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Monitor Newsletter August 05, 1985

Bowling Green State University

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Monitor

Vol. IX, No. 6

Bowling Green State University

August 5, 1985

Classified Council accepts pay plan

The Classified Staff Council endorsed Wednesday a revised wage increase plan proposed by the administration.

After an hour-long meeting with Karl E. Vogt, vice president for operations, council voted 15-2 to endorse a plan that will provide a 6 percent wage increase pool, that will include step and longevity pay increases as well as a 33-cent per hour or 4.3 percent raise, whichever is greater, to all 1,300 full- and part-time classified workers. Four members of council were unable to attend the meeting, which was called by Dr. Vogt.

Monitor

Monitor is published weekly for faculty and staff of Bowling Green State University. The deadline to submit material for the next issue, Monday, Aug. 12, is 5 p.m. Tuesday, Aug. 6.

Editor: Paul E. Kostyu
"Commentaries" and other notices should be sent to:

Monitor
Office of Public Relations
806 Administration Bldg.
Bowling Green, OH 43403

The raise comes from \$657,700 appropriated by the University in its 1985-86 educational budget as a wage package for classified employees.

Of the 1,020 full-time classified staff, 657 employees are paid from funds allocated in the educational budget; 363 are paid through auxiliary funds. Raises for employees in the auxiliary areas will be covered by existing budgets and operating efficiencies. The increases for the 280 part-time employees will be accommodated by operating budgets.

The increase is retroactive to July 1 and the new pay system will be reflected on Sept. 6 paychecks. Separate checks covering retroactive pay are expected to be issued at the same time, according to Dr. Vogt. But the retroactive payments could be delayed as late as Oct. 4 due to increased work load because of the start of the fall semester.

"I'm pleased with what came about," said Dave Maley, chair of the Classified Staff Council. "We are happy."

"We are pleased to be able to come to this conclusion," said Dr. Vogt. "It reflects the cooperative attitude of a responsible and professional group. We appreciate their efforts."

Maley, food operations, said he was pleased that Dr. Vogt met quickly with the council to work out the wage issue.

The council approved in principle on

July 23 a proposal made by Dr. Vogt on July 16 to raise base wage rates 30 cents per hour or 4 percent, whichever was greater. But the council wanted to use Dr. Vogt's figures only as a minimum base for discussion.

The result was Wednesday's meeting where council accepted the higher figure.

The wage plan still needs to be accepted by President Paul Olscamp and the Board of Trustees. Dr. Olscamp is expected to review the wage plan prior to the trustees' meeting on Aug. 23.

"Part of the problem was an understanding of the definition of the pool and why the allocations had to include some of the other expenses," Maley said.

Maley said the administration explained that the pay increase combined with the step and longevity increases means that employees will get more than a 4.3 percent increase in base rates.

"For some at the lower end of the scale the 33 cents (combined with step and longevity increases) could be a 7 or 8 percent increase," said Maley. "Council felt it had a misconception of what individuals would be receiving."

He said the administration and council agreed that in the future the council should be involved "initially with raise issues rather than after the fact. Both of us want to avoid any misunderstanding in the future."

Phone installation is on schedule

The expected switch to a new campus telephone system is on schedule and expected to occur on Aug. 19, according to James R. Corbitt, assistant vice president for operations.

To help University employees become familiar with the new system, a series of training sessions have been scheduled to begin today (Aug. 5) and end Aug. 14. Also, staff will have an opportunity to practice in a "Hands On Lab" with telephones similar to those being installed across campus.

Corbitt said volunteers will be sought to serve as resource people to teach those employees who are unable to attend the formal training sessions. He said a resource person will be sought to represent each of the buildings on campus.

The Aug. 19 switch to an American Telephone & Telegraph (AT&T) system will end about a year of preparation. Corbitt said he is pleased with the progress of the installation, which included replacing wiring and phones in the University's 100 buildings. It also involved replacing telephone switching equipment.

"We're completing the program in about half the time it normally would take for a system this size," said Corbitt, adding that the University has received a lot of cooperation from AT&T and GTE, the company that has been handling the University's phone system.

Corbitt explained that because GTE provides telephone service to the area surrounding the University, the two companies have had to work together to make the switch as smooth as possible.

"All in all with a system this size, my feeling is, and I'm being told by other people in the telecommunications business, that we've had a relatively smooth period of preparation," he said.

Staff training sessions start today

Video tape training sessions on the use of the new University telephone system has been scheduled for all administrative and classified staff and faculty. The sessions will be held in Math Science Room 220 and will last about an hour.

