

# Monthly News from Northern Maine Community College

March, 2007 Issue 6

### **Maine & New Brunswick Community Colleges Sign Agreement to Expand Educational Offerings for the Region**

The leaders of the Maine Community College System and the New Brunswick Community College Network have signed an agreement enabling residents of the region to enroll in programs of study offered by local community colleges on both sides of the border.

The agreement will make it possible for Maine residents to enroll in programs that are not available at Maine's community colleges, among them: international business, international tourism, vocational forestry, and agriculture. It will also enable Maine residents to study at one of five French speaking institutions in the province.

Under the agreement, Maine students will be able to take courses at eleven different institutions in New Brunswick and to do so at in-country rates which are comparable to the cost of in-state tuition at Maine's community colleges. As a result, a Maine student who completes a twoyear course of study at a New Brunswick community college will pay about half the tuition costs of other international students, a savings of more than \$4,000. The agreement was signed on Friday, February 9, at Eastern Maine Community College in Bangor, at a ceremony attended by Maine Governor John Baldacci and New Brunswick Premier Shawn Graham.

In signing the agreement, Dr. John Fitzsimmons, president of the Maine Com-

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## **NMCC Launches \$2 Million Campaign**

Business and community leaders from throughout Aroostook County joined with Northern Maine Community College officials and NMCC Foundation board members on February 28to announce a firstever major gifts campaign

for the institution to raise \$2 million over the next year to both support student scholarships and instructional technology, as well as to assist the College in new and ongoing efforts to respond promptly to community needs.

The Campaign for the County's College, named to reflect both the impact of the campus in the region as well as how the College community mirrors the aspirations of Aroostook and its people, is designed to support the outstanding tradition of teaching and learning for which NMCC is known. The campaign also provides an opportunity to invest in positioning



the College to meet the community's education and workforce demands for vears to come.

"This is an important moment in the history of our College, and the most significant opportunity our community friends have ever had to truly become

engaged in making a difference for students, prospective students, and economic and workforce development initiatives that will present themselves in the coming years," said Timothy Crowley, NMCC President.

Crowley, who has been an administrator at NMCC for 20 years, was joined by Raynold Gauvin, chair of the NMCC Foundation Board, in announcing plans to move forward with a major gifts campaign. For the past several months, College and Foundation officials have been working with community leaders from throughout Aroostook County to lay the groundwork for the fund raising effort to support the

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Approximately 85 local business and community leaders, and College employees attended the luncheon during which the Campaign for the County's College was unveiled on February 28.

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#### MARK YOUR CALENDARS...

April 5 Athletic Awards Banquet 6:30 pm, Reed Commons April 18 President's Scholar Luncheon 12 pm, Edmunds Conference Center April 24 Sinawik House #30 Celebration 11:30 am, Residential Construction Lab April 25 Student of the Year Luncheon (Augusta) April 26 Senior Honors & Awards Ceremony

7pm, Edmunds Conference Center

### Campaign for the County's College from page 1



"This is an important moment in the history of our College..."

~President Tim Crowley

LLC: Kris Doody, CEO of Cary Medical Center in Caribou; and Robert Clark, executive director of the Northern Maine Development Commission were introduced by Crowley as campaign tri-chairs. Together with honorary campaign chair Floyd Harding, a Presque Isle attorney, Hamel, Doody, and Clark will lead the Campaign for the County's College.

College in making this announcement and to stand here to express our support for all Northern Maine Community College has done and will do in the future to serve the educational, workforce development and economic development

Hamel as he formally announced the \$2 million campaign. "The positive impact of this institution in this region over the past four decades is immeasurable. Through this major gifts campaign, the people of Aroostook have the wonderful opportunity not only to pay tribute to that legacy, but more importantly to support the aspirations of the coming generation of students who will benefit from the opportunity to better their lives through

this fine College."

institution.

Among those involved in the process are three individuals named to lead the campaign. Brian Hamel, a partner in the Presque Isle firm of Thompson-Hamel,

"We are pleased to join with the needs of this region and our state," said

'The positive impact of this institution in

this region over the past four decades is immeasurable."

-Brian Hamel

funds that would be supported with gifts raised through the campaign:

The first, the Accessing Opportunity Fund, will allow the College Foundation to provide financial assistance through

endowed scholarships and awards to deserving students.

