



# University of Southern Indiana UNIVERSITY NOTES

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Vol. XXVII, No. 9 - October 28, 1992

Deadline: FRIDAY AFTERNOON

## GROUNDBREAKING SLATED THURSDAY

The University community is invited to the groundbreaking at 3 p.m. Thursday, October 29, for the \$14.5-million Health Professions Building which will house the School of Nursing and Health Professions and Indiana University's Evansville Center for Medical Education.

### "WEIRD SCIENCE" MAKES LEARNING FUN

*"Flying moles, slime, potato guns . . . what a way to spend a Friday morning!"*

*"They didn't give speeches. They made learning FUN!"*

These are among student assessments of "Weird Science," the next presentation in the USI Community of Scholars series designed to demonstrate to Tri-State students that science is both fascinating and fun.

Three northern Illinois educators -- Mr. Bob Lewis, Mr. DeWayne Lieneman, and Mr. Lee Marek -- will be featured in the programs Saturday, November 14, in Forum I. At 9:30 a.m., they will show Tri-State science teachers techniques that make students flock to their classrooms. At 3 p.m., they will demonstrate their bag of tricks for Tri-State students, their parents, and all others interested.

The free programs are sponsored by the USI School of Science and Engineering Technology and School of Education and Human Services, with support from the American Chemical Society, General Electric, Hoosier Association of Science Teachers, Inc., Institute of Electrical and Electronic Engineers, Southern Indiana Gas & Electric, and

*continued on page 2*

Participants will include community advisory groups; local legislators; members of the USI Board of Trustees and administration; faculty and students from the School of Nursing and Health Professions; student government officials; representatives from Odle, McGuire, Shook Corporation of Indianapolis and Bloomington, the architectural firm that designed the building, and Peyronnin Construction Company, general contractor.

The first floor of the three-story building will include a dental hygiene clinic, a 450-seat lecture hall, two 100-seat lecture rooms, two 75-seat lecture rooms, and four 35-seat classrooms. The second floor will have two 35-seat classrooms, five 25-seat seminar rooms, eight instructional laboratories, faculty offices, and a conference room. The third floor will house the IU medical center classrooms, instructional laboratories, faculty offices, and conference room.

Through use of limestone panels, brick veneer, bronze glass, and a sloped metal roof, the new structure will be a natural extension of campus buildings. Entrances on the east and west sides will be enhanced by site design and a network of concrete walks, steps, paved areas, and handicapped-access ramps. A handicapped visitor parking area will be located near the northwest entrance. The project also includes a power plant addition, utility tunnel extension, and associated site and grading work. Construction is expected to be completed in 18 to 24 months.

### SEXUAL ASSAULT PREVENTION

The Student Government Association is sponsoring a week-long series of programs as part of Sexual Assault Prevention Week. The opening presentation will feature various University administrators and a Vanderburgh County sheriff's deputy; they will explain the procedures necessary in report-

### EXECUTIVE- IN-RESIDENCE

Mr. Steven J. Schenck, a 1972 USI accounting graduate who is senior vice president of NBD Indiana, a subsidiary of NBD Bancorp, will be the School of Business fall Executive-In-Residence on Wednesday, November 4.

Mr. Schenck will discuss "Indiana Banking Legislation - Too Little Too Late" at 10 a.m., "Downsizing in America - Are We Prepared for Change?" at 11 a.m., and "Managing Change - Becoming Part of the Process" at a 12 noon luncheon meeting, all scheduled in the Conference Center. The public is invited to attend any of the sessions. The lunch fee is \$10; reservations should be made at extension 1962 by Friday, October 30.

Mr. Schenck was senior vice president and chief financial officer of INB Financial Corporation when it was acquired October 18 by NBD Indiana. He joined INB in 1973, in the Internal Audit Department, and received numerous promotions, including first vice presi-

*continued on page 3*

ing an assault and the assistance available for the victim.

Details still are being worked out but other programs for the week are expected to include: a Sexual Assault Prevention task force will conduct an open forum in student housing on Monday, November 9; a self-defense lecture will be presented at 7 p.m. Tuesday, November 10, in the Eagle's Nest; self-defense instruction will be available at 7 p.m. Wednesday, November 11, in the University Conference Center. A film is expected to be shown Friday. Mr. Ken McWilliams is chairman of the SGA observance; for information, call him at extension 1873.

