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## Monitor Newsletter September 21, 1981

Bowling Green State University

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# Monitor

Volume 5 Number 1

Bowling Green State University

September 21, 1981

## Staff to play larger role in University planning

More than 1,000 classified staff were praised for their past efforts and challenged to find new ways to help conserve University resources when President Ferrari spoke Wednesday in the Grand Ballroom.

The general session for classified staff is thought to have been the first time in the history of the University that the entire classified staff gathered to hear remarks on various issues facing the University.

In his remarks, Dr. Ferrari noted the importance of all staff being informed of the goals, problems and opportunities of the University. In the past, convocations have been held for faculty, contract staff and administrators at the beginning of the academic year.

"It is equally appropriate and important for members of the classified staff to participate in an opening session that speaks to our hopes and concerns for the coming year," he said.

"You are a very important part of this University, and your contributions are all too often taken for granted. I hope we can establish throughout the University a positive set of attitudes that recognize the important relationships among all our responsibilities and a realization that we need to work together if Bowling Green is to continue to be known as a first-rate institution with a beautiful campus and excellent facilities, an outstanding faculty, and a dedicated and conscientious classified staff."

Dr. Ferrari told the staff that Bowling Green is the envy of most universities in Ohio, thanks in large measure to the way in which the employees complete their work assignments.

"The impression you make is one the public carries away, and I am happy to say that your record is excellent. Your work must never be taken for granted by yourselves or others," he said.

Dr. Ferrari also spoke of the financial uncertainties and pressures facing the University. Those

pressures, he said, are the result of a troubled state economy, and not a lack of loyalty or competence in faculty or staff.

"We benefited (in 1980-81) from the understanding and cooperation of many of you who picked up the slack caused by a reduction in staff, who assisted with the registration of freshman at summer preregistration, who volunteered to take summer leaves without pay, and of faculty and contract staff who volunteered to teach larger classes or extra classes when we were unable to replace instructors who resigned mid-year.

"The students and their parents accepted with almost no protest a relatively large tuition increase, even when their own family budgets were reflecting the effects of double-digit inflation," he said.

But he added that the coming year promises no relief from financial problems, and grappling with budget problems is becoming a continuing way of life for the University.

And he said that those kinds of problems should be familiar to the classified staff, as "no other single group in the University is more aware of inflationary problems.

"We all recognize that wage increases for classified staff are completely in the hands of state government, and that it has been over two years since the legislature passed a general bill. Many of you have had your salaries virtually frozen by the constraints of an underfunded state civil service system.

"In the last five years, the average cost of living has increased nearly 45 percent, while average earnings of classified staff have increased only 27 percent. The gap needs to be recognized and closed by the legislature."

Dr. Ferrari pointed out several benefits which the University has added to its compensation program for classified staff since 1975, including improvements in accidental medical coverage, maternity and anesthesia coverage, increases in life and accidental death coverage and a dental and vision care program added last year.

"The total University-funded cost for each classified employee's benefit package is now approximately \$1,100 per year, plus contributions of more than 13 percent of earnings to the Public Employees Retirement System," he said.

Nonetheless, he added, the wage issue needs to be addressed by the state legislature this fall.

"The trustees, vice presidents and I have urged legislators to take favorable action on a new pay bill. I



**COOPERATION IS KEY**—President Ferrari told more than 1,000 classified staff that the future of the University rests in large part with the people who comprise it when he spoke at a general session for staff Sept. 16 in the Grand Ballroom. The meeting is believed to be the first time in the history of Bowling Green that the entire classified staff gathered to hear remarks on various issues facing the University.

will continue to voice the University's support for prompt actions on a pay bill to remedy a serious inequity."

Dr. Ferrari said the University will intensify its efforts at long-range planning this year, noting that he will be appointing classified staff members to various budget review and long-range planning committees following consultation with the Personnel Steering Committee, chaired this year by Suzanne Andrews, English.

And he challenged all employees to do everything they can to control expenses.

"You are in an excellent position to see where cost savings may be made and to identify new ways to serve students better at the same or lower costs. I not only invite your suggestions, but I urge you to come forward with them."

He called for staff support of proposed state tax increases, noting, "The University will prosper as the state prospers. Although no one likes to pay higher taxes, it is apparent that this state's investment in people and facilities needs greater financial support.

"In the meantime, we must not allow our frustrations to lead to the destruction of a truly quality University. We must continue to work together to avoid the kind of deterioration that will prevent us from attracting or retaining good faculty and staff, good students, and from enjoying the generous support of

taxpayers and alumni.

"Meanwhile, I am mindful that the future welfare of the University is tied closely to the quality of your work and your attitude toward it, and that is the primary reason I remain optimistic."

## Van to link BG, UT libraries

Beginning Wednesday, a 12-passenger van will make twice daily round trips between the libraries at Bowling Green and the University of Toledo.

