Monitor Newsletter January 21, 1985

Bowling Green State University

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**30-minute lunchtime workout among Rec Center spring programs**

If your New Year’s Resolution was to get fit, the Rec Center is the place to go. The green fields of the Recreation Center are ready to help. Spring semester memberships are available now on the Rec Center office, and the earlier you plan a full year of fitness activities during the coming season, the sooner results are available.

**Opportunities:**
- Pilates
- Jazzercise
- Kickboxing
- Aerobics (beginners and advanced)
- Tae Bo

If you join the Rec Center, you’ll also receive one free active membership to our new fitness center, offering a variety of equipment and classes.

**Hosts and Hostesses can help with campus-sponsored events**

University Hosts and Hostesses, coordinated by the Office of Student Activities and Alumni, are available to assist faculty and staff with any campus-sponsored event. These services are available for free, and members of the student group will assist you in planning your event.

**For the past 30 years Ronald E. Seawoy, history, has been collecting rocks and minerals as he has traveled throughout the world. In fact, he has collected about one and a half tons of them.**

Now Dr. Seawoy has donated his collection of more than 1,200 rock and mineral specimens to the department of Geology, where they will be used in teaching advanced level and graduate classes and for faculty research.

**For the collection, which was purchased with its own custom-built wooden cabinet.**

Dr. Seawoy says that the rocks and minerals, many of which are not commercially available, will be used in teaching advanced level and graduate classes and for faculty research. They will be housed in the collection.

This and other collections donated to the department of Geology will be used in teaching advanced level and graduate classes and for faculty research.

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**Nuts and Bolts**

*Jack-of-all-trades* keep campus running during evening hours

The class, to be taught by the staff from the Philosophy Department, will be taught to 10 students, and individual instruction will be provided. No previous computer or word processing experience is necessary.

The fee for the course is $50. There are no prerequisites.

**Faculty & Staff**

**Grants**

Steve Clack, president of the University's Office of Research, said that the grants will provide financial assistance to the university's Office of Research, which supports the university's research efforts.

**Faculties**

**Business communication text**

Is Weaver's ninth book

Business communication text is a practical speech communication, has written his first working book. Entitled Understanding Business Communication, has written his first book on this topic. It is accompanied by an instructor's manual and a test bank. It is the current third edition of his first book on this topic.

**Recipients**

Richard L. Weaver's career in higher education and communication is a testament to his dedication to the field. He has received numerous awards and recognition for his contributions to the field, including the National Association of Teachers of Communication's Distinguished Teaching Award and the Ohio State University's Distinguished Teaching Award. Weaver is also the author of several other books, including Business Communication: Principles and Practice, which has been translated into several languages and is used in business and communication courses worldwide.

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The class, to be taught by the staff from the Philosophy Department, will be led to 10 students, and individual instruction will be provided. No prior computer or word processing experience is necessary. The fee for the course is $35. There are no prerequisites.

In addition, the University is offering a variety of other professional courses in the fields of business, computer science, and communications.

**Faculty & Staff**

**Grants**

Steve Dasch, vice president for academic affairs, and Ed Helke, director of the Office of Academic Planning and Development, have been awarded a $90,000 grant from the National Science Foundation to support a new program in environmental science.

The grant will support a series of workshops and seminars for faculty and staff, as well as the development of new courses and curriculum in environmental science.

**FacultY DEVELOPMENT PROGRAM**

**DEADLINE延ARC.** Faculty was reminded that the deadline for Faculty Development Grants for the 1985-86 academic year is February 15. Guidelines for the program are available from the Office of the President for Academic Affairs.

**WORKSHOP FOR PARENTS OFFered.** A workshop for parents of children ages 3 to 10, entitled "101 Ways to Increase Your Child’s Self-Esteem," will be offered by the Mental Health Center of Wood County and the University’s continuing education program on consecutive Thursday evenings in February. Details will be held from 1:30 p.m. to 2:00 p.m. in 107 Hall Studio.

**Seminars to address classroom climate for minority students**

In an effort to improve the classroom climate for minority students, the Office of Undergraduate Affairs is sponsoring a series of seminars on diversity and inclusion.

The seminars will cover topics such as cultural competence, unconscious bias, and strategies for creating inclusive learning environments.

**Library resources for advanced research**

The University’s libraries have developed a comprehensive resource center to support advanced research activities.

The center provides access to a wide range of electronic databases, specialized software, and other tools that facilitate scholarly inquiry.

**Books**

"Business communication text Is Weaver’s ninth book**

Robert L. Weaver has published his ninth book, "Business Communication," which is a comprehensive text for business communication courses.