The Investing in Innovation Fund is a technology endowment fund that will ensure the college can keep pace with changing instructional technology.

A third, the College and Community Advancement Fund, will provide an immediate source of funding, allowing NMCC to launch new curricula and respond promptly to evolving community needs.

Doody, who announced the Campaign for the County's College theme and publicly unveiled the logo, which fea-

tures the NMCC image with a silhouette of Aroostook County, spoke about the importance of the institution to the Aroostook County economy.

"NMCC is an invaluable resource in this region when it comes to education, training and economic development," said Doody, who also serves as president of the Aroostook Partnership for Prog-"The College certainly reflects

> The County and its people. We are very fortunate to have this educational treasure in our back yard. I am pleased to join with the College and the network of many existing community friends and new friends we will make in the coming year to ensure the Campaign for the County's College is a resounding success."

> Hamel, Doody, and Clark are three leading advocates of both Northern Maine Community College and the Maine Community College System. Hamel is a former chair of the MCCS Board of Trustees, and Doody and Clark are recent appointments to the board. In addition, Clark is

an alumnus of NMVTI, a forerunner of

NMCC.

"The College certainly

~Kris Doody

reflects the County

and its people.'

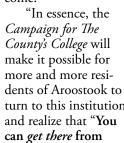
"The economic viability of our region depends on the ability of institutions like NMCC to educate and train a workforce that can meet the needs of

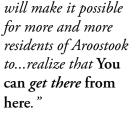
businesses while providing challenging and rewarding careers to our citizens. This capital campaign will not only provide greater access to education by individuals but will also assist businesses by initiating new economic growth, thereby increasing the standard of living for our citizens," said Clark, in a prepared statement.

In a videotaped message, honorary campaign chair Floyd Harding told those gathered for the event of his deep admiration for College.

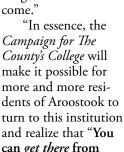
The prominent Presque Isle resident, who was one of the original founders of NMCC as a vocational school in 1961, spoke passionately about the life-changing teaching and learning that happens on the campus each and every day. He ended his comments by encouraging residents of Aroostook County to support the Campaign for the County's College.

"The gift you give will continue to give for all time. It will continue to be a part of that person," said Harding. "There are some things in life you are so glad you did and if you contribute to this fine College, you will get many returns that will "The Campaign for have benefited people The County's College for generations to





-Ray Gauvin



here," Gauvin said in closing.

#### Partnership, from pg. 1

munity College System, noted that the new partnership will expand access to higher education options throughout eastern and northern Maine and will do so without cost to the state. "This is an exciting and innovative collaboration, one that offers a whole new array of programs to the students of Maine without additional state investment."

Programs of study at New Brunswick's community colleges will be open to Maine residents on a space available basis beginning in the fall of 2007. Maine residents will be able to complete coursework at one of the six English speaking campuses of the New Brunswick Community College (NBCC) in Fredericton, Miramichi, Moncton, St. Andrews, Saint John, and Woodstook.

They will also have access to programming at the five French speaking institutions of the Collège Communautaire du Nouveau-Brunswick (CCNB) located in Edmundston, Campbellton, Bathurst, Dieppe, and the Péninsule acadienne.

In addition, New Brunswick students will be able to study at either Northern Maine Community College in Presque Isle or Washington County Community College in Calais, also on a space available basis, and will pay in-state tuition rates.

The Maine Community College System is Maine's comprehensive two-year college system offering over 300 career and transfer programs, continuing education and customized training for business and industry. Currently, over 11,000 students are enrolled in degree programs. Additional information about the Maine



Signing the agreement at a ceremony held in Bangor were, sitting from left, John Fitzsimmons, president of the Maine Community College System, and Michel Thériault, New Brunswick's Assistant Deputy Minister of Training and Employment Development and CEO of the New Brunswick Community College. Watching the proceedings are Maine Governor John Baldacci and New Brunswick Premier Shawn Graham.

Community College System is available at www.mccs.me.edu.

Information about the New Brunswick Community College Network is available on the Web sites of the New Brunswick Community College (www. nbcc.ca/default.asp) and the Collège Communautaire du Nouveau-Brunswick (collegecommunautaire.ccnb.nb.ca/).

