



Medical Assisting Program Approved

At their January 24 meeting, the Maine Community College System Board of Trustees granted its approval for NMCC to begin offering an associate degree program in medical assisting beginning this coming fall. This program will provide students with the training to provide both administrative and clinical duties in various kinds of medical offices and clinics. Look for a full story about this new program in the March monthly edition of *Toward Excellence*.

Big Rock Event a Hit

As many of you know, the College partnered with Cary Medical Center and Pines Health Services to sponsor a Corporate Ski Night at Big Rock on Wednesday, January 24. The event was an incredible success, with more than 600 community members coming to take advantage of a free evening of skiing. As an added bonus, all employees of NM, Cary and Pines who attended could enter a drawing for some great door prizes...most of which were donated by Cary, so special thanks to them for including NM employees in the drawing!

Congratulations to the following NM winners: Erin Bartlett, who won a \$100 gift certificate to Mojo's; Dawn McPherson, who won an NMCC sweatshirt; Heidi Broad-Smith, who won an Aroostookopoly game; and Walter Mosher, who won a Coleman chair.

National Wear Red Day

Friday, February 2, has been designated National Wear Red Day for Women. Maine businesses, hospitals, schools, and people from all walks of life, men and women, will be wearing red to focus attention on the number one killer of women--cardiovascular disease. Locally, this event is being sponsored by the Partnership for a Healthy Community and The Aroostook Medical Center.

We encourage students and employees to support this worthy cause and wear red on Friday!

Monday, January 29:

NET Testing, 9 am - 1 pm, Edmunds Conference Center
NM Faculty Meeting, 11:45 am - 1:00 pm, Christie Lecture Hall
TRiO Workshop - Guide to Time Management, 5 - 6 pm, Christie Lecture Hall
Indoor Soccer, 9-11 pm, Gym

Tuesday, January 30:

Major Gifts Campaign Meeting, 8 - 11 am, Edmunds Conference Center
Admissions Testing, 9 am - 12 pm, Christie 208
Hussha Administrative Meetings, 11:15 am - 3:00 pm, Edmunds Conference Center
Study Group Session, 2:30-4:30 pm, Snow Hall Conf. Rm.
Open Gym, 9-11 pm

Wednesday, January 31:

Admissions Testing, 8:30 am - 12 pm, Christie 208
Public Relations Meeting, 12 - 1 pm, CED Conference Rm.
County Health Education Resources, 12 - 2 pm, Reed Commons Keegan Room
TRiO Workshop - Stress Management, 5 - 6 pm, Christie Lecture Hall
Study Group Session, 5-8 pm, Snow Hall Conference Room
Movie Night, 9 pm, Edmunds Conference Center

Thursday, February 1:

State of Maine Motor Vehicle Inspection Meeting, 11:30 am - 1:30 pm, Edmunds Conference Center
Alpha Beta Gamma Meeting, 11:50 am - 12:30 pm, Martin 213
NMCC Student Senate Meeting, 12:15-1:00 pm, Christie Lecture Hall
Open Gym, 9-11 pm

Friday, February 2:

CDL Graduation, 11:30 am - 1:30 pm, Reed Commons Keegan Room
Literary Club, 12 - 1 pm, Christie Lecture Hall
PTK Meeting, 12:15-1:00 pm, Christie Lecture Hall

What's Happening on Campus...

Weekly Menu

LUNCHTIME IN THE REED COMMONS

Monday SPECIALS

Soup: Fish Chowder
Deli: Ham Italian
Grill: Tuna Wrap
LINE ENTREES
 Chicken & Biscuits
 Egg Plant Parmesan
 Pasta
 White Rice
 French Fries
 Hot Vegetable
 Assorted Desserts

Tuesday SPECIALS

Soup: Beef Barley
Deli: Turkey Club
Grill: Pastrami
LINE ENTREES
 Macaroni & Cheese
 Cajun Chicken Sandwich
 Hot Dogs
 French Fries
 Hot Vegetable
 Assorted Desserts

Wednesday SPECIALS

Soup: Vegetable
Deli: Tuna w/Dill
Grill: Ham & Cheese
LINE ENTREES
 Turkey & Stuffing
 Ham Scalloped Potatoes
 Mashed Potatoes
 French Fries
 Hot Vegetable
 Assorted Desserts

Thursday SPECIALS

Soup: Cream of Broccoli
Deli: Buffalo Wrap
Grill: Island Jerk Burger
LINE ENTREES
 Beef Pot Pie
 Italian Chicken
 Roasted Red Potatoes
 Roasted Rice
 French Fries
 Hot Vegetable
 Assorted Desserts

