5-1-1974

Monitor Newsletter May/June 1974

Bowling Green State University

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Distinguished Alumnus Award Goes To Carroll Cheek

Carroll Cheek of Bowling Green and past president of Bowling Green's Alumni Association will receive the Distinguished Alumnus Award for 1974 during spring commencement exercises. Cheek is a 1947 University graduate with a bachelor's degree in business administration.

He was on the University's College of Business Administration faculty from 1949-51. Cheek has served as past president of the Bowling Green State University Foundation, Inc., and was a co-chairman of the leadership gifts committee during Bowling Green's "Expanding Horizons Mission." He also spearheaded the University President's Club of which he is a member.

Mr. Cheek is chairman of the board and president of Great Scot Food Markets, headquartered in Findlay.

2,400 Graduates To Hear Saxbe During Commencement Ceremonies

William Saxbe, U.S. Attorney General

This year's spring commencement, Saturday, June 8, is filled with "first's." In case of inclement weather the indoor ceremonies will be split into two parts, both being held in Anderson Arena. The first ceremony will begin at 10 a.m. and will include approximately 1,000 College of Education graduates, 50 from the School of Music, and 235 from the Graduate School. A second ceremony will begin at 2 p.m. with approximately 430 College of Business Administration graduates, 500 College of Arts and Sciences graduates, and Firelands Campus graduates.

Ceremonies will be held in Doyt Perry Stadium if weather permits and will begin at 10 a.m.

This is the first main campus graduation in which Firelands students will participate. Eighty-five students will receive associate degrees.

It is also the first commencement that will graduate students from the nursing program. The three-year program, under the direction of Ruth Kelly, will graduate 18 nurses.

United States Attorney General, William Saxbe, will speak at the University's commencement. Saxbe will be presented an honorary doctor of laws degree during the ceremony.

He was named U.S. Attorney General earlier this year, the fourth in the Nixon administration. He began his political career in 1946 as a 29-year-old law student who won a seat in Ohio's House of Representatives. At 27 he was elected speaker of the House. Beginning in 1956 he served as Ohio's attorney general for twelve years. In 1968 he was elected to Ohio's Senate during which time he sponsored legislation to strengthen and reform the criminal justice system with the state.

Saxbe is a native of Mechanicsburg, and received his bachelor's and law degrees from Ohio State University.
Board of Trustees News

Board of Trustees held their meeting at the Firelands Campus in conjunction with the dedication of the new $2.5 million Phase II building on that campus.

BACCALAUREATE IN SOCIAL WORK

Board approved the establishment of the baccalaureate in social work degree in the College of Health and Community Services, to be implemented following approval by the state Board of Regents. The new degree will feature a curriculum with a strong liberal arts orientation and emphasis on courses in the behavioral sciences. Social work content will be introduced at the freshman level which will include field trips or volunteer activities. Upper classmen will engage in direct social practices. Specialized course work and field trips will give the student the opportunities to learn about specific areas of social work practice.

Presently the University offers four courses in social work on a limited basis. During the past two years an introductory course has been offered each winter quarter. A course in Social Work Field Experience has been offered to provide students an opportunity to spend time in selected community social agencies. A Social Work Methods course and a Summer Field Experience are also offered.

Thirty students were enrolled in 1968 in the social work curriculum. One year ago 48 indicated social work as their occupational goal.

NEW PROGRAMS

New programs were approved in Applied Microbiology and Parasitology/Medical Entomology for the College of Health and Community Services.

The program in applied microbiology will provide trained microbiologists for industry, sanitary engineering, public health sciences, agriculture, clinical microbiology, college and university teachers, and food technologists. Its objective includes a degree curriculum at the baccalaureate level which would entitle the graduate to admission to the National Registry of Microbiologists and for employment by the Civil Service Commission.

The present program presented difficulties for students wanting to major in microbiology because generalized advising of students has not directed them to the specialized field until the third or fourth year of study. Also courses in the biology curriculum make it impossible to complete the appropriate courses for a major in microbiology.

The same problem of generalized curriculum resulted in the formulating of a program in parasitology and medical entomology. The purpose of this new program is to offer students an intensive curriculum in the two areas and to make clinical or research experience available to them.

