Alumni Discover a Lifelong Commitment to Education, Community and Each Other at CCAC

For many, the Community College of Allegheny County (CCAC) represents an avenue of purpose, an opportunity to advance. Although that value has always been clear to them, Edward and Suzanne Karlovich see CCAC as so much more—it truly represents a beginning for the couple.

Ed and Suzanne were both born in the Pittsburgh area, though their lives leading to CCAC varied. Suzanne was trained to enter the administrative workforce while in high school and though she valued the work, she desired a different career path. Ed took a year off after high school to discover his career interests while working as a clerical assistant for the Federal Bureau of Investigation in Washington, D.C. In 1978, Ed and Suzanne were eager to start their educational journeys and enrolled at CCAC–Allegheny Campus.

At any one moment, in any one term and in any of CCAC’s numerous classrooms, students interact, share their opinions, ideas and dreams and form lasting friendships. It was one of these chance interactions that brought Ed and Suzanne together. They met in an economics course at CCAC–Allegheny Campus and quickly formed a lifelong friendship. Not only did CCAC connect the two, but it also helped Ed and Suzanne realize their professional directions, and more
so, the role that education would play in both of their lives.

Ed and Suzanne knew that the time they spent at CCAC had altered their perspectives and gave them insight into a variety of ideas and people to which they had not yet been exposed. Their connection with each other strengthened as they earned their associate’s degrees and transferred to Duquesne University to pursue bachelor’s degrees in Accounting. After graduating, Suzanne earned her Master of Business Administration degree from Duquesne, while Ed completed his at the University of Pittsburgh.

Suzanne went to work for Peat, Marwick, Mitchell & Co. in 1982. Eight years later, she began working at Duquesne Light, where she held multiple leadership roles until her retirement in 2009. Today, Suzanne is a very active volunteer with the Civic Light Opera Guild, Shadyside Hospital Auxiliary, St. Lucy’s Auxiliary and The Ellis School. In 1982, Ed started working at Arthur Andersen, before transitioning to the University of Pittsburgh Medical Center (UPMC) in 1990. At UPMC, Ed currently serves as the Chief Financial Officer, Hospital and Community Services Division. Like his wife, he is also an active volunteer and serves as a board member for the Civic Light Opera and the CCAC Educational Foundation.

Ed and Suzanne value the opportunities they have realized through their pursuit of higher education. Perhaps one of the most significant benefits is having the overall experience and knowledge to guide the educational paths for their two daughters—one of whom is attending The Ellis School and the other who is attending Duke University.

“I feel CCAC was instrumental in my personal and professional development, which is why I give back,” said Ed. “The education we received provided us both with a lot to be successful in life and in our careers. I also met my wife [at CCAC] and I was fortunate enough to meet somebody who shared common interests and kept me so focused.”

Ed and Suzanne Karlovich pursued a higher education, discovered their professional interests and, most memorably, met each other in an economics course at CCAC. As CCAC alumni, they are aware, first-hand, of the benefits CCAC provides to so many. And it may very well be that understanding, combined with their altruistic sentiment, that explains why Ed and Suzanne are able to realize the personal successes they have, and why they continue to dedicate themselves so generously in securing a better future for our community through CCAC.

Additional alumni profiles are available on the alumni website.

www.ccac.edu/alumni

Visit the Featured Alumni Profile and Alumni Profile Archives section.

Do you know an interesting member of the CCAC Alumni Community?

If so, we would like feature them in a future edition…

Submit your suggestions to:
CCAC Alumni Affairs | alumni@ccac.edu | 412.237.3303

The first choice for faster results.
Recently, the CCAC Court Reporting program was awarded a highly-competitive $266,175 grant from the U.S. Department of Education. CCAC was one of only three programs nationwide to receive the Real-Time Writers Grant, which is awarded to help enhance the educational opportunities that Court Reporting students receive through program curricula and activities.

Serving as project director for initiatives related to the Real-Time Writers Grant is CCAC Court Reporting Professor Mary Beth Johnson.

“We are excited about the challenge of developing a captioning classroom to train court reporting students and retrain graduates. Scholarship opportunities will be available for those individuals who wish to participate in this cutting-edge program. Please stay in touch with your alma mater by choosing CCAC to continue your court reporting education. It is my pleasure to administer this program. The court reporting curriculum at CCAC continues to touch the future through our innovative teaching strategies,” says Professor Johnson.

Court Reporting faculty members hope to use the Real-Time Writers Grant to achieve the following objectives:

- Train and re-train court reporters through the establishment of partnerships with local businesses and organizations such as the Pennsylvania Court Reporters Association
- Increase scholarship funding, mentoring opportunities and program recruitment activities
- Upgrade educational equipment and provide online training
- Expand the captioning training curriculum as well as develop a Spanish language captioning component

CCAC’s Court Reporting program is one of about 53 programs throughout the nation that are certified by the National Court Reporter’s Association, and one of only two in Pennsylvania with the same distinction. CCAC Court Reporting alumni provide a valued and skilled service to many professions, ranging from the courtroom to sports arenas. As times and technologies move forward, many of the approximately 35,000 court reporting professionals in the US are nearing retirement, while at the same time, new media and practices are constantly being developed for real-time writers.