## "REMEMBERING WORLD WAR II."

The Evansville Museum of Arts and Science and USI have created "Remembering World War II," an exhibition of Thomas Hart Benton paintings of LST (landing ship tank) construction combined with public discussions of life while the nation was at war. The project is supported by a grant from the Indiana Humanities Council.

The Benton exhibition will continue through November 29. "Down the Ohio into Combat," the second in the three discussions, will be held at 2 p.m. Sunday, November 1. Mr. Charles Parrish, U.S. Army Corps of Engineers historian, will be the moderator. Panelists will be Dr. Daniel A. Miller, USI professor emeritus of history and project director for "Remembering World War II;" Mr. Andrew Clark, author of *A Cornfield Shipyard*; and Mr. C. W. Stoll, retired Ohio River boat captain. Dr. Miller was a soldier during World War II and traveled from New Guinea to the Philippines, a journey of 800 miles, on an LST built at Evansville.

The "America at War" Gallery at the museum also displays a photographic exhibit of the shipyard. The public is encouraged to view the paintings and photographs and join in the discussions.

**OPEN ENROLLMENT, FLEXIBLE BENEFITS MEETINGS.** Each year the University offers benefit-eligible employees the opportunity to evaluate health-in-

### "Weird Science" - continued from page 1

Tri-State Council for Science and Engineering.

"Weird Science" evolved from a 1985 conversation among chemistry teachers driving to a Chemistry West meeting, an alliance of Chicago area educators. Since then "Weird Science" has occurred around the nation, as Chemistry West members extended their ideas to other educators or demonstrated to Midwest and American youth that chemistry is fun and understandable.

Their reputation spread, spurred by such events as Mr. Lewis being featured in a 1990 Newsweek issue on science education and both Mr. Lewis and Mr. Marek appearing on the David Letterman show.

The "Weird Science" demonstrators cite Mr. Hubert Alyea: "Surprise, humor, and

## USI THEATRE TO PRESENT *BURIED CHILD*

The USI Theatre will return to its remodeled facilities on Igleheart Avenue in mid-November for the second fall presentation, Mr. Sam Shepard's *Buried Child*.

This Pulitzer Prize-winning play will be directed by Mr. Steven Williford, assistant professor of theatre. It will be presented at 8 p.m. Thursday-Saturday, November 12-14 and 19-21, and 2 p.m. Sundays, November 15 and 22, at USI Theatre. Tickets are \$7 for general admission, \$5 for students and senior citizens (60+); the USI community will receive the stu-

dent price by showing University ID. Call extension 1668 for tickets or information.

Mr. Shepard explores the disintegration of the American dream by focusing on the perilous relationships of a Midwest farm family. A young man returns to his grandparents' home and discovers a distinct change - the family he remembers no longer seems to exist. Mr. Shepard takes his audience on a sometimes nightmarish and often ironically comic journey into his perception of traditional family values.

insurance needs. During a period of open enrollment -- this year, Monday, November 9, through Friday, November 20 -- employees may change current coverage or add eligible dependents to their health insurance plan.

Informational meetings with Blue Cross/Blue Shield, Welborn HMO, and Health Resources, Inc., representatives will be held at 9 and 10 a.m. and 1 p.m. Tuesday, November 10, in L100.

Benefit-eligible employees also should plan to attend information meetings presented by a Geo. S. Olive and Co. representative on Flexible Benefit Spending Accounts.

Employees currently enrolled in these accounts will need to re-enroll. These sessions will be held at 9 and 10 a.m. Monday, November 9, and 2 p.m. Tuesday, November 10, in L100.

**NAMES IN THE NEWS.** Ms. Becky J. Coble, HIV/AIDS peer facilitator coordinator and secretary in Health Services, and Mrs. Sandra L. Lawrence, director of Health Services, performed their "Hans and Franz of Health Services" routine at the recent meeting of the Mid-America College Health Association in Indianapolis. The routine was created for student groups for fall orientation.

truth are the servants of a good lecture." They contend a teacher cannot communicate with those who are not mentally present, that attention must be captured. "Weird Science" is a fast-paced series of demonstrations of chemical and physical phenomena that provides tools to capture attention. The program lasts about an hour and stimulates students by involving them in the process.

Mr. Lewis has taught chemistry at his alma mater, Downers Grove North High School, for 22 years. He is a leader in Chem-5, a Woodrow Wilson Chemistry Team specializing in microscaled laboratories, and active in improving science education in the elementary schools in his district. He is a Davidson, Sigma Xi, and Presidential award winner.