SMOKE/HEAT DETECTORS

Approval was given for the expenditure of up to $203,400 from the 1954 and 1959 Residence Hall surpluses for the installation of more than 600 smoke and heat detectors in residence facilities. The proposed detectors will not include a central monitoring system and automatic printout unit as originally planned.

According to Richard Kohring, engineering consultant, the small group living units will require full coverage by smoke detection equipment because they have no night guards and night clerks. Residence facilities constructed prior to 1960 will require detectors in hallways and related upgrading of fire alarm systems. Residence facilities built within the past 14 years will be provided with smoke detection equipment in hallways. Offenhauer Hall is excluded from the installation program because it is already served by detectors within its air handling system.

GENERAL RECEIPTS NOTES ISSUED

Board approved the sale of $2,100,000 in general receipts notes - Series 1974. The notes are being issued to repay $1,950,000 in Series 1973 Notes maturing June 14, 1974, issued to help finance costs of remodeling and renovating small group living units. An additional $150,000 is now being financed to cover the improvements made to existing athletic and recreational facilities.

Bids on the notes will be accepted on June 4. They will be one year notes because, according to Paul Nusser, treasurer and controller, there is reason to believe that one year from now rates will be lower and because the University wanted to keep options open for possible long-term financing at that time.

SMALL VEHICLE RAMPS

Board authorized to expend up to $2,750 from the current fund balance for Parking Services to install approximately 55 small vehicle ramps on campus. The dropped curbs will be used to accommodate wheelchairs, bicycles, and snow removal equipment.

During the fall quarter temporary asphalt bicycle ramps were installed at a number of curb locations around the campus. Subsequent snow removal action tore out a number of these ramps.

FIRELANDS ADVISORY BOARD

Board approved the revised Firelands Campus bylaws which will reduce the length of term of the Advisory Board from six years to four years for each newly-elected member beginning September, 1974. Included in the bylaw changes was the limiting of members to serving no more than two full consecutive terms.

Reappointed to six year terms, expiring in September, 1979, were Royce Jennings of New London; Joan Loeffler of Port Clinton; and Ethel Swanbeck of Huron. The three members were reappointed to terms which expired September, 1973.

ENROLLMENT

A total of 15,771 full-time students were enrolled at the University for the spring quarter, 1974. The College of Education had a total of 5,370; the College of Arts and Sciences had 4,011 students; the College of Business Administration had 2,916 enrolled; while the College of Health and Community Services had 38 students. The Graduate School had 1,722 enrolled students.

GRANTS AND CONTRACTS

Grants and contracts totaled $140,405 for the month of April, an increase of $34,140 over the same time period last year. Government student aid increased by $20,000 over the last year for the same month.

Institutes and workshops received $31,900; public service was granted $2,250; and salary grants totaled $52,219. Federally sponsored research totaled $33,336, an increase of $3,336 over the same time period last year.

The total grants and contracts awarded to date for the fiscal year totals $2,540,176.24 an increase of $575,099.60 over last year's awards.
PERSONNEL CHANGES

Retirements: Herbert Gauerke, German & Russian, effective at the end of fall quarter, 1974.

Resignations: Karel King, assoc. director of placement, effective June 3, 1974; Rollie Oatley, asst. director of placement, effective May 3, 1974; and Paul Thayn, asst. professor of speech, effective August, 1974.

Changes in assignments: Kenneth Green, asst. professor of business education, effective March, 1974; Fred Williams, appointed chairman of the library and educational media department, effective September 1, 1974.

New Faculty: Joseph Dence, visiting lecturer (PT), chemistry.

Faculty reappointments: Burdette Corthell, clinical supervisor, student teaching; and Peter Farrell, PT instructor, HPE.

The next scheduled Board of Trustees meeting is Thursday, July 11.

FIRELANDS BUILDING DEDICATED — The Phase II building on the Firelands Campus was dedicated in early May. The $2.5 million structure, opened for use since 1972, adjoins the larger of two original campus buildings. The building increases by 50 per cent the instructional space available and has enabled the development of two-year associate degree programs in computer science, environmental technology, electronics technology, electromechanical technology, and mechanical design. Appraising the building's facilities are (l-r) Richard Smith, president of the Firelands Student Advisory Board; M. Douglas Reed, dean of the Firelands Campus; President Moore; and Ashel Bryan, Board of Trustees president.

