



INDIANA STATE UNIVERSITY EVANSVILLE

"Equal Opportunity and Affirmative Action Employer"

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Editor, Kathy Funke; Associate Editor, Karen Walker

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SECRETARIES OF ISUE TO HOLD PICNIC.

The Secretaries of ISUE will meet Thursday, June 9 at Westwood Lodge for a picnic.

Those attending should bring their favorite salad and their own table service. Soft drinks will be furnished.

CAROLYN STAGG, Secretary in Purchasing, will be acting as hostess.

All ISUE Secretaries are invited to attend.

BOOKSTORE REQUISITION DEADLINE JUNE 17. The last day to requisition merchandise from the bookstore and have it billed in fiscal year 1976-77 is Friday, June 17. It would assist the bookstore personnel greatly if you would have the majority of your requisitions in by June 10.

Incidentally, legal pads are now in stock.

DENTAL ACADEMIC PROGRAMS RECEIVE APPROVAL. Academic programs in dental assisting and dental hygiene offered at ISUE have received full approval from the Commission of Accreditation of Dental and Dental Auxiliary Educational Programs of the American Dental Association. The programs were reviewed in the normal procedures of the American Dental Association. It is expected the approval will be for five years.

The programs in dental assisting and dental hygiene began in 1971 at ISUE. They are offered through Indiana University.

STUDY SKILLS COURSE OFFERED BY CONTINUING EDUCATION. A study skills course will be offered this summer at ISUE for students planning to enter college in the fall, for adults considering returning for college work, or for students in need of better study skills. To be taught by Peg Clemens, Reading and Study Skills Specialist of the Tell City Schools and Tim Buecher, ISUE Admissions Director, the course will assess each student's approach to studying and continue with suggestions and practice in improving study methods.

The study skills course will be offered for four weeks on Tuesday and Thursday evenings beginning June 14 at 6:30 p.m. in the Library, Room 107. The course fee is \$25.00. Persons can register by calling the Office of Continuing Education at Extension 1863.

PEOPLE IN THE NEWS. SYLVIA WEINZAPFEL, Continuing Education Specialist, has been appointed to the area Catholic School Board. The appointment is a four year term.

NEW FACES. ELIZABETH ANNE AHEARN has accepted the position of Secretary to the Director of Admissions. ELIZABETH is a native of Brooklyn, New York and moved to Newburgh recently from Pittsburg, Pennsylvania with her husband, Lance, who is an export service supervisor for Bucyrus Erie in Evansville.

She is a graduate of State University of New York at Oneonta where she received her M.A. in Education in 1971. Prior to moving to Newburgh, she taught third grade in Richmondville Central School in New York.

ELIZABETH enjoys tennis, sailing, and reading, and has traveled in Canada, Mexico and Italy.

DAVID M. STIGALL is the new stationary engineer in the Physical Plant. DAVID is a graduate of Harrison High School.

He enjoys motorcycle riding and resides in Evansville with his wife Susan and nine-month-old daughter Michelle.

DAVID was formerly a production mechanic at Hahn Inc.

MARKETPLACE.

FOR SALE

Cute-fuzzy-cuddly-puppies looking for a good home. You have a choice of two different litters. Six weeks old; have been wormed. \$5.00 each. Call extension 1889 or 963-5724 after 6:00 p.m.

Westinghouse Portable Dishwasher, ready to hook up to faucet. Rinse-hold cycle. Used three years, guaranteed to work. Top loading with formica top work service. Call after 5:00 p.m. at 985-2046 or during work hours, Extension 1831.

1971 Honda CB350, Gold - good condition. Includes helmet and tools. Reasonable. Call Extension 1864 or 422-4288 after 5:00 p.m.

POSITIONS AVAILABLE. The following positions are available as of June 3, 1977.

Indiana State University Evansville is subject to the requirements of Executive Order 11246 and is an affirmative action employer. All interested persons are encouraged to apply. Contact the Personnel Office to apply except where otherwise indicated.

