Monitor Newsletter August 16, 1993

Bowling Green State University

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University offers service for free

As voice mail becomes popular, phone tag on decline

Relying thus far only on word-of-mouth advertising, Voice mail is sweeping the University community with 76 departments and more than 1,000 clients connected for service since its March 1993 introduction.

Telecommunication services is offering a basic voice mailbox to all faculty and staff on campus at no charge. Although the voice mail system offers a slew of features, its basic function lets callers leave detailed, computer-recorded messages for each individual who has a telephone connected to the system.

Voice mail is intended to reduce telephone tag, that annoying game which is played when neither of two parties successfully contacts the other by phone. Without leaving detailed messages, tagging can go on endlessly.

In addition to recording incoming messages, the system lets users record personalized outgoing messages that can be updated as often as needed. Both incoming and outgoing messages can be manipulated from the user's own telephone or from any touch-tone telephone in the world. Special after-hour and busy-signal messages also can be programmed for playback at appropriate times.

"Voice mail is free for a couple of reasons," Dr. Richard Conrad, computer services, explained. "First of all, departments don't have the money to pay for it. Secondly, it cuts down on telephone tag. But we left it up to each department whether it wants to use it.

"I appreciate voice mail because for me it is really time saving," Tina Bunce, musical arts, said. "Because of all the duties that I have I'm not at my desk all the time. Now if someone calls and leaves a message, when I return and see the little light (on the telephone) blinking, I immediately pick up my phone and access my messages before doing anything else."

Voice mail recordings are processed by an AT&T AUDIX Voice Mail System which was purchased by the University in December 1992.

Before buying, Telecommunication Services conducted tests pitting the AT&T system against a top competitor. Each manufacturer supplied trial units free of charge. Subsequently, AT&T was not only the lowest bidder but its product was deemed superior to the competition.

The AUDIX system has 22 ports which means that 22 sessions can be incoming or outgoing at any one time. All recordings are stored on a digital computer disk similar to the one in a microcomputer except this disk has been altered to store voice communications.

"This downside to voice mail is impersonalization," Conrad said. "You must talk to a computer. We do feel, however, that departments and callers can benefit from the system if they are willing to accept this fact."

The AUDIX machine also provides other valuable features such as automated attendant.

This service allows users to prerecord a number of caller options — a menu of sorts. Each is triggered by pressing a particular number on the telephone. Callers may be routed according to their needs.

Other available features include bulletin boards which can play back recorded information for callers such as office hours, campus directions and food menus; broadcast messages which can relay University-wide announcements to all mailboxes; and system mailing lists which may be used to send messages to a predetermined list of staff mailboxes.

Messages may even be programmed for transmission up to one year in advance; this is handy for personal reminders of upcoming meetings and deadlines.

Opening Day activities planned for Aug. 23

The University will hold its annual Opening Day festivities Monday, Aug. 23. Starting at 9 a.m. refreshments will be served in the Lenhart Grand Ballroom of the University Union followed by a general meeting at 9:30 a.m. for faculty and administrative staff. Greetings will be by Dr. Eloise Clark, vice president for academic affairs, with remarks by President Otschapel and Dr. Benjamin N. Muero, chair of Faculty Senate.

College faculty meetings will begin at 11 a.m. with arts and sciences in the Lenhart Grand Ballroom; business administration in 1007 BAA; education and allied professions in Jenson Auditorium; musical arts in the Choral Rehearsal Room; health and human services in the Town Room of the University Union and technology in 127 A and B Technology Building.

At 1:30 p.m., libraries and learning resources will hold a faculty/staff meeting in 150A of Jerome Library and the College of Musical Arts will hold department meetings.

From 1:30-2:15 p.m., college advisers will meet. Arts and sciences will be in 112 Life Sciences Building; education and allied professions will be in Jenson Auditorium and technology will be in 220 Technology Building.