Grants and Scholarships Received

Corporation for Public Broadcasting, $52,219 for WBGU-TV under the direction of Duane Tucker, director of broadcasting services.
Dept. of Health, Education, and Welfare, $20,000 for student personnel under the direction of Kurt Zimmerman, director of student employment.
$33,336 for "The development of social motivation" project under the direction of John P. Scott, psychology.
$47,531 for "Communication skills in deaf and hearing children" project under the direction of Harry Hoemann, psychology.
Martha Holden Jennings Foundation, $11,000 for "Operation bridge" project under the direction of George Horton and Harold Brubaker, College of Education.

National Aeronautics and Space Administration, $15,000 for "A radically streaming particle model of seyfert galaxy nuclei and quasistellar objects," project under the direction of Roger Ptak, physics.
National Endowment for the Arts, $1,000 for music project under the direction of Wendell Jones, School of Music.
National Science Foundation, $8,860 for undergraduate research participation in chemistry, 1974-75, under the direction of David Newman, chemistry.
$45,000 for melangaster stock center under the direction of Irwin Oster, biological sciences.
Ohio Biological Survey, $700 for "A study of the great horned owl population biology in Wood County, Ohio" project under the direction of Elden Martin, biological sciences.
State Department of Education, $1,250 for project under the direction of Edward Butler, foundations and inquiry.
Toledo Public Schools, $3,000 for seminar in diagnostic skills for school psychologists for preschool children, project under the direction of Ronald Marso, extension programs.
U.S. Department of the Army, $4,884 for "Thermal energy transfer to selected wavelength regions in the infrared," project under the direction of Edgar Singleton, physics.

Faculty Senate Highlights

Electon of officers and passage of COUGAR's recommendation which revises Article III of the Charter dominated Faculty Senate discussion at its May 7 meeting.

Senate elected Ramona Cormier, philosophy, as vice chairman and chairman-elect for 1974-75. James Bashore, English, was re-elected as Senate secretary to serve for 1974-75, and Sheldon Halpem, English, will be the Senate chairman for the next academic year.

Other officers elected were John Greene, psychology, and David Roller, history, who will serve on the Senate Executive Committee until 1977.

Harold Johnson, psychology, and Thomas Kinney, English, were elected to serve on the Committee on Academic Policies until 1977.

Janis Pallister, romance languages; Adelia Peters, education; Diane Pretzer, romance languages; William Rock, history; Majorie Wright, art; and Paul Haas, economics were elected to serve on the Committee on Faculty Personnel and Conciliation.

Joseph Buford, geography, and Ronald Stoner, physics, were elected to the Committee on Amendments and Bylaws with their terms expiring in 1977.

Genevieve Stang, education, was elected to the Faculty Welfare Committee for a two-year term.

Rena Foy, education, was elected to represent the Senate on the Ohio Faculty Senate until 1977.

Senate voted to accept the Committee on University Governance and Organization's (COUGAR) recommendation concerning Article III of the Charter, "The Faculty Senate," which will be implemented following approval by the Board of Trustees.

Two portions previously recommended by COUGAR and accepted by the Senate were incorporated into the new article. These concerned Senate membership and the Committee on Committees. COUGAR also included the recent changes instituted by the Senate in the establishment of the Senate Committee on Faculty Welfare.

According to Peter Facione, philosophy and COUGAR chairman, the new article "provides for more detailed and fuller specification of the areas of Senate authority, responsibility, and function."

(cont. on page 4)
Faculty Senate (cont. from page 3)

Part of the new article, which received considerable debate by the Senate, is the section requiring the Senate chairman and Senate secretary to be given released time in order to serve the Senate. Facione said this was done "to replace the existing practice of providing the Senate chairman with an additional stipend."

Also new in the article is a section on "Communication with the Board of Trustees." This section states that, following the designated waiting period after Senate acts upon legislation that communications be transmitted to the Board through the Office of the President. If the president is not in sympathy with the communication he/she may forward it to the Board with a statement of disapproval or shall return it to the Senate with a written statement of objections. If the Senate, following a vote supported by at least 60 per cent of the Senate membership decides to resubmit the communication to the Board, the president is obligated to do so, together with a written statement of objections. The Board will then make a final determination on the communication involved.

