

Paging Dr. Diesel!

As a leading resource for educating and training students to enter the workforce, make a career change, or transfer to a four-year institution, NMCC attracts a student body representing diverse backgrounds and levels of experience. However, it isn't too often that the credentials of the student body include a Ph.D., a Doctorate in Osteopathy, and a commercial pilot's license; especially when the impressive resume belongs to a single student.

Even more surprising is the selected program of that student, 66-year-old Dr. Ronald Swanson, a recently retired physician from Castle Hill. The doctor has traded in his stethoscope and patient consultations at the Veterans Administration clinic in Caribou for a wrench and time under heavy machinery as a student in the diesel hydraulics program at NMCC.

A visit to instructor Bob Rice's lab on Monday and Friday afternoons, when first-year diesel hydraulics students are learning the trade hands-on, finds Swanson blending in with his fellow classmates, more than four decades his junior. Dressed in blue work overalls and elbow deep in the engine of a large diesel truck, he appears at ease with his environment and a most engaged learner – exactly as he wants it to be.

"Retirement is not what most people think it is. Rather than viewing it as a time to slow down and take life easy, I see it as a transition," said Swanson.

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NMCC Students Help Keep Residents Warm

A contingent of 18 NMCC students, led by their instructors and working in small groups of three, fanned out over several Aroostook County communities on October 19 to assist in *Project Keep ME Warm*, a statewide initiative to assist Maine home owners with the greatest need.

As a result of the day-long effort coordinated by NMCC faculty members Guy Jackson of the residential construction program and Charles Kelley of the electrical construction and maintenance program, more than a dozen homes in five local

communities are more energy efficient heading into the cold winter months.

Project Keep ME Warm, Maine's three-year-old highly successful public-private partnership, involves a four-day intensive community service project that sends volunteer teams to winterize homes for Maine's low income senior and disabled homeowners. Volunteers install energy conservation and efficiency products to reduce energy use, energy bills, winter drafts, and to improve comfort. The statewide goal this year is to winterize 3,000 homes.

The students and instructors participating in the project from NMCC were provided with materials and supplies,



NMCC students Curtis Harrison and Kenneth Morrow winterize the Presque Isle home of Mavis Czosnek as part NMCC's day-long participation in "Project Keep ME Warm".

including caulking, plastic sheeting for windows and foundations, energy efficient light bulbs and other materials to install at the homes of area residents who signed up for the program and met the eligibility guidelines.

"It is nice to be able to help folks in the community," said Karen "Woody" Simpson of Ashland, a senior in the residential construction program who traveled to work on homes in Blaine along with classmates Brandon Berube of Presque Isle and Chanel Gagnon of Cyr Plantation. "It gives us experience and allows us to take what we have learned in class and put it into practice, while at the

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Maine State Board of Nursing Waives Visit and Grants Continued Approval

Officials with the State of Maine Board of Nursing are expressing their continued confidence in the quality of nursing education at NMCC. The board, which is responsible for protecting the public health and welfare in the area of nursing practice in Maine, has waived an on-site visit and, based on review of documentation provided by the NMCC nursing department, granted continuing approval of the program.

"This is significant because we simply cannot operate without this approval. Moreover, the waiver of an on-site visit is a clear indication, from an objective external party, that the quality of instruction and curriculum we deliver to students is meeting all of the stringent standards identified by the state," said Betty Kent-Conant, chair of the NMCC nursing and allied health department. "It truly is a validation of our efforts and an important milestone that our program, institution, students, graduates and the Aroostook County community can take great pride in."

The continuing approval with waiver of an on-site visit granted to NMCC through the year 2012, marks a first for the College's associate degree nursing program since the State of Maine Board of Nursing agreed two years ago to allow nursing education programs the opportunity to request the visit by a review team be waived.

As part of NMCC's waiver request, faculty and staff in the college's nursing program worked for months to compile a 200-page report to submit to the Board of Nursing. Areas covered in the document include the program's mission and governance, demonstrated institutional commitment to the department, detailed information on curriculum and teaching practices, and student performance and faculty accomplishments.