Sessions have been established according to vice presidential areas, although if conflicts prevent personnel attending their assigned time, they can attend another session. There are four sessions on each scheduled day.

Sessions will be:
Aug. 5 and 6 — 9 a.m., president's office.
10:30 a.m., vice president for planning and budgeting.
1:30 p.m., vice president for operations.
3 p.m., vice president for student affairs.

Aug. 7 and 8 — 9 a.m., 10:30 a.m., 1:30 p.m. or 3 p.m., vice president for academic affairs, vice president for university relations and athletic department.

Aug. 12 — make-up sessions are scheduled for the same times as Aug. 5.

Aug. 13 and 14 — same times as Aug. 5, for those using special telephone instruments. These areas will be contacted during the week of Aug. 5.

In order to attend the lab training, employees must attend one of the initial sessions. Lab training will be held:

Aug. 5 through Aug. 8 and Aug. 12 through 14 — 10 a.m. through 3 p.m. daily; at Northeast Commons, plant operations/science shop and University Union/Prout dining room.

Corbitt said the installation has been on schedule ever since the Board of Trustees approved purchase of the system on Sept. 13, 1984. He also said that the cost of the system will remain at the \$5.06 million figure approved by the trustees.

"We're very happy with that," he said.

A temporary telephone directory will be distributed, but it will eventually be replaced by a more formal directory. Numbers now assigned to various offices will in most cases stay the same. The system, however, will allow each employee to be assigned a number as well.

Corbitt said that he has been advised by AT&T that there has been a change in some assigned numbers. In the seven-digit number where the fourth digit is a 0, there

will now be an 8. Corbitt said about 200 numbers are affected by the change.

Corbitt explained that the system will allow calls to be directed through office secretaries or directly to the person being called.

"We will have the flexibility to do more things on our own," said Corbitt. "It's a technological advancement."

Among its features, the new system will allow for data transmission. Corbitt said three test sites will be set up campus to test data transmission capabilities before that feature of the system is put into general use.

"We believe that the benefits will be worthy of the effort to get the system in place," said Corbitt.

Katzner appointed interim dean

Louis I. Katzner, philosophy, has been appointed interim associate vice president for research and dean of the Graduate College, according to Eloise E. Clark, vice president for academic affairs.

A University faculty member since 1969, Dr. Katzner will replace Garrett Heberlein, who held the position for five years. Dr. Heberlein has accepted a position at Wayne State University in Detroit, Mich. Dr. Katzner will serve as interim associate vice president and dean during the search for Dr. Heberlein's replacement.



Louis I. Katzner

Dr. Katzner, 44, earned doctoral and master degrees from the University of Michigan. His undergraduate work was completed at Brown University. Before coming to Bowling Green, he taught at the University of Colorado.

The author of one book, Dr. Katzner has written a number of articles and book reviews. He has also given a number of presentations, participated in several workshops and has been the recipient of various grants. His main areas of interest are social and political philosophy, ethics and philosophy for children.

He has also researched a variety of topics in social philosophy. Most notable of his published works are "Man In Conflict" and articles on the work of John Rawls and the issues of racial and sexual discrimination.

Dr. Katzner has also been active as a member of Graduate Council.

Courses explain computers

The University will offer a microcomputer applications certificate program beginning in August.

Designed for adults with little or no computer experience, the program offers seven non-credit courses to help persons learn to perform word processing, financial planning and information management as well as to apply microcomputer operations to home and business activities.

The seven courses can be completed in one year or taken over a longer period. Enrollment is limited to 20 per class to

Apprentice program nears completion

Seven area high school students are participating in a summer-long research apprenticeship program at the University.

For the fifth consecutive year, Bowling Green has received a federal grant from the National Institutes of Health, Department of Health and Human Services to support the program.

The purpose of the project, which is under the direction of Christopher S. Dunn, director, research services, is to provide first-hand experience in various aspects of biomedical research with the expectation that apprentices will decide to pursue college study and careers in health related fields.

Apprentices are working in the departments of biological science, chemistry and psychology and the College of Health and Human Services. Each apprentice is assigned to a faculty supervisor currently conducting studies in a biomedical or health related research area.

Faculty participating this summer include Jaak Panksepp, psychology; Ron Woodruff, biological sciences; Roger Colcord, speech; Robert Harr, medical technology; Carol Heckman, biological sciences; George Clemans, chemistry, and Elliot Blinn, chemistry.

The program began June 10 and will end Aug. 12.

Libraries want books back

Books currently on loan from the Jerome Library or the Ogg Science Library are due by the end of the current academic term, Aug. 16.

