

# FYI

Staff Update • Institute on Community Integration  
College of Education • University of Minnesota

March 15, 1995

## Committees Improving ICI

What would a university be without committees? And as we all know, the Institute on Community Integration (ICI) abounds with them. But unlike your standard "Committee to Assess the Efficacy of Committees," ICI's committees are doing substantive work. In the last year, four committees were established: Community Building, Reporting and Evaluation, Staff Development, and Cultural Competence. Says Director Scott McConnell, "These four committees were set up to address important and general areas of concern at ICI. Also, through these committees there is an opportunity to increase participation among ICI staff in the process of planning." McConnell also stresses that these committees play an important role in building community at ICI. Following is an update on the progress of these four committees.

**Community Building Committee.** Because many people have been feeling lost at the ever-expanding ICI, this committee was created to help everyone stay connected. Friday, April 7, the committee is sponsoring a "Community Potluck Lunch" from 11:30 a.m. to 1:30 p.m. at the Burton Hall atrium, the first of a quarterly event. The committee has also put up community bulletin boards which are located in Rooms 5 and 214. All are welcome to post items. For more information, call Pam Hunt at 625-3863.

**Reporting and Evaluation.** This committee was formed to improve ICI's quarterly reporting system, which has not been working efficiently. The committee has proposed a new process where each project will have a set of forms and a project coordinator will be responsible for them. When completed, a representative from the Reporting and Evaluation Committee will go over the forms with the PI. Hence, there will be fewer forms to fewer people, an identified support person, a mechanism for oversight, and hopefully, less work. A longterm goal is to get the information that's compiled on-line in a way that ICI staff can access it, especially for writing and renewing grants. For more information, contact Tim Soulen at 624-7337.

**Staff Development.** This committee was developed to address staff training needs and to help provide training in areas such as grant management and computers. The committee is preparing to distribute a three-page survey to every employee regarding their training needs. Courses may start next quarter. The committee is also preparing a staff orientation packet for those who missed the Fall retreat or were hired after it; the packet will be available to anyone to review policies or refresh their memory on the information. For more information, contact Ginny Traylor at 626-8649.

**Cultural Competence.** The reauthorized Developmental Disabilities Act includes language regarding the "cultural competency" of organizations or individuals who receive federal funds. ICI's Community Advisory Committee raised the question, "How well does the Institute measure up to the statute?" The Cultural Competence Committee was formed to respond to that question. The committee has recently put together an action plan that includes a draft document that outlines assessment strategies. The committee welcomes feedback from anyone who wants to review the document. For more information, or to see a copy of this document, call Mary Sinclair at 624-4335.

## Staff Update

- **Staff Arrivals and Departures:**  
**Dawn Hankwitz** is the new student accounts assistant in Room 102.  
**Susan O'Neil** is the new coordinator for Performance Based Contract with **Charlie Lakin** and **Amy Hewitt**.  
Student secretary **Laurie Nelson** is leaving due to graduation.
- **Scott McConnell** has accepted an appointment to a second term as director of the Institute on Community Integration, effective July 1, 1995.
- ICI continues to expand its boundaries beyond Pattee Hall this week as some members of the transition program area move to Wulling Hall. Moving to Wulling are **Kay Almer**, **Peter Aleshire**, **Kevin Bao**, **Ruth Berman**, **Marie Blackburn**, **Ross Flom**, **Barbara Guy**, **Sarah Henderson**, **David Johnson**, **Hung-Chih Lin**, **Joan Lovegren**, **Patricia Merrill**, and **Joe Muskin**. **Pam Hunt** and **Julie Lindholm** have moved into 101-D Pattee. Also moving within Pattee Hall are **Brian Aberly** to Room 111c, **Amy Hewitt** to Room 107, and **Andy Halper** to Room 110b.
- **Pam Hunt** and **Julie Lindholm** recently presented a poster session at the Council for Exceptional Children.
- Over 350 people attended the annual "Reinventing Quality" conference in Phoenix, Arizona, cosponsored by RRTC. RRTC staff involved were **Amy Hewitt**, **Bob Prouty**, **Ellen Blake**, and **Charlie Lakin**.

## Dates to Remember . . .

- **March 20/April 3:** Institute Council meeting, 9:30 a.m., Room 118.
- **April 7:** Community Advisory Committee meeting, 1:30 p.m., Radisson Hotel-Metrodome, Northrup Room.