Additional information about the agreement, including a preliminary list of programs that will be available to both Maine and New Brunswick residents in 2007-2008, is available at www.mccs. me.edu/about/nbcccompact.html.

Maine students interested in learning more about the opportunities available through this new agreement are encouraged to contact the admissions offices at Northern Maine Community College (207-768-2700, www.nmcc.edu) and Washington County Community College (207-454-1000, www.wccc.me.edu).



Northern Maine Community College officials have been given final approval by the Maine Community College System Board of Trustees to begin offering an associate degree program in medical assisting beginning this coming fall.

The development of the two-year program is in direct response to the specific request of regional healthcare practices and professionals, who are looking to fill positions throughout Aroostook County in what is identified as one of the fastest growing professions by several key organizations, including the U.S. Department of Labor.

"Area hospital administrators, office managers, clinicians and physicians either came to the College individually or voiced the need through our advisory committees that they would benefit greatly by a program in medical assisting. These individuals indicated that the training for medical assistants in their facilities and offices varied greatly according to their own specific needs, but that many of the skills they were taking the time to train were uniform across all offices," said Alan Punches, NMCC vice president and academic dean.

Medical assistants perform routine administrative and clinical tasks needed to keep the medical offices and clinics of physicians, podiatrists, chiropractors, and other medical professionals running smoothly and efficiently. Others in the profession may work in outpatient surgical centers, laboratories, or hospitals.

The services provided by medical assistants include both the office administrative and clinical aspects of their place of employment. Administrative duties include keeping patient records, manag-

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Among those taking part in the ceremony were, from left: Governor John Baldacci; John Fitzsimmons, president of the Maine Community College System; Michel Thériault, New Brunswick's Assistant Deputy Minister of Training and Employment Development and CEO of the New Brunswick Community College; William Cassidy, president of Washington County Community College; and Timothy Crowley, president of Northern Maine Community College.

Special thanks to the following businesses for taking part in our annual Job Fair:

Acadia Hospital **ACAP Barber Foods** Bath Iron Works **CB** Kentworth Care & Comfort Career Center Cary Medical Center Central Aroostook Mentoring Program CIANBRO Corporation Citadel Broadcasting Corp. City of Presque Isle Community Care Connect North America Crown Ambulance **DFAS** 

F. Pytlak Construction, Inc. Frank Martin & Sons Home Interior & Gifts Houlton Regional Hospital Huber Engineered Woods LLC Irving Woodlands LLC Key Bank Lane Construction

Lowe's Maine Army National Guard Maine Dept. of Transportation Maine Military Authority Maine Mutual Group Maine Public Service Maine State Police Maine Veterans Home Mark & Emily Turner Memorial Library Mary Kay Cosmetics

Maurice's Milton-Cat New England Tech Air Northern Lighthouse

Northern Maine Medical Center Pines Health Services Primerica

Sears

Sitel Corporation S.W. Collins Co.

Tempo Employment Services The Aroostook Medical Center

U.S. Army U.S. Customs & Border Protection U.S. Marine Corps. WAGM-TV Wal-Mart

Waste Management

March 8 • 9am - 1pm **Christie Gymnasium** 

# JOB FAIR Prepares Students

Free haircuts, clothing fittings and even manicures were offered to both male and female students of all majors at NMCC's "Senior Makeover Day" on Thursday, March 4. The event was sponsored by TRiO/Student support services, Early College for ME, and Alpha Beta Gamma (business honor society).

"The prior year the businesses at the Job Fair said 'have the students come with a resume in hand!' It was all over their evaluations," stated Ruth White, regional director of Early College for ME at NMCC.

It was created two years ago to help students prepare themselves and their resumes for the NMCC Job Fair. The services weren't exclusively offered to seniors either, as the name suggests, but to students in all stages of their college careers.

White brainstormed with another NMCC employee to come up with what she calls "a relaxing atmosphere for the students to be able to get ready for their first big interview." Together they decided that a makeover

day would be the best way for students to sharpen up their appearance in addition to improving their resumes.

Shelli Cronkhite, student support specialist and coordinator of the event hoped for a turnout of 100 people. Their expectations were

exceeded, and they are delighted that 123 people were in attendance.

"We're extremely pleased with the turnout," commented Tammy Nelson, the school's director of counseling, who helped plan the event. "This is an awesome opportunity for students to get ready to go out into the workforce."

