HAPPY HOLIDAYS FROM STAFF AND FACULTY
CYPRESS COLLEGE COURT REPORTING

DATES TO REMEMBER:

December 11: Last day for TC’s
December 14: Outside practice calendars are due
January 18: HOLIDAY
Today thru January 19: Registration in Progress
January 19: First day of Spring 2010 semester
January 30: Last day to drop classes with a refund
February 7: Last day to add full-term classes
February 7: Last day to drop classes without a “W”
February 12/15: HOLIDAYS
February 19: CSR Machine Examination, Los Angeles
March 10: CSR Grad Reunion Luncheon
March 12-14: NCRA Mid-Year Convention in San Francisco
March 29-April 2: SPRING RECESS
June 25: CSR Machine Examination, Los Angeles
**SPELL-A-THON WINNERS**

Thirteen contenders vied for the coveted first place spot in the November Spell-a-Thon. Congratulations to Sarah Hong, who won the first-place prize of $50.

Sarah outlasted her fellow participants who went through tyranny, eucalyptus, negligee, and piebald to win the semi-annual event.

Thanks to the following students for their participation and enthusiasm:

Lloyd Anderson  
Kelvin Do – Second Place  
Melissa Glidewell  
Lisa Pechan-Lattimore  
Keri Leatherman – Third Place  
Felicity Lucero  
Rachel Pearlman  
Brittney Quintana  
Darlene Villa  
Travis Winnie

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**PAPER ON SALE ON MONDAY AT NOON ON DECEMBER 14TH**

The 307 storeroom will be OPEN to sell paper and also to distribute packs of paper to the live readers from the fall semester. All paper not previously picked up has been added to the list.
CYPRESS COLLEGE COURT REPORTING CLUB

Meeting Minutes
December 1, 2009

Opening: The regular meeting of the Cypress College Court Reporting Club was called to order at 12:37 pm in room 304 by Melissa Glidewell.

Present: Mrs. Freer, Melissa Glidewell, Shannon Kelly, Lloyd Anderson, Bo Kim and Crista Yokoyama.

A. Call to order
Melissa Glidewell called the meeting to order.

B. Open issues
The annual HOLIDAY/Christmas party potluck brunch will be held December 10 from 9:30-11:30am. There will be a silent auction and guest speaker Kathleen O’Neil. The spell-a-thon prizes will also be given out to Sarah Hong for first place, Kelvin Do for second place, and Keri Leatherman for third place.

C. New business
There is a National NCRA Convention that will be held in San Francisco March 12-14. The court reporting club will be sponsoring two students to attend the convention.

Adjournment: The meeting was adjourned at 12:50 pm by Melissa Glidewell.

Minutes submitted by: Crista Yokoyama

SCHEDULE OF CLASSES THAT ARE CROSSLISTED

CTRP 73AC—Spelling 11:00 a.m. Friday in 311
CTRP 73CC—Formatting 8:00 a.m. Friday in 311
CTRP 73DC—Proofreading 9:00 a.m. Friday in 311
CTRP 46/54—Two/Four & SpeedBuilding 11:00 a.m. M thru Th (grade on Friday)
CTRP 50—Qualifiers 10:00 a.m. Tuesday & Thursday in 304
CTRP 51—CC Legal 10:00 Monday/Wednesday/Friday in 304
CTRP 62—Notary Class There is a new CRN for this class, as it is supposed to meet four times, not two times as mentioned in the schedule. Go to the CC website and it will direct you to the new CRN if you put in the 23666.

All Internships meet on Mondays at 1:15 to 3:05 p.m.