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## Monitor Newsletter August 04, 1997

Bowling Green State University

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# MONITOR

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AUGUST 4, 1997

## Advising summit initiatives take off

In the big picture of higher education, where does the role of advising fit? Studies show that advising and faculty contact contribute to student satisfaction and retention. Yet, "at many colleges and universities, including BGSU, advising has not been viewed as high a priority as teaching, research and other faculty activities," says Jack Taylor, coordinator of undergraduate advising initiatives.

As a result of recommendations from the Task Force on Student Advising, initiatives are underway to change those views. "Undergraduate advising is now one of the major priorities of the University," he says.

On June 26, an on-campus advising summit convened to explore ways to create a culture at the University where advising is more responsive to students' academic, career and personal needs, as well as valued and rewarded. The 22 participants represented a cross-section of key individuals involved in University advising. They included faculty and college advisers as well as those who have advising responsibilities, but do not have the word "adviser" in their title, such as career services, honors program, continuing education, registration and records and international programs staff, Taylor explains. The group discussed strategies to improve undergraduate advising and identify best practices.

Naomi Lee, who coordinates advising for the College of Technology, described the summit as "useful, energetic and thought-stimulating," through which participants began addressing many of the issues surrounding quality advising.

During the summit, working teams were created to focus on four areas:

- **assessment** (to measure student satisfaction with advising and the impact of advising on student outcomes, such as retention and graduation);
- **mission** (to develop an advising mission statement for the University and define goals and outcomes);
- **technology** (to accelerate the implementation of technological advances in advising, such as the degree audit system [DARS]);
- **professional development** (to provide workshops and other opportunities for new and current advisers to enhance their advising skills, including training in new strategies, current theories, and use of technology).

Right now, the teams are evolving, Taylor notes. Each team will set measurable goals and timelines to achieve them. "We want faculty and student representa-

tion (on the teams) and will add people as necessary," he says.

Summit participant Russ Veitch, psychology, considers a DARS system the number one priority for improving advising. Through such a system, students would be able to quickly compare their records to curriculum requirements in a variety of academic programs, freeing advisers to concentrate on the non-routine, more substantive aspects of the advising process.

DARS "takes a lot of the dirt work out of advising," said Veitch. "Students can

*"Undergraduate advising is now one of the major priorities of the University."*

—Jack Taylor

do a lot of the preliminary work themselves. They can go into faculty with options."

The system is particularly valuable for students who are considering switching majors, and it can be designed to be accessed anywhere through the World Wide Web.

DARS would not only empower students, but would make it easier for faculty to advise about coursework, Veitch notes. "Advisers are afraid to tell a student, 'Take this course,'" he said. "They are reluctant to give bad advice that would keep students here longer than they want to be."

Lee, who has seen DARS work at another institution, agrees that acquiring such a system is a priority need. "This would be a huge help," she said, "a major step."

In the professional development area, "the goal is to create a University-wide program to help give advisers the skills and information they need to be more effective," said Taylor.

This does not mean that all colleges' advising programs would look identical, he adds. "The characteristics of an effective advising process as well as many of the expected outcomes would be standard; how colleges carry them out would be unique."

Improving advising will also involve rewarding and recognizing individuals or areas that demonstrate best advising practices, which Taylor defines with three qualities: knowledgeable/informed,

(Continued on page 2)



### Amazing machines

Warren Hollier of the Detroit Public Schools gets hands-on experience during a video production graduate workshop using state-of-the-art Media 100 editing systems. Lori Schultz, visual communication and technical education, is demonstrating the new technology.

## New housing director to focus on overall quality of student life

Retention of students in the residence halls will be a key part of Bud Beatty's focus as the University's new director of student housing and residence programs.

Ed Whipple, vice president for student affairs, announced the appointment, which was effective Aug. 1.

The first step in making students want to stay is improving the quality of life in the residence halls, Beatty said.

"We need to see what we can do to make it comfortable and attractive to students," Beatty said. "On the whole rubric on the quality of life, you have to look at all parts."

Once all of those parts are in order, retention of students does not pose as much of a problem, Beatty explained.

Whipple said the strength of Beatty's background will aid him in providing the best options to students in all areas of student housing.

"He brings excellent experience in the student housing area that will allow us to focus on developing learning environments, improving facilities, providing increased technology and, of course, meeting the changing needs and expectations of our students," Whipple said. "I am pleased that Dr. Beatty has accepted our offer to join us at Bowling Green."