Mr. Lieneman, a 25-year classroom vet-

eran, teaches advanced placement chemistry at Glenbard South High School, has been a lecturer and lab director at the Fermi Summer Institute since its beginning in 1983, and a Woodrow Wilson environmental chemistry team member. He was a Woodrow Wilson Master Teacher in 1989 and a Sigma Xi Award winner.

Mr. Marek is a chemistry teacher at Naperville North High School with more than 20 years of experience. He has been director of the chemistry section of the Fermi Summer Institute for Science and mathematics since 1984 and on a Woodrow Wilson chemistry team since 1989. He has received Presidential, Davidson, Tandy Science, and Regional Catalytic awards.

For information on the USI programs, contact Dr. Marie G. Hankins, chair of the Physical Sciences Department, extension 1716.

## HALLOWEEN AT USI

The Children's Center little ones will "trick or treat" from 9:30 to 10:30 a.m. Friday, October 30. If you want them to visit your office area, please call the Children's Center, extension 1869, or Ms. Sharon Moser in Extended Services, extension 1989, before noon Thursday, October 29. Plan on a maximum of 30 children, split in two groups; both will visit, depending on endurance.

The Activities Programming Board's annual Halloween party for children of students, faculty, and staff will be held at 10 a.m. Saturday, October 31, in the University Center.

Dr. Philip C. Fisher, dean of the School of Business, is one of 14 new directors of the Metropolitan Evansville Chamber of Commerce. They were elected at the recent annual business meeting.

Mrs. Eula C. Megli, chemistry instructor and former University Division advisor, Ms. Carolyn S. Smith, Academic Skills coordinator, and Mrs. Corinne R. Vandevener, Learning Center specialist, attended the fall meeting of the Midwest College Learning Center Association October 14-16 in Bettendorf, Iowa. Mrs. Megli and Mrs. Vandevener made a presentation on "Professors Know," based on a 1991 project in which 11 professors who teach freshman students were interviewed; their comments on expectations from freshmen are used in Learning Center seminars.

Dr. Charles F. Petranek, chair of the Sociology/Anthropology Department, had his article, "Three Levels of Learning in Simulations; Participating, Debriefing, and Journal Writing," published in June in *Simulation and Gaming*. Co-authors are Ms. Susan Corey and Ms. Rebecca Black, students in Dr. Petranek's Simulated Games of Society course. The article focused on writing journals to organize one's learning. Dr. Petranek's "Drinking Game," designed to emphasize the social pressure in drinking, won favorable review in the same issue of *Simulation and Games*.

Dr. Daniel Scavone, professor of history, presented "The Evidence on the Turin Shroud: An Epistemological Enigma" for Indiana scholars at the annual meeting of the Indiana Classical Conference October 24 at Indiana State University. He also spoke on "Rediscovering Columbus" October 26 at West Branch Library, Evansville, and "Vampires and the Historical Dracula" October 28 at North Park Library.

Mrs. Marilyn Schmidt, director of Career Services and Placement, assumed the presi-

dency of the Midwest Cooperative Education Association at the recent annual conference in St. Louis. MCEA is comprised of cooperative education professionals representing colleges and industries in a nine-state region.

Dr. Suzi Wolfe, assistant professor of German, presented a paper on "Durrenmatt's Portraits of a Planet: Voyages of Discovery or Flights from Reality?" at the international conference on The Word and World of Discovery in Art and Literature, held recently in Atlanta. Dr. Wolfe also chaired a session on "Journey of Self-Discovery in American Literature."

At the same conference, Dr. Donald S. Wolfe, associate professor of German, presented the paper, "Ernst Stadler and the Rediscovery of Christ in German Expressionism."

**WELCOME.** The University community welcomes Mr. Michael Loewen, a custodial employee with the Physical Plant. He attended the University of Evansville and previously was a tool room safety advisor at Murphy Engineering Co., Boonville.

**REPORT FROM THE OFFICE OF THE VICE PRESIDENT FOR ACADEMIC AFFAIRS.** Curricular petitions for a new course, course modifications, and an experimental course have been received and approved, including:

### School of Business - Course Modifications

DSCI 265 Introduction to Business Statistics - 3 hrs.; implementation date: Fall 1993

DSCI 351 Introduction to Operations Research - 3 hrs.; implementation date: Fall 1993

DSCI 445 Production and Operations Management - 3 hrs; implementation date: Fall 1993

School of Education and Human Ser-

### vices - New Course

PED 295 Physical Education for Classroom Teachers - 3 hrs.; implementation date: Fall 1993

### School of Liberal Arts - Experimental Course

HIST 446X French Revolution and Napoleon - 3 hrs.; implementation date: Spring 1993

**CURRICULAR COMMITTEE.** The USI Curricular Committee has received the following course petitions:

### New Program

Occupational Therapy

### New Courses

OT 151 Orientation to Occupational Therapy - 1 hr.

