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Monitor Newsletter August 26, 1991

Bowling Green State University

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CSC discusses future events

How to utilize opportunities within the University to better serve employees highlighted the Classified Staff Council meeting Aug. 20.

Personnel services will offer training and development programs on personal wellbeing, an opportunity that evolved in part from a meeting with council chair Roger Swepe. Administrative Staff Council chair Josh Kaplan and Faculty Senate chair Leigh Charette discuss stress detection.

Jim Morris, personnel services, spoke to the group regarding health insurance claims. He emphasized that communications about benefits must be open between his office and classified staff. Morris explained predetermined payment forms, second opinion procedures and the two-step review process for unpaid claims.

Morris also urged employees to monitor their medical bills and report any mistakes immediately. He also recommended that if employees have any questions regarding coverage, they call the Didion and Associates toll-free telephone number on the back of their benefit card.

In other business, council secretary Megan Shaffer distributed a list of 12 council goals for the 1991-1992 year, which included representation on various University committees, refinement of wage survey for determination of market values and involvement with the second segment of the wage adjustment. Also included in the list of goals are continued support for child care facilities on campus, further professional development opportunities and continued communication with the administration and expanded communication to co-workers regarding council actions.

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Interaction among employee groups enhances Firelands work environment and morale

How people view their work environment is often the key to success for any organization and Firelands College has shown it is interested in its employees' opinions and is willing to listen to them. It all started with the perception that there was a lack of communication and a lack of respect within and among administrative staff, classified staff and faculty. So Dr. Robert DeBard, Firelands dean, asked John Moore, executive director of personnel services, to conduct a survey to determine if the problems existed and, if so, to what extent.

Moore initially met with the three groups and they all indicated a desire to measure the scope of the existing perceptions on communication and respect.

In fact, the morale of Firelands employees is quite good, the survey showed. However, DeBard wants to take a proactive approach and try to nip any problems before they become major ones. "At Firelands we’re not trying to overcome inadequacy, we’re trying to achieve excellence," DeBard said.

A high level of participation was one of the goals of the survey and to help encourage participation, Firelands combined the time period required to take the survey with social activities. Two things resulted from this strategy. First, the rate of return on the survey was 85 percent, and secondly, the employees used the social setting to interact with each other and talk about problem-solving strategies.

DeBard added that the more Firelands employees interact, the more respect they will have for each other.

"I was very impressed with the way people approached the survey; they were not cynical but constructive and tried to help us to be the best we can be," DeBard said. DeBard deserves credit for allowing the survey to take place and the three employee groups deserve credit for such a high participation rate, Moore said.

Moore gathered and compiled the survey results and returned the information to Firelands employees within a specified 45-day period.

Two positive aspects cited in the survey were campus environment and quality of work. A positive image in the community and on the main campus is also very important to Firelands, Moore said. "Firelands doesn't want to be looked at as the stepchild of main campus, rather it wants to be looked at as a college that can stand on its own feet and solve its own problems," Moore said.

Moore also said the survey indicated that most employees like working at Firelands, especially because of the students, the college's location, research opportunities and the college's size.

Team development speakers will be brought to the Firelands campus to give insight and strategies. Moore said the end result of the whole survey, evaluation and action process will be the development of a mission statement detailing what the college is and what it does.

As a group, there is a lot of pride in who they are and where they are, and most people at Firelands want to try to maintain this to make things better, Moore said.

In September Moore will meet with Firelands employees to discuss strategies on team building and to keep them moving on schedule. As a facilitator, he said his job is to see they stay on target and meet their goals, but the bulk of the work is done by Firelands employees.

The majority of employees are moving in a positive direction and have said that they can already see a change and are recognizing their roles and the roles of others in team building, he said.

The survey doesn't make a change, people make a change and Firelands employees are following through with their desire to improve working relationships, Moore said. "Firelands wants change, so it will really happen and hopefully they will take full credit for the success or failure of the project," Moore said.

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Coaching experience at Olympic Festival enriches Van De Waalle

Summer volleyball is serious business

Head women's volleyball coach Denise Van De Waalle recently had the opportunity to use her coaching talents on a national level. She was selected as one of four head volleyball coaches for the U.S. Olympic Festival held in Los Angeles last July. Beginning nearly a year before the festival, an extensive application process including review of resume and coaching record is used to select four head and four assistant coaches from a national pool of applicants. These coaches led four teams in competition for gold, silver, and bronze medals at the festival.