Beatty comes to the University from Dartmouth College in Hanover, N.H., where he served as associate dean of

residential life, overseeing a residence program involving 2,800 students, 76 residences/Greek houses and an \$11 million-plus budget. (At Bowling Green, his responsibilities will encompass up to 6,500 students, 46 residence halls/Greek houses and a \$15 million-plus budget.)

*"I have a very big interest in blurring those lines between academics and residence halls. I hope it'll be one."*

—Bud Beatty

As an adjunct lecturer in education at Dartmouth, Beatty taught undergraduate courses in educational policy, collegiate culture, history of higher education, educational research and education seminars for first-year students.

Beatty, who holds a doctorate in education with a minor in business administration from Michigan State University, said he hopes to change the way residence halls are portrayed at Bowling Green.

"I have a very big interest in blurring those lines between academics and residence halls," Beatty said. "I hope it'll be one."

—by Darla Warnock

## Innovative partnership creates bilingual summer learning experience

On a hot, humid Saturday in July, outside a farmhouse in Sandusky County, kids gather to read, to explore, to learn about small things. In a tree-shaded area transformed into a participative outdoor classroom, some read books about ant antics in two languages; others forage through nearby woods, searching for bugs they will then identify in insect guides. Later, sitting on logs, the kids visit with "Tex," an armadillo from the Toledo Zoo, who—they learn—loves to eat ants and has no teeth.

The two-hour educational session was one of three held on consecutive Saturdays last month through an innovative summer camp program, "Mi Amiga, La Hormiga" ("My Friend, The Ant").

Organized through the BGSU Partnerships for Community Action (PCA), the project combined the interests and efforts of the University, the Toledo Zoo and the Farm Labor Organizing Committee (FLOC). The project was also a University partnership involving faculty, staff and students, many affiliated with the College of Education and Human Development's Martha Gesling Weber Reading Center.

With the help of a cooperative farmer, children who live in the three farm worker camps at Mauch Farms were invited to participate in this pilot



### Up close and personal

Children participating in La Hormiga observe a hedgehog from the Toledo Zoo. Carolyn Chryst, the zoo's educational curator, shows off her special guest.

*Hormiga News*, using tape recorders and computer equipment brought in by program organizers and tutors.

The Toledo Zoo, which donated \$1,200 toward *La Hormiga*, brought in animals indigenous to the kids' home states: Florida and Texas.

that are also relevant to our own lives."

Fittingly, Farber observed a strong ethic of cooperation among the children. "This is a party," said Janet Beam Smith, a volunteer tutor and graduate student in education, describing the atmosphere. "[The kids] are all dressed up, as if they were going to school. They had on their party manners."

"They are so excited and focused, curious, interested," Farber added. "The main quote is, 'It's cool!' The kids are clearly having a very good time."

And so, apparently, are the volunteer tutors, who include 12 undergraduate and graduate students from Bowling Green, as well as about five others from the University of Toledo, many of whom are bilingual.

As Smith said "I have not had this much fun in ages. I've learned as much as the kids. I've learned how to learn all over again."

And in many cases, both the kids and the tutors have been learning as they go.

"You have to be exceedingly creative and very flexible," Farber said. Trees became bulletin boards, as kids' drawings were thumbtacked to bark

instead of corkboard. Computer equipment was connected to electricity with 400 feet of extension cords.

"The volunteer tutors have been phenomenal, they've been exceptional in their adaptability," said Farber.

Program organizers have also learned from FLOC. "FLOC has been instrumental in helping us understand the population," Farber said. Beatriz Maya, the educational and training coordinator with FLOC, worked to contact and inform the farm workers about the program and encouraged participation.

"Learning is a two-way street," Farber emphasized. "Knowledge from the community is as valuable as the knowledge we (at the University) have," she said, also adding that "Life experiences different people bring to the world have to be valued."

That's the philosophy behind the PCA created at the request of President Sidney Ribeau in fall 1996.

In addition to *La Hormiga*, other partnership programs have involved Wood County Hospital, independent auto mechanics and Toledo COSI.

Partnerships are formed based on common interests and shared efforts. "What are the needs of each group of people? What are their vested interests? That has to be on the table," Farber said.

Through the partnership efforts, the hope is to maintain long-term relationships that can continue to benefit all participants. "The [*La Hormiga*] program doesn't end this summer," said Lori Liggett, a graduate assistant working with the PCA. "Who knows what might develop?" Farber also sees this year's pilot project as a first step, and plans to try to obtain grant money to continue and expand *La Hormiga*.