OT 310 Applied Pathophysiology I - 3 hrs.

OT 312 Applied Pathophysiology II - 5 hrs.

OT 320 Professional Communication - 3 hrs.

OT 330 Media and Modalities I - 3 hrs.

OT 340 Occupational Performance Abilities I: Psychosocial Skills - 5 hrs.

Anyone wishing to provide information for

### Schenck - continued from page 1

dent in 1981, vice president and financial officer in 1983, and senior vice president of the holding company in 1985.

NBD Bancorp is a \$40-billion bank holding company headquartered in Detroit. Mr. Schenck is manager of NBD's Indiana Regional Banking Markets, located outside the Indianapolis market. This includes Elkhart, Fort Wayne, Jeffersonville, Lafayette, and Merrillville. These markets account for about \$6 billion of the \$11.4 billion in assets that NBD now has.

Mr. Schenck is vice chairman of the board of Fairbanks Hospital and a director of Indianapolis Athletic Club and Acordia Collegiate Benefits, Inc. He is a board member and treasurer of the Indianapolis Zoological Society, a member of the American Institute of Certified Public Accountants, Indiana Society of CPAs, Financial Executives Institute, and American Institute of Certified Public Accountants. Mr. Schenck is a former member of the AICPA Committee on Banking. He is an advisor to the Financial Instruments Project of the Financial Accounting Standards Board (FASB). He and his wife Becky live in Indianapolis; they have four children.

committee consideration should contact Mr. David C. Cousert, committee chair, extension 1843, prior to Thursday, November 5.

**Reminder** - The Curricular Committee will hold an open forum at 1:30 p.m. Thursday, November 5, on proposed changes to General Education. All interested individuals are invited.

**HEALTH CAREER DAY.** The School of Nursing and Health Professions will hold a Career Day on Sunday, November 1, for area high school students and all others interested in studying for a health career at USI. Representatives of Dental Assisting, Dental Hygiene, Nursing, Occupational Therapy, Radiologic Technology, and Respiratory Therapy programs will be available from 1:30 to 4 p.m. in the Orr Center Atrium. Interested participants are asked to pre-register by calling 428-7218 or 476-1965.

**CAREER WEEK.** Former USI students are being featured in a Career Week Alumni-In-Residence series through Friday, October 30, co-sponsored by the USI Alumni Association, Career Services and Placement, and participating departments or organizations. Lecture programs are open to the public. Thursday events will include a Communications Department Intern Workshop at 11 a.m. in the Conference Center, featuring current student interns; an Internship Job Fair at 12:30 p.m., Confer-

ence Center, featuring internship employers; and a presentation at 4:15 p.m. by Mrs. Judy A. Wells, mathematics instructor, on the topic, "MAA: A Call for Change."

The program will close Friday with Ms. Lana Kington, manager of quality assurance at Mead Johnson Nutritional Group, a Bristol-Myers Squibb company in Zeeland, Michigan, serving as Alumna-In-Residence in the School of Science and Engineering Technology. A 1976 USI chemistry graduate, she will spend the day in various classes and speak at 2 p.m. in Forum III on the topic, "Chemistry, More Than Research."

**NEWMAN LECTURER.** The Rev. John Shea, professor of systematic theology and director of the Doctor of Ministry Program at Mundelein Seminary, will be the fifth annual John Henry Newman Lecturer at USI. He will speak on "Stories of Faith" at 7 p.m. Thursday, October 29, in Forum I. Father Shea lectures nationally and internationally on topics relating theology, storytelling, and ministry. For information on the lecture, contact the USI Campus Ministries office, extension 1871.

**ETHICS DEADLINE.** Ethics project proposals are due by Friday, October 30. Please see that Dr. Steven R. Cox, Economics and Finance Department chair, OC3008, receives your proposal by that date. If you have questions on preparation, contact Dr. Cox, extension 1983; Dr. John H. Gottcent, General Education Program coordinator, extension 1750, or Ms. Marjorie M. Jones, instructor in anthropology and Spanish, extension 1931.