Α career counselor from the local

Shelli Cronkhite from the counseling office, one of the coordinators of the event, helps Cory Bowker pick out an outfit.

Career Center and a human resources manager were also present to rehearse interviews and offer resume advice.

"I couldn't believe how many clothes

the faculty donated! I'm so grateful to the administration and coordinators for taking the time to put this on. With the new outfits and tips I got today, I feel prepared for my first job interview," said Becky York, a liberal studies student.

Because the wardrobe of the average college student is very casual, many students don't have the proper interview attire. The NMCC faculty solved this problem by generously donating their unwanted clothing, which was free for students to try on and take home.

Beautician Penny Robinson took the time from her salon in Mapleton to volunteer her hair-styling talents. "It's been fun. I'll definitely do it again next year," she said enthusiastically.



Plumbing and heating senior John Dennis gets a hair cut from Penny Robinson of Mapleton.

#### **Governor Baldacci Visits Campus**

Governor John Baldacci visited the NMCC campus on February 12 for a business breakfast sponsored by the College, Aroostook Partnership for Progress (APP), and Leaders Encouraging Aroostook Development (LEAD). Approximately 75 employees and business and community leaders attended the breakfast to hear more about the Governor's proposed education initiative to consolidate school districts. as well as other areas of concern.



## **NMCC Hosts Local SkillsUSA Competition for Area High School Students**

Students enrolled in the electronics/computer servicing program at the Caribou Regional Applied Technology Center tested their knowledge in a skills competition hosted by NMCC computer electronics instructor Joseph McLaughlin and his senior students. The regional contest serves as a preliminary for the state SkillsUSA competition and has been hosted at NMCC for the past two years.

A written exam is followed by a hands-on activity designed to measure the students' mastery of several fundamental computer repair tasks. The latter exercise is performed on individual computers that have been setup with a specific problem by NMCC students.

Each of the participating students was assigned a computer to troubleshoot and tasked with determining the problem and documenting the steps necessary to repair the unit. They were scored on safety, troubleshooting skills, and their documentation of the process used. Scores were combined with the test scores to determine a rank order of the contestants.

The top contestant was Philip Griffeth of Caribou, followed by Dan Wardwell of Caribou and Josh Mowbray of Washburn.



Earlier this semester, students from the Caribou Regional Applied Technology Center participated in the SkillsUSA regional competition at NMCC. Participants included (front, from left) Jared Reed of Washburn, Lyndsay Clark of Fort Fairfield, and Jessie Tirrell of Caribou. Also taking part were (back, from left) NMCC computer electronics instructor Joseph McLaughlin, students Philip Griffeth of Caribou, Travis Conley of Washburn, Josh Mowbray of Fort Fairfield, Dan Wardwell of Caribou, and Lisa Anderson, instructor at the Caribou Regional Applied Technology Center.

"SkillsUSA provides students with the opportunity to develop and enhance their technical and workplace skills. This competition is an opportunity for my students to meet and interact with students who are further along in their technical education," said Lisa Anderson, electronics/computer servicing instructor at the Caribou Regional Applied Technology Center.

"Holding our local SkillsUSA competition at NMCC exposes my students to new possibilities for the future. This experience provides a glimpse of what it is like to attend college and of challenges that they may face

at NMCC. They also have the opportunity to network with people who may be their future coworkers or employers."

Last year's overall top scorer, Matt McDonald of Caribou, is now enrolled in the computer electronics program at the College.

"This allows the high school students to visit the computer electronics lab and see what we do and the equipment we have. This is a great partnership that benefits both the regional technology center and the College," said McLaughlin.

McLaughlin provides an internet-based study guide for the students to access and practice a month before the students visit NMCC. After the competition, he spends time explaining what was wrong with each of the computers and giving the

students some overall troubleshooting tips.

"I am so pleased that we partner with NMCC for our local SkillsUSA Competition. Having the NMCC seniors help with this competition is a wonderful opportunity for both our students and the College students to gain educational and technical skills," said Anderson. "This is an extension of the strong partnership that already exists between our programs and our schools."

McLaughlin serves on Anderson's advisory committee and provides technical and educational support when needed.



