



The Bell Tower Bulletin



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Lisa Elliott has been working for LCCC since 2002. As a marketing and media coordinator, she coordinates the print production for credit and non credit publications. Since being diagnosed with Lupus, she spends her spare time as an advocate in the Greater Cleveland area for the uninsured and underinsured people with Lupus and other autoimmune diseases. A 1990 graduate of Northwestern University, Lisa is a candidate for a master's degree in communications management from John Carroll University.

My name is Barbara Armstrong. I have been working in IS&S since 1993. I started out as a student worker and became full time in 1998. My job consists of managing operations on the AS/400, creating and managing email accounts, performing various upgrades on MBS and the Library systems, and the big "other duties as assigned." In my spare time I like to quilt, cook, and play the violin. I can be reached at ext. 7082 or at barmstro@lorainccc.edu.

A Message from Staff Council President



On behalf of the Executive Staff Council I would like to wish everyone a happy and safe holiday season. First, I would like to point out that this is the first issue of our new Bell Tower Bulletin editors Barb Armstrong and Lisa Elliott. Second, the Staff Council Executive committee will have a lot on our plate after the new year including the "Keys To Excellence" employee of the month program which will be excepting nominations in late January, the Staff Council Spring Break event which will be held in the Spitzer Grand room, and the Staff Council Salary Benefits process which will begin in early February. We will also be looking for staff members to fill positions in the following committees: elections committee, spring break committee, Keys to Excellence award committee, and constitution and bylaws committee. Please contact me if you might be interested. Again please enjoy the holidays.

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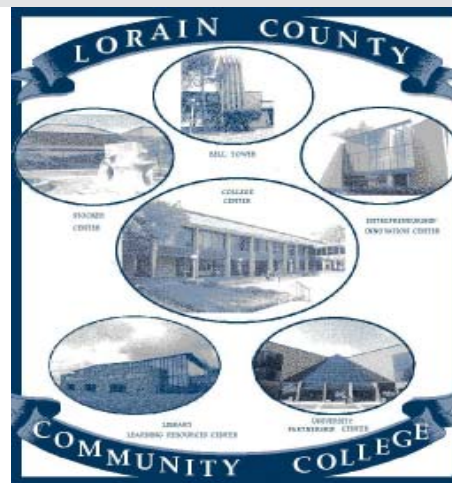
LCCC Keys to Excellence Employee of the Month program by Fran McCaffrey

The Lorain County Community College Staff Council Executive Committee is now accepting nominations for the newly instituted Keys to Excellence Employee of the Month program. The Award program will start in January, 2009. The purpose of the Award is to:

- Recognize outstanding full-time and part-time Technical/Professional and Support Staff Employees of LorainCounty Community College who embody the College's standards for excellence and innovation
- Reward those employees who show exemplary individual achievement, contribution, and performance in their jobs and other related duties beyond their own offices
- Acknowledge those whose efforts have inspired and supported the performance and achievement of others
- Provide awards to such employees by a means that is fair, with equal consideration of all eligible staff, regardless of the focus or level of responsibility within the College
- Provide monthly recognition of an LCCC Professional Technical or Support staff member who demonstrates:

- A positive attitude toward work responsibilities, co-workers, and customers, and serves as a role model for others
- Commitment to quality in carrying out job responsibilities, and is an asset to the Lorain County Community College community
- A willingness to exercise servant-leadership, take initiative, and accept and carry out additional responsibilities beyond regular job assignments for the good of the campus community as a whole

A five-member committee of Staff Council that includes two (2) members of Staff Council Executive Committee and three (3) other staff members (full- and part-time professional-technical and support staff) are accepting nominations until the end of January for the first award, which will be made in early February for January, 2009.



The Landmark Throw is on sale NOW and the price is \$59.95 plus tax. Throws are available for purchase through the LCCC Bookstore.