**STUDENT TEACHER MEETING.** A brief meeting for all prospective student teachers -- Fall 1993 or Spring 1994 -- will be held at 3:15 p.m. Wednesday, November 4, in the UC Dining Room by the Department of Teacher Education. The handbook *Planning for Student Teaching*, available in the USI Bookstore, should be brought to the meeting. For additional information, call extension 1912.

**NEW HARMONY SHOPS.** The Museum Shop and the Weathervane Gift Shop in Historic New Harmony are offering Christmas items of Father Christmas and Santa figurines, afghans and pillows, hand-painted ornaments with a 100-year-old design, books, baskets, trees, candles, wooden puzzles, and indigenous foods. Tri-State woodcarvers will demonstrate their craft each weekend in November and December at the Weathervane. The Museum Shop is

## MARKETPLACE

For Sale

1987 Mercury Sable - one-owner; very good body and engine; high road miles. \$2,800. Call extension 1617.

open from 9 a.m. to 4 p.m. in November and December; the Weathervane will continue hours of 10 a.m. to 6 p.m. throughout the winter.

**HISTORY CLUB FILM.** The next film in the first annual History Club Film Festival will be *In Search of Dracula*, a 1985 release starring Christopher Lee. It will be shown at 7:30 p.m. Wednesday, October 28, in the University Center. The public is invited.

**FALL FILM SERIES.** No film will be shown Tuesday, November 3.

**WSWI.** Tune in for modern rock on the student-operated radio station, broadcasting from 6 a.m. to 6 p.m. daily at 820AM. Halloween will be the theme for *Radio Theatre* at 10 a.m. Saturday, with: *The Jack Benny Program*, "Seance at Jack's House;" *Mercury Theatre*, classic broadcast of "Dracula;" *Inner Sanctum*, "The Unburied Dead."

## VOLUNTEERS NEEDED

The Athletic Department needs volunteers who are interested in helping with the scorer's table during men's and women's home basketball games this fall and winter. Call extension 1622 if you can volunteer.

**SPORTS THIS WEEK.** Soccer -- USI at Cincinnati, 7 p.m. Wednesday, October 28; USI at Bradley, 3 p.m. Friday, October 30; USI at Illinois State, 1 p.m. Sunday, November 1 - WSWI will air the Illinois State game, starting at 12 noon.

Volleyball -- USI at St. Joseph's, 7 p.m. Friday, October 30; USI at Lewis, 2 p.m. Saturday, October 31; U. of Tennessee-Martin at USI 7 p.m. Tuesday, November 3; Wabash Community College at USI, 7 p.m. Wednesday, November 4.

## DISABLED PARKING PERMITS

USI no longer will issue permanent disabled parking permits, opting instead to honor state-issued permits. Temporary permits, with expiration dates, will be issued for individuals who document a temporarily disabling condition and for those who need time to obtain a state permit.

The goal is to assure that USI meets state criteria and to assist the USI community by not having to duplicate the state process. Faculty and staff may obtain temporary-permit applications at the cashier's window, lower level, Orr Center, or in the Counseling Center, OC1022. If you have questions, contact Ms. Leslie S. Morrow, counselor, extension 1867.

The following positions are available for October 28, 1992. The University of Southern Indiana is subject to the requirements of Executive Order 11246 and is an Affirmative Action Employer. Interested individuals should contact the Human Resources Office, FWA166, extension 1844.

Each job has been assigned a reference number. When applying for positions please use the reference number.

#### FACULTY/ADMINISTRATION

##### Assistant Professor of Education - F3004 - School of Education and Human Services

Tenure-track position beginning January 1993; duties include teaching graduate and undergraduate courses in instructional design and educational media, supervising students in early field experiences and student teaching, advising, off-campus and evening teaching, and other service and scholarly activities. Successful candidate will have at least three years of elementary or secondary teaching experience, a strong commitment to field-based collaborative instruction methods, and a desire for active research and publication. Doctorate preferred with major or specialization in instructional systems technology; computer proficiency required with a strong foundation in graphics, instructional programs, media generation, and instructional software. Applications requested by November 13, but will be accepted until position is filled. Submit letter of application, curriculum vitae, and three letters of recommendation to: Dr. Aldo F. Cardarelli, Chair, Department of Teacher Education.

