



# Hotline



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October - December 2004

The MCI Hotline is published quarterly by MCI providing you with up-to-date information. Feedback from the Hotline identified the need to expand our distribution list. Although distribution of the Hotline goes to each RUC, many Marines do not receive important MCI updates contained in these newsletters. In an effort to bridge this information gap, the Hotline will now be included in the packing list of every MCI course and included on MCI's Web page.

## Deputy Director's Corner

The Marines and civilian Marines of the Marine Corps Institute would like to take this opportunity to welcome our new Director, Colonel Terry M. Lockard. He relieved Colonel Daniel P. O'Brien as the Commanding Officer of Marine Barracks Washington and Director of the Marine Corps Institute on 24 September 2004. Colonel Lockard transferred from HQMC PP&O and we wish him great success during his tour. Colonel O'Brien is retiring and we wish him fair winds and following seas.

Our summer parade season has come to a close and we are gearing up for a busy fall schedule. We are currently coordinating our command visit schedule. Despite the demanding OPTEMPO in the Operating Forces, more and more Marines are enrolling in MCIs than ever before. As this fiscal year comes to a close, more than 642,000 students have enrolled in MCI courses. This represents an increase of approximately 23,000 enrollments over last year. Completion percentages are also increasing.

The message regarding the MCI Graduate of the Year, 2217BZ Sep 04, has been released. Each year MCI solicits nominations from all over the Marine Corps for the MCI Graduate of the Year. Instructions for nomination packages and procedures are in the message. The graduate is selected from a highly qualified group and is defined as the Marine who did the most with the education and knowledge that he received from the Marine Corps Institute.

We have several new courses opening for enrollment—among these are: 1381, *Math for Marines* (CD version), 1382, *Math for Marines* (Web version), 571A, *NBC*, and 0054, *Hazardous Waste/Hazardous Materials*. Please check our Web site for enrollment instructions. In addition to those listed above, several new courses will be opening for enrollment in the upcoming months.

We want to hear from you! If you have questions or need information on anything relating to MCI, please call or e-mail us and we will get the answers for you. Our students are the reason that we exist and we are fully committed to enhancing the learning experience of each and every one of you.

*Semper Fidelis*

N.B. Klaus  
LtCol, USMC

## MCI Online Web Site

In a continuing effort to improve service to our students, MCI Online is enhancing the ability to print duplicate diplomas and certificates. Within the next month, users will be able to print the certificates/diplomas from the Web site as they do now and save the document to their hard drive or have it emailed directly to them. We hope this will make it easier and more convenient to receive your diplomas and certificates.

In addition, MCI will be upgrading and replacing some Web and database servers that will speed up all processes over the next quarter. Finally, we are in the process of greatly improving the speed of UVR reporting by transferring UVR reports to their own data warehouse servers. In simple terms, this means that UVR reporting will have its very own hardware, which should greatly improve the speed and quality of UVR reports.

We hope that these upcoming improvements will help all our users and we look forward to further enhancements in the future.

## Logistics Section

The Logistics Section has been feverishly implementing new technologies to the warehouse that will bring our operation to 21st century standards. With the introduction of new conveyors, labeling and postage machinery, we are able to process and ship over 3,000 requested materials per day. Our goal is to send out all requested MCIs and PME packages within 24 hours of notification. We understand the importance of Marines receiving their MCIs in an efficient time and we work hard to ensure that we provide the service that you demand and deserve.

### How to Contact MCI

Web Site	<a href="http://www.mci.usmc.mil">www.mci.usmc.mil</a>
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Visit Us	Building 220, Lejeune Hall, Washington Navy Yard

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## Distance Learning & Technologies Department (DLTD)

The Distance Learning and Technologies Department (DLTD) begins the new fiscal year with a few departures, a few personnel changes, and a few new faces. Despite the changes, our mission remains the same: “to provide quality distance learning materials to the Operating Forces.”

We would like to say, “Fair winds and following seas” to Major Greg Corbett, who has taken command of Headquarters and Service Company, Marine Barracks Washington, D.C.; Captain Olufunmike “Fumi” Adeyemi, who has taken command of Security Company, U.S. Naval Academy; Master Sergeant James Morrison, who retired from the Marine Corps with over 20 years of service; and Staff Sergeant Nancy Holly, who retired with 20 years of service. Congratulations are due to all our Marines who have moved on in their careers or into the civilian world.