The van, called "Gutenberg Express II," will transport library materials as well as students and faculty between the two campuses. In addition, four daily stops will be made at the Medical College of Ohio Library.

The service, which is designed to permit the efficient sharing of library materials among the three institutions, will also provide a convenient means of transportation to students and faculty.

The shuttle service is the result of an agreement reached this summer between Dwight Burlingame, dean of libraries, and his counterpart at Toledo, Leslie W. Sheridan, in cooperation with the library advisory committees at the two universities.

The agreement will make library resources more available to students and faculty at the three schools and make better use of available funds for new purchases by avoiding duplications.

Cost of each trip, one way, is \$1. Tickets are available at the circulation desks of the Bowling Green and Toledo libraries and are good only for the day purchased. Identification cards must be shown at the time of purchase.

The van will leave Bowling Green's Library at 8:30 a.m. Monday through Friday, arriving at the Medical College at 9 a.m. and at the University of Toledo at 9:15 a.m.

The morning return trip leaves Toledo at 9:30 a.m., stops at the Medical College at 9:45 a.m. and arrives at Bowling Green at 10:15 a.m.

The afternoon shuttle leaves Bowling Green at 2:45 p.m., arrives at the Medical College at 3:15 p.m. and at the University of Toledo at 3:30 p.m. The van leaves Toledo at 3:45 p.m., stops at the Medical College at 4 p.m. and arrives at Bowling Green at 4:30 p.m.

## Monitor begins new publication schedule

With this issue of MONITOR, we begin a new academic year and some changes in format and publication schedule.

In the interest of saving University dollars and improving campus-wide communication, MONITOR now will include all information formerly printed in the University Bulletin and begin a weekly publication schedule.

In its new role, MONITOR will carry information that will be of interest to all campus employees as well as items which will appeal only to specific readers, such as the section highlighting the achievements of faculty and professional staff; news about training programs; classified, contract and faculty job vacancies, and reports on various committee meetings.

Anyone wishing to submit information for possible inclusion in MONITOR should contact the editor in the Office of Public Relations, 806 Administration Building, 372-2616.

In order to meet publication deadlines, all materials must be submitted by 5 p.m. the Tuesday prior to Monday publication.

Classified job vacancies should be reported to the personnel office by noon each Tuesday.

## News service, publications merge to enhance communication efforts

In a reorganizational move to integrate and improve communication services at the University, the former publications and news and photography services offices have merged.

Clifton P. Boutelle, who had directed the news service, has been named to head the reorganized office, which now is known as the Office of Public Relations.

Boutelle will oversee the University's total public relations efforts, including liaison with the news media and publication of catalogs, posters, brochures and bulletins.

The Office of Public Relations is housed on two floors of the

Administration Building. The eighth floor staff handles print media services, photography requests and publication of both Monitor and Green Sheet.

The fifth floor staff produces admissions materials, the "At Bowling Green" magazine, graduate and undergraduate catalogs and other publications which communicate with parents, current and prospective students, alumni and friends of the University.

Richard Edwards, executive vice president, said the consolidation will not only result in substantial cost savings and greater efficiencies, but should also produce a more effective, consistent communication effort.

Greater than expected

# Provost clarifies semester cost savings



Bowling Green State University

Office of The Provost  
Bowling Green, Ohio 43403

September 15, 1981

## MEMORANDUM

TO: University Faculty and Staff

FROM: John G. Eriksen, Acting Provost

SUBJ: The Early Semester Calendar

The Board of Trustees, in adopting an early semester calendar for the fall of 1982, identified financial benefits as an important rationale for its action. Recent estimates of the financial benefits to be realized from the calendar conversion differ from those projected earlier by the Ad Hoc University Committee on Academic Calendar Change. I am taking this opportunity to clarify those differences and to comment on faculty work loads under the early semester calendar.

The Ad Hoc University Committee on Academic Calendar Change, in its March, 1980 report, projected a \$386,900 one-time conversion cost. This estimate was based upon assumptions which later were determined to be invalid. Best estimates today for one-time conversion costs are in the \$30,000-\$45,000 range and are primarily attributable to the need for revised University publications.

The major factor in the ad hoc committee's projection of one-time conversion costs (\$311,700 of an estimated \$386,900) was due to programming costs based upon an assumption that Computer Services would hire additional staff and would purchase computer time for the conversion from the J. Preston Levis Regional Computing Center (JPLRCC). By deferring certain maintenance projects for administrative computing systems, Computer Services will be able to make all of the necessary programming changes for the conversion to semesters with no additional staff. Also, BGSU has achieved self-sufficiency in computing and no longer needs to purchase computer time from JPLRCC.