When the kids walked away that third Saturday, they left with small things: handmade butterflies, a BGSU folder with Falcon tattoos and fond memories of summer camp. But even the children know that little things can contribute to greater goals.

As one camper wrote in an article for *La Hormiga News*, "With more animals, activities and ideas, the children and adults come closer to the nature of life."

*"Learning is a two-way street. Knowledge from the community is as valuable as the knowledge we (at the University) have."*

—Kathy Farber

program designed to foster science, reading and writing skills—in both Spanish and English.

"This is prime growing season, and the parents and teens are out picking and working seven days a week," said Kathy Farber, education, and director of the PCA, who spent eight months building relationships within the community and orchestrating *La Hormiga*. Still, the program attracted between 70 and 80 people each week, she said, including kids from babies to teens and some parents.

The younger children made ant snacks, read books about ants and saw a sock puppet show, "Two Curious Ants." The teens produced a newsletter, *La*

The theme stemmed from a desire to use familiar examples. "[Ants] are part of our everyday environment, even though we often ignore them," said Shelley McConnell, a recent education graduate and one of *La Hormiga*'s lead teachers. McConnell helped develop the curriculum, along with Zulma Ramos-Von Ewegen, migrant education specialist with the reading center and Carolyn Chryst, educational curator from the Toledo Zoo.

"Ants and humans are very similar," McConnell added. "We both live and work in communities and require an ethic of cooperation in order to exist in this world. By using ants as an example for the children, we can teach them ideas

## Advising

(Continued from page 1)

available/accessible, and sensitive/caring. To help recognize and encourage quality advising, Taylor will work with academic and administrative departments and student groups to create an undergraduate adviser recognition award.

As a follow-up to the June summit, a second summit event is scheduled for Aug. 18 in the Lenhart Grand Ballroom of the Student Union, to which all faculty advisers are invited.

"The summit will allow advisers to clarify their roles, identify best advising practices, share advising strategies and meet individuals from the different offices that provide referrals," says Taylor.

## You are invited!

Opening Day Convocation  
Monday, Aug. 25  
9 a.m. refreshments  
9:30 a.m. President's address  
Lenhart Grand Ballroom,  
Student Union



All-campus Picnic  
Tuesday, Aug. 26  
11:30 a.m. - 1:30 p.m.  
front lawn of University Hall  
Picnic lunch for faculty,  
staff and students  
Free



## MONITOR

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### University Vision Statement:

Bowling Green State University aspires to be the premier learning community in Ohio and one of the best in the nation. Through the interdependence of teaching, learning, scholarship and service we will create an academic environment grounded in intellectual discovery and guided by rational discourse and civility.

BGSU is an AA/EEO Educator and Employer.

## briefs

**Mentor a student through 'BG Effect'**

A recently expanded mentoring program allows University staff to contribute one-on-one to student success. As of this fall, the BG Effect mentoring program for first-year students, originated by Administrative Staff Council, will be permanently housed with the First Year Experience Program.

Approximately 100 new students will have the opportunity to request that a University staff person serve as a mentor. Mentors provide individual support to students as they make the transition to college. They also serve as a single contact point for the many questions that may arise about the University.

"New students seek mentors who are willing to help them make social and academic transitions to campus life," says program director Jodi Webb. "Research demonstrates that helping students connect to the University and its people leads to higher satisfaction and eventual graduation.

"Typically, new students meet with mentors shortly after they arrive on campus and work with them until they outgrow the relationships," explains Webb. "In other instances, mentors have become integral parts of students' overall BGSU experience, continuing the connection well beyond the first year of college."

To express interest in serving as a mentor, please e-mail Jeff Philippott (jeffphi@bgnet.bgsu.edu) or Webb (jwebb@bgnet.bgsu.edu). To find out more about BG Effect, call Webb at 2-9348.

**Fact book now on-line**

How do BGSU's enrollment and fees compare to those at other universities? Where in the world do alumni live? How does the retention rate for students of color compare with that of white students?

The answers—along with a wealth of other information about the University, its students, programs, employees and resources—are all part of the *BGSU Fact Book*. The book, published by the Office of Institutional Research, 2-7816, can now be accessed over the Internet (<http://www.bgsu.edu/offices/ir/>). Other fact book categories include degrees conferred, student-faculty ratio, admissions, expenditures, and faculty and staff information.

The office serves as a planning and decision-support resource for all units of the University. Its projects include routine and ad hoc, internal, external, longitudinal and comparative studies of the University's operations and environment. The office also serves as the University's point of contact for reports and surveys requested from outside agencies, such as the U.S. Department of Education and college guidebook surveys.