Although the competition is affiliated with the U.S. Olympic program, Van De Waalle is not selected for Olympic competition from the festival.

"The Olympic Festival is more of a showcase for the best of the Olympic team selection," Van De Waal said. "To select players and teams, tryouts are held in New York, Arizona and Iowa. As a head coach, Van De Waal led the first team to tryouts. At each three-day tryout, festival officials limited the field to approximately 20 women, ranking the top eight players for each team." Van De Waal said she had two players and two coaches at the New York tryout. Schiller advanced to festival play. Schiller, MAC Player of the Year in 1990-91, will return to play middle for Bowling Green in the fall.

Van De Waal also attended the Arizona tryouts as an assistant coach for the festival. Although she did not know Jim Mire before her festival involvement, Van De Waal said coaching with him was easy because he communicated well with the players.

After the Iowa tryouts, players were selected from a pool of 16 players. The players were assigned to the North, South, East or West team by the festival volleyball commissioners and the head coach for the South team, who had prior festival volleyball coaching experience.

Efforts were made to be sure the teams were balanced so we could have a good competition, Van De Waal said. She was assigned to the East team and because players are not allowed to be on the same team as their coach, Schiller was assigned to the South team.

"It was the most challenging coaching I've ever done," Van De Waal said, adding that the level of competition was very intense.

The East competed against the West in the first round for the championship game. The match was close, and we lost in four games, Van De Waal said. The North took the South in five games at the next match.

"It was the most thrilling game I've coached during the MAC championship here in 1989," she said.

During the competition and enjoyment, there are some drawbacks to coaching at the festival.

"You don't get to coach the team very long so you don't know them well, and you really need to implement the offensive and defensive plays," she said.

Van De Waal said her team competed in the bronze medal competition and Schiller's team competed in the gold medal match in the final rounds of competition, and better.

Van De Waal said that at the festival she learned to take some chances in her coaching.

"Jim and I took some risks out there. I tend to coach defensively, but at the tryout we took some risks and they paid off," she said.

Also, Van De Waal said the practices and drills at the competition gave her some ideas for her first year with Bowling Green.

"She said the whole Olympic festival was very exciting, including the opening and closing ceremonies at Dodger Stadium. "You feel like you're at the Olympics," she said. Celebrities Louise Gossett Jr. and Susan Anton addressed the audience and Evander Holyfield ran an Olympic torch around the field at the opening ceremonies. Actor Tony Dow (Leave It To Beaver) and delegates from Wells Fargo Bank, a corporate sponsor, presented the athletes with medals in a ceremony similar to that used in the Olympic games.

Olympic festival games will not be held in 1992 because it is an Olympic games year.

Post office updates mail policy

To accommodate a 50 percent increase in mail volume over the past five years, the University post office implemented new procedures Aug. 19 to process mail more efficiently.

To ensure the best possible service, postal customers are asked to adhere to the new procedures. Mail not meeting the specified guidelines will be returned to sender.

All mail picked up by the department or office assigned to the mail room must be bonded by the following categories: campus mail; domestic/U.S. mail; foreign mail addressed with country's name in English, no abbreviations; Canadian mail; Mexican mail; sealed mail; unsealed mail with postage attached, such as personal and pre-paid business replies; and special service mail, such as registered, certified, insured, special delivery and overnight express.

Each bonded category of mail must include department name as well as the seven-digit Area/Organization number with the exception of campus and personal or pre-paid mailings which need only be bonded.

Mailings must be arranged with all of the addresses facing the same direction and must be properly addressed as follows: name, street and address, city, state and zip code.

Campus mail must be addressed with the department name followed by the name of the individual to receive the mailing.

All sealed number 10/lega!-sized envelopes being sent first class must be bonded with the flaps down, except for bulk mailings which must have the flaps in an up position.

All manta and oversized envelopes must be sealed and addressed in one direction only.

Third class advertisement mail not addressed to an individual will be thrown away.

All permit #1 imprint mailings less than 200 pieces must have the permit #1 imprint covered with tape. These cannot be processed as permit #1 because the minimum number of pieces for that type of mailing is 200.

