



insider



Staff News for Santa Rosa Junior College, November 24, 2004

*The Board
of Trustees
&
Dr. Robert F. Agrella
Invite you to attend
the fifteenth annual
Santa Rosa Junior College
Holiday
Celebration
Thursday, December 2, 2004 - 1:30 - 3:30 P.M.
Santa Rosa Campus Doyle Student Center
Please drop by at your convenience
for refreshments and holiday cheer!*

Bookstore's Holiday Open House Dec 9

The Bookstore will host its Annual Holiday Open House on Thursday, December 9 from 11:00 AM to 3:00 PM. Please join in the Holiday Celebration with live entertainment featuring Steve Morris, Steve Cohen, Scott Rosen, Megan Lowry, and vocals by SRJC students. Poet Laureate and a former SRJC faculty member Don Emblen will read selections from his new poetry book, *Under The Oaks III*.

Members of the college community are invited to the Bookstore to enjoy refreshments and receive a special one-day discount on holiday gift items.

Giving Tree Celebrations Held

The Giving Tree project got off the ground on Tuesday, November 23 with members of the college community on both campuses joining together to bring gifts during the holiday season to families with a demonstrated need.

Members of the college community will fulfill the wishes on 300 Giving Tree hearts hung on the tree for the children of SRJC students enrolled in the EOPS, Disability Resources, Children's Center and CalWORKS programs. Hearts can still be picked up on both campuses. Wrapped gifts will then be due by December 7, and will be distributed to recipients in mid December. Contact Maria Gaitan in the President's Office at 524-1826 and Michelle Poggi at the Petaluma Campus at 778-3928 if you still wish to participate!

Theatre Arts to Perform *Alice's Adventures in Wonderland*

SRJC's Theatre Arts Department will present "Alice's Adventures in Wonderland" on the Santa Rosa Campus, Burbank Auditorium, throughout the month:

November 24, 26*, 26, 27*, 27, and 28*
at 8:00 PM and *2:00 PM.

Tickets: \$12 General, \$8 Students and Seniors, \$6 Children 5-12.

Since its publication in 1865 by Lewis Carroll, *Alice's Adventures in Wonderland*, a timeless masterpiece, has shown countless generations that in Wonderland "something interesting is sure to happen" and always does. Experience the unforgettable language and memorable characters in SRJC's spectacular performance that celebrates the power of the imagination!

Contact Mollie Boice at ext. 4263 for more information.
For tickets, call ext. 4342



Presenters Needed for Expanding Your Horizons Conference

The Expanding Your Horizons conference was established to increase the awareness of 7th and 8th grade girls from throughout Sonoma, Lake, and Mendocino counties about the importance of mathematics, science, engineering, and technology.

A conference is scheduled on the Santa Rosa Campus on March 5, 2005, and will present hands-on workshops by professional women with careers in these fields. Workshop leaders for are also needed for the parents and educators workshops.

Deadline to Submit Workshop Proposals - January 10, 2005

Training workshop for interested leaders - February 10, 2005

The role of participating workshop leaders:

- To foster awareness of the wide range of career options for women in math, science, engineering, and technology
- To provide opportunities to meet and talk with successful women working in these fields
- To increase young women's awareness of the importance of math and the need for early educational planning and career exploration
- To provide networking opportunities for women in business, education, and technology

Student Workshop Format:

- Workshop subject should represent a field that requires high school math/science
- Reveal the math/science classes needed for your field of study
- Hands-on, interactive workshops using materials
- 8-20 students per session
- Each workshop is 45 minutes long
- Workshop can be repeated up to three times
- Co-leaders or assistants are welcome

To participate, sign up at <http://www.eyh-soco.org/CallForWorkshops.htm> or contact:

Rebecca Loehr, Agilent Technologies, 1400 Fountaingrove Parkway
MS4LSS, Santa Rosa, CA 95403, 577-4575, fax 577-3250,
rebecca_loehr@agilent.com

Nominations Due By Dec 3 For NISOD Award

SRJC's Faculty Recognition Committee is seeking nominations for the National Institute of Staff and Organizational Development (NISOD) Award. Nomination forms will be sent to the campus community via e-mail. If you would like a printed copy of the nomination form, contact Paula Burks, ext. 4544. **All nominations must be submitted to Paula Burks in the Library by Friday, December 3.**

Criteria for nomination are: excellence in teaching; sensitivity to student needs; outstanding program and/or curriculum development; service to the campus and wider community; and development of teaching materials or techniques in teaching.