In its projection of ongoing annual savings resulting from the early semester calendar, the Ad Hoc Committee projected from \$78,000-\$103,000 in annual financial benefits. Current projections by the Planning and Budgeting office of annual cost savings and increased income potential to the University under the semester calendar are as follows:

### Annual Savings/Increased Income from Early Semester Calendar

Registration and Records, Financial Aid and Student Employment, Bursar, Housing, and Library	\$ 35,000
Utilities (1 less week of classes)	10,000
Publications and Commencement	13,000
Increased Interest Income	150,000
Residence Halls	47,000
Intercollegiate Athletics	25,000
General Fee Income Budget	45,000
Total	\$325,000

Thus, it appears that an annual, ongoing income/cost savings benefit of \$325,000 per year can be realized under an early semester calendar.

There have been also expressions of concern that the financial benefits to be realized in the conversion to an early semester calendar assume an increase in annual faculty work loads. There is no such assumption. Nor is there anything implicit in the conversion itself which should result in an increase. Although professional obligations to the University will be "repackaged" in two units (semesters), as opposed to the present three (quarters), experience from other universities in the state where conversion has been completed indicates there is no reason that the proportions of load currently devoted to teaching, research or service for the academic year should change, unless there would be factors extraneous to the conversion.

JGE:sf

## Presidential search will be confidential

The search for an eighth president of the University is now officially underway but little will be known about the candidates until the Board of Trustees makes its final selection.

The 18-member Presidential Search and Screening Committee, appointed by the Trustees in June, held its initial planning meeting Sept. 11 and Chairman Frazier Reams Jr. of Toledo said that the names of all applicants would be kept confidential.

Reams, who is also president of the Board of Trustees, said the committee decided on the confidentiality policy in the interest of attracting the best possible candidates. "People are reluctant to apply for presidential jobs if their names are going to be made public," he said.

He noted that several candidates for presidencies at other universities, including some in Ohio, withdrew their names once they were identified in the media.

"We don't intend to conduct this search through the media and all candidates can be assured that this committee will keep all applicants in strict confidentiality," he said.

Reams said the committee has begun the task of developing a list of candidates. These names will come to the committee's attention through advertisements in educational and professional media, recommendations from others and through personal solicitation, he said.

The Presidential Search and Screening Committee is an advisory group and its task is to recommend final candidates to the Board of Trustees, which, in turn, will make the final choice.

Reams said the committee will meet regularly until the presidential selection process is completed.

## 'Faculty' section returns next week

Because this first issue of MONITOR includes material which has accumulated during the summer months and information which must be disseminated during the first week of classes, there is no Faculty/Staff section this week.

The section will be resumed as a regular, weekly feature beginning with the next issue, Sept. 28.

# Calendar conversion already well underway

The process of converting the University to an early semester calendar, effective fall, 1982 is already well underway.

The conversion, authorized by the Board of Trustees at a meeting July 17, is expected to benefit the University both financially and academically, although no real dollar savings may be realized until the change has been successfully completed, according to Richard Eakin, executive vice provost for planning and budgeting.

Once in effect, however, the calendar could mean as much as a \$325,000 annual savings for the University, Dr. Eakin said.

Immediately after the Board's decision to adopt the early semester calendar, Provost Eriksen appointed a Task Force on Implementation of the Early Semester Calendar, to be chaired by Dr. Eakin.

Other members are Lester Barber, English; Cary Brewer, registrar; Jill Carr, residence life; Peggy Giordano, sociology; Joseph Martini, bursar; Charles Mott, applied statistics and operations research; Reginald Noble, biological sciences; Richard Paulsen, Firelands; Judy Price, health and community services; Daniel Shelley, admissions; Robert Yonker, education; Richard Zera, computer services; Dave Anderson, undergraduate student representative; Tom Mickel, graduate representative; F. Lee Miesle and Glenn Van Wormer, consultants.

The task force has been charged with studying, recommending and

implementing a plan for the conversion to the early semester system.

It will establish a schedule for implementation; develop guidelines for curriculum conversion for the review and approval of Academic Council; provide guidance and coordination for necessary changes in administrative services; coordinate information-gathering efforts with other on-going University committees; present periodic progress reports to the University community; issue appropriate and timely information to students and advisers to permit pre-registration for fall semester, 1982 next spring, and consult with Ramona Cormier, associate provost, who will coordinate the University-wide evaluation by the North Central Association in 1982-83, to avoid duplication of effort.