"It is a strong statement about the caliber of our nursing program, and the faculty who guide its development, that the State Board of Nursing has endorsed our program for six additional years without requiring a formal on-site review," said NMCC President Timothy Crowley. "The healthcare industry

Right: Nursing instructor Roberta Everett works with first year nursing students earlier this spring in lab.



Left: Nursing instructor Mary Cornelio works with first-year nursing student Destin Larrabee, helping her to hone her skills during one of the free blood pressure screenings which was held on campus in October. The screenings are held annually to help first year nursing students gain essential practice in taking a patient's blood pressure.

in Aroostook County depends heavily on our program to meet growing nurse staffing needs in a profession already faced with a critical shortage. In addition to meeting these challenges, through new and innovative teaching models, our faculty have not only maintained, but enhanced the stellar reputation our nursing program holds throughout the state."

Among the areas highlighted in the report is the program's expansion to two off-site locations using interactive video conferencing. In recent years, NMCC has delivered its nursing program via polycom networking to both students in Houlton at the Houlton Higher Education Center and to students in Calais at Washington County Community College.

In 2004, the first group of students participating in the program in Houlton completed their program requirements. In the fall of 2003, two groups of eight students were admitted at the WCCC site. This fall two additional cohorts have begun the program in Calais, and with additional state funding, eight new students have begun the nursing program in Houlton.

Aside from expanding the program through the use of technology since the last Maine Board of Nursing visit, faculty developed and adopted a focused project to address remediation and retention of students. The initiative, referred to as

PASS (Plan to Assure Student Success), is in its infancy, but already showing signs of making a difference.

The NMCC nursing program is the only associate degree level nursing program offered in Northern Maine. In addition to approval by the State of Maine Board of Nursing every six years, the program is also accredited by the National League for Nursing Accrediting Commission every eight years. The next NLN review is set for 2011.

The nursing program is designed to offer individuals the opportunity to enter nursing or to advance in nursing by entering at different levels of the curriculum. Students who complete the educational requirements of the program receive an associate of science degree in nursing and are eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN).

Graduates are prepared to fill entry-level nursing positions in a variety of health care settings. The curriculum also provides an educational foundation for life-long learning and transfer into baccalaureate nursing programs.

To facilitate such a transition, articulation agreements between NMCC's nursing program and four-year programs at institutions have been developed, including in Aroostook County with the University of Maine at Fort Kent.

NMCC Health Fair to be Held on November 9; Campus and Community Members Invited to Attend the Free Event

Topics ranging from the benefits of exercise and stress management to the effects of caffeine and the concern of hepatitis C in relation to body piercings, will be among the thirteen health issues explored by nursing students at the annual Northern Maine Community College Health Fair on Thursday, November 9, between 10:00 a.m. and 2:00 p.m. in the Edmunds Conference Center on the NMCC campus.

In partnership with the College chapter of Phi Theta Kappa, the international honor society for students enrolled in two year colleges, 38 second-year associate degree nursing students will present displays and share information on a myriad of health topics facing college students, and others in the community. Designed to provide the senior nursing students at NMCC with an opportunity to plan and present a structured teaching project in a public health format, the event is free and open to the public.

"We encourage community members to visit the fair to see the work of our students and learn about the health related issues facing the young adult population and adults of all ages," said Eileen McDougal, NMCC nursing instructor and one of the coordinators of the health fair. "This event provides our nursing students the unique opportunity to provide health education to a portion of the population that they do not often see as clients in health care facilities."

Topics were largely selected by the nursing faculty; however, students could submit research topics in addition to those identified. Once a comprehensive list was developed, students signed up to work on specific projects according to their interest, with two or three students working in each area.

Student project topics include alcohol abuse, depression, HPV and cervical cancer, breast cancer awareness, contraceptives, prescription drug abuse, folic acid, smoking cessation, and the prevention, recognition and treatment of sexually transmitted diseases.