Matthew Beckwith, 9, the son of Lori Keith (right), of Presque Isle, recently donated nearly 30 children and family titles of his personal video collection to the NMCC library. Keith was working in the library at the time and was planning on packing the videos away when she came up with the idea to donate them to the library. Her son was excited to be able to share his collection with other kids. The videos are convenient for students and faculty, but also for local residents and library members statewide because of MaineCat, a statewide catalog that combines library collections across the state of Maine. When students or faculty occasionally need to bring their children to campus, these movies provide entertainment for the children. Peggy O'Kane (left), assistant dean of learning resources in the NMCC library, is grateful for the donation and hopes it will open the door for other local community members to contribute as well. "We don't take enough time to celebrate children and the good things they do. This really shows a child's growing up and maturing." This contribution brought the total of children's titles up to nearly 300, and O'Kane hopes for it to grow much larger. Anyone interested in donating classic or family movies, or any type of book, should contact the library.

### **PrISM Celebrates 20 Years of Spiritual Service to County College Students**

Presque Isle Student Ministries (PrISM), a non-profit organization dedicated to the spiritual well-being of students of all faiths at Northern Maine Community College and the University of Maine at Presque Isle, is celebrating its 20th anniversary.

James Morgan, reverend for the Lutheran churches in New Sweden and Stockholm, carries the duty of campus chaplain for PrISM. In addition, he teaches the World Religions course at NMCC and has also taught classes for UMPI.

"The Reverend Ken Phelps approached the President of UMPI twenty years ago about establishing a chaplaincy for that school and almost immediately a cooperative effort was set up for both colleges," said Morgan. The chaplain says that PrISM has always intended to be of service to the complete student bodies of both campuses, regardless of religion, and they welcome diversity among students' religious and cultural backgrounds.

PrISM receives assistance from local churches and individuals, and they have been instrumental in several of the county's very important achievements—including

last year's Junior National Biathlon Championship in Presque Isle. Many students think of it as an alternative to counseling or speaking with their pastor at home.

While PrISM's philosophy is a simple one, it has proven itself to be a truly multifaceted organization. Members of PrISM provided voluntary assistance to Campus Crusade for Christ when they went to assist victims of Hurricane Katrina. They also provided hospitality to competitors of the biathlon from foreign countries.

"Serving on the PrISM Board has been a privilege for which I am grateful. This campus ministry provides the opportunity for the local campus communities, who are facing concerns in many areas, to connect with an understanding Chaplain who is sensitive to specific and diversified spiritual needs," said Paula York, an instructor at NMCC and member of the PrISM board of directors.

According to York, benefits of the organization include: opportunities for discussions of religious, ethical, and moral issues in the academic arena; encouragement of campus religious activity; and a common ground for UMPI and NMCC

professionals and students to interact and provide service.

PrISM also held roundtable discussions last November to discuss ethical and religious issues. Morgan plans to host another one at UMPI on Tuesday, April 14, at 4:00 p.m. They are looking for topics, so any students with ideas should e-mail Morgan at njmorgan@nmcc.edu.

Morgan said that in the future, PrISM hopes to strengthen the relationship between the Student Nurses Association and local pastors. They also plan to build a stronger connection with students in UMPI's social work program.

Overall, PrISM's mission is to provide "quiet support" to students. "It's not PrISM's goal to make headlines," according to Morgan, but to stay in the background while supporting students and the community.

Additional members of the PrISM board of directors include: NMCC instructors Richard Duplessis and Ann Osgood, as well as Mary Lawrence, Dan LaLonde, Claire Davidshofer, Tammy Deschesne, William Davidshofer, James Stepp, Dottie Martin and Leah Joy.

### **Medical Assisting Program**, from page 1 \_

ing financial matters, handling insurance arrangements, processing correspondence, and overall office management.

Clinically, the medical assistant prepares and assists in patient examination, records laboratory data, assists with office surgical procedures, performs basic physical assessment and measures vital signs.

"The duties of medical assistants vary from practice to practice, depending on size, location, and specialty. The common thread is that medical assistants perform both administrative and clinical duties," said Daryl Boucher, the NMCC nursing and emergency medical services faculty member who worked collaboratively with his colleagues and healthcare professionals from throughout Aroostook County to develop the new program proposal approved by the MCCS Trustees at their January 24. "Most accredited programs in medical assisting are for a two-year duration, leading to an associate in applied science degree. Courses required for accreditation include anatomy and physiology, medical terminology, psychology, accounting, and business management.'