Since the appointment of the task force, the following official calendar for 1982-83 has been adopted by the Academic Council:

**1982-83 ACADEMIC CALENDAR**  
(Spring Quarter, 1982 ends with commencement on Saturday, June 12)

**Summer Quarter**  
June 16, 1982 (Wednesday) - 10-week and first term classes begin 7:30 a.m.  
July 17 (Saturday) - First term ends  
July 19 (Monday) - Second term begins 7:30 a.m.  
Aug. 20 (Friday) - Summer quarter ends  
Aug. 21 (Saturday) - Commencement

### Fall Semester

Aug. 30, 1982 (Monday) - Classes begin 7:30 a.m.  
Sept. 6 (Monday) - Labor Day - No classes  
Nov. 24 (Wednesday) - Thanksgiving recess begins 7:30 a.m.  
Nov. 29 (Monday) - Classes resume 7:30 a.m.  
Dec. 13 (Monday) - Examinations begin 7:30 a.m.  
Dec. 17 (Friday) - Fall semester ends  
Dec. 18 (Saturday) - Commencement

**Spring Semester**  
Jan. 10, 1983 (Monday) - Classes begin 7:30 a.m.  
Jan. 17 (Monday) - Martin Luther King Day - No classes  
March 28 (Monday) - Spring recess begins 7:30 a.m.  
April 4 (Monday) - Classes resume 5:30 p.m.  
May 6 (Friday) - Spring semester ends  
May 7 (Saturday) - Commencement

**Summer Session**  
June 13, 1983 (Monday) - Eight-week and first-term classes begin 7:30 a.m.  
July 4 (Monday) - Independence Day - No classes  
July 15 (Friday) - First 5-week term ends  
July 18 (Monday) - Second 5-week term begins 7:30 a.m.  
Aug. 5 (Friday) - 8-week term ends  
Aug. 19 (Friday) - Second 5-week term ends  
Aug. 20 (Saturday) - Commencement

Guidelines for the conversion also have been set by the task force, which is working to ensure that the calendar change will not adversely

affect any student's progress toward completion of a degree.

Colleges and departments have been asked not to alter degree requirements in the conversion process. Three-hour courses will be the standard in the new system, although other credit values are possible.

A time grid which establishes class patterns for day and evening classes has been approved by the task force and Academic Council. Most classes are scheduled to begin at 8:30 a.m., although a few may begin at 7:30 or 8 a.m.

In general, one-credit courses will be scheduled for one 50-minute class meeting per week. Two-credit courses will be scheduled to meet for 50 minutes twice a week. Three-credit courses will meet three times per week for 50 minutes or twice a week for 75 minutes.

Four-credit courses will be scheduled to meet twice a week for 75 minutes and once each week for 50 minutes. Five-credit courses will meet twice each week for 75 minutes and twice a week for 50 minutes. In some specialized offerings, there may be variations in these class meeting patterns.

The time grid was developed to provide a minimum one-day break between meetings of most courses in order to maximize the opportunity for reflection and completion of assigned work, and to maximize utilization of available classroom and laboratory space.

## Staff Update

**John Eriksen**, former dean of the College of Arts and Sciences, was appointed acting provost, effective June 15, by President Ferrari. Dr. Eriksen will continue in that position through 1981-82.

The designation of Dr. Eriksen as acting provost created a vacancy in the deanship of the College of Arts and Sciences. **Gary Hess**, history, was appointed to serve as acting dean through this academic year. Dr. Hess had chaired the history department the past eight years.

Other major administrative changes effected during the summer included the appointment of two new deans.

**Mary Edmonds Miles** is the new dean of the College of Health and Community Services.

**Sandra Packard** is the new dean of the College of Education.

Other appointments include:

**Margaret Close**, director of program advisement, College of Business Administration;

**Russell L. Brock**, director of the Management Center, College of Business Administration;

**Clifton P. Boutelle**, director, Office of Public Relations;

**Adele Solomon**, admissions officer, Office of Admissions;

**Evron Collins**, head librarian, map and popular culture departments;

**Janet Chisman**, head librarian, science library;

**Heather Barrett**, head librarian, circulation department;

**Donald B. Passmore Jr.**, director, internal auditing;

**John Schroeder**, chief accountant, business office;

**David Hoehner**, staff accountant, business office.

## Students to polish computer skills in new Apple Lab

Those long lines of students waiting for a chance to use the computers in the Math Science Building should be a little shorter this year thanks to a new microcomputer laboratory now in operation in 102 West Hall (Old Music Building).

This summer 24 Apple Plus II microcomputer systems, including flexible disc storage devices and black and white video monitors, were installed.

Richard Conrad, computer services, said the lab is the first at the University to employ microcomputers for classroom use for beginning students.

The new Computer Literacy Microcomputer Laboratory, which will be known as the Apple Lab, will be used only by students in CS 100, CS 104, MIS 200 and GBA 580 classes. The computers must be reserved by students who may use the lab from 8 a.m. to 9 p.m. during the first two weeks of the quarter. The hours will then be expanded as needed.

In addition to easing student demand on the DEC 2050 system in the Math Science Building, the Apple Lab is expected to save money in the long run.