One nominee selected from among all regular and adjunct faculty will attend the NISOD International Conference on Teaching and Leadership Excellence at the University of Texas, Austin, May 29-June 1, 2005. The District is providing financial support for our nominee to attend the conference.

Past SRJC recipients of the NISOD award include: Byron Craighead, Susan Jaderstrom, Nan Van Gelder, Dianne Smith, Don Fischer, Peggy Floren, Barbara McClure, Bob Rubin, Karin Guzman, Jim Burke, Brenda Flyswithawks, Peggy Goebel, Cheryl Dunn, Gino Muzzatti, Todd Straus, and Linda Kehoe.

Student Pottery Sale December 1-2

Don't forget the students' annual pottery sale held in the Ceramic Studio, Room 718 in Analy Hall on the Santa Rosa Campus on the following days:

Wednesday, December 1 – Noon to 8 PM

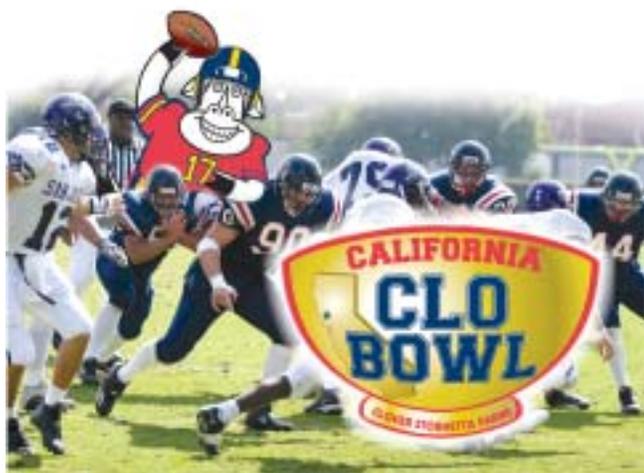
Thursday, December 2 – Noon to 5 PM

A new feature at the sale is a silent auction. Attendees can bid on the most outstanding work displayed. All proceeds from the silent auction will go to the visiting artist program, which brings distinguished ceramic artists to the College whose workshops enrich the curriculum. The silent auction will conclude at 2:00 PM on Thursday, December 2.

Join our students! These art pieces make wonderful holiday gifts. Cash or checks only; no credit cards.

Clo Bowl December 4

The college community is invited to attend the exciting 2004 Clo Bowl on the Santa Rosa Campus, Bailey Field, on Saturday, December 4 at 1:00 PM, when SRJC's football team takes on Gavilan College. Admission is \$10 adults, \$5 children. Be sure to encourage students to attend to support our Bear Cubs!





Employee of the Month Susan Muskar

Congratulations to Susan Muskar for being selected Santa Rosa Junior College's Employee of the Month. Susan was introduced at the November Board of Trustees meeting by her supervisor Sabrina Meyer, Assistant Director of Human Resources, and received an EOM plaque, season tickets to SRT, vouchers to the Culinary Café, and other gifts from co-workers. "Susan is an outstanding employee. Her dedication to the department and College are exceptional," Sabrina emphasizes.

In her position as Human Resources Technician II, Susan's key responsibilities include: FMLA, maternity, and catastrophic leaves; TB and absence tracking; longevity increments and step increases for classified employees; STNC hiring process; evaluation tracking for all employee groups; and the coordination and distribution of varied monthly reports.

One of Susan's key professional strengths is her strong commitment to doing whatever it takes to get the job done. "She is often at her desk well beyond 5:00. She keeps at a project or issue until it is resolved or at least until there is a satisfactory answer as to why it cannot be resolved," says Sabrina. "Susan is cooperative and helpful and is always willing to pitch in and help in any capacity. She is a valuable member of a terrific team in Human Resources," adds Anne McLain, Human Resource's Executive Assistant.

According to many of Susan's co-workers, outstanding customer service is also her forte. George Sutherland, Storekeeper in Purchasing, remembers "Susan was the first person I had contact with at the College when she was Administrative Assistant at the front desk in Human Resources. I thought if everyone is like her, SRJC would be a great place to work." "Susan's customer service is exceptional," notes Sabrina. "She is extremely courteous and helpful, and has a very positive and upbeat manner, not to mention a great sense of humor." Human Resources Technician II Danielle Donica concurs. "It's Susan's great personality that makes her a pleasure to work with. She is strongly service oriented and goes above and beyond to assist others and to find the correct answer for all requests. I admire her thoughtfulness and dedication to each person she serves in the District." Gary Bagley, Manager of SRJC's Custodial Service and Facilities Operations, adds, "Susan always has an answer or gets an answer quickly. She takes good care of all our needs."