According to Boucher, many local employers who currently hire medical assistants are required to perform on-the-job training, but with recent changes in medical reimbursement, it is expected that an increasing number will prefer to hire graduates from formal post-secondary programs.

In developing the medical assisting program, NMCC followed the guidelines and standards delineated by the Commission on Accreditation of Allied Health Education Programs. With final approval in place, College officials will now begin to pursue accreditation through CAAHEP.

As was the case with the program's inception, a key component for the new program will be the continued collaboration with area partners in delivering the education. Several area medical practices and hospital departments have already been identified as sites for student clinical externship sites.

Students will be involved in hands-on learning at a variety of sites with experienced medical assistants. Additionally, a list of key individuals has been selected to serve in an advisory capacity as development and implementation of the program progresses.

Susan Dugal of Limestone, who was most recently a health educator, staff developer and nursing leader

at Cary Medical Center

Susan Dugal
in Caribou, has been hired by NMCC as
the program's lead faculty member.

the program's lead faculty member.

"There are several career advancement opportunities for medical assistants, with many certified individuals attaining management positions within medical offices or organizations. Additionally, some advance their skills and specialize their training to allow them to assist in outpatient endoscopy or surgery centers, or earn additional certifications in office radiography, ophthalmology, or dental health. Our program will reflect both the diverse duties our graduates

will perform on the job, as well as introduce

them to the many specialties areas their

degree will open them up to," said Dugal.



# Toward Execulence

## Chairs of Campaign for the County's **College Named**

Four prominent and successful Aroostook County business and community leaders have agreed to fill the top spots and will direct the first major gifts campaign conducted by Northern Maine Community College.

Brian Hamel of Presque Isle, Kris Doody of Caribou and Robert Clark of Fort Fairfield will serve as tri-chairs for the Campaign for the County's College, a year-long initiative to raise \$2 million to support student scholarship, create an endowment to purchase instructional technology for the campus, and assist the College in meeting emerging community needs. Joining the trio and serving as honorary campaign chair is Floyd Harding of Presque Isle.

"We could not be more pleased that these four outstanding individuals have again committed their time, talent and expertise to the College. Each has been a longstanding and passionate supporter of NMCC," said President Timothy Crowley.

Harding, a Presque Isle attorney, was among the original founders of the College in the early 1960's. He not only served as a driving force in establishing vocational education in Northern Maine, he and his late wife Jean remained avid supporters of the institution.

The three campaign chairs are extensively involved with both NMCC and the Maine Community College System. Hamel, a partner in the Presque Isle financial services firm of Thompson-Hamel, is a former board chair of the MCCS Board of Trustees. Doody, the CEO of Cary Medical Center in Caribou, and Clark, the executive director of the Northern Maine Development Commission, headquartered in Caribou, were both appointed by Governor Baldacci to serve as system trustees last year.

The NMCC Foundation has been the beneficiary of the work of both Hamel and Clark. Hamel was elected to the board last fall and Clark recently left the organization, after several years of service, including most recently as vice chair of the board. In addition, Clark is a 1975 graduate of Northern Maine Vocational Technical Institute, a forerunner of NMCC.

Doody, in addition to her role on the Board of Trustees, was appointed to serve on the Governor's Community College Advisory Council. She has been actively involved with Northern Maine Community College over the years, serving in the past on the nursing program's advisory committee.

Hamel also serves as chairperson of the leadership team for the Campaign for the County's College. Doody and Clark also served as members of that group, which is comprised of a dozen prominent community leaders from throughout Aroostook County that agreed to lead, advise and assist the College as it prepared to launch a major fundraising campaign.

Representing the three geographic regions of The County and a diversity of professional backgrounds and civic involvement, members of the leadership team have worked work collectively and as individuals with NMCC officials. Specifically, the group has helped lay the foundation for a successful gifts campaign to support student scholarship and other initiatives that will allow the College to continue to evolve as a leading resource for meeting the educational, training and workforce development needs of the region.



Hunt is the owner of P.G. Hunt & Co., which encompasses a consultant firm, an auto dealership, a motor sport business,

Top of Maine Insurance Co., and real estate.

