

# NEWS TO USE

## May 30, 2008

### **Tobacco Free Campaign Moves Forward**

Lansing Community College has stepped up its efforts to ensure a safe and healthy environment for students and employees. Phase two of the Tobacco Free awareness and education campaign, which began January, was implemented with the removal of the downtown smoking shelter in May. LCC's downtown campus, East Campus and off-site learning centers are now tobacco free. Tobacco use also is prohibited at LCC's West Campus. Two smoking shelters are in place at the West Campus due to the distance involved in accessing non-LCC property.

A new three-step process for addressing noncompliance took effect May 12. Noncompliance will be addressed by LCC Public Safety officials as follows:

- *First incident:* Warning notice
- *Second incident:* Meeting within five days with Dean of Students, or in case of employee, with supervisor
- *Third incident:* Disciplinary action per college policy or employee contract

*All LCC employees and students are encouraged to help with the education campaign by politely communicating the college's policy and consequences of noncompliance to anyone who they see using tobacco.*

The college's Tobacco Free Policy Implementation Team, led by Dean of Students Rebekah Woods, has worked hard to communicate with students and employees about the changes that have taken place. Communication with students and employees will be ongoing and include the following:

- Articles in student and employee newsletters, as well as *The Lookout*
- Informational flyers located at Welcome Centers and other campus locations
- Information in admissions acceptance letters and at new student orientations
- Information in Course Schedule books
- Tobacco free webpage at [lcc.edu/tobaccofree](http://lcc.edu/tobaccofree)

Suggestions for other education and awareness efforts are welcome and can be sent to [hollisc2@lcc.edu](mailto:hollisc2@lcc.edu).

### **New Assigned Registration Schedule for Fall 2008**

LCC is implementing an assigned registration schedule for Fall 2008. The goals of the assigned registration are to improve both the college's ability to manage demand on the computer systems and students' registration experience. The assigned registration schedule will be based on credits earned. Qualifying credit hours include LCC earned

hours and accepted transfer hours as of the end of Spring Semester 2008. Summer 2008 classes, classes in progress, and transfer credit pending evaluation are not included. *If students are unsure of how many earned credits they have, they can check their web transcript in the Oracle Student System\*\* to verify their Cumulative Earned Credit Points as of the Spring 2008 Semester.* They can also visit Student Services on the Main or West Campuses, or any of our extension sites including LCC East, Clinton County Center, and the Livingston County Center.

**The schedule is as follows:**

90 credits or more	June 25, 2008 beginning at Midnight
60 credits or more	June 25, 2008 beginning at Noon
30 credits or more	June 26, 2008 beginning at Midnight
12 credits or more	June 26, 2008 beginning at Noon
All remaining students	June 27, 2008 beginning at Midnight

Once the student’s assigned registration time starts, they will continue to have open access to the system even as other students’ assigned registration times begin. The student system will not allow students to submit their registrations prior to their assigned time.

A very comprehensive communication plan for students is being developed and is underway.

*\*\*Due to the timelines for student record conversion, all academic history through Spring 2008 will not be available in the Banner Student System until after June 16. Therefore, students must check their records on the Oracle Student System until that time.*

**Banner Project Update**

***Overview***

The HR go-live conversion started May 23 with the backup of Oracle. Electronic data conversion was completed on May 24, with manual clean-up of data continuing through the rest of this week. The HR system is on track to meet the June 1 go-live date.

Eighteen million Student Academic History records were loaded into production this week. This represents 75% of the total number of records to be converted. Student and Financial Aid phased go-lives are on schedule.

As a result of additional system tuning which has increased the number of concurrent users who could access the system, scheduled registration will be segmented into 5 groups based on credits earned (90+, 60+, 30+, 12+, and 0-11).

The Finance module went live July 2, 2007. The final phase will be completed by July 2008.

Banner Project Implementation began in August 2006 and may continue through Fall 2009. All of the modules are expected to be implemented by the end of 2008, except for the Luminis Portal System which will go-live in 2009 after a new release of the software becomes available.

### ***Human Resources***

The HR implementation continues to be on track for the June 1, 2008 go-live. The Steering Committee Work Group (SCWG) has agreed that the new implementation strategy will be to mitigate to the extent possible any remaining risks, rather than move the go-live date again.

HR/Payroll end-user training began on May 5. Self-service Time Entry training is being delivered as planned. The SCWG has approved, at the recommendation of Queen McMiller and Catherine Fisher, the face-to-face and communications-based training documenting HR policies and procedures.

Open Forums are being held on the West and Main Campuses to announce plans, and solicit feedback on new procedures, paycheck changes, and training delivery. The second round of forums was held on the Main Campus on May 20 and West Campus on May 21. Additional open forums will be scheduled for post go-live.

### ***Finance***

Finance continues production operations in Banner while continuing Phase III activities, such as fixed assets implementation and policy and procedure documentation.

Finance is continuing to test the Student Accounts Receivable interface.