Task Force Report Sets Three Major Goals for Higher Education in Ohio

"Higher education deserves a high public priority." This was the conclusion of the Task Force on Higher Education following its seven month study of higher education in Ohio. The study underscores three paramount objectives including equal access to higher learning for all Ohioans, lifelong learning opportunities for all ages, and emphasis on excellence through planning and adequate financing.

The 31-member Task Force used a variety of study techniques in compiling its report. According to Chairman Samuel Sava of Dayton, the Task Force assessed national trends and reports, commissioned special studies, examined basic reference documents, and conducted public hearings.

In the course of the study the Task Force found that Ohio "lags almost ten per cent behind the national average of high school graduates going on to higher education." The combined enrollment of private and public institutions in the state is 3.68 per cent of the total population while the national average is 4.56 per cent. According to the report, Ohio would have to increase enrollment by 80,000 students to reach the national enrollment average.

The major barriers to participation in higher education in Ohio are high tuition levels and inadequate counseling of persons seeking to expand their education.

The Task Force presented several recommendations to ease the economic barriers to higher education in Ohio. An increase in the Ohio Instructional Grants (OIG) Program, with an adjustment of the family income ceiling for eligibility to within $15,000 was recommended.

The Task Force discovered that in 1973 there were 5,000 fewer low-income students receiving OIG aid than in 1972. It is hoped that giving priority to students from low income families, in addition to more funds to cover part-time and graduate students, will help reverse this trend.

In conjunction with the OIG program the Task Force proposed that "following" grants be allocated to students entering private institutions. Task Force Director, Richard Edwards, who was on a year's leave of absence from his duties as executive assistant to President Moore, explained the rationale for this proposal on WBGU-TV's "HM in the PM."

Public institutions, said Edwards, receive state funds for a developmental education program for students who enter college not as well prepared as generally expected for higher education study. Private schools receive no similar funds.

The following grant would accompany OIG students who need special study programs when they enter private colleges. The grants would also give an incentive to private schools to recruit students from deprived educational backgrounds. The Task Force suggested $400 per OIG student from a family with an income of $7,999 or less, and $200 for those with a family income of $7,999 to $15,000.

The Task Force also recommended "stairstep" tuition, a concept endorsed by the Carnegie Commission. Under this plan a student in a four-year program would pay an increased tuition rate for the last two years of study.

According to Edwards the student pays 53 per cent of his educational costs during the first two years. During the last two years he pays only 35 per cent while the cost of educating him has increased for the institution. "We can't ask the state for more money input without asking the student to share in some of the cost burden. The tuition increase would be very small and would reflect inflationary trends," said Edwards.

Because of a national pattern in stabilizing of enrollment the Task Force recommended no new institutions be created or that two-year schools be made into four-year institutions, other than those already planned. In a statement made during the May "HM in the PM" broadcast, President Moore expressed concern that an enrollment ceiling is being enforced in Ohio while the enrollment pattern is stabilizing. "If the total number of Ohio students remains stable, then any artificial barrier which is there, in a sense, does something that's contrary to the wishes of the people of Ohio in terms of where they want to go to school," Dr. Moore said. According to Edwards the Task Force did not get into the issue of the enrollment ceiling, although the Task Force was very concerned about under enrolled institutions.

Enrollment stabilization prompted the Task Force to recommend that the Board of Regents should explore the
development of the state's present educational resources in the form of common admissions practices, housing and financial aid, uniform standards of curriculum design, student advising, and acceptance of associate degrees.

In an effort to make education a lifelong learning process the Task Force suggested the Board of Regents should provide institutions with incentive to make classes available to citizens through the adoption of flexible schedules. The General Assembly should provide subsidy to public colleges and universities for occupational and professional related noncredit courses and for off-campus post baccalaureate in-service training programs. The Board was admonished to seek funds to permit the development and expansion of external learning programs through existing public and private institutions.

