. Congratulations on another successful take-off!

GODDARD LIBRARY AND LIBRARY TECHNOLOGY CENTER WILL BE CLOSED SEPTEMBER 3, 2001
Weekly funny…

“Your problem, Mr. Smythe, is not that you’re out of shape -- it may be that your bike is too inclined.”

---

E-Guide – WORTH CHECKING OUT!!
Check out the new RCTC on-line directory called E-Guide at https://eguide.roch.edu

This on-line directory will allow students to locate their RCTC computer login ID and e-mail by doing a search with their student ID number. It will also allow students and staff to search for student e-mails and staff member’s e-mail, phone, office location and other directory information.

There are links to E-Guide on the “Enrolled Students” and "Faculty & Staff" pages on the main RCTC web site.

---

Academic Affairs Calendar

Curriculum:
August 31: Curriculum Proposals Due to Rachelle
Sept. 4: Faculty and Admin. proposal review
Sept. 11: Curriculum Council meets in CF 206 at 2

Program Leader/Division Coordinator meeting
Sept. 4: CF 206 at 2

---

AFSCME Contract Voting Schedule
The contract vote will be held in Rochester on August 29. From 6:00 AM to 1:00 PM it will be held at the Department of Transportation District 6 Headquarters, 2900 48th Street NW, in Conference Room A & B. From 4:30 PM to 8:30 PM, voting will be held in room EA 111 at the UCR campus. You may vote at either location. Please remember to bring your union membership card with you. Only union members are eligible to vote. Fairshare people in the AFSCME represented bargaining units may complete a membership checkoff card at the voting site to become a union member and eligible to vote.

---

RCTC Chiropractic Clinic
Located in HC211 - 529-2736. We would like to welcome our new chiropractic physician Dr. Julie Elder. Currently Dr. Elder will be seeing patients on Thursdays. Once our CT students begin clinicals the hours will expand. Soft tissue massage and trigger point therapy is available currently on Tuesdays.
Supalla’s Scribblings

Thanks to the Staff Development Task Force for putting together a worthwhile “Surviving This” workshop. The survival skits, policy updates, tribal rewards, violence in the workplace training, and employee recognition provided the perfect kickoff for what will certainly be a very exciting year. The highlight of the morning might have been listening to Dave Carr and Leslie Haack entertain us with Barb Schultz’s wonderful composition of the “MnISRS Blues.” (I think we should make this trio a fixture at all future staff meetings.) Let Susanne Sheehan or members of the Staff Development Task Force know whom you’d like to hear from or what topics should be presented at future staff development meetings. If you didn’t get a chance to see Chancellor McCormick’s staff meeting video, please do so in the next couple of weeks. Look for an e-mail from Judy Kingsbury noting the dates, times and places of future viewings. Everyone needs to hear the Chancellor’s remarks before he arrives for his campus visit the morning of November 8. Have a great year!

With three-fourths of all students now registering on the Web and our students ability to constantly upgrade their schedules, it’s hard to accurately project enrollment numbers until after the drop/add period. Based on first day enrollments, it looks like credits-sold enrollments will be up six percent. With each of us recruiting just a couple more students, fall semester headcount could top 5,000 students. With another manageable enrollment increase secured, it’s important that each of us take responsibility to assure we accommodate their needs and focus on retention.

Colleges, even RCTC, aren’t perfect. That’s why we’ve embarked on a long-term continuous improvement journey. A journey aimed at helping us better serve our customers by doing quality teaching and work better, faster and more efficiently. This morning, as I greeted students racing through the Atrium on their way to class, I couldn’t help but think how much better prepared we were to accommodate their needs this year than last. We learned from last year’s influx of students that we needed to have personnel stationed at the information desk earlier, student help desk computers available to access lost student schedules, guides available to walk new students to their classrooms, 600 clearly marked temporary parking stalls and law enforcement students directing traffic. Remember the staff satisfaction survey consultant’s words of wisdom… “Effective quality improvement is the result of a thousand things done a little better, not a few things done a lot better.” So, we’re not perfect…but, overall, you do a great job satisfying our stakeholders’ needs…THANK YOU! I recently read a short article, “Not Everything Runs Smoothly” (for business either) that quoted some statistics you might find interesting. Did you know that in America:

- 22,000 checks will be deducted from the wrong bank accounts in the next 60 minutes
- 268,500 defective tires will be shipped this year
- 5,517,200 cases of soft drinks produced in the next 12 months will be flatter than a bad tire
- 3,056 copies of tomorrow’s Wall Street Journal will be missing one of three sections
- 18,322 pieces of mail will be mishandled in the next hour
- $761,900 will be spent in the next 12 months on tapes and compact discs that won’t play
- 880,000 credit cards in circulation will turn out to have incorrect cardholder information on their magnetic strips
- 315 entries in Webster’s International Dictionary of the English Language will turn out to be misspelled.