During his time on the NMCC Board of Directors, Peter has played a key role both in obtaining scholarship funds from another foundation. It is thanks to his efforts that the Sturdivant Island Tuna Tournament Foundation Scholarship was recently endowed.

He and fellow board member Mike Kelley were key in making last year's golf tournament the most successful one yet, and, with their continued support, it is hoped that this year's tournament will meet...or even surpass...last year's level of success.

In addition to serving on the NMCC Board, Peter serves as a director for both Patriot Mutual Insurance and the Northern Maine Fair Association and is a member of the Lions Club.

Peter has formerly served as chairman of the United Insurance Group, Community General Hospital, Fort Fairfield Housing Authority, Fort Fairfield Community Development, and Hartford Insurance's national regents advisory board. He is a former member of several insurance agents advisory boards, as well as a former national director for the US Jaycees.

Peter graduated from Fort Fairfield High School and attended the University of Cincinnati.

"The gift you give will continue to give for all time. It will continue to be a part of

that person.'

-Floyd Harding



**Brian Hamel** Campaign Tri-Chair



**Robert Clark** Campaign Tri-Chair



# Toward Excellence Continuing Education offerings...

**Excel Charts Made Easy** 

Learn how to create charts in Excel. This course is for the Excel user who wants to learn in depth knowledge of charts. Requires knowledge of Windows and Excel.

CMP 870 ◆ Cost: \$49 - no text t .3 CEUs Thursday, March 8 ♦ 6:00pm - 9:00pm

#### **Basic Microsoft Word**

This class is for the student whose goal is become proficient using Microsoft Word to create business letters, data files or maybe write a book. You will learn how to create documents and then enhance them by using such features as fonts and type sizes. You will learn how to edit your text by using the cut, copy and paste commands. You will also use other resources Microsoft Word offers such as spell check. Finally, you will print your document and/or save it within your computer to be retrieved at a later date.

CMP 622 ♦ Cost: \$99 – text additional ♦ .9 CEUs Thursdays, March 22 – April 5 ♦ 6:00pm – 9:00pm

#### **Computers for Beginners**

This workshop is designed for people who are using computers for the first time. The following will be covered:

- The "must know" components of a PC, their names and what they mean and do!
- The Windows operating system—How to work with it to run the applications you want to install and use.
- The Microsoft Office Suite A brief overview of the world's most popular word processor to create and save documents and the Excel spreadsheet program to create and save a financial statement/budget.

Spend some time with us and begin to learn more about computers!

CSA 600 ◆ Cost: \$39 ◆ .3 CEUs Wednesday, March 28 ♦ 6:00pm – 9:00pm



Development Office 33 Edgemont Drive Presque Isle, ME 04769 **Digital Photography for Seniors** 

Want to learn about digital cameras? You will learn about features of digital cameras, ways to shoot pictures and how to save these photos on your computer. You will also learn how to print photographs on your home printer and how to send photos to friends and family.

SEN 625 ◆ Cost: \$45 – text additional ◆ .3 CEUs Wednesday, March 14 ♦ 1:00pm – 4:00pm

#### **Cross Country Skiing**

Join the adventure of cross country skiing by learning to ski on the trails at the Nordic Heritage Center. From "never-evers" to advanced skiers, this is the perfect opportunity to learn to move on skis. Equipment available for rent at the NHC for \$10 (skis, boots, poles).

BNI 765 ♦ Cost \$15/person Saturday, March 10 ♦ 9:00am – 12:00pm Saturday, February 10 ♦ 9:00am – 12:00pm

## Administrative Professionals' Conference

Looking for a way to recognize your secretaries, administrative assistants and professional staff on Administrative Professionals' Day (formerly Secretaries' Day)?

How about a day long conference dedicated to rewarding, refocusing and energizing the professionals in the office who work hard all year long. This will be a day filled with specialized workshops and mini sessions, great food and lots of fun. Conference includes materials, desk reference supplies, fabulous 4 course meal and sumptuous desserts and special gifts for everyone.

Cost: \$89 person (discounts for 4 or more from one organization)

Wednesday, April 25 ♦ 9:00am to 4:00pm

Non-Profit Organization U.S. Postage **PAID** Permit #54 Presque Isle, ME 04769