The Task Force stated that as a result of this effort to promote lifelong learning opportunities a citizen would be able to obtain degree credit, certificate, and eventually a degree at his or her own pace rather than in the mold of the 50-minute classroom session.

Geographical access to colleges and universities for Ohioans is no problem, concluded the Task Force, as 90 per cent of Ohio residents are within easy commuting distance of some form of higher education institution.

It was recommended that the powers and responsibilities of the Board of Regents remain unchanged, but that the Board adopt an advisory committee structure to assist in the higher education planning process. According to Edwards, planning is the Board's essential role and the Task Force wants to see this role strengthened.

An increase in state funding was recommended. It was noted in the report that Ohio ranks 34th in the percentage of total state revenues appropriated to higher education, and 48th in per capita appropriation, while the state ranks 15th in per capita income.

The Task Force suggested that the General Assembly create two special funds for the Board. One would be used to meet specific public policy objectives approved by the Legislature, while the other would provide up to one per cent of the biennial appropriation for one-time seed grants for special innovative projects. An example of a seed grant would be the $142,000 grant from the Carnegie Foundation which implemented the University’s Modular Achievement Program.

Finally the Task Force recommended the establishment of a Regents' Merit Scholarship which would provide a minimum grant based on merit to be used for qualified scholars who also have a demonstrated financial need.

Copies of the Task Force report may be obtained by writing to the State Board of Regents in Columbus.

Announcements and Reports

College of Education Evaluated

By State Certification Division

The University's College of Education was evaluated during the first week in May by the State Department of Education, division of teacher education and certification. On campus evaluations of Ohio colleges and universities approved for the preparation of education personnel are held at least once in each five year period.

The focus of the certification evaluation was on the quality of various individual programs, field-based experiences provided for students preparing to be teachers, adequacy of financial resources, and follow-up activities and evaluation procedures.

Four teams, made up of educators from throughout the state, evaluated objective, organization, and finance of the college. They also investigated preparation of faculty, student personnel services and educational media centers, student teaching and laboratory experiences, and curriculum.

The teams met with administrative personnel, students and staff from the entire campus to help with their evaluation of the college.

The college was visited by the National Council for Accreditation of Teacher Education (NCATE) in March. The national team's purpose was to validate the college's self-study report as well as determine re-accreditation.

Reams Fellows Named

Five University students have been selected as the first recipients of the Frazier Reams Public Affairs Undergraduate Fellowships. The program was established this past fall by the Frazier Reams, Sr. family in memory of the late Toledoor's service in broadcasting, government, and to the University.

Criteria for selection of the Fellows was that they be rising seniors who will attend fulltime for three quarters in the 1974-75 academic year, that they each have a minimum cumulative point average of 3.2, and that they plan to pursue a career in public affairs, journalism, or broadcasting.

Fellows for 1974-75 are Denise Dartt of Oregon, a political science and speech major; Rose Hume of Middle-town, a journalism major; Christopher Mehling of Fremont, an American Studies major; Karen Truman of North Baltimore, who is majoring in broadcasting; and Judy Yunk of Perrysburg, majoring in journalism.

The $1,000 one-year scholarships are to be given annually on the basis of income realized from the principal of the $105,000 gift from the Reams family.

At the time the program was established President Moore commented that it would allow the University to recognize students who have achieved academic excellence while attending Bowling Green.

Reams was a member of the University's Board of Trustees from 1950-57 and received an honorary doctorate of laws degree in 1959. He died in September, 1971.

REAMS FELLOWS — Five juniors have been named the first Reams Fellows as a result of the establishment of the Reams Fellowship program last fall with a $105,000 gift by the Reams family to the University. President Moore, (left), announced the winners in mid-May. The Fellows are (1-1) Rose Hume, Judy Yunk, Denise Dartt, Karen Truman, and Chris Mehling. Mrs. Frazier Reams, Sr. (second from right) helped present the awards.
Former Faculty Member, Trustee Secretary Receive Honorary Alumnus Award

Gilbert Cooke, Professor Emeritus of Finance

Alva Bachman, Bowling Green Attorney

Two Bowling Green men have been named recipients of the Alumni Association's "Honorary Alumnus Award." Alva Bachman, a Bowling Green attorney, and Gilbert Cooke, emeritus professor of finance, were honored during a dinner May 23.