The nomination form is available from any member of Staff Council and on the LCCC intranet [<http://www.lc3net/LCCC/Departments/Forms/FormsLibrary.Normal.1162.lccc>] One (1) employee per month shall be selected for a single award each month. A candidate for the award must be an individual, not a department, division or other functional unit or group of people. Nominations may be made by anyone with an active affiliation with the Lorain County Community College community (i.e., staff, faculty, ministrator, student, alumni, LCCC University Partner staff, etc.). A candidate for the award must meet the following criteria:

- ♦ Is a full-time or part-time Technical/Professional or Support Staff employee of Lorain County Community College
- ♦ Has been employed for at least one (1) year
- ♦ Employed at any of LCCC's physical locations
- ♦ Has not been selected as Employee of the Month within the past twelve (12) months
- ♦ Does not have any active disciplinary action pending
- ♦ Has a positive attitude toward work responsibilities, co-workers, and customers, and serves as a role model for others
- ♦ Is productive, exhibits commitment to quality in carrying out job responsibilities, and is an asset to the staff of his/her department
- ♦ Is willing to take initiative, and accepts and carries out additional responsibilities beyond regular job assignments
- ♦ Is consistently dependable and punctual in reporting for duty, completing assignments on time, and participating in additional responsibilities

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Any eligible staff member may be nominated more than once. Nominations must be submitted on the form available [<http://www.lc3net/LCCC/Departments/Forms/FormsLibrary.Normal.1162.lccc>] and received by the committee by the last day of the month in order to be considered for that month's award. The decision will be -made by the Staff Council Executive Committee's Keys to Excellence Committee at the first meeting of the month following the month to be recognized. Award recipients shall not be eligible for the award more than once in any 12 month period. Nominees who do not receive the award for the month in which they have been nominated, may be nominated again, but will not automatically remain in the nomination pool.



Photo of the Month - Snow Covered Trees

By Joe Querin

Award recipients shall receive:

- A visit from the members of the committee to present the award, where a picture will be taken for publication in internal communications venues
- A certificate suitable for framing
- Inclusion on an engraved plaque to be prominently displayed in an appropriate location of the College
- An LCCC "Heritage Throw" – a cotton lap blanket with images representing the College or another gift as appropriate.

For more information, contact Cheryl Miltner at 7696 or cmiltner@lorainccc.edu

Autumn by Maneera Hitchens

I love this time of year. The season is changing and all that was green is now turning orange, brown, yellow and every other spectrum of color imaginable. I love to work in my yard, and this is the season of separating, rearranging and transplanting. It's a peaceful time, pattering around in my yard. A time of awe and reflection as you watch the earth getting ready to do something it has done since the beginning of time....rest. The plants go back in the ground to rest and sometimes rest is a good thing. It gives them a chance to re-group and come back bigger, stronger and more beautiful than ever. So, I look at the earth and the cycles that it goes through and then compare it to the world and the cycle that it is going through and I know that this too will pass. This time of turmoil and unrest will pass. It is here for a season, maybe two (smile). It's cyclical, and eventually it too will pass.
Note: Our apologies to Maneera. We did not have room to print this in the last issue.


Computer Tips

By Diane Nott

Source: worldstart.com

Progress Bar

Here's the scenario: You just typed in the address of your favorite Web site and you've hit the button that will start the loading process. You then wait patiently in anticipation for the site to come up so that you can start using it. Now, while you're waiting, what do you usually look at to see how much of the site has been loaded? Perhaps you look at the little blue bar at the bottom of your Web browser to check on its progress. Am I right? Well, if you do, you're doing the right thing. You probably look at it every day, but do you know what it's called or what it's there for? Keep reading for the full scoop!

That little bar is called the "**progress bar**." (I know, a real original name, huh?!) But it's that bar that tells you everything you need to know about getting your favorite Web sites up and running. In case you're not sure what it looks like, here's a picture of one: . The bar will usually be a solid blue color, but depending on the browser you use, yours may be a green dotted line instead.

You can turn to the progress bar to see how far a site has loaded or to see how much longer it has to go. The progress bar also comes in handy when there seems to be a problem with a Web site opening up all the way. If the bar seems to be stuck, you can close down your browser and try it again. Now, the term "progress bar" is also used for any downloads or file transfers you may do on your computer. It really does serve so many purposes. And now you know all there is to know about it!