Before joining SRJC's staff, Susan's was employed as an Executive Secretary with Bank of American, a Personnel Assistant with Kaiser Engineers in Oakland, Office Manager for GLASS Architects in Santa Rosa, and a Personnel Assistant for VNA & Home Hospice. When she was hired

at SRJC in 1999, she served as the Administrative Assistant I in Human Resources, and was selected for her current position in July 2002 as a Human Resources Technician II.

Susan identifies achieving an associate degree in liberal arts as one of her greatest successes at SRJC, not only because of the academic strides she made, but also because of her commitment to the process, which resulted in new knowledge and self-confidence. "I have become the best cheerleader to other students, especially my children. If I can do it, you can do it, and I truly preach this sermon." Susan attributes her success at SRJC to the support she receives from "a superb team of co-workers and two excellent supervisors who encourage growth and thinking outside the box, to my willingness to learn, and to my dedication to District employees." Susan recognizes that her "positive attitude is a must," and, as a continuing SRJC student herself, "I am an advocate for all students and their success." Susan describes her greatest challenge at SRJC as dealing with employee leaves and contract issues for all District employee groups, particularly addressing each issue correctly and per contract guidelines." What she likes most about her job, "My co-workers and the people who I come in contact with during my 40 hour work week."

Born in Alameda, Susan was raised in Hawaii, Illinois, and California. She graduated from Arroyo High School in San Lorenzo, and moved to Santa Rosa in 1983 with her husband Don. Married for 22 years, they currently live in Sebastopol. Their son Ian is enrolled in the Fire Academy at SRJC's Public Safety Training Center, and daughter Megan is a full-time SRJC student, taking classes that focus on the medical field. Susan has three dogs - Jenny, Rufus, and Sophie - and three cats. She especially loves family, gardening, camping, and exercise. Now that her children are self sufficient, she sees "road trips and new adventures in the near future!" At SRJC Susan serves as a committee member for the AAI, HR recruitment process, and she also volunteers as a 'Hospede' runner for the Human Race, which benefits VNA & Home Hospice.

Director of Human Resources Karen Furukawa recognizes Susan as a real asset to the Human Resources Department. "She's knowledgeable in her job, she has great rapport with people, and has a wonderful sense of humor that gets us through the work day. While she takes her job seriously, she doesn't take herself seriously. Her humility and genuine surprise when she received the Employee of the Month honor speaks to the type of person she is. She comes to work each day and gives 100 percent to our office and to the employees we serve in the District. She truly deserves this award."

Susan's reaction to being selected as Employee of the Month, "Nooooooooooooo! I felt it inappropriate to take the spotlight from my co-workers who were selected as EOM before me. With only six years with the District, I am a newcomer and there are so many others who deserve this honor." Congratulations, Susan, for the well-deserved honor as SRJC's Employee of the Month!

Library 'Topping Out' Ceremony Noon Nov 18

The installation of the last beam on the new library was held on Thursday, November 18 when members of the college community gathered to watch the beam being placed on the north side of the building and ironworkers conducted an informal topping out ceremony by hoisting an evergreen to the top of the structure. The workers and staff members also signed the final beam as part of a longstanding tradition. Photos by Joy Gipson.



Homeless Shelter Opens at National Guard Armory

Catholic Charities provides the winter homeless shelter at the National Guard Armory during winter, which opened this year on Wednesday, November 24 and will remain open most likely until the end of March depending upon resources.

Because SRJC is a close neighbor to the shelter, we may be impacted by people who are going to the facility each evening at 7 PM and leaving early each morning at 5:30 AM. The shelter serves approximately 150 people each night, which means that people staying at the shelter often congregate around the facility prior to opening and leaving each morning to go back into the community.

You may encounter individuals during these times on the Santa Rosa Campus using doorways and building staircases for shelter, so use basic crime prevention measures as you arrive and leave the campus each day. While the Santa Rosa Campus is a very safe campus with relatively little crime, be sure to report any suspicious activity at 527-1000.



www.santarosa.edu/insider/

Published by the SRJC Public Relations Office
(707) 527-4266

Board of Trustees: Frank S. Briseno, B. Robert Burdo, Richard W. Call, Kathleen Doyle, W. Terry Lindley, Mike Smith RN, Don Zumwalt, Nick Caston, Student Dr. Robert F. Agrella, SRJC President and District Superintendent
Susan Bagby Matthews, Public Relations Manager/Editor
Mike Garcia, Graphic Designer/Coordinator
SRJC Graphic Services, Printer