The award was initiated last year by the Alumni Association to pay tribute to persons who have made significant contributions to the University and who are not alumni.

Bachman was a member of the Board of Trustees for 20 years (1945-65) and during that time he served as the Board's secretary for 18 years. He has promoted University athletics since 1921 and was the chief finish judge for all track meets held at the University from 1927-72. He was elected to the Athletic Hall of Fame in 1968.

He received his bachelor's degree from Oberlin College and his law degree from Ohio State University.

Dr. Cooke taught at the University for 32 years before retiring in 1969. During his teaching career he authored many articles and books which dealt with finance and business. He was one of the original faculty members of the College of Business Administration when it was created in 1937.

In 1965 he was awarded the Samuel S. Casper Distinguished Faculty Member Award for superior teaching ability and "profound concern for the intellectual growth of students."

He earned his bachelor's and master's degrees from the University of Minnesota and his doctorate from the University of Wisconsin.

All University employees should have received a ticket application in the campus mail. The application offers season, single game, and group ticket information. Special season ticket rates are available to full-time faculty and staff, along with a University charge account privilege.

Faculty and staff may purchase season chair seats for $22.50 each, or season bench seats for $17.50 each. Junior season tickets are available for children of high school age or younger, priced at $10 each. Single game tickets are $6 (chair) and $5 (bench).

The 1974 home season will open on Saturday, Sept. 21 against the University of Dayton. Other home games will pit the Falcons against Kent State (Oct. 12), Marshall (Oct. 26), Ohio University (Nov. 2), and Arkansas State (Nov. 9). Kickoff time for all home games will be 1:30 p.m.

Karnes Scholarship Winners Announced

Two students have been named by the geography department to receive the Lowry Karnes scholarship which was established earlier this year in honor of the late Dr. and Mrs. Karnes. Thomas Doslak of Lorain, a senior in the College of Education; and Deborah Price of Bowling Green, a junior in the College of Arts and Sciences each received $100.

The award is presented to outstanding geography majors during the spring quarter. Funds for the scholarship are supplied by the Geography Department Fund.

Dr. Karnes taught at the University for 28 years before retiring in June, 1973. He specialized in the areas of Anglo-American geography and conservation of natural resources.

Personnel Service Says

Summer Employment Policy Aids Employee and University

During the summer months some University areas experience a reduction in workloads, such as the food service area or the Library, resulting in temporary furloughs for some employees. Workloads in other areas, for example the Office of Personnel Services, increase during the summer and additional temporary help is needed.

In an effort to insure that all employees have the opportunity to be employed twelve months of the year the Office of Personnel Services is for the first time this summer attempting to find suitable full-time/part-time positions for furloughed employees desiring work.

According to Angela Serna, assistant director of personnel services, the University in recent years has spent money to pay unemployment compensation for furloughed employees in addition to spending more money to hire summer help for areas with increased workloads. This temporary summer help has usually been students or teachers. This summer, with the cooperation of department supervisors and employees, furloughed personnel will be placed in temporary jobs of similar nature on campus.

With the new summer placement program the University will aid employees and save money. Ms. Serna stated that while the furloughed employees will receive priority in filling summer jobs students will still be hired for some jobs.

Football Tickets Should Be Ordered Now

Although summer vacations are just beginning football tickets for Falcon fans are now available for next season. Ticket orders are being accepted at the Stadium Ticket Office, and James Krone, director of tickets and promotion, urges fans to order their tickets now while good seats are available.
Holiday Policy
And Calendar Announced

The Office of Personnel Services recently released a revised schedule of 1974 holidays for employees. Three holidays have already been observed, New Years Day, Lincoln-Washington Day, and Memorial Day. The following list includes the remaining six days recognized by the state and the University.