OK. I feel better now. How about you?

According to the National Center for Public Policy and Higher Education, the high school completion rate in Minnesota is 90 percent. Eighteen states have equal or higher completion rates. Looked at another way, the most recent data from the Minnesota Department of Children, Families and Learning show that 10.7 percent of ninth grade students served by Minnesota schools during 1995-96 dropped out before their 1999 graduation. Slightly more than half of Minnesota high school graduates go on to some form of post-secondary education immediately after graduation. The ACT is the most common college entrance test taken in Minnesota, yet only 66 percent of the Class of 2000 took the exam.
Research continues to support the notion that getting prospective students to campus is the best recruiting tool. A recent survey by Art and Science Group, a higher education consulting firm, revealed the following “Sources of Influence Over Students Final College Choice” influencers...visit to college (69%), parents/family (46%), current students (32%), college web site (31%), admissions staff (31%), catalogs/viewbooks (30%), graduates (24%), friends (23%), rankings (17%), guidance counselor (16%) and WWW/Internet (5%).

Thought for the week…

If quitters never win, and winners never quit, what fool came up with “quit while you’re ahead.”

Don

RCTC Chiropractic Clinic – Positive Changes

The RCTC CHIROPRACTIC CLINIC is pleased to announce the appointment of our new clinic doctor, Dr. Julie Elder who is a graduate of Palmer College of Chiropractic and has been in practice for over 10 years in Chatfield, MN. Dr. Elder’s focus is diversified chiropractic adjusting, activator method, nutritional counseling, preventative and maintenance exercise, ergonomic safety and sports physicals.

Angie Laska is a graduate of the Chiropractic Technician Program and has joined the clinic staff this past summer performing front desk duties, assisting in exams and therapy applications.

Chris Petricka has joined the clinic to assist in processing chiropractic health care claims for our patients on a part – time basis.

On August 30, RCTC Chiropractic Clinic will be hosting an OPEN HOUSE to welcome these individuals to the clinic from 1:00 pm to 3:00 pm at the Heintz Center in room HC211 (the clinic). Complimentary posture evaluations and mini massages will be performed.

The doctor, faculty and staff at the clinic will be available for class presentations and sports physicals if any faculty, program or department is interested. You may talk to us at the open house or call the clinic at 529-2736.

CLINIC HOURS

Mon. and Thur. 2:00 pm to 6:00 pm Dr. Julie Elder is excited to meet and work with established and new patients to our clinic.

Tue. and Wed. 2:00 pm to 6:00 pm Soft Tissue Massage and Trigger Point Therapy Massage will be available for new and established patients.

- Soft Tissue Massage and Trigger Point Therapy Massage will be performed on Mon. and Thur. as well.

In the past two years that the clinic has been open the clinic has found that some of our patients prefer longer blocks of time for soft tissue massage and trigger point therapy massage. Tue. and Wed. will be dedicated to meet their needs.

RCTC CHIROPRACTIC CLINIC IS A HEALTH CARE PROVIDER FOR:

- PREFERRED ONE
- CHIROCARE
- HEALTH SERVICE MANAGEMENT
- MEDICARE
- BLUE PLUS SELECT
- MEDICAL ASSISTANCE
- AUTO CLAIMS
- WORKER’S COMPENSATION CLAIMS
- AND MOST GENERALIZED GROUP HEALTH PLANS

CONSIDER IMPROVING THE QUALITY OF YOUR HEALTH THROUGH CHIROPRACTIC CARE.
Scholarship opportunities
Please inform students that the Rochester Rotary II Club is offering a $500 scholarship to a student in a technical training area. The award will be given at their October 31st meeting. The recipient will be asked to attend the meeting for the award presentation. Criteria and application schedule are listed below: **Criteria:** The award is available to a student in the second year of any two-year vocational/technical training area at Rochester Community and Technical College. Selection criteria should include financial need, good academic standing, demonstrated leadership, community involvement, and high ethical standards. Preference would be given to a "non-traditional" student.

**Application Process/Deadline:** A short application is available for students to pick up in the Foundation Office, Heintz Center - C120 or at the Counseling Office on the UCR campus SS 133. Completed applications can be returned to the same locations by October 15, 2001 at 3:00 p.m. Applications received after the deadline will NOT be considered.