CLERICAL/SUPPORT VACANCIES

Secretary IV
(Pay Grade 10)

Administrative
Services--Office
of Vice President

Must have outstanding secretarial skills including minimum of 55 wpm typing, ability to work with minimum supervision and record-keeping capability. Strong experience in secretarial position or position with demonstrated increasing responsibilities necessary. University or college secretarial background helpful.

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EMPLOYEE PORTRAIT. At a time when family life seems to be corroding and society appears to be accepting the decline of the traditional concept of the American home, the Laymon family is a reassuring exception. **DONNA**, an only child, resides with her parents, and insists the three adults live compatibly. **DONNA** serves as Secretary in the Physical Plant, while her mother helps manage the Snack Bar in the University Center. According to **DONNA** they have always been a closely knit family who do things together and thus have developed a very strong relationship.

When **DONNA** was a child her father was in field construction which required the family to move often, residing in five communities over a period of ten years. **DONNA** says her favorite, in fact the family's favorite, was a little community in Southeastern Kentucky called Burnside. Burnside boasted a population

of 600. **DONNA** remembers the pre-TV days filled with visiting neighbors and friends.

DONNA received her Associate Degree in Secretarial Administration at ISUE. She has been employed in the Physical Plant secretarial position for three and a half years, two and a half as a student worker and one year as a full time secretary. She will also serve as an officer in the Secretaries of ISUE organization this year.

IDA and her husband Russell Laymon are avid sports fans. To be more specific, they are devoted to Reitz football, ISUE basketball and the Indianapolis 500 auto race. While other wives are complaining about being TV football and baseball widows, **IDA'S** content to be watching too.

IDA came to work in the Snack Bar when it opened three years ago. Her husband is an estimator for Lewis Incorporated in Mt. Vernon and the family resides on Diefenbach Road.

About her job **IDA** says "I just love the students. I like working with food and being around people." The two come together for her at ISUE.

She indicates the odds-on-favorite menu in the Snack Bar is Cheeseburger, French Fries, and a Coke, and when "specials" are run she tries to see that menu be tops on the list.

A friend describes **IDA** and **DONNA** as warm and generous individuals. We have also been told that **IDA** not only knows each student that passes through the snack bar line by name, but also knows whether they're having happy times or troubled times, and just how they're getting along in their classes at ISUE.

The mother-daughter relationship **IDA** and **DONNA LAYMON** have works remarkably well both in the family unit and in their employment at ISUE.



*Employee
Portrait*



POSITIONS AVAILABLE, CONTINUED.

CLERICAL/SUPPORT VACANCY

Custodial Worker	Physical Plant	Must be knowledgeable about general housekeeping duties including cleaning of floors, furniture and other equipment and facilities. Must be capable of using industrial floor cleaning machinery and be able to move furniture. Experience preferred.
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ADMINISTRATIVE VACANCIES

Assistant Director, Continuing Education & Coordinator of Programs for Women	Continuing Education	Minimum of Master's in related area. Must have record community service involvement, continuing education programming and advising adult students. Familiarity with college organization and activities preferred. Full time ten-month position. Apply with resume to DR. M. EDWARD JONES, Director of Continuing Education.
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Director of Publications	Administrative Services	Master's degree preferred. Bachelor's with significant experience will be considered. Degree(s) should be in journalism or communications. Bachelor's degree required. Experience in printed communications and in the area of university and student publications is desirable. Supervisory experience necessary. Apply to SHERRIANNE STANDLEY, Search Committee Chairperson.
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FACULTY VACANCY

Assistant Professor Theatre/ Communications	Humanities	Will direct limited theatre program, teach courses in interdisciplinary program in communications. Generalist with PhD preferred. Apply to DR. JAMES BLEVINS, Chairman, Division of Humanities.
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"Man is like a tack, useful if he has a good head on him and pointed in the right direction, but even though he is driven, he can go only as far as his head will let him."