



CSO Employee of the Year!

Jennifer Weeks



When Jennifer was attending LCSC as a student in 1993, she was hired to do her co-op hours in the office of the Dean of the School of Technology (Professional Technical Education). She was hired as Irregular help in that office once she finished her co-op hours and graduated. She continued to work there until a permanent position opened in October 1994 in Adult Training, now known as Workforce Training (WFT). She continued with WFT until October 1996 when she was hired as the Administrative Assistant in Office and Business Technology (OBT). She has

continued in that position through the growth of OBT and the name change to Business Technology & Service.

When not at her desk in BTS, Jennifer volunteers in her daughters' classrooms at Camelot elementary; chauffeurs the girls to sporting events or practices; is a cheerleader in the stands at her husband's baseball or basketball games, camps with her family, and attends classes as she works toward her BAS.

The following are quotes from the speech that Lucy Loewen gave when she presented the award to Jennifer at the Faculty/Staff Award Social:

"I have had the privilege to work with this person throughout my career as a student and employee with LCSC. I always felt comfortable to go in and speak with her when I had a problem and/or if I had great news to share. She always welcomed me with a smile and remembered who I was."

This feeling is shared by our fellow CSO employees, and this is what they shared about her:

"This person is the type of person that is so efficient she makes her po-

sition look easy. She is a wealth of information to students and faculty regarding any information that is needed concerning the college. She is always willing to help faculty and students alike - and consistently with a smile! This person is an exemplary role model for our students."

"Even while she is busy with work, whether it be coming in early, staying late, or filling in when others need her, she still finds the time to be an outstanding mother to her girls. She is an all around amazing person and very deserving of recognition!"

Congratulations, Jennifer, and thank you for being a great co-worker, classified staff representative, and friend.

~Sharon Auer



CSO News:

Faces and Names Editions coming this Fall!

In an effort to get to know fellow CSO members, we're doing a story on departments around campus so that everyone can put a face with a name for member award nominations, award winners, etc. Lawrence Norris will be coming around this summer to get department pictures or individual shots so we can do a department or building story for each CSO Newsletter starting next Fall! Be a part of the fun! Get to know other departments and make new campus friends!

Lewis-Clark State College Professional Development Training Series

Lewis-Clark State College announces the development of a Professional Development Training Program (PDT) endorsed by President Dene Thomas, Vice- President Chet Herbst, and Provost Tony Fernandez. The course schedule will be posted on MY LCSC and the PDT website. The courses are free. Presently there are 64 courses in the curriculum.

PDT is scheduled to begin offering coursework on May 1, 2007. BTS Web Development Club created a website for information about courses, schedules, and other pertinent information. You can go to www.lcsc.edu/pdt to view a comprehensive list of coursework, instructors, and course length. You may also register for courses on the website.

The majority of courses are one-hour in length, but a small number are scheduled for 2 or 3 hours. Most of the professional development instructors selected to teach are LCSC employees with expertise in the coursework area. Some coursework will be delivered by Workforce Training.

If you have questions not answered by the website, please feel free to contact a member of the PDT Committee: Julie Crea, Holly Patterson-McNeill, Vikki Swift, Ellen Thompson, Traci Birdsell, Linda Stricklin or Ken Clark.

Some of the courses that may be of interest to CSO members:

WEBSITE: www.lcsc.edu/pdt



CSO Employee Spotlight – *Brandy Groff*

Department – Idaho Small Business Development Center
(Brandy recently moved from the Controller's Office to ISBDC)

Title – Administrative Assistant 1

Job Duties – Maintaining client files, organizing and scheduling training for SBDC clients, scheduling appointments, misc. office projects, clerical duties

Recently moved from the Controller's Office – Still navigating through the new responsibilities

For Fun/Hobbies – Married to Gary, have two children Justin 14 and Kelsey 9. We enjoy spending time as a family in the outdoors (camping, fishing, swimming) weather permitting. We also like to hang out and relax with a good movie. Besides that I also enjoy reading and sewing.



WHO AM I????