Graduate faculty will meet from 2:20-3:15 p.m. in Jenson Auditorium, 115 Education Building. School and department faculty meetings (except musical arts) will be held at 3:30 p.m.

The Classified Staff Convocation will be held at 9 a.m., Monday, Aug. 30 in the Lenhart Grand Ballroom of the University Union.

The Administrative Staff Reception will be held from 3-5 p.m., Monday, Aug. 30 in the Alumni Room of the University Union.
OBITUARIES

Betty Firsdon
Betty Firsdon, 62, an employee of the University, died Aug. 8 at Wood County Hospital. Firsdon began working on campus in January 1970. She was a clerk typist in environmental health and safety. Memorials may be made to Alliance Church.

Alice Leveck
Alice Leveck, 75, a former University employee, died Aug. 7 at her home in Ottawa. Leveck was a telephone operator for the University, beginning her career on campus in August 1958. She retired in November 1994. Memorials may be made to Putnam County Home Health Care.

'Sound of Music' to be performed Aug. 27-28

Two encore performances of the Bowling Green Summer Musical Theatre production of "The Sound of Music" will be presented Aug. 27-28.

CLASSIFIED EMPLOYMENT OPPORTUNITIES

New vacancies
Posting expiration date for employees to apply: noon, Friday, Aug. 25.

8-20-1 Clerical Specialist
Pay grade 25
Special education
Part-time position

8-20-2 Clerical Supervisor
Pay grade 25
Student Health Service

8-20-3 Student Services Counselor
Pay grade 27
Graduate College

FACULTY/STAFF POSITIONS

The following faculty positions are available:


The following administrative staff positions are available:

Food Operations: General manager. Contact personnel services (2-2227). Deadline: Aug. 27.


Q & A ABOUT COLLECTIVE BARGAINING

A variety of questions have been raised about faculty collective bargaining and its potential effects. The Bowling Green State University Faculty Association has asked the Monitor to publish its answers to some questions posed by individual faculty members.

Question: I've read in the Monitor that BGSU has decided to change its program of health care benefits for all University employees. Can they do that to faculty before the SERB election?

Answer by BGSU-FA: Many faculty have asked us this very timely question. The question "can they do it?" has legal implications, so BGSU-FA has referred it to legal counsel. But there are also considerations of ethics and fairness that call for more than a lawyer's answer. Our whole social order would break down if individu­als and institutions routinely ignored common ethical principles and merely did what they could get away with under the law.

Any decrease in employee benefits is a cut in our compensation that will reduce our standard of living, just as if the equivalent cuts were made in our salaries and wages. After careful review, it is clear to us that any one of the "options" provided in BGSU's proposed employee health care package represents that kind of employer "take back." Under collective bargaining, health care and all other forms of employee compensation would be covered by a negotiated written contract and cuts could not be made unilaterally by the employer.

To unilaterally impose big cuts in employee health care benefits before a collective bargaining election, while the faculty is organizing, would unfairly pre­empt the bargaining process. That would be bad enough, but to do so after causing the election to be delayed for many months would be both unethical and unfair. We trust the BGSU administration agrees with us on that point.

Retirement party set

The Department of Economics will host a retirement reception for Dolores Reynolds from 2:30-4:30 p.m. Aug. 24 in the student lounge on the second floor of the Business Administration Building. Reynolds is retiring after 26 years of service to the University. The reception is open to the University community.

FOR SALE

Computer services has for sale to University departments an Apple Stylewriter I printer for $100. This is an incredible price. Anyone interested should contact the microcomputer buying service at 372-7724.

VOICE MAIL

From the front

"People have been picking it up real well," Pat Rutter, telecommunication services, said. Rutter is the University's voice mail trainer. "Initially we tried to tell people how the system works and then in monthly follow-up newsletters we give them additional information about the system's features.

"As long as the people who have (voice mail) make it reputable by returning the calls in an appropriate amount of time then individuals dealing with it will appreciate it more."

For information regarding the voice mail system contact Rutter at 372-8408. — Mark Hunter