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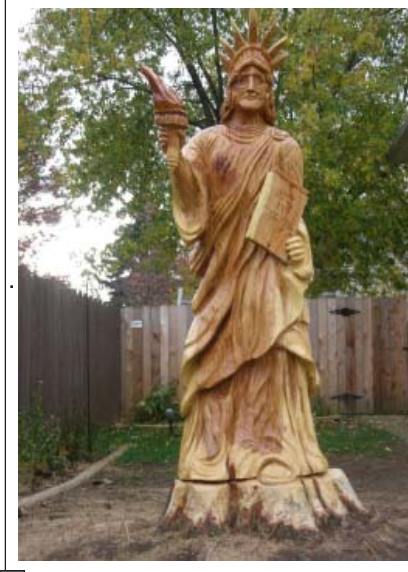
An Unwanted Tree

by Richard Pasky

They say a weed is not a bad thing, just a plant growing where it shouldn't. In our front yard there was a honey locust tree 2' in diameter and 40' tall. It had millions of tiny leaves like pinky fingernails that are unrake-able. It had 8" corkscrew seed pods that fell all winter long on yards and in gutters. Grass wouldn't grow under it. We decided we'd be better off without it, so I had Ohio Edison cut it down. They allow 48 equal payments onto your electric bill for 4 years with no interest! I learned during this process that locust trees have very hard wood, and have been used as railroad ties and fence posts. They will grow in the most sterile soil, and their seeds germinate like mosquitoes.

Our tree had a main trunk pointing forward like Pavarotti's right arm as he was hitting a high note, and I got to thinking it might make a cool statue. I had admired a life-size carved wizard across from Erie School near LCCC, and spoke with the owner, who gave me the carver's name. His carver replied that locusts are so hard the job would take longer than most trees since it wears out chainsaw blades fast. He was also booked for several months.

I then learned of a local chainsaw artist from Wellington named Bud Emerson. He had carved 5 trees with nautical themes near downtown Lorain recently, and Daffy Duck for an ice cream parlor there. I left a message saying I wanted to change our tree into the Statue of Liberty. When he called back, he said he had always wanted someone to commission him to do just that. He said it would be a lot of work, but wanted to do it as soon as I got it cut down, since the wood was softer then. He began carving in mid-September, and worked on and off for 3 weeks. I provided picture books from the library as well as my actual photos of the real statue to use for reference. Bud had several sizes of his Husqvarna saws from the company that sponsors him in national carving competitions. He also used small grinding tools on detail work, of which our statue had plenty. As he worked, the reddish-grained locust heartwood appeared and contrasted beautifully with the light outer wood.



We're proud to have something truly artistic in our yard, and will also erect a flagpole behind our Lady Liberty. Bud has been carving 17 years, and estimated he's done 2000 works in Ohio, many states, and Canada. He has never studied art,

but found he had a talent with a chain saw in high school when he carved a statue for his sister. So, when thinking of removing a tree for whatever reason, you might consider changing it into a bear, eagle, or whatever you can dream.

December at LCCC

Is a good month to . . .

- Purchase a LCCC Landmark throw from the LCCC Bookstore. Proceeds from the sales will benefit Staff Council's "Keys to Excellence" scholarship fund.
- Archive e-mail. This increases the space available in your Outlook folder.
- Attend the Holiday Celebration on Monday, December 8 from 2:00 to 3:30 p.m. in the Spitzer Grand Room. In the spirit of the holiday season, unwrapped toys (no stuffed animals) and monetary gifts for the Salvation Army's Children's Christmas Program will be collected during the Holiday Celebration.
- Complete mid-year performance reviews.
- Empty out your HPER locker. Due to the continuing renovation, lockers need to be emptied out by Dec 14.
- Enjoy time off – campus closed, December 24, 25 and 26 and January 1 and 2.

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PaperBackSwap.com

By Jessica Smith

Let's face it – books are amazing.

Over the years, books have been made available to the general public through a variety of ways: free book-borrowing at local libraries, wide selections in bookstores, and even bigger possibilities on the World Wide Web.

Yes, the internet has become the ultimate online librarian in terms of narrowing down one's literary preference while finding the best available selections in a timely fashion – all this without ever having to leave your seat!

I have had the good fortune of discovering one of the best online sites for book-lovers as of late – simply called, "PaperbackSwap.com." Started in 2004, PaperBackSwap.com combines the thrill of browsing over 2.5 million titles with the bonus of getting the books, well, *for free*. Now to be fair, nothing in life is ever really free, so let me elaborate.