Mail should be marked for each type of mailing, which includes first class, third class, library, rate, book rate and air mail.

Any questions or concerns about the new postal policy should be directed to Jan Emch, 2-7736.

Firelands from the front

A post-survey will be conducted in August or September 1992 to determine the impact of the team-building speakers and exercises. Moore said due to a lack of funds, Firelands will have to take the follow-up survey which will enable the college to get an accurate picture of the changes. Employees who have been hired since the first survey will not be asked to participate in the follow-up to avoid skewing the results.

Post-survey results and comparisons to the initial survey will be presented to Firelands employees next fall.

The Monitor is published weekly by the Office of Public Relations to faculty and staff of Bowling Green State University. The deadline to submit material for the Sept. 2 issue is noon Tuesday, Aug. 27.

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"Opinions" and other notices should be sent to:
Office of Public Relations
516 Administration Bldg.
Bowling Green, Ohio 43403

CSC from the front

regard to changes in the health insurance policy. Phase two is an evaluative step to monitor reactions and concerns about changes in the policy.

The next council meeting will be Sept. 16. State Representative Betty Gardner will address the council.

Robert L. Hillecher, professor emeritus, EDCI, "First Grade Reading: Performance, Reading and Writing," in the Reno Read­ ing Council Journal, Spring 1990. Lesbian, and lesbian, gay, and bisexual (LGBT) students study classroom applications to the journal "Ecos."}


Petermann M. Sieh, educational foundations and inquiry, co-authored "Our Pets-Our Friends or Let's Go Fishing," in Elementary School Guidance and Counseling, Spring issue.

JoAnne Martin-Reynolds, EDCI, and Bill Reynolds, educational administration and supervision, co-authored "Student Achievement in Small Rural Schools," Grades K-8, in the text Moral, Character, and Social Education in the Elementary School.


She also co-authored "Rethinking How Children Learn Mathematics," in the Journal of Ohio Elementary Kindergarten Nurse Educators.

Dan Tuttle, educational foundations and inquiry, "Listening to Students' Voices: Children of Ohio Elementary Kindergarten Nurse Educators."


Faculty/Staff presentations

Douglas A. Ferguson, radio-television-film, presented three papers at the Broadcast Education Association annual conference in Las Vegas. He presented "The Domain of Inquiry for Media Man­agement Researchers" (top debut paper in the management and sales division, $200 cash prize), "VCU Survey Meta Re­ search: An Application of The Propositional Inventory" (top open-entry paper in the research division). Bruce Klopen­ stein, co-author and "Focus Group Research as a Tool for Theory Development" (presented invited research presentation on "Nonquantitative Approaches to Methodological Research" for the research division).


Clyde Willis, college of health and human services, $22,000 from the Ohio Board of Regents to fund the committee, which is led by Willis, in assisting the Regents with analysis of health education issues.

Srinivas Melkote, mass communica­tions, $6,750 (supplement) from the National Science Foundation, to equip the Epicephal Center of Northwest Ohio to be used in partial support of a mass commu­nications technology graduate program designed to the Epicephal Center for 10 hours train­ ing per week.

Steven Russell, Veronica Gold, and Ellen Williams, at all special education, $74,100 from the U.S. Department of Education for Project RASSE. a three-year project focusing on special education teacher preparation for rural school setting.

John S. Graman, biological sciences, $25,000 (supplement) from Glaxo Research Laboratories Inc., unrestricted research in the field of arthritis.

Douglas C. Neckers, chemistry, $3,500 from the Large Scale Chemistry Par­tnership for three years, awarded to two postdoctoral fellows to SOLP for research and development to create encapsulated protein therapeutics and novel ototoxicities in toxins.

Reginald Naidoo, biological sciences, $3,500 from the National Science Foundation, to study a project for the Protection Agency to create a report evaluating the feasibility of adding Polk to the American Council of Life Insurance Foundation for AIDS related research.

Melissa Bandy, director, hospitality management program, $2,000 work-study grant from the National Restaurant Association to further professional and personal growth of the hospitality faculty. She also received $500 from the Disney World Foundation for Hospitality Manage­ment Program software acquisitions.