Captain Andrew “Batman” Frantz was appointed as the Deputy Director of DLTD after spending a year in the trenches as the project officer for the Combat Service Support Team. An armor officer by trade, Captain Frantz looks forward to applying maneuver warfare theory to distance learning course development. When asked how he feels about taking over his new job, Captain Frantz just says, “I have about 175,000 Marines to train today, I’m too busy to give quotes.”

MCI Company continues to receive highly motivated “new joins,” who are dedicated to training Marines around the world. We would like to welcome Staff Sergeant Steven Stone, Gunnery Sergeant Brian Shaughnessy, Gunnery Sergeant Robert Krueger, and Gunnery Sergeant Keith Rodgers as new course writers.

DLTD is excited to begin another fiscal year of course production. Our goals are to work with the various MOS Centers of Excellence to produce quality distance learning products that meet the training needs of the Marine Corps. To meet that goal quicker, we have implemented a new training program that will make our Marines and civilian Marines more proficient in the instructional design process. Though it has taken about a year to get a course completely through from design to printing, we are aiming to shorten that process to 9 months. Stand by for quality MCI courses coming downrange!

New job aids, *Embarkation Guide* and *AAV Tactical Crewman Checklist* are ready for distribution. To order, contact Ops, MCI, 912 Charles Poor Street, S.E., Washington Navy Yard, D.C. 20391-5680.

As always, MCI Company is looking for motivated SNCOs who want to make a difference by volunteering to be a course writer. If you want a challenging, yet rewarding new job that offers the many benefits of working in Washington, D.C., then tell your monitor today or call the 1stSgt at 202-685-7466 or DSN 325-7466. Your work as a distance learning instructor (DLI) will ensure you leave a lasting mark on the Corps!

## Marine in the Spotlight

After more than 39 years of Federal service, Mr. David Garnett will retire on 29 October 2004. Mr. Garnett spent the last 23 of those years with MCI working in many different areas. When he joined MCI in January 1981, he was the Professional Military Education (PME) coordinator. While working as the PME coordinator, Mr. Garnett worked with Colonel Christie, Lieutenant Colonel Scott Aiken, and Mr. Steve Jones on General Holcomb’s initial roadmap for distance learning, which became the prototype for all future refinements. Dave also introduced Information Mapping as a new method of thinking and writing distance learning course material. MCI now uses Information Mapping in all our products for the distance learning student.

Mr. Garnett moved on to assume the duties of Director for PME and MOS (red books) products. This department became the Distance Learning and Technologies Department (DLTD). He then assumed the position of Director, Student Services and Support Department (SSSD), which included overseeing both Student Services and the Logistics Division within MCI. Soon thereafter, the Division incorporated new procedures and equipment for “getting books out the door.”

Dave has seen many changes over his 20 plus years at MCI. When asked what he values the most during his time at MCI, he responded that “I hope I made a major contribution to defining the distinction between education and training, which was virtually nonexistent in 1980.” He also was instrumental in employing critical thinking into MCI education and training programs. One of the best things he was able to be a part of was online enrollment, processing, and record keeping.

During his time at MCI, Mr. Garnett published the following material:

- *Managing a Marine Corps Institute Training Program*. Washington, D.C., 1985, 2000, 2001, 2002, 2003 editions, 100+ pages. (supervisor, coordinator, designer of the publication)
- *Marine Corps Institute Catalog*. Washington, D.C., 1986, 89 pp. (coordinator of the publication)
- *The Challenge in Professional Military Correspondence Education: Critical Thinking*. Washington, D.C., 1994, 19 pp. (unpublished seminar paper read at Penn State conference on distance education, June 1994).
- Professional Military Education Department *Course Developer’s Handbook*. 1992 and 1994. (coordinator for both editions of the publication and author of individual chapters of the handbook).
- *Information Mapping Guide: A Handbook* (prepared for the National Tax Training Group, Deloitte and Touche). Washington, D.C., 1996.
- *Professional Military Education Nonresident Education and Distance Education: a Research Survey* (prepared for the Marine Corps University and the Marine Corps Combat Development Command) Washington, D.C.
- “The Marine Corps Institute... Doing More for the ‘Learning Marine’.” *Marine Corps Gazette*, December 1999, 52-53.
- “Books out the Door.” *Modern Logistics at the Marine Corps Institute*.” In *Leatherneck: Magazine of Marines*, September 2003, 60-62.
- MCI handbooks, *Afghanistan: An Introduction to the Country and People* and *Iraq: An Introduction to the Country and People*

When looking to the future, Mr. Garnett says he hopes to see as many online courses as possible for the distance learning student. His personal plans include watching the snow this winter from his lounge chair and doing some traveling. Whatever his future plans include, everyone at MCI wishes him a long and well-earned retirement!

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