When you first sign up, along with your basic contact information, you must stock your "bookshelf" with at least ten books you are willing to part with. Yes that's right, this is a give-and-take agreement. When I first heard of this bartering system I was panicked. *Give away some of my prized materials*, I thought, *why can't I just keep all my books and still get new ones?* Well didn't your parent's ever teach you to share? Besides, if nobody donated their own books, how would the cycle continue?

As much as I love my books, after closely inspecting my bookshelves I found that ten was not such a high number after all and that I could, in fact, live without some of them. After you list your ten books on your bookshelf, you wait for someone to request one of them – which in my case took about ten minutes (people really love Jane Austen). From there you print out the mailing label of the recipient, wrap the selected book, and mail with the correct postage amount. So far, the most I have spent on postage is \$2.50. As soon as the person has received your book, they go online and notify the website for you to receive a credit.

What is a credit you might ask? Virtually, one credit is your ticket to one *free* book! Remember when I mentioned that there are over 2.5 million books to select from? The possibilities are endless when it comes to choosing which book you would like to have as your very own. And the

beauty is – the book you pick can be yours to **keep!** You don't have to turn around and give it to someone else unless you want to.

So let's recap: you sign up for free on PaperBackSwap.com and post the ten books you are willing to sacrifice for the greater good. As soon as someone requests and receives one of your books – that you only had to pay postage for – you receive one credit towards a book of your choosing. It's as easy as that! The more books you put on your bookshelf, the more likely you are to get requests and future credits. The main terms are that the book is in good condition, and you send it out within two days of printing the mailing label.

Now that I have armed you with this valuable information, I urge you – please check out the website, and dust off those novels you've been saving for a rainy day. It will bring you one step closer to exchanging for a book you really want!



Dear HR:

I've been an employee at LCCC for more than 15 years. I received a policy manual a long time ago. How can I access LCCC's policies today?

Answer:

"The LCCC's policies and procedures can be found on the CampusNet Page on our Intranet. You can click on the link and a list of all policies and procedures for those policies will appear. Scroll through the list to find the specific policy/procedure you are looking for. Of course if you cannot find what you are looking for or you need additional clarification, please do not hesitate to call or stop by the Human Resources office (now located in the Multi-purpose Center) and one of the HR Team members will be happy to assist you."

If you would like to ASK HR a question, simply e-mail at bell.tower@lorainccc.edu

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RECYCLE THOSE HOLIDAY CARDS

by Nancy Halbrooks

On Friday, December 5, 2008, members of the Recycle Committee will be showing you how to recycle those old Christmas (Holiday) cards. Staff, faculty and students are all invited. The event will take place in SC118 from 11 a.m. to 2 p.m. A small donation of \$1.00 will be accepted per person for Women's Link. Art materials will be provided - you bring in the cards! If you would like to swap cards, you can do that too. Just bring in any old cards you have and swap them one for one. Hot chocolate and cookies will also be provided to make it a very festive event.



FROM
THE STAFF COUNCIL EXECUTIVE
COMMITTEE



Bottom Row (Left to right): Mike Mielcarek; Miguel Rivera; Tamara Wright

Second Row: Andrea Lyndes; Gina Maxwell; Tracey Maxwell

Third Row: Dan Carrero; Sandra Daniels; Barb Armstrong

Top Row: Ken Collins; Ray Pagan; Clayton Nelson

Missing from the picture are: Fran McCaffrey, Julie Ford, Miriam Silva, Celeste Baker, Lisa Elliott, and Liz Garcia.

Quick Movie Review

by Barb Armstrong

Body of Lies: The setting is the Middle East. Roger Ferris (Leonardo DiCaprio) is a CIA field agent fighting terrorists. In order to do this he must trust people, which is almost impossible to do in his line of work. He enlists the aid of the well-respected head of Jordanian Intelligence, Hani Salaam (Mark Strong). Roger needs to trust Hani, despite the warnings of his CIA "dispatcher/advisor" Ed Hoffman (Russell Crowe). Ed is advising Roger from Washington, D.C. by means of satellite imagery so precise that it can pinpoint a person walking in a crowded street. Roger and Hani agree to infiltrate a well-know terrorist "safe house" in the city of Aaman. Together they have a plan, but the trust factor plays into things and Roger decides to go with his own plan. He gets into trouble and I don't want to ruin the ending. *Note: This movie is violent and has adult language. There are also some subtitles when people are speaking Arabic.*