Friday SPECIALS

Soup: Chicken & Rice
Deli: California Hummus
Grill: BBQ Bacon Burger
LINE ENTREES
 Chicken Caesar Wrap
 Egg Rolls/Crab Ragoons
 Fried Rice/Shrimp Fried Rice
 French Fries
 Hot Vegetable
 Assorted Desserts

Toward Excellence

Workshops to Help Students Achieve Success

The TRiO/Student Support Services Program is sponsoring a series of workshops this spring to help students achieve academic success. Mark your calendars for the following:

New Student's Guide to Time Management

Learn how to manage multiple priorities and make time for school, work, family, friends and more.

Monday, January 29 or Wednesday, February 7
Christie Lecture Hall, 5-6 pm

Stress Management

Discover strategies that will help you keep it together when it feels like it's falling apart!

Wednesday, January 31 or Tuesday, March 13
Christie Lecture Hall, 5-6 pm

Senior Make-Over Day

Free haircuts, manicures, professional clothing and resume advice. Get yourself ready for the Job Fair!

Thursday, March 1 - Edmunds Conference Room, 1-4 pm

Job Fair

Dozens of employers will be on campus to discuss their employment needs, and your resume and qualifications.

Thursday, March 8 - Gym, 9 am - 1 pm
Christie Lecture Hall, 5-6 pm

TRiO Lunch with the President

Lunch will be hosted by President Crowley for TRiO/SSS students.

Thursday, April 5 - Edmunds Conference Center, 12-1 pm

Student Gatherings...

- The **LITERARY ARTS CLUB** will meet Friday, February 2, at noon in the Christie lecture hall. Students and employees are welcome. Come and read or just listen as others read works they have written or works by their favorite authors.
- The **STUDENT SENATE** meets every Thursday from 12:15-1:00 pm in the Christie lecture hall. All students are invited.
- **ALPHA BETA GAMMA** meets Thursdays from 11:50 am - 12:30 pm in Martin 213.
- **PHI THETA KAPPA** meets Fridays from 12:15-1:00 pm in the Christie lecture hall.
- All students are invited to take part in **STUDY GROUP SESSIONS** on Tuesdays, from 2:30-4:30 pm, and on Wednesdays, from 5-8 pm in the Snow Hall meeting room. All students are welcome, but please bring your student ID.
- Students are invited to **MOVIE NIGHT** on Wednesdays at 9 pm in the Edmunds Conference Center. There are weekly drawings for a free movie pass and once a month there is a drawing to win a DVD. Refreshments are provided; **free for all students!**

Newsletter Items...

Do you have items that you would like printed in the Weekly Bulletin? If so, please submit your information to the development office, by calling 768-2809, e-mailing info@nmcc.edu or stopping by the office, just off of the lobby of the Christie Building. The weekly deadline is Thursday by 10:00 a.m.

Space Heater Safety...

Misuse and malfunctions of portable heaters now account for one fifth of all structural fires. Over 30,000 people are injured and killed each year in the U.S. from portable heater related fires.

Most safety professionals and fire officials recommend that you simply not use portable heaters in homes and offices. However, since they are found in many buildings and require strict attention to prevent mishaps, here are some pointers to avoid having a heater-caused fire.

- Every heater has a minimum clearance distance to combustible material that must be strictly adhered to. For ceramic disc and fan type heaters, this is typically 3 feet in front of the heater and 1.5 feet on the other three sides and above. Refer to your operator's manual for exact requirements. Heaters can easily ignite paper, cloth and other lightweight material. Heaters that are too close to heavier material, like wood, carpet, and plastic can slowly reduce their ignition points until a fire occurs after days or even weeks of heater use.
- One common location for smaller electric heaters is under desks. This is a potentially hazardous place for them. It is difficult to maintain proper clearances. Paper and other highly combustible material can accidentally fall or be kicked into the clearance area around the heater. Also, many of these heaters are not approved for use on carpet.
- Even one portable electric heater will load a typical office electrical circuit to near capacity. If other electric devices are on the circuit, it can easily overload it. Check for circuit breakers that feel warm. If they do, there is a serious risk of an electrical wiring fire. A qualified electrician should be consulted to verify that a circuit can handle an electric heater.
- **DO NOT** use extension cords with electric heaters. This greatly compounds the risk of fire!
- Use only heaters with "tip over protection" that shut off automatically when tilted.
- Unplug or shutoff at night and when not in use.



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