The IRA Charitable Rollover is extended through December 31, 2013.

The IRA Charitable Rollover allows individuals age 70 1/2 or older to make direct transfers totaling up to $100,000 per year to 501(c)(3) organizations, without having to count the transfers as income for federal income tax purposes.

- **Who qualifies?** Individuals who are age 70 1/2 or older at the time of the contribution.
- **How much can I transfer?** Up to $100,000 per year.
- **From what accounts can I make transfers?** Transfers must come from your IRAs directly to CCAC.
- **Can I use the rollover to support a particular purpose at CCAC?** As with all other gifts, you can direct your IRA Charitable Rollover gift as you see fit.
- **Does this transfer qualify as my minimum required distribution?** Once you reach age 70 1/2, you are required to take minimum distributions from your retirement plans each year. IRA charitable rollovers count towards your minimum required distributions for the year.

Learn More
Contact Jarrett Stull, director, Major and Planned Gifts, in the CCAC Educational Foundation to learn more about the IRA Charitable Rollover or other charitable giving plans that may be right for you.

412.237.6576 | jstull@ccac.edu | ccac.edu/plannedgiving

ccac.edu

The first choice for faster results.
Maximizing Résumé Visibility

Preparing a descriptive and interesting résumé can improve a job seeker’s chances of getting an interview. The right résumé gives a good first impression and lets employers know about your skills, experience, education and interests in a clear, concise and noteworthy manner. The following lists include tips to help you compile a résumé worth reading:

Do’s:
- Use Microsoft Word to create your résumé
- Use white 8½” x 11” paper, printed on one side only
- Be concise, truthful and match your skills to each job
- Use a standard address format below your name
- List a phone number on its own line
- Use a font size of 10 to 14 points
- Use standard fonts such as Times New Roman or Arial
- Use boldface and/or all capital letters for section headings

Don’ts:
- Do not use templates; they tend to produce identical-looking resumes, they lack flexibility and will not allow you to edit, delete or add information easily
- Do not use headers or footers
- Do not abbreviate (except for state) and do not use job-specific jargon
- Do not use first person language (I or me)
- Do not condense spacing between letters
- Do not use overly-ornate formatting such as italics, shadows and reverses (white letter on a black background) or graphics, as these do not scan well

Additional Tips:
- Use enough keywords to define your skills, experience, education and professional affiliations
- Describe your experience with concrete words rather than vague descriptions. For example, it is better to use “managed a team of three software engineers” than “responsible for managing, training…”
- Use more than one page, if necessary, but do not go beyond two pages. If your resume is two pages, make sure the second page has a heading with your name and page two
- Increase your list of keywords by including specifics. For example, list the names of software you use such as Microsoft Word, Access and Excel and add examples of your use
- Describe your interpersonal traits and give examples. Keywords could include dependable (100% attendance), skilled in time manager (successfully managed a part-time job while attending school full-time and achieving a 4.0 GPA)
- Use job descriptions to uncover key words to include in your resume

Suggestions are Welcome!
Alumni Affairs and Job Placement & Career Services would like to collect your ideas on articles and topics you would like us to discuss in this new section. To submit your suggestions, email us at alumni@ccac.edu or call 412.237.3033.
Nursing Alumni Chapter

The Nursing Alumni Chapter is looking forward to an active and exciting 2014! On September 5, the CCAC Nursing Alumni Chapter Steering Committee met for their third meeting in 2013 and developed a mission focused upon advocacy, mentoring, professional development and enriching the CCAC Nursing Alumni Community through networking, outreach and other opportunities. A fourth meeting has been scheduled for Monday, December 9, with communications to CCAC Nursing Alumni regarding events and meetings for the upcoming year to follow shortly thereafter.

The CCAC Nursing Alumni Chapter welcomes all members of the CCAC Nursing Alumni Community. If you are a CCAC Nursing Alum interested in reconnecting, networking, mentoring or attending a steering committee meeting, email us at alumni@ccac.edu or call 412.237.3033.

Court Reporting Alumni Chapter

CCAC has one of the most recognized Court Reporting programs in the region. Our alumni hold successful careers in courtrooms, television studios, offices and numerous other professional settings. As the new year approaches, we would like to invite graduates of the CCAC Court Reporting program to help establish the first CCAC Court Reporting Alumni Chapter. This chapter will focus on networking, service, mentoring and continuing education events for all CCAC Court Reporting Alumni.

Currently, we are planning a chapter “kick-off” event for all Court Reporting Alumni in early 2014. Alumni may volunteer as chapter steering committee members at this event; however, if you are a Court Reporting Alum interested in joining the Court Reporting Chapter’s inaugural steering committee now, please feel free to email us at alumni@ccac.edu or call 412.237.3033.

Respiratory Therapy Alumni Chapter

There are more than 1,000 Respiratory Therapy, Respiratory Therapy Technician or Inhalation Therapy alumni who have graduated from CCAC. If you are one of these many alumni, then we would like to extend an open invitation to help build the inaugural CCAC Respiratory Therapy Alumni Chapter. By serving on the chapter’s steering committee, Respiratory Therapy Alumni will work with CCAC faculty and staff to plan networking, service, social, certification and continuing education events that will help enhance the Respiratory Therapy Alumni experience.