Changeling: Contrary to what our local critics thought, I found this movie to be outstanding. The acting was superb, especially by Angelina Jolie, who played the mother (Christine Collins) of nine-year old Walter (Gattlin Griffith) who was the missing child in the movie. The story is based on true events and set back in 1928. Christine is a single mom trying to juggle raising her son and working at the same time. Called into work on a day off, she comes home to find Walter gone. She calls the police (Los Angeles) only to be told that she needs to wait 24 hours before she can declare him missing - quite a switch from today's attitude. After five months of searching, the police bring Walter home. The only problem was, the boy they found was not Christine's son. The story evolves from there, revealing the corruption in the LA police department, so passionately brought out by the local Presbyterian Minister (John Malkovich) whose radio show constantly bombards the city with facts about the local law enforcement officials.

Note: Although this movie starts out mildly enough, it is not for the squeamish. There are some facts dug up during the investigation that are quite disturbing.

Congratulations to Jeff Cole on his retirement from LCCC. He has been with the college for more than 30 years.

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Question of the Month Compiled by Barb Armstrong

Thank you for your **huge** response to this question of the month. Read this and get hungry!

What is your favorite recipe or food for the holiday season?

Candied yams and cranberry salad.
Luceille L. Miller, BSN, RN
Allied Health & Nursing

Oooo! There are so many! If I had to narrow it down, my mother's stuffing is incredible. She literally has to make multiple pans of it! We can eat just that for a leftover meal and be totally satisfied!
Christina Neidert
Campus Security

Bed time cookies – soooooo easy to make. Mix spoon put them in the oven – turn off the oven and go to bed!
Su Ann Scoglietti
Center for Lifelong Learning
(Recipe in the **Recipe File**)

My favorite recipe for the holiday season is called “Christmas Mice”. You take a maraschino cherry with the stem and dip it in chocolate. While it's still wet, attach it to an unwrapped Hersheys Kiss. Tuck 2 almond slivers between the cherry and the candy to act as ears. Place the “mouse” on the cream half of an Oreo cookie twisted open. Pipe gel or icing on the Kiss for the eyes and there you have it. The point of the kiss is the nose of the mouse and the cherry stem is the tail. These are very cute and are a big hit.
Jasmine Barczyk
Instructional Television and Media Services

Cherries jubilee!
Rita Blanford, M.A., M.L.S.
Reference Librarian

Egg nog, of course.
Ihor Suszko
Arts & Humanities

OOO! I have a hot chocolate recipe book.
Elizabeth Settle
Information Systems & Services
(Recipe in the **Recipe File**)

Fudge!
Mary Beth Riley
Library Learning Resource Center

I love my mother in law's recipe for stuffing. Thanks goodness, my wonderful sister in law can make it just as well as my mother in law did!!!
Valerie Taylor
Allied Health & Nursing

Good Old Fashioned Bread Stuffing!
Lu Phillips
Institutional Effectiveness & Planning
(Recipe in the **Recipe File**)

Curry goat.
J. Terry Robinson
Director of Human Resources

Christmas cookies—all kinds, but especially cut-outs!
Patty Mack
Academic Foundations

My favorite food at Christmas is Bohemian kolatchy. It has dough made with vanilla ice cream. The dough is then rolled out and cut into squares. Each square is filled in the center with preserves, cream cheese or nut filling. You fold in two opposite corners and bake. When cooled, you sprinkle with powdered sugar. Yummy!
Sheryl Mariner
Admissions & Records

Sweet potatoes.
Aimee Dickinson
Social Science & Human Services

An old family recipe that I make for friends & family every year.
Keith E. Washburn, Dean
Library and Learning Resources Division
(Recipe in the **Recipe File**)

Homemade pumpkin rolls and crème de menthe brownies.
Linda McLaughlin
Engineering Technologies

My mother's “Million Dollar Chocolate Fudge”!
Kristin Makinen
Stocker Fine Arts Center