Because a large number of students will be using the small disks, which they will purchase for \$3, on the microcomputer, the need to buy additional \$30-\$50,000 disk drives for the big computer will be reduced.

On Thursday, computer services will dedicate the Apple Lab at 3:30 p.m. in 102 West Hall.

## Faculty Senate

The first meeting of the Faculty Senate for the 1981-82 academic year has been scheduled at 2:30 p.m. Tuesday, Oct. 6, in the McFall Center Assembly Room.

Subsequent meetings, all to begin at 2:30 p.m. in the McFall Center, are scheduled on Tuesdays, Nov. 3, Dec. 1, Jan. 12, Feb. 2, March 2, April 6, May 4 and June 1.

## Not magic, but...

### Librarians to wave wand over books this year

Taking a book out of the University Library this fall will be a little like checking out of a supermarket, with a new circulation system which will be at least partially in operation by Oct. 1.

The Library has purchased a new computerized circulation system which will make the check-out process more efficient for both patrons and staff of the Library. William Treat, director of technical services, described the new equipment as "state of the art" for libraries.

This fall, faculty, staff and students will receive a new I.D./validation card which, when the user borrows books, will be scanned with a character-reading wand similar to those used in department and grocery store check-outs.

The book will be hand-stamped with a due date while the computer records who has the book, when it is due and where to reach the borrower if the book is needed in a hurry.

The new system will also enable Library staff to provide services never before available, including a terminal which will make it possible for Library patrons to search the card catalog via computer and eliminate paging through the file cards.

Although it is expected to take about a year to get the new system operating without flaw, it will be a marked improvement over the 13-year-old equipment which it replaces, according to Treat. That old equipment, also computerized, was outdated and subject to frequent breakdowns, Treat said, adding that efficient equipment is a must in a library the size of Bowling Green's which during 1980-81 circulated nearly 222,000 volumes and served about 849,000 patrons.

The new system signals a different direction for the University Library, Treat said, adding that more library functions will be computerized as the staff becomes more familiar with available services on the new equipment.



**CHECK OUT THE NEW SYSTEM**—A new circulation system in the University Library should be in operation within the next few weeks. The system will enable Sherrill Gray, head desk librarian in the circulation department, and her staff to serve Library patrons more efficiently.

The circulation system is not the only addition to the Library this fall.

Another computer terminal, to be located on the first floor, will allow faculty, staff and students to identify books available through the Ohio College Library Center, which inventories the collections of thousands of institutions across the country. Those books can then be obtained through the inter-library loan program to which the Library subscribes. The OCLC service had previously been available with the assistance of a Library staff member, but the terminal for use by Library patrons is entirely new.

Other changes also have taken place in the Library during the summer. The sixth floor area has been closed to the public and the only access will be through the fifth floor, where the Center for Archival Collections is housed.

The sixth floor will be a center for special collections, including research materials, rare books and manuscripts. Materials on the sixth floor will not be circulated outside the Library.

The former rare books room on the first floor will house the University's map collection, which until this month was kept in the basement of Hanna Hall. The collection includes more than 40,000 maps, geological surveys and aerial photographs, most of which were given to the University by the federal government which has chosen Bowling Green as its official map depository in northwest Ohio.

The maps have been moved to the Library where they will be more accessible to the general public and better organized and displayed.

## Recreation Center offers free evening of fun

Admission to the open house will be by University I.D.

Terry Parsons, director of the center, encourages all faculty and staff to attend the open house "dressed for activity." Guided tours will be offered on the hour and several program previews will be conducted, including sessions on aerobic dancing, new games for kids and Nautilus and weight training.

Faculty and staff who have not yet seen the wide array of facilities available in the Student Recreation Center will have the opportunity to do so on Friday.

From 6-10 p.m. Friday, Sept. 25, the Rec Center will host an open house, when all equipment and facilities will be available to faculty and staff and their immediate families for free usage.

Information also will be available on the Rec Center's "Learn to Swim" programs.

Memberships will be sold during the open house at \$31 per member per quarter, and \$15.50 per spouse. Children of members may participate in the programs at no charge, and membership payments can be made by Master Charge, payroll deduction, University charge, cash or check. The membership fee includes free use of a half-locker or basket, available on a first come, first served basis.

Dr. Parsons said family plan hours in the center have been expanded this year so that children, accompanied by an adult, can now use the center seven days a week. All facilities are available for family use from 5-8 p.m. each Friday and 9 a.m. to 4 p.m. on Saturdays and Sundays. The club pool only is open for family use Monday through Thursday from 5-8 p.m.

Memberships can be purchased Monday through Friday from 8 a.m. to 5 p.m. and from 9-11:45 a.m. the first four Saturdays of the quarter, beginning Sept. 26.