Each student-researched topic will be presented at a booth staffed by the group working on the specific project. Members of the campus community and the public will have the opportunity to visit each table and learn about the topic through interactive displays and informational hand-outs developed by the team.

In addition to the 27 students participating in the health fair project who are physically taking courses on the Presque Isle campus, eleven seniors enrolled in NM's nursing program who are taking classes in Calais will present their findings.

"We hope that the nursing students gain confidence in their ability to provide information about healthy lifestyle choices to people of various ages and

backgrounds, and that they develop skill in responding to questions from consumers," said McDougal.

The NMCC Health Fair is the required project for nursing students in their third semester in the program. It follows the first semester when students learn the concepts of teaching/learning in the public health context, and the second semester when students are required to present a clinically-based topic to their peers. In their final semester, students participate in the Fort Fairfield Middle School health fair.

Members of the public are invited and encouraged to attend the November 9 NMCC Health Fair between 10:00 a.m. and 2:00 p.m. in the Edmunds Conference Center.

NMCC Pediatric Critical Care Transport Course Coordinators & Participants to be Named Heroes"

The five individuals responsible for bringing a first-ever course offering in pediatric and neonatal critical care transport to Northern Maine and the 16 County paramedics and nurses who successfully completed the course at NMCC this fall will be honored as "heroes" for their efforts.

Individuals comprising the Aroostook County PNCCT team will be recognized by the Aroostook County chapter of the American Red Cross at the organization's annual "Heroes Breakfast", held on the NMCC campus Thursday, November 16, at 7:30 a.m.

Recognized will be NMCC employees Wendy Bradstreet, Daryl Boucher and Leah Buck, as well as local paramedics Perry Jackson and Walter Mosher, all of whom played a pivotal role in coordinating, facilitating, fundraising and even teaching sections to ensure the course would be delivered in Aroostook County.

"The real heroes are the participants of this course and the ones instrumental in getting the training up and running," said Bradstreet. "These are the true heroes, the ones who will actually be working on our children and lend-

ing their expertise and experience to healing our children. Their willingness to put forth the time and effort for this PNCCT course to help our children says so much about the caliber of our health care workers here in the County."

The sixteen local course participants represent Crown Ambulance, The Aroostook Medical Center, Cary Medical Center and Northern Maine Medical Center. The paramedics and nurses being honored are: Travis Ginn, Erika LaBelle and Ned LaBelle of Ashland; Timothy Guerrette and Rita Zbylut of Caribou; Melissa Cowley-Perry of Easton; Erin Voisine and Sandra Voisine of Fort Kent; Sylvia-Jo Horn of Island Falls; Jim Flavin of New Sweden; Lindsey Kinney, Robert MacKinnon and Adam Michaud of Presque Isle; Jill Daigle of Wallagrass; Laura Gordon of Washburn; and Glenna Searles-Hamill of Woodland.

A first-of-its-kind educational opportunity offered in Northern Maine, the PNCCT course resulted from the determination of Wendy Bradstreet, NMCC accountant and founder of the Megan Bradstreet fund, and Daryl

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When it comes to change, Swanson knows of what he speaks. Throughout his professional life, he has not only successfully held several different jobs but, through his own sense of adventure, has experienced vastly different careers.

After earning a Ph.D. in biochemistry from the University of Chicago in 1968 and spending two years as a post-doctoral fellow at Johns Hopkins University, Swanson joined the faculty of the department of biology at the University of Virginia. His time as a professor ended five years later in 1975, after he became disillusioned with the constant pressure to publish and apply for grants.

“I decided to strike out on my own,” said Swanson. “Since my great-grandfather was Claus Claussen, the founder of Claussen Pickles, I thought I’d like to work in the food industry. I bought a wholesale trucking company in Florida and worked in that industry for ten years. Eventually, competition with much larger companies forced me to look again for a new line of work.”