This is a great opportunity with an easy application process. Please encourage students to apply. Questions can be directed to Judy Bird or Marilyn Etbauer in the RCTC Foundation Office X7770 or X7771. Attached is a list of all scholarships that are available for fall semester.

ATTENTION GOLFERS
3 person SCRAMBLE (BEST SHOT)
Come celebrate over 25 years of golf at RCC/RCTC
THE ROCHESTER GOLF INVITATIONAL WILL BE HELD ON WED. 9/5/01
College teams will tee off at NOON
Faculty/staff tee times will begin at 1 PM
Get at team together and call Carol Nurmi to reserve a spot –7204
NO green fees to be paid in this scramble

Wanted: Campus CTL Leader
The mission of the CTL: "To promote and support collaborative professional development for all MnSCU faculty in order to improve student learning through enhanced teaching effectiveness."

**Job description:**
1) To plan and coordinate informal faculty development activities determined by those involved including such activities as Common Book discussions, bring in speakers, discuss a topic of interest
2) To alert faculty to state CTL opportunities from grants to conferences
3) To review FIDG grant applications
4) To participate in state CTL conferences
5) To complete necessary state CTL paperwork
(See Kevin Dobbe and Ron Chrisope for more details)

Stipend: $1,000 each for two faculty members (one opening available)

E-mail applications accepted through August 31 to Judy Harris. Applications should include a brief statement about your interest in CTL and a brief summary of past faculty development activities.
Sign-up now to participate in a 2001-2002 committee
The RCTC All-College Committee memberships for the 2001-2002 academic year are being compiled.

CONTRACTUAL MEET AND CONFER FOR 2001-2002:
The Contractual Committee memberships are submitted via the Local Unions.
- MSCF Meet and Confer
- Curriculum Council
- Facilities, Grounds, Safety and Security
- AFSCME Labor Management
- MAPE Meet and Confer

ALL-COLLEGE COMMITTEES FOR 2001-2002:
The All-College Committees/Task Forces memberships are determined annually and includes faculty, staff, and student representatives. Please visit the RCTC Intranet website for more detailed charges for each committee/task force.
- Teaching and Learning
  - Suggested Task Forces
    - Academic Standards
    - General Education
    - Program Review Advisory
    - Distance Education Teaching
    - Assessment
    - Faculty Evaluation
- Student Stakeholder Relations
  - Suggested Task Forces
    - Food Service
    - Student Life
    - International/Global Education
    - Commencement
    - Enrollment Management
    - SOAR Planning
    - Bookstore Advisory Council
- Employee Relations
  - Suggested Task Forces
    - Affirmative Action
    - Retirement/Social Planning
    - Staff Development
    - Wellness/Alcohol and Other Drug Abuse Prevention

PARTICIPATION IN AN ALL-COLLEGE COMMITTEE/TASK FORCE
Non-faculty members interested in serving on one or more of these committees/task forces should contact Judy Kingsbury either by e-mail or at extension 7216.

Faculty members interested in serving on one or more of these committees/task forces should submit their names through either Gregg Wright or Ed Shafer.

All-College Committees unless sanctioned by the MSCF Association (i.e., General Matters, Curriculum, and Budget/Finance), are allowed by the contract, but are not authorized to represent the union’s official position on any issue. Therefore, faculty members who are appointed to serve or choose to participate in all-college committees with administration and members of other bargaining units do not represent MSCF on any contractual agenda/topic areas e.g., Personnel, Student Affairs, Curriculum, Community Service, Facilities, Fiscal Matters and General Matters.
Exceptions:
1. The MSCF Association has specifically authorized the faculty member to present the faculty position on an issue (as decided by the MSCF).
2. The vote is simply applying already settled policy (such as evaluating a student petition to the Academic Standards Committee).

Note that the faculty member is free to present individual and departmental views when serving on all-college committees. Any proposals regarding the contractual topic areas (noted above), however, should be brought to the MSCF before a vote, which might be interpreted as representing the union’s position.

MEETING SCHEDULE FOR 2000-2001:
The Common Hour on Tuesdays from 2-4pm will continue to be utilized for as many meetings as possible.

1st Tuesday
Faculty Curriculum (2:00 p.m.)
Division/Department Program Leaders (3:00 p.m.)
*All-College Committees and Task Forces

2nd Tuesday
Curriculum Council (2:00 p.m.)
*All-College Committees and Task Forces

3rd Tuesday
Faculty Senate (2:00 p.m.)

4th Tuesday
MSCF Meet & Confer (2:00 p.m.)

*All-College Committees and Task Force meetings may be scheduled on the 1st, 2nd, or 4th Tuesday of each month, or at another mutually agreed day/time by the members.