A list of books on loan is being mailed to borrowers. Renewal may be done by telephone or campus mail.

Questions about procedures should be directed to the supervisor on duty at Jerome Library (2-2051) or Ogg Library (2-2591).

Two days left for surplus

Surplus University equipment will be available for viewing at the Pike Street Warehouse on Wednesdays, Aug. 7 and 14. Hours for viewing will be 9:30 a.m. to noon and 1 to 3 p.m.

Representatives from departments and offices may select items for their areas at no charge.

insure participants receive on-line practice necessary to build competence on the microcomputer.

Courses in the program are offered on campus and may be offered on-site in business and industry or other locations in northwest Ohio communities by special arrangement.

The first course in the series, "Understanding Microcomputers," will meet 6-10 p.m. Aug. 20, Aug. 27, Sept. 3 and Sept. 10. An introduction to the essentials of computer use, including components of a computer system, basic operating instructions and elements of programming and graphics, the course requires no previous computer knowledge or experience.

A course in word processing will begin in September and be followed by "Understanding Microcomputers" and "Financial Planning," both to begin in October, and "Information Management," which is to be offered in November.

Other courses in the program include "Accounting Procedures Using Microcomputers" and "Microcomputer System Selection."

Registration is being accepted. For more information contact Continuing Education (2-0181).

Classified Employment Opportunities

The following classified staff positions are available.

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

OPEN COMPETITIVE EXAMINATION
Posting Expiration Date: 5 p.m. Monday, Aug. 19, 1985

- 8-19-1 **Auto Body Worker 2**
Pay Range 8
Plant Operations & Maintenance
- 8-19-2 **Tree Trimmer**
Pay Range 6
Plant Operations & Maintenance

An examination will be given for these positions. Candidates will be ranked based on test scores and experience, and an "Eligible List" will be established. As other vacancies occur, names are referred from this list, which is good for one year. Employees may apply and take the examination *even if currently in a probationary period.*

NEW VACANCIES
Posting Expiration Date for Employees to Apply: 5 p.m. Monday, August 12, 1985

- 8-12-1 **Account Clerk 1**
Pay Range 4
Student Loan
Collections/Bursar's Office
Temporary part-time
- 8-12-2 **Computer Operator 1**
Pay Range 27
Computer Services
- 8-12-3 **Custodial Worker**
Pay Range 2
University Union
Nine-month, full-time position

CONTINUING VACANCIES
Posting Expiration Date for Employees to Apply: 5 p.m. Monday, Aug. 5, 1985

- 8-5-1 * **Sales Clerk 1**
Pay Range 2
University Bookstore
Permanent part-time
- 8-5-2 **Secretary 1**
Pay Range 26
College of Education
Permanent part-time, grant funded position

Datebook

Monday, Aug. 5

"M," German film with English subtitles, 7:30 p.m., Gish Film Theater, Hanna Hall. Free.

Tuesday, Aug. 6

Classified Staff Council, August meeting, 10 a.m. to noon, second floor board room of Alumni Center.

Wednesday, Aug. 7

"Blazing Saddles," University Activities Organization sponsored film, 8 p.m., Main Auditorium. Free.

Friday, Aug. 9

Cleveland Indians vs. Detroit Tigers, University Activities Organization sponsored baseball trip. \$8. For more information contact UAO (2-2343).

Faculty/Staff Positions

The following faculty positions are available:

- Environmental Health:** Director. Contact Clyde Willis (2-0242). Deadline: Oct. 15, 1985.
- Library and Learning Resources:** Dean. Contact Norma Stickler (2-2915). Deadline: Oct. 4, 1985.
- Political Science:** Professor and chair. Contact Roger C. Anderson (2-2921). Deadline: Oct. 31, 1985.
- Psychology:** Assistant professor. Contact: Robert L. Conner (2-2301). Deadline: Dec. 1, 1985.
- Sociology:** Instructor/assistant professor (two positions). Contact: Recruitment chair, Department of Sociology (2-2294). Deadline: Aug. 10, 1985.
- Special Education:** Instructor/assistant professor. Contact Edward Fiscus (2-0151). Deadline: Aug. 5, 1985. Also, instructor, special education. Contact Dr. Fiscus (2-0151). Deadline: Aug. 5, 1985.

The following administrative staff positions are available:

- Cooperative Education Program:** Assistant director. Contact Ralph Olson (2-2451). Deadline: Oct. 18, 1985.
- Registration and Records:** Assistant registrar. Contact Susan Caldwell, administrative staff personnel services (2-2558). Deadline: Aug. 7, 1985.