This time, rather than look to his roots for a new direction Swanson decided to explore turning a hobby, flying small aircraft, into his next profession. In 1985, he successfully earned his commercial pilot’s license and worked for two years as a flight instructor/commercial pilot.

“During this time I met a doctor who, upon hearing about my Ph.D. in biochemistry, encouraged me to apply for medical school. As a result of his encouragement, I applied and was accepted to medical school at Southeastern University in Miami,” said Swanson.

Aside from being the start of a fourth major career at age 47, Swanson’s time in medical school became a newsworthy event, when, during his final year, the younger of his two sons Don, was accepted to the same school in the same program. It marked the first-time ever that a father-son duo were enrolled in the



Ronald Swanson at work in the diesel hydraulics lab

college medical program simultaneously, an interesting human interest story that became the topic for a feature article in a major Miami newspaper.

Upon completion of his training, Swanson went to work as an emergency department physician in Swainsboro, Georgia, where he “developed quite a following among the local population.”

“The hospital administrator decided to set me up in my own private practice. I ran a general practice in Swainsboro for several years. I enjoyed the practice, but like all physicians in rural communities, I became so busy that I had no time off. I was working 24-7 and my wife insisted that I retire before the practice led me to an early death,” said Swanson.

Swanson and his wife Randi were left with the question of where to retire. He had decided that wherever they would relocate, that the region had to have four seasons, similar to the climate of northern Illinois where he was raised. After much research, the couple decided on Aroostook County and, in August of 2000, made the move north.

“I lasted in retirement only seven months before I started looking for

something more to do. Retirement is not what people think! If you do not have something to occupy your time, time becomes your enemy,” said Swanson.

He started work as a general practice physician in April of 2001 at the Veterans Administration outpatient clinic. “It was a perfect job for me at that point in my life. I worked there for just over five years. I probably would have stayed longer but recent cuts in the VA funding meant the docs were being given a much heavier work load, and I concluded that I was just too old to work myself to death,” said Swanson.

Swanson began to explore what the next chapter in his life might be. At about that time, his wife Randi – then a Licensed Practical Nurse – decided to upgrade her education to become a Registered Nurse. She enrolled in the associate degree nursing program at NMCC.

“I had a chance to see the high quality of education that NMCC provided. Being a doctor, I was in a position to objectively evaluate the RN program and I was very impressed. I began to think that maybe I could use NM as a transition to retirement. I started to evaluate all the programs at the school to decide if one was right for my purposes,” said Swanson. “I wanted to do something totally different from anything I had done before and also wanted to learn something I could use.”

Much as he did when deciding to become a pilot, Swanson looked to his hobbies for inspiration; among them, cutting trees for firewood and for a saw mill that he owns. Over the years, his interest had grown into an operation that includes a tractor and skidder.

“Both pieces of equipment are diesel, and I thought it would be very useful and economical if I could service them myself. I decided that the diesel hydraulics program would fit my needs perfectly,” said Swanson. “Once again I have been very impressed with the quality of education at NMCC. I have spent many years at large universities and feel that I can recognize a quality institution. NMCC

definitely provides a quality education.”

Swanson praises his two instructors Rice and also Sonny Michaud, who is currently teaching the doctor all he needs to know about welding. With more than six decades of experience in their respective fields combined, Swanson feels he is learning from the best. For their part, the instructors are finding it equally rewarding to have a student with such a diverse background in their classes.

“He brings discipline into the classroom as students look up to him as a role model. He is very attentive, taking notes and asking questions, which in turn has the students doing the same. Ronald really wants to learn the material and inspires the other students,” said Michaud.

“He doesn’t have any experience mechanically, unlike many of the students entering the program that have either worked in related fields or taken courses in this area at the high school level, but it’s not detrimental as he is interested and picks up quickly,” said Rice. He brings excellent questions and gets other students interested in asking questions as well – he is a motivator.”

Fellow students also appreciate having a classmate who has experienced four or five lifetimes of careers and is now amongst them as they prepare to embark on their first.