## Faculty, staff urged to learn another language

Basic instruction in six foreign languages will be offered through the College of Arts and Sciences this quarter.

Faculty and staff interested in learning another language are encouraged to enroll in one of the following classes:

Elementary Chinese (self-instruction with tutor), to be arranged;  
Elementary German, 6:30-8:30 p.m. Monday and Wednesday;  
Elementary Italian, 2:30-4:30 p.m. Tuesday and Thursday;  
Elementary Japanese, 3:30 p.m.

Monday, Tuesday, Wednesday and Thursday;

Elementary Latin, 12:30 p.m.

Monday, Tuesday, Wednesday, Thursday and Friday;

Elementary Russian, 6:30-8:30 p.m. Monday and Thursday.

An informal self-study group which will study Brazilian Portuguese on a non-credit basis is also being organized for fall quarter.

Further information about any of the language courses is available by contacting the German and Russian department, 372-2268.

## Fall seminars offer taste of other cultures

Six seminars which will introduce participants to the people and cultures of other countries and to ethnic American cultures will be offered during fall quarter through the College of Arts and Sciences.

The two-credit courses are open to faculty and staff as well as to students, and faculty are encouraged to announce their availability during the first week of classes.

Seminars offered during the coming quarter are:

Japanese Culture and Society,

5:30-7:30 p.m. Tuesday;

Thailand: Culture and People, 10:30 a.m. to 12:30 p.m. Monday;

Africa: An Introduction, 12:30-2:30 p.m. Wednesday;

Moslem Culture and the Middle East, 5:30-7:30 p.m. Tuesday;

The Making of Modern France, 12:30-2:30 p.m. Wednesday;

The American Black Experience, 5:30-7:30 p.m. Tuesday.

For further information, contact the German and Russian department, 372-2268.

## Registrar sets fall deadlines

The following important dates have been provided by the Office of Registration and Records:

Sept. 23-25—Open registration, Grand Ballroom

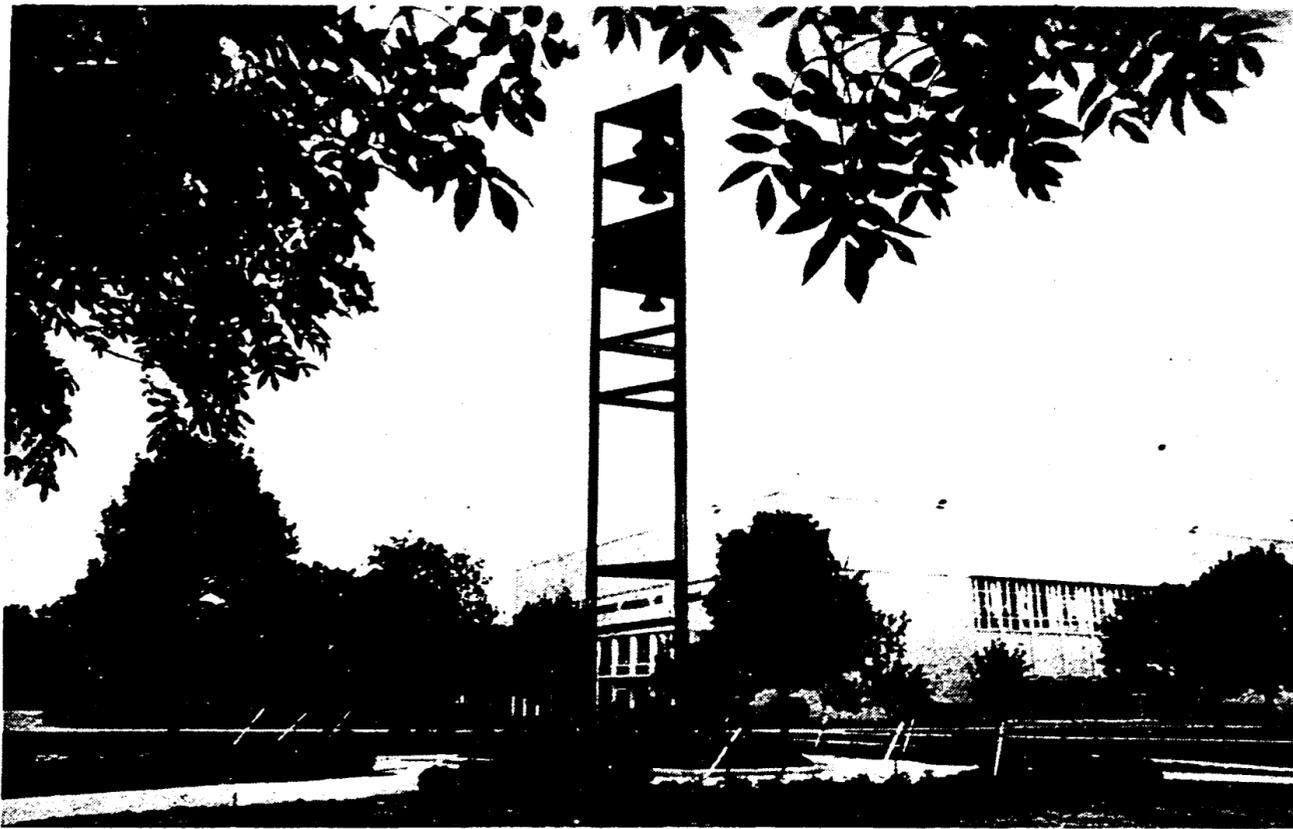
Sept. 28-29—Open registration, Grand Ballroom

