



August 30, 2010

NOTICES & UPDATES

CORRECTED PHONE BOOK INFO

Barbara Hunt's extension should be **220** in the front section of the directory which is sorted by last name. Todd Mikonis' extension is **420**, please add it to both sections of your director.

Also, numbers for the new Automotive Building are missing – Room 101 has ext. 421, Room 119 has ext. 422 and the Staff Room has ext. 423. Please also add these numbers to your directory.

SECURITY SCHEDULE 8/30-9/4

August 30

Jeff —am
Vince—pm

August 31

Jeff —am
Vince —pm

Sept. 1

Jeff —am
Vince—pm

Sept. 2

Jeff —am
Vince — pm

Sept. 3

Jeff—am

Sept. 4

*Cell Phone Number 703-8487.
Submitted by Jeff Nyhan.

COMINGS & GOINGS

MATH & SCIENCE DEPARTMENT

Pamela Lamontagne started last week as our new full-time Associate Professor – Math. Pam has been an adjunct with MCC since 2003. Pam has also taught as an adjunct at UNH in Manchester and Durham. She has also worked for Pearson Education as a Product Tester. Pam's office is located in the 117B suite and her extension is 216, please add her to your directory. Pam's email is palamontagne@ccsnh.edu, not to be confused with Patricia LaMontagne (palamontagne@ccsnh.edu) in Financial Aid.

CAMPUS SAFETY

Tom Wickey was hired for the Friday evening (3:45pm-11pm) and Saturday (7am-5pm) Campus Safety Officer at the end of the Spring Semester before we closed for the weekends; he will be starting this week. Tom worked for over 11 years as a Police Officer but has been an Insurance Fraud Investigator for the NH Insurance Department since 1994. Tom will be training for the next few days and should be ready to start covering this Friday evening and Saturday shifts. He will be reachable by calling 703-8487.

FITNESS CENTER

Tom Cormier has been hired back to open the Fitness Center for the fall semester. Student Senate offered to fund this position for a semester. The Fitness Center will be opened Monday – Thursday from 11:30am-5:30pm starting next week through the end of the fall semester. Tom starts tomorrow and will be recruiting during Welcome Week.

Please stop by, introduce yourself and welcome them all to MCC!

ANNOUNCEMENTS

REMINDER – OPENING WEEK INITIATIVE

Opening week is here! Again, volunteers are needed to assist with greeting students at our two main entry points and generally being visible throughout the campus to help students find their way around. We would like to have coverage in the morning, afternoon, and evening to make sure that we catch as many different start times that we can.

If you would like to sign up for a specific time you can email Mark McGrath in Admissions mcmcgrath@ccsnh.edu or just help out whenever it is convenient for you. Thanks!

WELCOME WEEK – A STUDENT TO STUDENT WELCOME EVENT AUG. 30-SEPT. 3

The MCC Campus Activity Board has joined forces with Senate in welcoming new students, and welcoming back returning students during the opening week of classes this fall. Snacks, giveaways, student organization information, and *lots of enthusiasm* will greet students. (Mon thru Thurs 9-5, Fri 9-2, outside the cafeteria). Returning student leaders from some other clubs will be involved this year, as will St. Mary's Bank and Subway. A special Comedy "Lunchtime Lounge" will be happening on Thursday at noon with comedian Arvin Mitchell. Please encourage your students to stop by---and get involved.

Submitted by Aileen Clay.

KUDOS TO THE ADMISSIONS TEAM AND HUB STAFF

Kudos to the Admissions Team! Compared to this time last year, applications and accepts for the Fall class increased by 10%, but more importantly the number of new matriculated registered students has increased by almost 16%!

Thanks are also in order to the entire HUB staff for all their hard work this summer, especially for the long hours and weekends they will continue to put in through add/drop.

Submitted by Larissa Baia.

MCC CAMPUS ACTIVITY BOARD WELCOMES STUDENTS WITH POPULAR COLLEGE COMEDIAN

Comedian Arvin Mitchell will be performing on Thursday, Sept 2nd, noon to 1pm in the cafeteria as part of Welcome Week, and the first in the MCC Lunchtime Lounge series. Mitchell debuted on BET's *Coming to the Stage* and was a runner-up on a comedy reality show. He works the comedy club circuit, having appeared at Comic Strip Live, Boston Comedy Club, Irvine Improv Room, The Laugh Factory, and The Comedy Store.

CAB is the student organization that provides social, recreational and entertainment programming for the MCC student body. Tia Brien is the CAB President for the 2010-11 academic year. The CAB office is located with the 205 suite.

Submitted by Aileen Clay.

CURRICULUM COMMITTEE UPDATES

A reminder to all that the Curriculum Committee updates will again be posted every month in the MMM. Please be sure to read these updates to stay current with changes.

Also, at the end of each semester we will again publish the entire Curriculum Proposal Summary which is a great reference to have on hand to answer questions before the new catalog is printed. For your convenience, I have attached last year's summary for reference.