## From the Front Office

*News from ICI's Administrative Staff*

- **Happy Ants.** The ants in ICI have been having a field day in the kitchen. ICI's front office staff would greatly appreciate everyone's assistance in keeping the kitchen clean. If you use it, clean it.
- **Thefts continue.** A purse was stolen last week from an office on the 2nd floor of Pattee Hall. If you are leaving your office, even if only for a couple minutes, lock your valuables or take them with you. Thieves stealing wallets and purses from labs and offices are common at the University.
- **Institute Council Meeting.** During the Institute Council meeting on March 6, Mary Sinclair presented a report on the current activities of the Cultural Competence Committee (see article on page one). Self-advocate Irving Martin sought advice from the council for his idea to write a book about his life. Many suggestions were made which included producing a video instead, which has the advantage of greater accessibility to individuals who do not read well. Tim Soulen gave an update on the College of Education computer network, which included an announcement that the RTCG is working on a World Wide Web server for ICI. David Johnson reported on the proposed federal budget cuts which threaten disability services. Vicki Gaylord asked Council members to share with their program areas the newly approved plan to charge projects for publication's staff time. Complete minutes of all Council meetings are kept in Room 102.

## Bits and Pieces

*Information from the Institute's Research and Technology Consulting Group (RTCG, 110 Pattee, 4-7337) and the Publications Office (109 Pattee, 4-4512).*

### • Political E-Mail

- **Got a beef with the government? Want to thank your legislator?** Use e-mail to contact the politicians that impact our lives. Through POPMail you can send messages to the following politicians:

Newt Gingrich: georgia6@hr.house.gov

President Clinton: president@washington.gov or, clintonpz@aol.com

Vice President Gore: vice.president@washington.gov

To get e-mail addresses for Minnesota House and Senate members, check out World Wide Web site: //gopher.revisor.leg.state.mn.u

For information on using Popmail, Gopher, and the World Wide Web, or to get connected, please contact Tim Soulen at 624-7337.

### • Libraries, New Publications

- **ICI Publications in Your Library.** Last autumn we started listing ICI publications in the Vertical File Index, a directory used by librarians to select newsletters, booklets, brochures, and other similar materials for inclusion in each library's vertical files. Since that time the response has been incredible: 197 public, college, and public school libraries in 38 states are now ordering our materials. Of primary interest so far is IMPACT. So, look for us in your local library's vertical file.
- **New publications.** Coming off the press soon will be the new resource guide, *Powerful Partnerships: Parents & Professional Building Inclusive Recreation Programs Together* which will be available through the Publications office.

## Miscellaneous

- **Inclusive Recreation Workshop.** On Sunday, April 2, the Therapeutic Recreation Leadership Training Grant will present "Powerful Partnerships: Parents & Professional Building Inclusive Recreation Program Together," a workshop that will focus on ways that parents and professionals can work together to successfully create inclusive recreation programs. The event will be held at the Jewish Community Center of the Greater St. Paul Area from 10:00 a.m. to 4:00 p.m. For further information, call Joni Bergquist at 625-7583.
- **Respite Care Seminar.** Tuesday, March 21, Patricia Dunn, coordinator for Interchange Respite Care (N.S.W.) Inc. from Sydney, Australia will lead a discussion on Respite Care for People with Disabilities in Australia. Roger Stancliffe from ICI will serve as discussant. The seminar will be held in Conference Room 16 in Pattee Hall from 10:00-11:30 a.m.
- **Yuko Mita** of the Institute on Developmental Research in Japan recently visited the RRTC and community agencies including Arc-Hennepin, PACER, and New Directions. Her visit was scheduled to coincide with her participation in the International Conference on Respite Care in Canada.
- **Conversations in the College Community.** The lunch-time "Conversations" continue on March 22, "Integrating Vocational and Academic Education," with George Copa and Jane Plihal, Vo-Tech Ed, and on March 29, "Learning Best through Play," with Stuart J. Schleien and John Rynders. The "Conversations" are held every Wednesday from noon to 1:30 p.m. in 250 Wulling Hall.
- **Birthdays.** Kay Almer (3/20); Terri Vandercook (3/25); Nahoon Kwak (3/21); Liz Carlon (3/26); Sharon Olson (3/19); Jennifer Robey (3/19); Karen Rush (4/8); Mike Sharpe (3/27).