The longstanding problem with implementing the Xtender imaging application has been resolved. Xtender training has been delivered.

The final system acceptance documents are under review.

### ***Student***

The Student System's phased go-lives remain on schedule for Fall Semester 2008.

The Student Team has decided to return to scheduled registration times in order to manage stress on the system during the first two days of registration. Students will be allowed to register at specific times based upon their total credits. [See separate story in May 29 News to Use.]

At the direction of the Board of Trustees, the team is developing a detailed registration back-up plan should there be a problem with online registration. The plan will involve

training an additional 25-30 LCC and/or external staff to register students through a non-self-service function (back office).

Admissions Self-service continues to have intermittent problems. The Student and Technical Teams continue to investigate possible causes which may include user error, identity management interface, and volume processing.

A Mock II Integrated Systems Test began the week of May 12. This test will include the above items plus the Spring Semester course roll process which copies sections from one semester to the next to help in course schedule development.

### ***Financial Aid***

The awarding of funds for financial aid in Banner self-service is on track for its scheduled go-live on June 18. On that date, the college will begin informing students of their eligibility for financial aid, which includes institutional, state scholarships, state and federal grants, loans, and state and federal work study. Award letters will be sent to students in early July. The assessment of whether a student meets the satisfactory academic progress requirements for financial aid is on track for completion by June 15.

### ***Technical***

Information & Technology Systems staff continue to perform stress testing to tune the system for maximum system registration volume. In the most recent test after additional system tuning, 1,200 concurrent users were able to process in the system. This is an increase of 850 from previous tests and is considered sufficient to meet registration loads as currently planned. Additional testing with onsite technical support from Mercury Loadrunner occurred this week.

The new Identity Management System was originally scheduled to be implemented prior to Registration go-live on June 25, but was postponed due to lack of funding. Now that funding has been approved, it will be implemented in mid- to late September. This delay creates some risk of creating duplicate students.

### ***Reporting***

The Reporting RFP for additional resources to write critical reports was put on hold pending the arrival of the new CIO. Due to this delay, the Reporting Team has re-prioritized reports which will require Process Teams to develop mitigation strategies for reports that will not be available as originally requested.

*For more information, visit [www.lcc.edu/banner](http://www.lcc.edu/banner) or contact Jack Bergeron, Banner Project Manager, at 483-1478 or [bergerj@lcc.edu](mailto:bergerj@lcc.edu).*

## **MSU Institute of Agricultural Technology and LCC to Offer Joint Applied Science Program**

The area's two largest educational institutions are teaming up to offer even more options for students.

Beginning this fall, the Institute of Agricultural Technology (IAT) at Michigan State University (MSU) and Lansing Community College (LCC) will offer a joint program where students can pursue both a certificate and an associate's degree in applied science.

MSU's Institute of Agricultural Technology offers certificates in several agriculture-based programs but does not offer an associate's degree. Lansing Community College offers the associate's degree but does not offer the specific programs available only through the IAT.

"This is an example of two outstanding institutions working together to benefit Michigan's citizens," said Dr. Eunice F. Foster, associate dean of the College of Agriculture and Natural Resources and director of the Institute of Agricultural Technology. "Through this agreement, we are providing greater opportunity and flexibility to our citizens to increase their knowledge and skill level and to advance their credentials in careers related to the state's two largest industries – tourism and agriculture."

Roberta Peterson, vice president of academic affairs at LCC, added that working together will allow students to use faculty resources and facilities on both campuses.

"We are excited to pursue this opportunity with the Institute of Agricultural Technology," Peterson said. "Students from both campuses will benefit greatly ... and we're using our area's resources very wisely."

Students enrolled in the program will work toward an associate's degree in applied science, with specialty in the following areas: agricultural industries, beef cattle management, dairy production, horse management, organic farming, swine management, turfgrass management (golf emphasis) and turfgrass management (sports and commercial turf emphasis).

Students may enter the program through one of two paths:

- Students may begin taking general education courses at LCC, and apply to the IAT for admission to a specific program; or
- Students may be admitted first to a specific certificate program in the IAT, then decide to enter the program to earn an associate's degree from LCC.

In terms of job placement, IAT's students are already readily placed in-state and statewide. They complete internships nationally and internationally.

"I already have more employment opportunities than students," said Dr. Joe Domecq, academic specialist with Michigan State University's Institute of Agricultural Technology Dairy Management Program. "I have available jobs sitting on my desk. An associate's degree may open the door to new opportunities for dairy students."

The IAT was formed in 1894. It offers career-ready programs in a time frame of one to two years. It offers certificate programs that are respected throughout the state and nation and several have international reputations. Among its graduates, IAT includes Heather Nobozny, head groundskeeper for the Detroit Tigers.

## **Lansing Community College Names New Chief Information Officer**

Lansing Community College has named Kevin Bubb as its chief information officer. He previously served as Eastern Michigan University's director of enterprise applications services and has more than 32 years of industry experience.