**Leadership training set**

Once again, supervisors of faculty and staff have an opportunity to learn about participatory leadership. Three new eight-hour trainings will be offered in August. Each training is divided into two sessions, scheduled one week apart, as follows:

- Aug. 11 and 18, 1-5 p.m., Alumni Room, Student Union
- Aug. 12 and 19, 8 a.m.-noon, 2 College Park
- Aug. 13 and 20, 1-5 p.m., 2 College Park

The training is designed to provide an understanding of the concepts and principles of participatory leadership. Participants will learn about the role and importance of using participatory leadership to achieve effectiveness. They will also be involved in practical exercises demonstrating their ability to use participatory practices, and will develop an action plan showing how their responsibilities will include participatory leadership. For reservations, call Marcia Beckenmyer, human resources, at 2-2558.

**Open enrollment underway until Aug. 22**

Full-time faculty, administrative and classified staff will soon receive health care open enrollment material at their homes so they can review their benefit options.

The packet of information contains all the material needed to make decisions for the 1997-98 plan year beginning September 1, 1997. Benefit options include medical, dental, prescription and vision coverage, plus Section 125 health care/dependent care reimbursement accounts.

The packet contains a summary of changes and a checklist to help employees determine what forms need to be completed. Employees who do not return any of the enrollment materials will continue to be enrolled in the same health insurance plan; however, those who wish to continue or begin enrollment in the Section 125 or vision care plans must return the appropriate forms by Aug. 22.

Any employee who is making changes must also return the appropriate forms to the benefits office (100 College Park) by 5 p.m. Aug. 22. This provides the last week of August for the benefits office to communicate with the vendors and with the payroll office, prior to the first payroll run for September.

For more information, contact the benefits office at 2-2112.

**Philosophy & Policy Center lauded**

The Social Philosophy & Policy Center is among a select group of honorees being recognized by the John Templeton Foundation for "scholarly excellence and a commitment to the principles of freedom."

The honorees are featured in *The Templeton Honor Rolls for Education in a Free Society for 1997-98*. They include 31 institutions of higher education, among them, Harvard, Notre Dame and Yale.

The honor was established by international investment manager Sir John Marks Templeton. Former U.S. Secretary of the Treasury William Simon chaired the committee choosing this year's honor roll.

The University's Social Philosophy & Policy Center is internationally known for its commitment to examining public policy issues from a philosophical perspective.

Since 1981, the center has obtained some \$4 million in private funding to carry out its mission, executive director Fred D. Miller Jr. said. The grants enable the center to serve the academic community through conferences, a journal (*Social Philosophy & Policy*) and a program that brings world-class visiting scholars to campus, Miller said.

**Education leader named distinguished alumnus**

A former superintendent of the Toledo City Schools will be the 38th recipient of the University's Distinguished Alumnus Award.

Frank Dick, who earned both his bachelor's and master's degrees from Bowling Green, will receive the highest honor bestowed by the Alumni Association during commencement exercises Aug. 9.

Currently, Dick is chair of the board, president and chief executive officer of the Greener Life Insurance Society in Adrian, Mich.

A long-time supporter of Bowling Green, he is currently a member of the BGSU Foundation. In 1976, the University awarded him an honorary Doctor of Public Service degree.

Last year, Dick was inducted into the Toledo High School City Athletic League Hall of Fame. He was cited for his commitment to advancements in athletic programs, services and facilities. The citation noted that Dick was instrumental in developing sports programs for girls, and that he is often referred to as the "Father of Women's Athletics in Toledo."

**Exploring options**

Brandie Burner, a senior medical technology student, studies with instructor Catherine Shaffner in a microbiology laboratory. Students who want to enter health care professions will soon have new degree options in applied health.

**Degree features three tracks to success**

In the fall, the College of Health and Human Services will begin offering a new program in applied health science that allows students to advance their careers.

The new baccalaureate degree in applied health science is designed for three distinct student populations:

- **health science** for those seeking a master's or post baccalaureate program in physical therapy, occupational therapy, occupational health or public health;
- **allied health** for those with an associate degree in a health care field; and
- **microbiology** for those seeking a career in medical, food or environmental microbiology or biotechnology.

Each track has a different purpose, according to Robert Harr, chair and associate professor of medical technology. First, it prepares students who may not have accessed a health training program as an undergraduate but who may want to do that after receiving their baccalaureate degree.