Sept. 29—Last day to add a course or designate S/U

Oct. 6—Last day to drop a class

Nov. 3—Last day to withdraw passing

Oct. 10—Last day to apply for December graduation



**NEW CAMPUS LANDMARK**—A 55-foot carillon tower, a gift of the Class of 1978, has been erected between the Education Building and the Library on a mall which is now known as Carillon Park. The \$21,000 carillon was purchased with funds designated specifically for such a project by the 1978 graduating class. It will strike the hour and half-hour and play the University's alma mater and other music on special occasions. Landscaping around the carillon is the gift of the Classes of 1975 and 1976, which also earmarked their donations for that specific use.

## News in Review

### Insurance rates hiked

Blue Cross insurance rates for University faculty and staff will increase 45 percent for 1981-82.

The premium assessed by Blue Cross for the group insurance program is based upon the experience of the participants, according to Russell Meister, insurance administrator.

Claims during the 1980-81 contract year necessitated a raise in this

year's premiums, he said.

The University will fully fund the portion of the increased premium assessed for individual coverage for faculty and staff.

The new monthly rate for faculty and staff on fiscal year contracts who select family coverage will be \$38.11 a month. That rate will be deducted effective with the Sept. 30 paycheck.

The increased rate for family coverage for faculty on a 12-check pay agreement will be \$38.11, withheld beginning with the Oct. 15 check. Faculty on a nine-check pay basis will have a deduction of \$50.81 per check if they elect family coverage.

More information regarding employee health benefits may be obtained from the Insurance Office in Room 10, Shatzel Hall.

### Employment Opportunities

CLASSIFIED EMPLOYMENT OPPORTUNITIES

#### NEW VACANCIES

Posting Expiration Date: Monday, Sept. 28

9-28-1 Typist 2  
Pay Range 4  
Graduate College  
Permanent part-time

#### CONTINUED VACANCIES

Posting Expiration Date: Wednesday, Sept. 23.

9-23-1 Cook 1  
Pay Range 3  
University Food Operations  
Nine-month full-time (Auxiliary)

9-23-2 Food Service Worker (Two Positions)  
Pay Range 1  
9-23-3 University Food Operations  
Nine-month full-time (Auxiliary)

9-23-4 Maintenance Repair Worker 2  
Pay Range 5  
Technical Support Services  
(Auxiliary)

9-23-5 Secretary 1  
Pay Range 26  
Firelands Campus

9-23-6 Secretary 1  
Pay Range 26  
Institute for Social Philosophy & Policy (Paid from external grant funds)

#### CONTRACT VACANCIES

9-16-A Clinical Assistant (Receptionist-typist)  
Communication Disorders  
Speech Communication (2-2515)  
Grant Funded  
Sept. 22, 1981

#### FACULTY VACANCIES

5-6-A Director of EM Facility  
Biological Sciences (2-2332)  
Feb. 1, 1982

### Admissions open early

For the first time in the University's history, applications from prospective students were accepted beginning in August rather than the traditional Oct. 1 date.

Nearly 16,000 of this year's high school seniors who have expressed interest in entering the University in the fall of 1982 have already received admissions materials and financial aid forms.

Earlier than usual application requests and earlier fall high school openings prompted University officials to set the Aug. 1 starting date.

The 1982 freshman class will have about 3,150 students.

Also for the first time, the University set dates that will assure prospective students that their applications to the University's undergraduate colleges will be considered.

An application deadline of Dec. 15 has been set for students wishing to apply to the College of Business Administration. All other students have been told to apply by Feb. 1, 1982.

### Addresses needed

The payroll office is attempting to locate several former University employees so that insurance refund checks can be released to them.

Anyone knowing the address of any of the following people should contact the treasurer's office by calling 372-2205.

Hermela Abate, Yenework Alemayehu, James L. Angel, William Sirling Begg, Bradley Smith Bogar, Robert W. Brooks, Gerald Burnsteel, Thomas Donald Dawson, Leonel A. De La Cuesta, Cherin S. Elias, David Joseph Flor, Larry E. Foster and John R. Gotch.