“It’s fun working with him and helping to teach him something I’ve grown up doing,” said 19-year-old Derek “Frosty” Frost of Vassalboro. “It’s funny to hear that he’s already done so many years of schooling and he’s come back for more. Even though he’s already had more experience than I’ll ever see in my life, and he’s a doctor and pilot, we still manage to joke around like equals – it’s a blast. He pokes fun at the fact that he has hearing aids and can turn them down when it gets loud in the shop.”

As Frost and his classmates look ahead to their future and what to do next, so does Swanson.

“I have begun to think about how I might use my training when I finish, and I am thinking about the possibility of buying an old piece of heavy equipment, refurbishing it, and then selling it for a profit,” said Swanson.

Students Gain Valuable Insight

Students in Sonny Michaud’s oxyacetylene welding classes recently had the opportunity to hear and learn about leading national trends and safety issues concerning welding. Dean Donovan, a representative of South Dakota based Smith Welding and Cutting Equipment, a leading manufacturer of oxy-fuel cutting, welding and heating equipment, and specialty gas regulators, spent a half day with Michaud and his students.

He led a class discussion on oxyacetylene fuel safety, as well as on a newer type of welding gas known as chem-o-line, which uses a different kind of gas that is growing in demand in an era of high fuel prices because it lasts five times longer.

Donovan’s visit to NMCC was arranged by Steve and Gene Lynch, co-owners of Lynox Welding Supply in Presque Isle, as part of a visit by the company representative to Northern Maine.



NMCC partners with Healthy Families Aroostook for Smart Baby Night

Students enrolled in the early childhood education program at Northern Maine Community College are taking the lessons learned in the classroom and putting them into practice through a unique partnership with the Healthy Families Aroostook program.

On Thursday, October 26, ten early childhood students and their instructor Heidi Broad-Smith joined with staff and volunteers of Healthy Families to host a Smart Baby Night in the Edmunds Conference Center at NMCC. The evening of fun and learning was designed to introduce age-appropriate games and activities for children in the age range of newborn through five years.

More than a dozen families and 28 children participated in the two-hour event, which encouraged parents and children to visit various activity stations featuring age-appropriate activities including pat mats, play dough, Zip Lock bag books, hidden object find, singing and story time.

“All of the activities were designed to reach the various domains such as gross and fine motor skills, language and social/emotional,” said Broad-Smith. “It



A couple interact with their young child during Smart Baby Night at the College.

was wonderful for NMCC students to participate. They were able to utilize current techniques that they are learning in class, allowing them the opportunity to use the information, as one of my students put it best: ‘on a real kid’.”

Specifically, NMCC students had the opportunity to see firsthand the reactions of infants and toddlers to the various planned activities, which according to Broad-Smith provided a chance to tie in the information students have researched with the rationale for “why we do what we do” with children.

Broad-Smith was initially contacted by Dora Davis, of Healthy Families Aroostook, several months ago to involve NMCC early childhood education students in the Smart Baby Night and about hosting the event on the College campus. Leading the planning and coordination of Smart Baby Night was Danielle Langley, director of the Aroostook Council for Healthy Families of Maine.

“We were delighted to join in this event and to host it here at NMCC. It is through partnerships with a number

Winterizing Homes

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same time contributing and helping others in need.”

In addition to benefiting the local community and providing the students a practical application of what they learn in NMCC classes, instructors in both of the participating programs see additional benefit to the students’ professional development.

“The big benefit is that it gives students the opportunity to develop customer relation skills. As future professionals in residential and electrical construction, we are training them and teaching the technical skills they will need to succeed, but participation in programs such as this takes that one step further in that it will demonstrate the importance of how to relate to your client or customer – in this case the homeowners we are helping,” said Kelley.

“The feedback from the people our students help is always so positive. They

don’t only comment on the quality and efficiency of the work, but also praise the students on how friendly and nice to work with they are. As an instructor, I am always pleased to hear this because it will truly be a measure of how effective the students will be when they enter the workforce,” said Jackson.