The book covers various aspects of business communication, such as business ethics, writing for business, and interpersonal communication.

**Title: "Business Communication"**

**Author:** Robert L. Weaver

**Publisher:** Oxford University Press

**Publication Date:** 1985

**Description:** This book is designed to help students develop effective communication skills in the workplace. It covers topics such as writing business letters, emails, and reports, as well as oral communication in meetings and presentations.

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High school musicians to attend band clinic

Nearly 1,000 high school band members, directors and guests are expected to attend the University's 27th annual New Music Reading Clinic Friday and Saturday (Jan. 19-20) at the Moore Musical Arts Center.

A highlight of the two-day event will be performances by the 175-member All-Ohio High School Select Band conducted by guest clinician Don Marcoulier, director of bands at Drake University. The band is scheduled to play at 1:30 p.m. Friday and at 8 a.m. and 3 p.m. Saturday.

Also performing will be the University's Symphonic Band at 8 p.m. Friday and the Concert Band at 11 a.m. Saturday.

All performances, to be presented in Kobacker Hall, are free and open to the public.

The annual New Music Reading Clinic is sponsored by the College of Musical Arts to enable band directors to hear the latest in band music while giving students an opportunity to spend two days developing their musical skills. Mark S. Kelly, director of University bands, directs the clinic.

Employment Opportunities

CLASSIFIED EMPLOYMENT OPPORTUNITIES

* Indicates that an internal candidate from the department is bidding and is being considered for the position.

NEW VACANCIES

Posting Expiration Date: 5 p.m., Tuesday, January 23, 1985

1-22-1 Custodial Worker
Pay Range 2
Plant Operations & Maintenance

CONTINUING VACANCIES

Posting Expiration Date: 5 p.m., Tuesday, January 22, 1985

1-22-1 "Cultural Specialist
Pay Range 26
Financial Aid & Student Employment

1-22-2 Clerk I
Pay Range 2
Aerospace Studies/AFROTC Compensation
Nine-month, part-time

1-22-3 Computer Operator I
& Pay Range 27
Computer Services
Two Positions

1-22-5 Cook 1
Pay Range 3
University Food Operations
Nine-month, full-time

1-22-6 Secretary 1
Pay Range 26
Student Health Center

Faculty/Staff Positions

The following faculty position is available:

Psychologist (industrial/organizational psychology), Contact Robert Conner (2-2301), Deadline: Feb. 15, 1985

The following administrative staff positions are available:

Cultural Specialist (architectural technical director for concert halls), Contact Robert Thayer (2-2181), Deadline: March 1, 1985

Telecommunications: Telecommunications manager, Contact Administrative Staff Personnel Services (2-2568), Deadline: Jan. 25, 1985

Two microcomputer workshops offered for administrators

Two professional development workshops on microcomputers will be offered for administrative staff this month.

Sponsored by the Office of Administrative Staff Personnel Services and the Administrative Staff Council's Professional Development Subcommittee, the workshops are scheduled on Wednesday (Jan. 23) and Tuesday, Jan. 29.

The first session, entitled "Integrating a Microcomputer into an Office from the User's Perspective," will be offered from 9 a.m. to noon in the Alumni Room of the University Union. Six representatives of the University community will share their experiences with microcomputers, and representatives from computer services will review general guidelines for planning microcomputer purchases.

At the Jan. 29 session, entitled "Computers in Use at BGSU," presentations will be given by four representatives from the University community on different uses of computers and microcomputers. This workshop, to be held from 9 a.m. to noon in the Alumni Room of the Union, will also include some instruction in the Interactive Financial Planning System software package.

For further information on the workshops, or to register, contact the Office of Administrative Staff Personnel Services at 372-2508.

Business college offers study abroad

For the sixth summer, the University's international business program will offer an opportunity to spend five weeks studying at the Nantes School of Commerce and Administration, one of France's leading business schools.

Approximately 20 students will study abroad from May 23 to June 26, 1985. The program has the added attraction of providing participants the opportunity to travel and learn about various European cultures. Trips to various businesses in France and a two-day visit to the European Economic Community headquarters in Brussels, Belgium, also are on the itinerary.

Participants in the study program can earn six semester hours of undergraduate credit or four hours of graduate credit. Courses, taught in English, may be taken for letter grades, pass/fail or by audit.

The program is open to students from any college or university and the participants need not be business majors. The cost is approximately $1,300, excluding travel and personal expenses.

For further information contact Charles Chtistle, international business, at 372-0190.