The program's "second thrust," Harr said, "is a curriculum designed for students with an associate degree in related allied programs that will take all their training hours—40 semester

hours—toward a bachelor's degree."

Harr noted, "What happens in the health care industry today is that the lines between fields are more blurred. People are required to know things that were not specifically taught for their field. Hospitals will provide the training for those things, but you have to have a baseline of knowledge.

The program "does not purport to give

*"[I]n the health care industry today the lines between fields are more blurred."*

—Robert Harr

students that advanced training, but will give them the basic skills they need to advance," Harr said.

The third track, Harr said, "is actually the technical route—the training in the lab skills, etc.—that will prepare students for graduate school."

The new degree articulates with medical colleges and two-year associate's degree programs such as those offered at Firelands, Harr said. Firelands offers two related programs—health information technology and respiratory care.

"For students in those two programs, this degree would be the most efficacious route because all their general education, technical hours and prerequisites would count," said Harr.

Students enrolled in any of the college's pre-professional programs qualify for admission into the program. Specifically, students with associate degrees in a health-related professional program such as dental hygiene, radiology technology, health information technology, surgical technology or respiratory care, are encouraged to enroll.

—by Shannon McFarlin

**BGSU****Community Gathering for Dean Darby Williams**

Tuesday, Aug. 5 • noon - 12:45 p.m.  
Prout Chapel.

You are invited to share thoughts, prayers, or a brief reading. The Rev. Karen Thompson, Director, United Christian Fellowship, will facilitate the sharing by community members.

Also, check your email for the latest developments as the search for Williams continues. As substantive news becomes available, the public relations office will post updates on each constituent group's list serve.

## Retirees' successes are impressive

The following are among the faculty who retired last month. All have been accorded emeritus status by the Board of Trustees:

- **Lester Barber**, executive assistant to the president and professor of English, retired after 29 years with the University. A specialist in Shakespearean, Renaissance and 20th century drama, Barber was chair of the English department from 1978-89.

For several years, he coordinated the University's exchange program with the Xi'an Foreign Languages Institute in China and taught there in 1986-87. In 1989 he was awarded a Fulbright Senior Lectureship to teach at the University of Ljubljana in the former Yugoslavia. During the coming year he will be teaching in Turkey.

- **John Burt**, romance languages, joined the University faculty in 1972, specializing in teaching and research in Spanish language, linguistics and medieval literature.

He wrote several books, including a 1980 text designed for American students of Spanish. Also, he has been active in the Modern Language Association and the American Association of Teachers of Spanish and Portuguese.

Burt was a faculty adviser to students for more than 10 years and a graduate coordinator in Spanish for six years.

- **John Howe**, geology, was on the faculty for 32 years. His specialty is vertebrate paleontology, specifically animals that lived in North America during the ice age.

Howe helped conduct workshops to introduce teachers to new and exciting ways to teach science and also chaired high school science day events at the University.

His professional memberships include Sigma Gamma Epsilon geology honorary, the Society of Vertebrate Paleontologists, the Paleontological Society, the Ohio Academy of Sciences and Sigma Xi scientific research society.

- **Richard Messer**, English, joined the University in 1975 and taught creative writing.

Messer has published a wide range of poems and fiction pieces. He is known for his literary criticism in the area of Jungian psychology and his work has often appeared in *Psychological Perspectives*.

During his tenure, he played a key role in annual Creative Writing Festivals, was involved in numerous writing workshops and coordinated the Visiting Writers and Colloquium Series, which brought outstanding writers and speakers to campus.

- **Jack Nachbar**, popular culture, has been teaching at the University for 24 years and was instrumental in developing the popular culture department. He has become nationally known for his expertise in the field and is a frequent source for commentary on popular culture issues for the national media.

Nachbar's research interests rest mostly with popular film, Western film and literature and popular literature. As a doctoral student at BGSU, he co-founded *The Journal of Popular Film* and still serves as co-editor. He has taught more than 50 courses in English, film and popular culture and in 1996 received the Master Teacher Award. Also, in 1996 he was awarded a \$65,000 grant from the National Endowment for the Humanities to conduct a summer seminar on the films of Frank Capra.

- **Conrad Pritscher**, educational foundations and inquiry, joined the faculty in 1971.

His areas of interest included inquiry development, learning how to learn and humanistic education. He was an invited speaker at numerous workshops and programs in northwest Ohio. In 1987 he helped found "People Against Racism," a group to promote better relations on campus. He was also active in the University's Cultural Diversity Committee.

Pritscher is a member of the Philosophy of Education Society and the Northwest Ohio Psychological Association.