<table>
<thead>
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<th>HOLIDAY</th>
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<th>ADMINISTRATIVE SCHEDULE</th>
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<tbody>
<tr>
<td>Independence Day</td>
<td>July 4</td>
<td>Closed</td>
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<tr>
<td>Labor Day</td>
<td>September 2</td>
<td>Closed</td>
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<tr>
<td>Columbus Day</td>
<td>October 14</td>
<td>Reduced*</td>
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<tr>
<td>Veterans' Day</td>
<td>November 11</td>
<td>Reduced*</td>
</tr>
<tr>
<td>Thanksgiving Day</td>
<td>November 28</td>
<td>Closed</td>
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<tr>
<td>Christmas Day</td>
<td>December 25</td>
<td>Closed</td>
</tr>
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*Offices/areas may either be closed or staffs significantly reduced to those employees required for essential operations.

Full-time classified employees are entitled to eight hours of pay for each holiday regardless of the employee's work shift and work schedule. Part-time employees are to be paid holiday pay for that portion of any holiday for which they would normally have been scheduled to work.

A classified full-time or regular temporary employee whose rate of pay is less than $5.12 per hour is to be paid one-and-one-half times for work done on a holiday, in addition to holiday pay. A classified full-time or regular temporary employee whose rate of pay is more than $5.12 per hour is paid holiday pay and granted compensatory time off at time and one-half within thirty days after a holiday, he or she may have worked.

Employees are reminded that time cards should indicate hours actually worked.

The University, in cooperation with Sea World of Aurora, will be issuing Family Days discount coupons. All employees will be receiving information concerning the coupons in the near future from the Office of Personnel Services.

Employee Training Programs
Numerous at University

"Your Budget Report and How To Use It," "See Yourself As Others Hear You," "New Employee Orientation," "Retiring With Pensions" and "Social Security and You" are not titles of University credit courses. They are titles of programs which have been offered by the Office of Personnel Services for employee information.

Throughout the year numerous employee programs are offered to help personnel understand various University areas, job functions, work benefits, and personal relations. Robert Griss, assistant director of personnel services, is coordinator of these University training programs.

According to Griss, training sessions in the past have been of a general nature, such as a human relations seminar held last spring. These programs have developed into specific courses which, for example, deal with employee orientation or interviewing techniques for supervisors. Future programs, said Griss, may include controlling absenteeism, public contact education, and a secretarial development program.

The response by secretarial and clerical staff has been good, said Griss. So good that some one-day training programs have been split into two sessions to accommodate the number of people attending them.

In addition to specific employee skills programs there are also information sessions which feature offices on campus with which personnel comes into constant contact. An example was the recent program on budget reports which was conducted by the Business Office for budget administrators. A future one, said Griss, may feature campus safety and what steps should be taken in case of a natural disaster or fire prevention.

Last year the annual employee performance evaluation program was inaugurated. This program is intended as a means of communication between the supervisor, the employee, and the Office of Personnel Services. The annual program includes a systematic periodic evaluation of the employee's work, and also helps the employee to know exactly what is expected of him or her, and to suggest needs for various types of training.

Another area involved with employee training is the three-year-old Internal Relations Seminars (IRS) conducted by University management personnel in the areas of admissions, housing, bursar, registrar, personnel services, financial aid, student employment, the business office, and computational services. The IRS was initiated, according to Griss, as a communication aid through the dissemination of information in office procedures, organization, duties, problems and solutions.

Topics which have been discussed by IRS have included management by objectives, functions of middle management, microfilm systems, public relations, and various office functions. Scheduled for the June session is "The Relationship Between Academic and Administrative Departments." Gerald Saddlemire, chairman of college student personnel, will conduct the monthly session.

EMPLOYEE RELATIONS PRAISED — The University and its employee relations was the topic of discussion when (1-r) Angela Serna, assistant director of personnel services; Delmer Hilyard, executive assistant to the president; and Ray Malone, employee relations advisor, met with state IPA representative, Ann Laswovitz. Bowling Green's employee relations efforts are unique in the state because while the employee relations advisor functions autonomously he also works in cooperation with the Office of Personnel Services. The state agency not only reviewed the University's employee relations program but also commended it. The purpose of IPA, the recently inaugurated Intergovernmental Personnel Act Program, is to provide a communications link between the governor's IPA Advisory Council and participating local government agencies, such as state educational institutions.
Employment Opportunities

For job description for faculty and staff positions contact the Coordinator of Human Resources, 233 Adm. Bldg. Check the posting of bulletins from Personnel Services for classified positions.