If you have any questions, please feel free to contact me.

Submitted by JT Laroche

BLACKBOARD FOR STUDENTS

If you are using Blackboard for your on campus course, you might want to encourage your students to attend a quick training session. They will be held on **Sept. 1, 2nd, 8th and 9th at 10:00, 2:00 and 5:00**. The sessions last about half an hour but students must pre-register by calling Judi at 668-6706 x367 or email her at jhull@ccsnh.edu.

If you would like us to demonstrate Blackboard for your students during class, just give us a call to schedule a time.
Submitted by Jean Cloutre.

FILE CABINET STILL AVAILABLE

TRIO has one (1) vertical file cabinet that they no longer need. If anybody is in need of a file cabinet they can swing by to pick it up, or send an email and I'll reserve it for you.

Submitted by Terry Chisholm.

ON-GOING REMINDERS

TELEPHONE SYSTEM UPDATE

Good News! FairPoint has finally resolved the issues with the incoming line. Paetec (our new carrier) has installed and tested the new line and everything is ready to go. Our telephone vendor is scheduled to install the new telephones and provide training starting the week of September 27, 2010. Our current plan is to offer one hour training sessions in the morning and afternoon so everyone will have a chance to participate. If you have any thoughts on these sessions, please let us know.

Submitted by Shawn Flaherty.

REVISED IHR TEMPLATE

Please find attached the new and improved form for IHR's on the MMM email. This form should be much more user friendly and less confusing than the one sent prior. Please begin using it immediately and to stop using any you might have saved locally on your computer, it would be appreciated. It shall also be available on the forms drive under the "Budget & Business Office" folder. Any problems please see Tim Langton in the Business Office.

ARTICULATION AGREEMENT – EMMANUEL COLLEGE

MCC has recently renewed our Nursing articulation agreement with Emmanuel College. It is now effective through June 20, 2019. For information on this agreement as well as those that we have with other four year institutions, please see Meg Hamm, the college's transfer / career counselor or Louise Fulling in Academic Affairs. The Admissions office also has photocopies of all of our articulation agreements.

Submitted by Louise Fulling.

NOTES FROM THE CENTER FOR TEACHING AND LEARNING

As we begin the new academic year, we'd like to remind you of the many resources available to support teaching and learning.

1. The CTL course site on Blackboard has been updated for this year. It includes a college teaching mini-course, "Getting Results", developed by the League for Innovation in the Community College; an interactive site for solving teaching and learning challenges you may encounter; the schedule of workshops offered by the CTL this semester; and numerous other resources. All faculty and staff are enrolled in the course. If you have difficulty finding or logging into the course, contact dflint@ccsnh.edu.

2. The Teaching Handbook has been newly revised for this year. Printed copies are being distributed to all academic programs this week, and the Handbook is available electronically on the CTL course site on Blackboard.

3. We will continue the evening Drop-In hours this semester. Every Thursday, the CTL will be open from 4-6 p.m. Drop by to talk about teaching and learning or to access any of our electronic or in-print resources. Hope to see you soon!

Submitted by Dave Flint.

VOICE IN MICROSOFT

At the faculty meeting last week, I mentioned the "built in" voice recognition feature in Windows. I have only used it within word as voice to type...it does, however, work in many other applications. I am far from the expert ...but here is some basic information. Now, it DOES take a little time and you want a good microphone (usb headset is usually recommended) but it might prove useful.

In Windows 7 or Vista

- > Click the Start button
- >Click Control Panel
- > Click Ease of Access
- > Click Speech Recognition
- >Click Take Speech Tutorial
- And finally, speak clearly and pronounce your words carefully, not too fast or too slow.

In XP it is more complicated but once in—works as well. Check out this site <http://support.microsoft.com/kb/306537>

I once heard that the average user of Microsoft Office Suite takes advantage of less than 20% of the capabilities. This could be some great professional development (with no added cost!) for all of us.

Submitted by Jean Clouatre.

BAGS & MAGS

The Art & Design Department needs to replenish its supplies of shopping bags and magazines. We are looking for paper shopping and gift bags with handles. These types of bags are used by students for project templates (no grocery bags please). We also need magazines that are less than three years old. Bags and magazines can be brought down to rooms 108 or 110. Thank you!

Submitted by Joanne Jagodowski.

2010 – 2011 OPEN HOUSE DATES

These are the Open House dates for the upcoming academic year.

Tuesday, November 30, 2010

Wednesday, January 12, 2011

Tuesday, April 19, 2011

Submitted by Larissa Baia.

STAR OF THE MONTH

Remember to nominate a staff or faculty member “caught being a star” for the month of August and September. We will draw the winner at the next All-College meeting.

Submitted by the Staff Committee.

TO SUBMIT NEWS FOR MMM

News for next week’s MMM should be submitted to Alicia Cutting (acutting@ccsnh.edu) by noon on Friday. **Please use the updated MMM form to submit entries.** You can find it in the Forms Drive in the Forms-Miscellaneous folder.