- **Roger Ptak**, physics and astronomy, joined the University in 1968 and played a key role in the development of the astronomy program. He has conducted numerous sessions to introduce students and the general public to astronomy. For many years he has written a column on astronomy for the Bowling Green *Sentinel-Tribune*.

His research has focused on theoretical astrophysics and he has received NASA and NSF grants to conduct studies on quasars and the Seyfert Galaxy.

Ptak holds memberships in the American Astronomical Society, the Ohio section of the American Physical Society and Sigma Xi scientific research society.

- **I. Clay Williams**, health, physical education and recreation, came to Bowling Green in 1975.

A nationally known health educator, Williams was awarded the Undergraduate Student Government's Faculty Excellence Award in 1982 and the teaching excellence award in the College of Education and Human Development in 1990. He served as coordinator of the health education program from 1975-79.

Williams, who chaired the health education division in the School of HPER from 1983-86, has directed numerous workshops for public school teachers about new trends in health education. He was also a senior trainer for Quest International, an instructional program for elementary and secondary students in drug abuse prevention and skills for growing and living.



### Musical memories of 'Wild Bill' Davison

William Schurk, archivist in the Music Library and Sound Recording Archives, reads the liner notes on an LP recording featuring cornetist "Wild Bill" Davison. Anne Davison of Santa Barbara, Calif., donated a collection of her late husband's work to the University. Schurk said the collection contains some 400 records, 1,000 open-reel tapes, cassettes, newspaper clippings, photographs and concert programs.

## Calendar

### Monday, August 4

**Monday Musicians and Frosty Freebies** featuring music and Popsicles. Sponsor: student activities summer programs, 11:30 a.m.-12:30 p.m., Student Union mall. Free.

### Tuesday, August 5

**Dissertation defense, "Normal-Type Structure, Ultrapowers, and Convexity Conditions in Banach Spaces,"** by Daniel L. Green, mathematics and statistics, 3 p.m., 400 Mathematical Sciences Building.

**Dissertation defense, "John Locke's Moral Revolution: From Natural Law to Moral Relativism,"** by Samuel Zinaich, philosophy, 2 p.m., 301 Shatzel Hall.

### Wednesday, August 6

Public skating, 8:15-10 p.m., Ice Arena.

### Saturday, August 9

Summer commencement, featured speaker: Rute Otte, vice president for new media at Scholastic Inc., 9:30 a.m., lawn west of University Hall.

**Alumni Wall of Fame Luncheon** honoring distinguished alumni from the past 37 years, 11:30 a.m.-1:30 p.m., Jerome Library (by invitation only).

### Wednesday, August 13

Public skating, 8:15-10 p.m., Ice Arena.

### Saturday, August 16

Public skating, 9:30-11 p.m., Ice Arena.

## Employment

Please contact human resources, 2-8421, for information regarding the following listings:

**CLASSIFIED**  
Posting expiration date for employees to apply: 10:30 a.m. Friday, Aug. 8.  
**Account clerk 2 (8-8-1)** - dining services. Pay grade 6. (nine-month, full-time)  
**Administrative assistant 1 (8-8-2)** - Freshman Living Learning Community. Pay grade 8. (12-month, part-time)  
**Cashier 1 (8-8-3 & 4)** - University Bookstore. Pay grade 3. (two 12-month, part-time positions)  
**Clerk 1 (8-8-5)** - clinical lab, education. Pay grade 2. (12-month, part-time)  
**Custodial worker (8-8-6)** - athletics/Ice Arena. Pay grade 2.  
**Secretary 2 (8-8-7)** - psychology. Pay grade 7. (Being posted on and off campus simultaneously.)  
**Maintenance repair worker 1 (8-8-8)** - POM/budget and OPS/Firelands College. Pay grade 6. (12-month, part-time)

**ADMINISTRATIVE**  
**Development officer (V-046)** - arts and sciences. Deadline: Sept. 8.  
**Director, foundation administration (M-034)** - University advancement. Deadline: Aug. 15.  
**Director (M-047)** Women's Resource and Action Center. Deadline: Sept. 12.  
**Golf course director/head golf coach (M-037)** - intercollegiate athletics. Deadline: Aug. 6.  
**Research assistant (M-049)** - psychology. Deadline: Aug. 15.  
**Residence hall director II (V-048)** - student housing and residence programs. Deadline: Aug. 11.  
**Staff pharmacist (M-045)** - student health services. Deadline: Aug. 8. (academic year, part-time)