A three-way tie: jam thumbprints, sandies (aka butterballs) and sugar cookies with sprinkles.
Richard Pasky
Academic Foundations

Bread pudding with anise sauce! Ymmmmm!
Janet M. Mohrman
Office Assistant, Connections Center

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The Recipe File



Good Old Fashioned Bread Stuffing

submitted by Lu Phillips

Water

Turkey neck

Turkey giblets

Bunch of celery sliced into ½ inch slices (do not include the inner leaves)

2 very large onions (3 if you like onions, sliced or chopped

4 boxes of boxed stuffing

2 bags sage and onion croutons

2 bags seasoned bread crumbs

1 loaf stuffing bread (white or wheat or the bread of your choice works fine)

Sage

In a stock pot combine water, turkey neck, turkey giblets, celery, and onions. Bring to a boil and let simmer for 1-1 1/2 hours, until the neck and giblets are tender. Remove the neck and giblets. Chop the giblets and the neck skin. Add them back to the pot. Add all of the juice from the turkey that has been roasting. (You can substitute chicken or turkey broth from the store) to the pot of liquid. In an aluminum roaster pan (square or “turkey shaped”) put the 4 boxes of stuffing mix, 1 bag each of croutons/crums, and the loaf of bread torn into pieces. Slowly add the liquid to the dry mix by ladles to ensure even distribution of the liquid. Keep adding until the stuffing is very moist. You may have to balance out the liquid with more croutons/crums. **BE CAREFUL MIXTURE WILL BE HOT!** I make sure to have my pan on a cookie sheet. When you have the stuffing mixed, add sage to taste. Bake in a 350 degree oven until the crust is a deep golden brown, about an hour. This serves about 12-15 people. You can omit the giblets and neck if desired. I make it every year for our 4-H banquet, my home, and I have a friend who comes and picks up a pan I make for her. There is never any left.

Note: This is one of those pinch of this and pinch of that type recipes. Be sure to taste it!

Hot Chocolate Eggnog

submitted by Elizabeth Settle

2 cups whole milk

1/2 c. heavy cream

1/4 c. sugar

1/4 tsp. freshly grated nutmeg

1/2 vanilla bean

6 large eggs yolks

3 oz. bittersweet chocolate (60% cocoa), chopped

Unsweetened whipped cream for serving

Freshly grated nutmeg for serving

In a small saucepan, combine the milk, cream, sugar, and nutmeg. Split the vanilla bean lengthwise and scrape the seeds into the milk mixture. Add the vanilla pod into the milk mixture and bring to a simmer over medium-low heat. Remove from the heat and set aside to steep for about 20 minutes. Return to a simmer over medium heat. After the mixture is hot, remove a small amount of it and whisk into the egg yolks, then return the egg yolk/milk mixture to the all-milk mixture. Cook, stirring constantly, until slightly thickened, about 5 minutes. Remove from the heat, add the chocolate, and let sit for a few seconds, until the chocolate melts. Whisk to combine, then pour into mugs through a fine-mesh sieve. Top with whipped cream and freshly grated nutmeg and serve immediately. Makes 4 servings.

Yule Wreaths

Submitted by Keith Washburn

Two 12-oz. packages of Semi-dark chocolate chips (Hershey’s highly preferred)

All-Bran cereal (approx. half of the large box ... the 18.3 oz.

Size... per 2 pkgs. of chips). This is the healthy part!

Red cinnamon decorating candy dots (about half a small bottle)

Green decorating shaking sugar (about half a small bottle)

Wax paper

Pointy teaspoon or equivalent

Melt chips in pan over VERY low heat (to avoid scorching chocolate). Stir melted chocolate until smooth and reasonably fluid.

Mix in All-Bran gradually. The right amount is difficult to gauge, but stop adding All-Bran when it is still possible to cover it with the chocolate in the pan, and before your wrist snaps off from stirring it.

Scoop about 18 rounded piles (16-20) of the warm All-Bran/chocolate mix onto wax paper (you will need to do this pretty rapidly, as the little piles will now start to cool and harden, and you still need to form them into the shape of wreaths).

Form them into the shape of little wreaths, using a pointy teaspoon or similar utensil to carve out a middle and round the edges (this goes a lot faster if you have a Santa’s helper).