Fred L. Pigg, EDF, $26,000 from the Martha Ellen Jenkins Foundation to select and invite 300 outstanding ele­mentary and middle school public school teachers from 2 Ohio counties to attend ten-hour workshops. He also received $10,500 from the same foundation to invite approximately 2000 alumni from the previous eight Northwest Ohio Jen­nings Lecture Series Programs to campus for an alumni lecture and lunch.

Sally Blair, NWOTEF, $23,290.02 (renewal) from the Ohio Department of Education. The grant awards the Ohio public schools of the northwest Ohio Educational Technology Foundation to purchase equipment to improve television reception and service.

Judy Adams, medical technology, $5,000 from the American Council of Life Insurance Foundation for AIDS related research.

Michael A. J. Rodgers, Center to Photobiological Sciences, $3,093 from the University of Georgia to aid in the design of a computer-aided therapy (PUT) research which will be implemented in primary schools, after systeems, and biology responses.

Charles M. Onacis, geology, $24,553 (renewal) from the National Science Foundation for the collection of new data about the Lower Sardinian quartz arenites at the junction between the central and southern Appalachians.

Don Bright, business education, $30,000 from the Ohio Department of Vocational Education for sex-equity projects in Ohio's Vocational Business Organization Education

Robert Debard and Georgeanna Bellfield, Finances, $4,146.57 from the Columbus State Community College to provide ABC eligible recipients with support programming for their eventual entry into the job market.

Conrad Mcculloch, financial aid, $546.485 (supplement) from the Ohio Department of Education for the Ohio In­structional Grants Program which provides grants exclusively to students from low and moderate income families.

G. Comer Duncan, physics/astonomy, $30,000 from Cray Research Incorpo­rated for investigation and development of major parallel architectures appealing to supercomputer users.

Christopher Dunn, research services $3,500 (supplement) from the BGSU, Alumni/Foundation for support of a uote of independent student research projects.

Michael A. J. Rodgers, Center for Photobiological Sciences, $14,500 (re­newal) from the National Institutes of Health IRP-H to continue the program to characterize the molecular properties of oxygen and hydrogen peroxide to determine if the reaction between these gases causes damage during photochemical action.

Jacqueline Cuneen, HIPR, $500 from the Ohio Association For Health Education, Recreation and Dance to com­mission an Ohio coaching certification model.

John B. Laid, physics/astonomy, $223,937 from the National Science Foun­dation for observational programs to dedicated to studies of the Galaxy's disc and outer halos, and the Large Magellanic Cloud.


Franklin Goza, sociology, $4,500 from the National Endowment for Education, "Canadian Government to study interna­tional labor migration from Brazil to Ontario and to compare this flow with a similar movement from Brazil to the U.S.

Christopher Dunn, research services $5,045 (renewal) from the Department of Health and Human Services for continued support for individual research projects.

Walter Maner, computer science, $9,400 (continued) from Southern California State University for a major computer professional program which includes an introduction to computer science and business people.

Douglas Necker and Elliot Blinn, chemistry, $4,000 (continued) from the National Science Foundation to support graduate research in the physicochemical sciences in cooperaton with Mead magazine.

Eileen M. Underwood, biological sciences, $3,137 (supplement) from the National Science Foundation for the development of experiments for undergraduate (REU).

Verner P. Blingman, psychology, $19,998 from the National Science Foundation to test the hypothesis that the hippocampus plays a necessary role in the mnemonic processes that support naviga­tional map development of the homing pigeon.
**Oklahoma!** fall performance tickets on sale

Two senior performances of the Bowing Green Samba! Musical Theatre production of "Oklahoma!" will be presented this weekend on Saturday, Oct. 22 at 8:00 p.m. in the Koblek Hall in the Moore Musical Arts Center.

"Oklahoma!" was the first of the nine Broadways songs and Yesford Rodgland and Oscar Hammerstein I wrote together. The Pulitzer Prize-winning musical includes such well-known tunes as: "Oh What a Beautiful Mornin’," "People Will Say We’re in Heaven," and "The Farmer and the Vixen.

The story depicts the love triangle with the lovely Jud Fry, the singing Tom and the sly and sarcastic Curtie McLain.

Eugene Dybath, director of opera and sonology, is in the production as well as the stage and musical director. To complete the performers, Dybath has double cast three roles for the show, different individuals perform each night. In all more than 70 people are participating in the production.