“It’s a good opportunity to help people,” said Chris Anderson an electrical construction student from Fort Kent. “This is a project where we really know we are making a difference.” Anderson, along with classmates Jacob Garrett of

Fort Kent and Jan Perreault of New Canada worked on homes in Monticello.

Other NM teams included Frank Hafford of Connor, Taylor Inman of Mars Hill, and Mark Yeo of Bass Harbor. The three electrical construction students worked on homes in Bridgewater.

Jake Chambers of Fort Fairfield, Josh Gonsioroski of Presque Isle, and Matt Harrington of Machias, and a second team of Curtis Harrison of New Limerick, Phil King of Presque Isle, and Kenneth Morrow of Fort Fairfield, worked on homes in the Presque Isle area. Chambers, Gonsioroski, Harrington and Morrow are electrical construction students. Harrison and King are residential construction students.

Winterizing homes in Mars Hill were residential construction students Aaron Boyd and Garrett Killcollins of Mars Hill and Ryan Tierney of Island Falls.



Instructors and students from Northern Maine Community College who took part in the Keep ME Warm project on October 19 are, from left: residential construction instructor Guy Jackson and his students Woody Simpson, Ryan Tierney, Chanel Gagnon, Brandon Berube, Garrett Kilcollins, Phil King, Aaron Boyd and Curtis Harrison; electrical construction students Kenneth Morrow, Matt Harrington, Jake Chambers, Chris Anderson, Josh Gonsioroski, Jacob Jarrett, Jan Perreault, Frank Hafford, Taylor Inman, Mark Yeo, and their instructor Chuck Kelley.

Auto Body Repair Program Receives Generous Donation from Local Business



Bob Keller (far left) and Alex Roy (far right) from Griffeth Ford of Caribou and Presque Isle delivered more than \$7,100 worth of sheet metal auto body parts to instructor Bob Collins and his students on October 31. The company generously donated the parts to the college. Taking part in the event were, front from left: Keller; Collins; students Dan Duplessis, Ryan Ashby and Sean Newsom; Roy. Back, from left: students Alex Roy, Cody Huntington, Brian Wright, John “Duke” Preston, Brian Kelley, Scott Howard, and Chris Sheaff.

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Smart Babies

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of local organizations like Healthy Families that we not only enhance the quality and depth of education and opportunity we engage our students in, but also demonstrate the importance of community involvement and life-long learning as important components of an educated and civic-minded individual," said Broad-Smith.

The success of the venture will result in a second Smart Baby Night, planned for next April, to mark child abuse prevention month. Broad-Smith hopes to have her students assume even more responsibility in the organization and coordination of the springtime event.

"As we reflect on the experience of this event and continue our learning in the remainder of this semester and next, coordinating a second event will be a great way to enhance the students' learning to an even greater degree," said Broad-Smith.



Students in NMCC's early childhood education program partnered with the Healthy Families Aroostook program to offer a Smart Baby Night at the College. Among those working with the 28 children who attended were, from left, students Christina Merrill and Melinda Clark, ECE instructor Heidi Broad-Smith, and student Ciarra Doody.

Students participating in the program were Melinda Clark, Ciarra Doody and Tara Forcier of Caribou; Christy Bartlett, Grace Yu, Robin Stewart and Charity Keenan of Presque Isle; Kanessa Johndro of Limestone; Christina Merrill of Cary Plantation; and Daisy Saulis-Bear of the Tobique First Nation in New Brunswick.

Assisting in preparations were students Kylee London of Houlton, Molly Burton of Presque Isle, Deb Lagasse of Connor Township, Jennifer Smith of Ashland, Kimberly Jandreau of Fort Fairfield, Tammy Corriveau of Caribou, and Harly Barnes-Putnam of Chapman.

and special needs of critical infants and children during inter-facility transport.