Place 3 or 4 red cinnamon candies on each wreath and pat them down so that they stick to the chocolate.

Sprinkle the green decorating shaking sugar over each wreath (at this point the wreaths are getting cool fast, so go ahead and make a mess with the green stuff).

Cover gently with strips of wax paper and let cool for 2 hours.

There is still some of the mix left in the pan (if you haven’t been too efficient about cleaning it up fast). Enjoy it with some holiday spirits while you wait for the wreaths to finish cooling.

Bedtime Cookies

Submitted by Su Ann Scoglietti

2 egg whites, beaten

Pinch of salt

1/4 tsp. cream of tartar

2/3 c. sugar

1/4 tsp. almond extract

1 tsp. vanilla extract

1 c. nuts

1 c. chocolate chips

Preheat oven to 350 degrees. Beat egg whites until foamy. Add salt and cream of tartar. Beat well. Gradually add sugar. Beat until very stiff. Add almond and vanilla extracts. Fold in nuts and chocolate chips. Drop by teaspoonfuls on aluminum foil on a cookie sheet. Place in oven and turn off at once. Leave overnight. Makes 5 dozen.

MORE COOKIES!

To receive fabulous cookie recipes for the Holidays, you can sign up for an email newsletter from The Food Network. Just go to this webpage (copy and paste into your browser) <http://www.foodnetwork.com/newsletter-subscribe-form/package/index.html> and sign up for the FOOD NETWORK’S 12 DAYS OF COOKIES. You will need to enter your name and email address. Starting December 1, you will receive a cookie recipe a day!

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Holiday Celebration

Date: Monday,
December 8
Time: 2 to 3:30
p.m.
Location: Spitzer

The Human Resource Development Steering Committee invites you to the Annual Holiday Celebration. In the spirit of the holiday season unwrapped toys (no stuffed animals) and monetary gifts will be collected for the Salvation Army's Children's Christmas program.

Road Closed to LCCC



Starting on December 1, 2008, Case Road will be closed to traffic from Center Ridge Road (Rt. 20) to Otten Road. Only local residents

and emergency vehicles will have access. The road will be closed until May 1, 2009 to allow for construction of a sanitary sewer line that was ordered by the Ohio EPA to ease longstanding flooding problems in that area. During the shutdown, traffic will most likely be diverted off Case Road east, onto Otten Road and Barres Road to Stoney Ridge Road. An alternate route would direct traffic onto Avalon Drive (off Case Road) to Stoney Ridge, according to North Ridgeville City Engineer, Larry Griffith. The lift station being built is on property owned by LCCC. The station will pump water to existing sewer lines on Center Ridge road to help residents in the area who have been using septic tanks that are not functioning as efficiently as they once did.



The BTB committee in conjunction with the Executive Staff Council have decided to move towards a paperless production process in an effort to help our campus to become a more environmentally friendly institution. You may still print a hard copy from your computer if you would like.

College Center Construction

The College Center building is closed for the duration of the building renovations. Below is a list temporary offices on campus.

Department	New Location
	-Library/ Community Resource Center
Bookstore	Multi-Purpose Center (old LCCC Library)
Bursar's Office	Multi-Purpose Center (old LCCC Library)
Campus Security	LC 102
Career Services/CORE	LC 132
Center for Teaching Excellence	LC 237
Connections Center	LC 169
Counseling	LC 158
Distance Learning	LC 234
Elyria Public Library North Branch	LC 122
Enrollment Services	LC 165
Financial Services Center	LC 157
LCCC Library	LC 202
Marketing	Multi-Purpose Center (old LCCC Library)
Records Office	Multi-Purpose Center (old LCCC Library)
Student Life	Multi-Purpose Center (old LCCC Library)
Teacher Education Resource Center	LR 216 (old LCCC Library)
Testing and Assessment Center	PC 107
Transfer Center	LC 157
Women's Link	LC 144

Welcome to the Bell Tower Bulletin, a monthly newsletter for Lorain County Community College Staff. We hope you enjoy this issue. Send comments, suggestions and feedback to BTB to [Bell.Tower@lorainccc.edu](mailto:bell.tower@lorainccc.edu). Next deadline for article and/or image submission is due December 29.