"We're excited to add a professional with Kevin's depth and breadth of experience to lead Lansing Community College's information technology efforts," said LCC President Judith Cardenas. "His past experience with the computer systems that we're currently installing will be a great benefit to us as will his experiences inside and outside of academia."

Bubb will lead LCC's strategic planning and policymaking in areas of information technology, technology systems and quality data reporting, including activities to ensure end-user satisfaction, technical delivery and resource management.

## **LCC Softball Team Competes in National Championship**

The LCC Softball Team, ranked No. 3 in the nation, earned a trip to the 2008 National Junior College Athletic Association (NJCAA) Division II Championship Tournament to compete against the 12 best softball teams in the nation. The Team placed 4<sup>th</sup> in the tournament.

The LCC Board of Trustees passed a resolution on May 19 honoring the season achievements of the team, noting that the Team

- accomplished through hard work and determination a 50 wins-and-5 losses record;
- had victories in the Michigan Community College Athletic Association championship and the NJCAA regional title game;
- won 20 consecutive games on their way to the 2008 NJCAA Division II Championship Tournament; and
- exhibited great hitting, solid defense and good pitching on their way to playing for a national championship.

Coach Bob Every is the Head Coach and Jerry Murphy, Robert Dunham, Jeff Kegler, Pat Malloy and Modi Parker serve as Assistant Coaches. Team members include Heather Bursokas; Brianna Carpenter; Tiffany Cupp; Cirina Jones; Megann Lohman; Suzie Hull; Jill Heffelfinger; Sara Flowers; Melodi Murrieta; Abbey Malloy; Courtney Weakman; Sarah Michels; Holly Harrington; Keeley Byrnes; and Stefanie Morong.

Congratulations on a great season!

## Faculty & Staff News

**Denise Acevedo, Writing adjunct faculty**, has earned her doctorate from Nova Southeastern University with a degree of Ed.D. in Higher Education Leadership with a minor in Adult Education.

**Rebecca (Beckie) Beard**, Director of Purchasing, graduated from the University of Nebraska-Lincoln on May 9 with a Doctor of Philosophy in Educational Studies with a specialization in Educational Leadership and Higher Education.

**Molly Cryderman** has been hired as full-time faculty for Music, Humanities and the Arts in the Liberal Studies Division effective August 18. She will teach Music History, core Musicianship courses, and general humanities courses. Ms. Cryderman has a master of arts in Musicology from Michigan State University and a Bachelor of Arts in Music from Central Michigan University.

**John Lennox**, Theatre adjunct professor, was recently awarded a PhD in Theatre – Directing/Scholar from Wayne State University. Dr. Lennox’s dissertation was titled *The Relationship between Personal Combat and Stage Combat from the Late Sixteenth to the Early Twentieth Century*. John is himself an expert swordsman, studying historical styles of sword play and adapting them to the theatrical stage. He teaches a popular Stage Combat course for the LCC Theatre program.

**Thomas Little, Jr.** has been hired as Case Manager for the Work First/JET program in the Strategic Learning Partnerships Division. He will provide instruction and job coaching to program clients. Mr. Little has a Bachelor of Science in Secondary Education from Central Michigan University.

**Winston E. Lane** has been hired as full-time faculty in Automotive Technology in the Technology Careers Division effective August 18. His teaching assignments will include courses related to high performance engines. Mr. Lane has served as a temporary faculty member since 2006.

**Elzbieta Alabuszew-Kutek**, LCC dance faculty-artist, participated in the 2008 Care Free Medical and Dental Fundraiser *Dancing with the Local Stars*. Ms. Alabuszew-Kutek, paired with Ingham County Medical Director Dr. Dean Sienko, competed with seven other couples. Ela and her partner finished in second place, but also earned first place and a standing ovation for the Audience Appreciation Award. The fundraiser drew an attendance of over 500 people.

**Elzbieta Alabuszew-Kutek**, Dance instructor, has been selected to direct a Gala Concert in celebration of the 20<sup>th</sup> Anniversary of the Polish School in Oslo, Norway. The concert will be held at the end of the month.

**Bill Gustin**, Professor of Geography, and students in his GEOG 121 Weather Forecasting and Climate course participated and scored in the National Weather Forecasting Contest. The contest is run through the University of Oklahoma and is called the WxChallenge. LCC students once again did better than any other Michigan school, and with enough participation, would have finished in the top 10 nationally. The contest puts participants in several categories: faculty/staff, graduate students, undergraduate students. High and low temperature forecasts, precipitation forecasts, and wind speed forecasts are evaluated over a two-week period. Weather was forecasted for Wenatchee, Washington for November 26 - December 6, 2007. Bill Gustin, finished in 1<sup>st</sup> place among faculty/staff nationally for that forecast site, and for the year finished 147<sup>th</sup> out of 1,511 forecasters.

**Jim Luke**, Professor of Economics, will present on the topic of *Angel + Examview = Better, Faster Assessments with Less Work* at the 2008 ANGEL User Conference.