A large portion of the funding for the local course was provided by the Megan Bradstreet Fund. Megan Bradstreet, daughter of Wendy and Ryan Bradstreet, was critically injured as a result of a July 2005 accident. Despite valiant efforts by both the local ambulance crew and a trained transport crew from Bangor, the five-year-old passed away in Lincoln three and a half hours after her transport began at TAMC.

Those wishing to attend the Heroes Breakfast should contact the Presque Isle chapter of the American Red Cross at 762-5671.

Heroes

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Boucher, lead instructor in NMCC's emergency medical services program. The two, along with Leah Buck, assistant dean of continuing education, were instrumental in bringing to Aroostook County the course developed by Johns Hopkins Hospital and UMBC (the University of Maryland, Baltimore County), both located in Baltimore, Maryland.

Response for the inaugural training session was impressive, as 18 paramedics and nurses (16 from Aroostook County and two from outside the area) successfully completed the program, which was designed to provide a more comprehensive understanding of the unique anatomy, physiology, pathophysiology

A Look at the Foundation Board..

David Raymond has been an invaluable member of the Foundation's Board of Directors since 1990. Dave, who is an enrolled agent, served the Foundation treasurer from 1990 to 2002.



Dave has been a humanities instructor at NMCC since 1990, teaching courses in history, literature, and ethics at the College. He holds an MA in History from the University of Maine and an MA in the Humanities with a concentration in literature from California State University, Dominguez Hills. He has published articles and reviews in the *Community College Humanities Review*, *Business Ethics Quarterly*, and *The Journal of the Early Republic* as well as articles in a variety of specialized encyclopedias.

He was the 2000 recipient of the Foundation's Eagle Award for outstanding service to the foundation, 2002 recipient of the President's Award for outstanding service to NMCC and co-recipient of the 2003 Instructor of the Year Award.

Dave is one of the founders and past advisor of the NMCC chapter of Phi Theta Kappa, the international honor society for students in two year colleges, and is also an honorary member of that organization. He is currently a member of the National Council of Teachers of English and The Thoreau Society.

In addition, Dave has been the moderator for the Town of Mapleton since 1999. He is a member of the Ethics Forum Committee of The Aroostook Medical Center and the M.S.A.D. #1 Assessment Team. He is also a past member of the M.S.A.D.#1 Assignment Team.

This month's Continuing Education offerings...

Intermediate Access

Want to know more about Microsoft Access? Start with a review of the basic features of Microsoft Access and move to more intermediate features. You will learn to modify the structure of tables, use the table analyzer wizard to help design tables, import data from other file types, create a main and subform, modify a form, create more advanced queries and reports and add calculated fields in reports. Prerequisite: A basic working knowledge of Access

CSA 643 ♦ Cost: \$89 – includes text ♦ .8 CEUs
Mondays & Wednesdays, November 13, 15 & 20 ♦ 5:00–8:00 pm

Intermediate Excel

Increase your Excel knowledge. Participants will learn to: work with large worksheets; use more formulas and functions; add data validation to cells; manipulate data with database features; manage lists; protect cells and worksheets from changes or deletion; analyze data with PivotTables; and utilize the consolidation functions for 3-D workbooks. Prerequisite: A basic working knowledge of Excel

CSA 633 ♦ Cost: \$89 – includes text ♦ .8 CEUs
Mondays & Wednesdays, Nov. 27, 29 & Dec. 4th ♦ 5:00–8:00 pm

These hands-on classes feature dedicated teachers, slower pace and low student to teacher ratio, designed to connect you to the world at your fingertips.

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 ♦ .4 CEUs
Wednesday & Friday, November 8 & 10 ♦ 1:00 pm – 3:00 pm

Basic Word Processing for Seniors

This course will explain how to open and create word processing documents, enhancing them with fonts, type sizes and styles. Learn to edit text with cut, copy and paste commands and how to spell check. Finally, you will print your document and/or save it within the computer so you will be able to retrieve it later.

SEN 610 ♦ Cost: \$45 – text additional ♦ .4 CEUs
Wednesday & Friday, November 15 & 17 ♦ 1:00 pm – 3:00 pm



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