Robin Red McWam of Bowing Green and Kathryn Steiner of Royal Oak, Mich., a graduate student at the University, share the role of Laurey Eller opposite Jon Jenk of Goleview, Ill., who portrays Curly. Jenk thought the exchange would be a good opportunity to work with the program. Both the arts and I wanted to experience living in a different culture, he said. She added that seeing other environments is enriching and this experience will affect her daily life in the future.

"X'an exchange participants depart to China"

Three people departed Sunday from the United States to begin a year in the University’s faculty exchange program with the English Language University in X’an, China.

Exchange participants for the 1991-1992 faculty exchange program are: William B. McCord, a graduate assistant in American culture studies, Melissa Firestone, monitor editor, and her husband, Dan Firestone, a former (Toledo) Blade employee.

The University has conducted exchanges with X’an since 1983. Applications are accepted only from tenured or probationary faculty members; however, applications from graduate students will also be considered for the program.

"The Firestones will both teach journalistic and advanced writing at X’an, and McCord will teach American culture studies." Melissa Firestone said participants had to apply for the exchange in November 1990 and she received word of her acceptance in January 1991. She is the first administrative staff member to participate in the exchange.

"Firestone said she and her husband thought it would be a good opportunity to work with the program. Both Dan and I wanted to experience living in a different culture, she said. She added that seeing other environments is enriching and this experience will affect her daily life in the future."

**Obituaries**

Betty J. Turner Rayadar

Dr. Betty J. Turner Rayadar, 40, died Aug. 11, at her home in Toledo. She was an assistant professor of psychology at the University, and was in 1988-1989 served as an instructor and postdoctoral fellow.

Donations may be sent to the charity of the donor’s choice.

Margaret Tallman

Margaret Tallman, 45, died Aug. 8, at Blanchard Valley Hospital. She was an instructor at the University for the past five years in the special education department. She received her master’s degree at BGSU in 1975.

**Recreation Center posts rate changes**

The Student Recreation Center Council has voted to eliminate the spouse membership fee. All full-time student members pay the same membership fee as BGSU students. The Student Recreation Center Council met over the previous three-year period.

Fall semester membership rates are available beginning Aug. 19, with the regular membership at $64 per semester, spouse fee $42 per semester, and member children under age 18 free when accompanied by their parent. All rates are posted at the SRC membership office. Membership information is available at the membership office, or by calling the SRC at 372-2377.

Section 125 forms must be submitted prior to August 31

The benefits office has not received Section 125 Health Care Flexible Spending Arrangement forms from participating employees and other contract staff members.

Forms are not received by Aug. 31, the payroll office will deduct any contributions for health care coverage on an after-tax basis from all employees for the year which commences Sept. 1.

"Employee must sign a contract staff member who has not returned the forms must sign a statement waiving the benefits that will be the to the same if the individual individual util ial eas to waive the coverage so that the records will reflect the correct information.

Contact the benefits office at 372-5122 for further information regarding the forms.

### Stress management training to be offered

Group training in stress management will be offered to BGSU faculty members, staff members and their family members during the fall semester.

Groups will meet weekly and the session will last approximately six weeks. Participants will receive training in the use of effective stress management techniques such as passive-muscle relaxation, self-statement adjustments, decision-making, problem-solving, assertiveness training and time management.

Registration prior to Sept. 11 is required for participation. Fall semester stress management group sessions will begin the week of Sept. 16. A second fall semester session regarding the day and times of the training sessions, will be held.

**Weight Watchers sign-up in progress**

There will be a Weight Watchers pre-enrollment meeting Aug. 29 at noon in Classroom 1 of the College Park Office Building. There will be no charge for this meeting.

The next 10-week Weight Watchers program begins Sept. 5, and continues through Nov. 7. Each session will meet at noon in Classroom 1 of the College Park Office Building.

For further information, call Carol Kuehn memorial at 2-2232 or Ruth Miltenor at 2-2237.

### Personnel services/ payroll will continue using budget numbers

Personnel services has announced that budget/cost numbers will continue to be used for personnel payroll purposes and to complete the following forms: personnel requisitions, action forms, time sheets, faculty and staff appointment forms, personnel action, employment activity records, personnel expense reports, and similar forms. When the IRS payroll tax return is accepted, the personnel services, departments may begin using area/organ budget numbers instead of budget/cost.