The CCAC Respiratory Therapy Alumni Chapter welcomes all members of the CCAC Respiratory Therapy Alumni Community. If you are a CCAC Respiratory Therapy, Respiratory Therapy Technician or Inhalation Therapy Alum interested in being involved, email us at alumni@ccac.edu or call 412.237.3033.

Looking to Reconnect with Classmates?

Involvement in an Alumni Chapter helps reconnect CCAC classmates, study partners and friends through professional development, volunteering and networking opportunities. If you are interested in helping to start our next Alumni Chapter, email us at alumni@ccac.edu or call 412.237.3033.
CCAC Vision
CCAC maintains a caring educational gateway to workforce and academic attainment and provides a comprehensive and integrated learning network that unites faculty, staff, students, community, education and business partners.

CCAC Mission
Provide affordable access to quality education, and offer a dynamic, diverse and supportive learning environment that prepares the region’s residents for academic, professional and personal success in our changing global society.

CCAC Alumni Program Mission
The mission of the CCAC Alumni Program is threefold: to create a sense of advocacy for the college in the community which CCAC serves, to connect current students with alumni to help facilitate their career and professional development and to provide additional financial resources for the college.

Let Us Know
We would like to know how the college and its Alumni Program can better serve our alumni. Alumni who are interested in on-campus events or activities, or would like to volunteer, can contact the Alumni Program at alumni@ccac.edu.

Connect with Alumni through Social Media
In an attempt to connect with more of our alumni, the CCAC Alumni Program maintains a presence on several social media sites, including Facebook and LinkedIn. Join the CCAC Alumni Program’s social media sites to stay connected and receive updates.

Alumni who are already Facebook users, or who are interested in registering for Facebook and adding CCAC Alumni as a friend, should visit our Facebook profile: CCAC Alum
Alumni may also follow us on the professional networking site LinkedIn. Alumni who are LinkedIn users, or who are interested in registering for LinkedIn and adding CCAC Alumni as a network contact, can visit our profile on LinkedIn: CCAC Alumni

Share the Experience, Become a CCAC Alumni Mentor
Interested in sharing your professional knowledge with CCAC students? The Alumni Affairs office is in the process of revitalizing our mentoring program, drawing upon the vast experiences of all our distinguished alumni and friends. The following mentoring opportunities are a remarkable way to help today’s CCAC students as an active Alumni Community member:
• Guest-lecture a CCAC class
• Give a presentation at a program-specific event
• Work one-on-one with a CCAC student

Contact us today via email at alumni@ccac.edu or call 412.237.3033 for more information on the CCAC Alumni Mentoring program. Share your experience by becoming a CCAC Alumni Mentor!

Let us KNOW if...

... You have remembered CCAC in your will, trust or other estate planning arrangement.
We want to recognize your thoughtful commitment and discuss how you wish for your gift and legacy to be permanently part of CCAC.

... You are interested in learning how you can remember CCAC in your estate plan.
You can make a gift that costs you nothing now or a gift that benefits CCAC and your loved ones.
Let us know about your plans or interest in learning more by contacting
Jarrett Stull, director, Major and Planned Gifts
412.237.6575 • jstull@ccac.edu

Learn more about charitable estate planning by visiting us on the web.
crac.edu/plannedgiving
CCAC Alumna to Bike across the Nation

Stacie Truszkowski ('94, Boyce) never thought that what started as an interest in bicycling would one day lead her to what may very well be the ride of her life.

Next summer, Stacie will participate in the Race Across America, an annual bicycle race that begins in Oceanside, CA, and ends in Annapolis, MD. As a member of Team PHenomenal Hope (Team PH), Stacie and her teammates are riding to raise awareness and research funding for pulmonary hypertension, a disease that causes high blood pressure in the lungs.

Stacie has been cycling for six years. She joined a women's cycling team about five years ago, which is where she first met future Team PH teammate Patty George. The two friends discussed doing something truly momentous, as each had a milestone birthday approaching. Stacie and Patty chose to participate in the Race Across America. The two formed Team PH and decided they would race to help support the Pulmonary Hypertension Association, and after some time, they approached the University of Pittsburgh Medical Center and were awarded a sponsorship.

Stacie currently works as an administrative assistant at UPMC’s Division of Pulmonary, Allergy and Critical Care Medicine. She will be riding with team members Patty George, Ryanne Palermo and Anne-Marie Alderson, along with Kate Bennett as crew chief and Greta Daniels and Sara Harper as alternate cyclists.

Training for a bicycle race across a nation is not an easy undertaking, but Stacie remains focused, and she feels that her diligence is partly due to her CCAC education. “CCAC is a great place to begin to mold yourself into the person you want to be; to build your character and to find out what you are capable of,” Stacie says.

The CCAC Alumni Affairs office and the CCAC Alumni Community wish Stacie and Team PHenomenal Hope the best of luck on their ride! For more information on Team PH, visit the team’s website at: TeamPHenomenalHope.org