##### Coordinator of Marketing - A2019 - News and Information Services

Full-time administrative position; responsibilities include promoting three theatres operated by the University through development of advertising campaign, preparation of press releases and promotional brochures, public speaking, and other marketing strategies; will work with community groups, businesses, and other University programs in support of the theatres; travel required. Position requires a bachelor's degree, with three years of experience in marketing, public relations, or tourism; experience with marketing performing arts preferred. Successful candidate must have excellent written and oral communication skills, demonstrated public relations and promotional skills, and knowledge of word-processing or desktop publishing, with some graphic arts background preferred. Submit letter of application, resume, and the names of three professional references by November 5 to: Kathy Funke, Director, News and Information Services.

##### Assistant Bursar - A2020 - Business Affairs

Full-time administrative position; will be responsible for managing the University's receivables, including coordinating student, housing, and third-party billing; maintaining accounting records; supervising student payment

## POSITIONS AVAILABLE

plans; and processing fees and refunds. Position requires a bachelor's degree, with three to five years of work experience in accounting or finance preferred; should have working knowledge of word-processing, spreadsheet, and database programs. Submit letter of application, resume including salary history, and the names of three professional references by November 10 to: Michael W. Whipple, Controller.

##### Assistant/Associate Professor of Accounting - F3003 - School of Business

Two tenure-track teaching positions beginning August 1993. A Ph.D., D.B.A., (LL.M. with CPA for Tax/Business Law) or ABD nearing completion of the dissertation is required; professional certification and relevant experience desirable; preferred areas of teaching are Financial/Managerial, Financial/Taxation, or Taxation/Business Law; necessary qualifications include commitment to teaching excellence, quality research, and service to the community. Salary and fringe benefits are competitive; rank will be based on qualifications and experience. Submit letter of application, vitae, and the names, addresses, and phone numbers of three professional references by February 10 to: Dr. Mehmet Kocakulah, Chair, Department of Accounting and Business Law.

##### Assistant/Associate Professor of Management - F3005 - Management and Marketing Department

Tenure-track faculty position beginning in August 1993; primary responsibility includes teaching undergraduate and graduate classes in Human Resource Management and community service. Salary and fringe benefits are competitive, based on qualifications and experience; expected rank is assistant or associate professor. Doctorate in management preferred; ABDs with demonstrated business experience will be considered; evidence of theoretical or applied research desired. Submit letter of application, current vita, and the names of three professional references by February 1 to: Dr. Barbara Marting, Chair, Management/Marketing Department.

##### Assistant to the Registrar - A2021 - Academic Affairs

Full-time administrative position; will assist in implementing all aspects of records and registration functions including coordination of the pre-registration and registration process. Bachelor's degree required; previous experience in registrar's office or academic affairs preferred; experience with SCT IA-Plus (SIS) software desired. Submit letter of application, resume, and the names of three professional references by November 19 to: Mr. John Deem, Assistant Vice President for Academic Affairs and Registrar.

##### Coordinator of Information Systems - A2022 - Alumni Affairs, Development Office

Full-time administrative position; will coordinate and supervise data entry and information retrieval from mainframe computer, produce standard and special reports using report writer languages, and assist users with software and hardware needs. Position requires bachelor's degree in computer- or business-related field with programming background preferred; knowledge of Focus, special report writer languages, word processing, and spreadsheet and data base programs desired. Submit letter of application, resume including salary history, and the names of three professional references by November 19 to: Ms. Suzanne Nicholson, Director of Development.

#### CLERICAL/SUPPORT

##### Senior Secretary - B2043 - Human Resources Department

Full-time position 8 a.m.-4:30 p.m. Monday-Friday; will assist applicants, type correspondence, maintain files, prepare reports, and work with computer-based Human Resource System. Position requires three years of office experience, typing skills of 55-60 w.p.m., and word-processing experience; knowledge of spreadsheet and database programs desired. Application deadline: October 30.

##### Telephone Services Representative - B2044 - Computer Center

Full-time position 8 a.m.-4:30 p.m. Monday-Friday; will perform day-to-day operation of campus telephone center; will maintain user database, prepare billing reports and procedures, provide information about the system, process telephone changes, and develop training programs for the system. Position requires three years of office experience, with bachelor's degree and microcomputer experience desired; experience with ROLM CBX telephone system or telecommunications preferred. Application deadline: October 30.

### LEAD TIME ALERT

Mrs. Suzanne A. Nicholson, director of Development, warns all those who will need mailing labels or a member list from the Development Office or Alumni Affairs that a 10-day to two-week lead time will be necessary until a new information systems coordinator has been hired and has become familiar with office routine. If you have questions, call her at extension 1918.

The only things you can't eat for breakfast are lunch and dinner.

-unknown