Back again, are the baby pictures of your fellow CSO members! If you get the most correct guesses you will win a coffee from Jitterz! Try your luck and have fun! Please send all responses to Ellen Thompson at eathompson@lcsc.edu.

A

This little blonde thought she was 'Goldilocks' from the story 'Goldilocks and the Three Bears'. She also enjoys the outdoors and shooting firearms.



B

This smiley guy applied for Survivor not once, but twice and he is also a 'Rock Hound'.



C



D



CSO May Day Basket Winner!

The May Day Basket was donated by Patt's Garden in Clarkston, the LCSC Athletic Department, Campus Espresso, Campus Bookstore, Jitterz, LCSC Physical Plant and LCSC CSO. Proceeds from ticket sales of \$390 went to the CSO fund.

Vana Vernon is the winner of the CSO May Day Basket, here she is with her prize!



President Thomas pulled the winning ticket!



CSO Members Attend Professional Development Day Conference

The fifth annual Professional Development Day, Embracing Diversity, was held April 25 at the Quality Inn in Clarkston. Jeff Guillory presented, "Cultural Competence and Diversity Education" to 93 participants. Through group interaction, videos, and discussion, participants discovered that they have more commonalities than differences. The group examined possible sources of stereotyping and looked at culturally sensitive ways to interact with people. Jeff instructed the group through role playing exercises and offered suggestions for ways to embrace and honor cultural diversity.

Each year local businesses sponsor the day by donating items for the packets and/or door prizes. Drawings were

held throughout the day and some of this year's winning CSO members were:

- Amanda Schacher, Library, (Clearwire hat & drink cover)
- Kate Speck, Workforce Training, (Alaskan Airline Trip)
- Cherie Dorland, IT, (Gift Basket from CenterPieces Gift Shop)
- Angela Rogers, Purchasing, (Jitterz Coffee Card)
- Laura Wilson, SUB/WCC, (York House)
- Cheryl Grim, Financial Aid, (Best Western Lodge at the River's Edge)

Congratulations, one and all; thank you to Jeff Guillory for an awesome presentation; and, kudos to the Professional Development Day Planning Committee for another great and successful conference.

APRIL 19, 2007 - Campus Closure Facts and Information

April 19, 2007 was a day that we hope we can all look back on as nothing more than a great training experience. When the Security Department received the first phone call informing us of a possible sniper type threat to our campus it set off a chain of events that hadn't been tested before. We have always tried to work closely with the Lewiston Police Department but had not trained together for any type of situation. This was our campus and we knew the building layouts better than any of them which made working together an integral part of the response plan. We notified the campus administrators and the president responded to the Security Office and spoke with the police officers. It was decided at that time to close the campus if the suspect had not been located by 5:00 am the following morning. All night long the Security officers and LPD officers patrolled the campus and maintained surveillance on the suspect's room waiting for his return. When 5:00 arrived President Thomas spoke with LPD and then called to inform Security to close the campus. She set the phone tree into action as we set barricades up on all parking lots and posted notices on all of the doors to the buildings to catch anyone who the phone tree might have missed. While we were readying the campus LPD set up surveillance and armed officers in the Student Union Building for students to come in for breakfast. The whole night had a sur-

real feel to it but when I watched an officer come out of the SUB amphitheater in combat fatigues and carrying an assault rifle it became all too real. It was not a normal sight in this town, let alone on our campus. The situation was serious and was not to be taken lightly. When we found individuals had moved the barricades and walked past the "Campus Closed" signs and were in buildings it was a little unnerving. We had individuals that needed into their offices for their phone tree lists. We had individuals calling the Security Office to find out what was going on, tying up the phone for emergency communications. Little things but they might have caused potentially dangerous consequences. We learned from this and now we need to put into practice those lessons. Please, when you hear campus is closed, stay away. Please, send a copy of your phone tree to yourself so you can access it off campus if you are afraid you will lose the hard copy if you take it home. Please, when you receive notification of an emergency on campus look toward the media for more information and leave the Security phone lines clear. If you have questions or information email them to security@lcsc.edu. Watch channel 13, read the intranet and your email. Please pay attention to all warnings and treat them as real, don't just assume it is another drill because, like in this case, not all of them are.