Also, Kay K. Hamod, Charles M. Hill, Katherine J. Hohl, William John Horner, Robert A. Kaiser, Richard K. Kepler, Alan Klein, Richard W. Labdon, James P. Lesage, Donald M. Levy, David J. Malfara, John V. Mason and Robert L. Palasek.

Also, William Peterman, Madeline E. Porter, Beverly J. Piper, Kevin Riley, Ruth M. Seligman, Roy L. Shafer, Terry Duane Skinner, James K. Taubert, Marilyn Tomasi and Gerald A. Trask.

### Dr. Jerome honored

William T. Jerome, president of the University from 1963-70, was presented the University Alumni Association's Honorary Alumnus Award at a dinner in his honor Sept. 18 at the Bowling Green Holiday Inn.

Dr. Jerome, Bowling Green's sixth president, is now a management professor at Florida International University.

The Honorary Alumnus Award was initiated in 1973 by the Alumni Association to recognize significant contributions to Bowling Green by persons who are not graduates of the University. Dr. Jerome is the 14th person to be so honored.

### Jewish holiday policy clarified

Provost Eriksen has issued a reminder to all faculty that, although the University has no formal policy at this time regarding student absences for important religious observances, Tuesday and Wednesday, Sept. 29 and 30, is the Jewish holiday of Rosh Hashanah, and Thursday, Oct. 8, is Yom Kippur.

"You may find that Jewish students in your classes will be asking you to excuse them from classes to observe these major religious holidays," he said.

"Faculty have the authority to grant such absences, and you are encouraged to do so. However, it should be made clear to students that the responsibility for making up work missed during any absence rests with the student."

## Datebook

### Exhibits

**Images of Age**, a national exhibition of sculpture and paintings by artists over the age of 60, through Oct. 18, McFall Center Gallery. Hours are 8 a.m. to 5 p.m. weekdays and 2-5 p.m. Saturday and Sunday.

**Architecture of Northwestern Ohio**, an invitational exhibition devoted to the art of designing buildings, Sept. 21-Oct. 11, Fine Arts Gallery, School of Art. Gallery hours are 8:30 a.m. to 5 p.m. weekdays and 2-5 p.m. on Saturday and Sunday.

### Monday, Sept. 21

**1981 National Tractor Pulling Championships**, televised highlights from the three-day event held in August in Bowling Green, 10 p.m., WBGU-TV, Channel 57.

### Thursday, Sept. 24

**Field hockey vs. Oberlin**, 4 p.m., field west of the stadium.

### Saturday, Sept. 26

**Field hockey vs. Denison**, 12 p.m., field west of the stadium.

**Soccer vs. Miami University**, 2 p.m., Cochrane Field.

### Union to resume regular hours

The University Union resumes regular operating hours today, Sept. 21. The building will be open 7 a.m.-11 p.m. Monday through Friday, 8 a.m.-11 p.m. Saturday and 9 a.m.-10 p.m. Sunday.

Hours differ for the various Union facilities:

**Falcon's Nest**: 7 a.m.-11 p.m. Monday through Friday; 8 a.m.-4 p.m. Saturday, and 7 a.m.-4 p.m. Sunday.

**Cardinal Room**: 9 a.m.-2 p.m. Monday through Friday; closed weekends.

**Pheasant Room**: 11 a.m.-1:30 p.m. Monday through Friday; closed Saturday; open noon to 2 p.m. Sunday.

**Information desk**: 7 a.m.-9 p.m. Monday through Friday; 8 a.m.-8 p.m. Saturday; 9 a.m.-8 p.m. Sunday.

**Buckeye Room**: 7:30 a.m.-11 p.m. Monday through Friday; noon to 11 p.m. Saturday; noon to 10 p.m. Sunday.

**Little Shop**: 8 a.m.-5 p.m. Monday through Friday.

### New I.D. cards to be issued

All students, faculty, classified and contract staff will receive a new official University identification card within the next few weeks.

The new card will replace the students' former plastic I.D. and cardboard validation cards and the plastic I.D. which all faculty and staff previously received.

The single identification card, which will not have a photograph, will be color coded and issued on a quarterly basis to students. Faculty and staff will receive a card which will be valid for the duration of their employment.

According to Cary Brewer, registrar, the conversion by the University Library to a new circulation and record keeping system mandated the change in the University identification card. The card which provides access to the Library system must be able to be read by a scanning wand similar to those used at grocery and department store check-outs.

Brewer said the new card will have several advantages over the two-card system. In addition to the convenience to students of carrying one card instead of two, the new card will be printed on campus by computational services and can be issued immediately to new students or staff.

Brewer said the new card also has the potential of being used on a much more extensive University-wide basis in such areas as the bookstore and cafeterias — anywhere students, faculty or staff encounter a cash register.