During the summer quarter the Office of Human Resources will be responsible for advertising employment opportunities for faculty and contract staff positions.

Instructor or asst. professor of industrial education and technology: Require a masters degree with progress toward the terminal degree in industrial education or related field. Consideration will be given to applicants with bachelors degree and significant industrial experience. Will teach associate degree courses in engineering technology and undergraduate baccalaureate courses in industrial technology. Salary open depending upon previous experience and preparation. Deadline for applications is July 15 with position open at Firelands Campus in September. Contact Harry Vesely, Coordinator of Career Education, Firelands Campus.

Asst. or assoc. professor in German: Ph.D. required. Minimum one year college teaching beyond Ph.D. Salary $13,000 to $15,000 depending on experience, publications or equivalent. Position available for September. Contact Boris Matthews, chairman, German-Russian department.

Asst. professor of psychology (one year appointment): Ph.D. in clinical psychology required. Will teach undergraduate and graduate courses in clinical area. Supervise doctoral students in clinical psychology. Salary $12,000 for nine months. Available September. Contact Harold Johnson, psychology.

Instructor or asst. professor of education: Require completion of doctorate course work and experience in public schools with concentrated professional preparation in guidance and counseling. Will teach and coordinate guidance and counseling for classroom teachers in service programs. Salary range from $10,000 and up depending upon qualifications. One-year term contract to be offered. Contact Robert Reed, chairman, educational foundations and inquiry.

Instructor or asst. professor in secondary reading methods: Doctorate work completed or at least dissertation in process. Experience as teacher in secondary schools as a social studies, English and/or reading teacher preferred. Will teach and research in the area of secondary reading methods. Salary range from $11,000 and up depending upon qualifications. Contact Verlin Lee, chairman, educational curriculum and instruction.

Assistant to the Vice Provost for Student Affairs: Masters degree in college student personnel or related field required. Experience in student affairs work desirable. Will assist with coordination of general student affairs functions with special emphasis on the minority student programs. Salary from $10,500 to $12,000 depending upon qualifications. Available July 1. Contact Richard Eakin, vice provost for student affairs.

Vice Provost for Faculty Affairs: Earned doctorate or equivalent required. Administrative experience helpful with rank of associate professor or above, or four years of service on the Bowling Green faculty. Will provide staff support of provost in management of instructional services, line responsibility for Affirmative Action Programs in faculty employment, and staff consultation with deans regarding faculty personnel affairs. Salary open. Available July 1. Contact Kenneth Roth, provost.

Asst. professor in legal studies: B.A. degree and a Doctor of Jurisprudence degree required. Some experience in area of private practice and some publication record. Previous teaching experience and some type of record of his/her performance in the classroom. Will teach in area of comparative legal philosophy and in newly proposed area, international transactions, with emphasis on the law of the common market. Salary competitive. Available September. Contact Milton Wilson, chairman, legal studies.

Part-time faculty in philosophy: Masters degree or equivalent required. Will teach one course entitled "Experiments in Philosophy: Hinduism and Buddhism, a Philosophical Survey." Salary commensurate with qualifications. Available at Firelands Campus September. Contact Peter Facione, chairman, philosophy, Bowling Green.

Adm. asst. to coordinator, general studies writing. Masters in English required with at least one full year of teaching experience. Knowledge of and experience with office supervision, teacher training, testing and evaluation procedures. Will work with instructional staff and large student population enrolled in freshman writing courses. Salary $10,600. Deadline for credentials is June 15 with position available September. Contact Wallace Pretzer, coordinator, general studies writing, English.

Part-time educational Liaison for the Women's Center for Life Long Learning: Masters required with understanding of university structure and procedures; understanding of the issues and of problems encountered by part-time and returning adult students, particularly older women. Experience in developing or researching external learning, adult education, and paraprofessional programs, academic advisement. Salary for 15-18 hours per week, approximately $300 monthly. Available immediately. Contact Annette Johnson, coordinator of women's programs.

Director, social work program: Masters in social welfare required with approximately three to four years in administration and teaching. Will administer new undergraduate social work program. Salary open. Deadline for credentials June 15 with position available July 1. Contact Joseph Pretzer, coordinator, general studies writing, English.

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