Monitor Newsletter August 07, 1989

Bowling Green State University

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A new policy that will limit smoking on campus was announced by President Olscamp. The policy was made after consultation with the Health Promotion Task Force, which has urged a smoke-free environment at the University.

Effective July 1, the policy prohibits smoking in all residence hall eating, common and lounge areas. A policy in the University Union eating areas will be deferred until Olscamp meets with the Union Advisory Committee.

In addition, Olscamp said working environment committees will be formed in major campus buildings this fall to consider extending smoking/non-smoking regulations to individual faculties.

As a result of the committee's recommendations, Olscamp said he expects more buildings will have smoke-free environments, joining the nearly 1 1/2 buildings that already have no smoking policies. Several other buildings have restricted areas for smokers and non-smokers. "The choice will be made by the building occupants and I would hope that the working environment committees will contain a representation of faculty, administrative staff and classified staff," he said.

In addition to the no smoking order in residence hall dining, common and lounge areas, there is another major change in residence hall smoking regulations. The current policy that presumes smoking is permitted in all residence hall rooms has been reversed. "Previously, students had to request a non-smoking room. Under the new policy all rooms will be non-smoking ones and students wanting to smoke will have to request smoking rooms," he said, adding that since surveys and a recent study of non-smokers do not smoke, the change seems logical.

Permitting those students who smoke to request smoking rooms effectively meets the primary objection that students raised last spring, said Olscamp. A major student concern with the smoking ban proposal was that those students who did smoke could not do so in their rooms.

Last spring Undergraduate Student Government and Faculty Senate rejected a University-wide no smoking policy. The policy was approved, however, by Classified Staff Council and Administrative Staff Council.

"Not everybody agreed last spring that a complete ban on smoking was a good idea. However, there was agreement smoking represents a health hazard to non-smokers and the purpose of the new policy and the working environment committees is to meet those concerns but be more flexible about it," Olscamp said.

"If it were possible to have smoking areas in buildings, we would have them; but the air circulation and filtration systems do not permit that. The air of any smoking is recirculated which results in non-smokers breathing second-hand smoke," he explained. "We did not have the option of setting aside smoking areas," he added.

"Bowling Green is dedicated to providing a safe and healthy environment for faculty, students and staff. The evidence shows a strong association between smoking and lung cancer. The purpose of this policy is to address the concerns of non-smokers, who represent the majority of people on campus, from smoke-filled areas," Olscamp said.

In addition, he pointed out, less smoking in campus buildings will help preserve reparation of last year's elevator fire caused by a lighted cigarette in Conkin Hall.

Olscamp said the new policy is intended to respect smokers but that the University views smoking as a health problem and wants to give special consideration to non-smokers whatever it is clear that they are being exposed involuntarily to smoke.

The president asked for willingness, understanding and patience from the campus community. "If we work together, we can make a major statement in our concerns about the health and safety of students, faculty and staff," Olscamp said. "I think it is worth doing and I invite everyone to join me in these efforts."

### EDP Auditor suggests methods to prevent computer theft, data loss

Rich Peper is perplexed. He knows people lock their cars to protect them from theft but can't understand why they don't show the same concern for their computer systems and data-items which may be even more valuable than a car.

"I walk by an office, the door is open, no one's around and there's a computer sitting on a table in plain view. Computers are heavy but I could take one with little trouble," said Peper, electronic data processing auditor for internal auditing.

"As computer technology advances, systems get smaller and means there are more portable—and more expensive to replace." With more than 300 microcomputers on campus, worth between $850 and $10,000 each, people began to take notice when the number of computer thefts increased at the University last winter. While theft may not be totally preventable, the risk can be reduced.

As Peper pointed out, "Why not figure out how to secure computer data rather than replacing it?"

His tips for reducing the risk of computer theft follow:

-Keep computers out of public view by moving them to offices with windows and normally open doors. Also, restrict public access to areas of the office with microcomputers by using counters or portable partitions.
-Physically secure personal computer systems. Do not leave your computer without you. Lock it up. It is easy for thieves to take your PC," said Peper.
-Use a lock if the area it contains if several microcomputer systems. Alarm systems may be costly but they offer the most reliable security, according to Peper.
-Make sure all items over $200 are marked with an inventory tag so they are insured for the University's centrally-funded insurance program.
-Practice good general security procedures. Look keys when the office is temporarily vacant and check and secure windows and doors at the end of the day.
-Not only computers are at risk, however. Computer data may be lost in one of three ways—thief, accidental damage or mechanical mishap—and may be much more difficult to recover than the computer itself.

"People become complacent about data," said Peper. "They put in those floppy disk, the computer reads it and everything goes away right after day. That doesn't mean it will go right tomorrow."

The risk of data loss can be reduced by following the steps Peper has suggested.

-Back-up (copy) data files and use the work copy for daily use. "Any time you have accumulated more data than you can afford to lose, back it up," said Peper.
-Back-up copies separately from work copies, in a different office, preferably in a different building.
-Have a listing of the files stored on each disk to avoid erasing a disk with important data. Peper also reminds computer users about University policy prohibiting reproduction of copyrighted and/or licensed software.
-Add value of software products and associations supporting software creators are more actively lobbying for copyright and license agreement violations," he said.

Dean announces appointments of two new chairs

Two new chairs have been appointed in the English and philosophy departments—Dr. Richard Gehlbandt, an English professor and assistant academic dean at Findlay College, has been appointed chair of the English department, announced Dr. Andrew Kerr, dean of the College of Arts and Sciences.

Gehlbandt received his doctorate from Michigan State University. He joined the Findlay College faculty in 1969 and has since head the English department. Gehlbandt is a former student of Dr. Charles C. Cranny, editor of the English Language Arts Bulletin and the editorial board of the English Language Arts Journal.

The editor of the journal Composition and Communication, Gehlbandt also has served as editor of the English Language Arts Bulletin and the editorial board of the English Department's English Teaching Journal. In 1978 he was appointed chair of the English department.

Gehlbandt is the author of numerous publications in such areas as rhetoric, literacy and academic issues and administration. In 1978 the National Council of Teachers of English, the Ohio Council of Teachers of English Language Arts and the College English Association of Ohio presented him with the Richard Braddock award for his article, "Balancing Theory with Practice in the Training of Writing Teachers."

In addition, Dr. Charles J. Cranny, psychology, was named chair of the
Book focuses on communication

Two University professors and a graduate student have written the lead chapter for "Introductory Communication Processes: Original Essays." The book is the first anthology of articles written on intrapersonal communication, which is the communication that occurs within people. Dr. Howard Cotrell, interpersonal and public communication, Howard W. Carothers, Intercultural Media Services, and Marcia Bailey, a former doctoral student now teaching at Hope College, wrote the lead chapter of the 26 essays included in the volume. Weaver said the term "intrapersonal communication" first appeared in communication literature approximately 25 years ago. At that time, the focus was on self-talk - the way people talk with themselves as they reason and reach decisions. Since that time, he said, the focus has broadened and now numerous researchers are exploring the ultimate seat of communication activity - the mind and internal communication networks of human communicators. Other parts of the book include sections on cognitive approaches, psychophysiological approaches, characteristics and causes of affective states, nonverbal and conscious processes and the nexus of communication. In the introductory chapter entitled "Imagio: Precuror to Inventio," the three authors attempted to define and clarify the domain of intrapersonal communication. Weaver said they began by tracing the roots of current conceptualizations of intrapersonal communication processes during the past 25 years.

Their historical argument refocuses the modern conceptualization of rhetorical theory by putting back into the transitions of ancient texts the concept of mental activities that have been erroneously left out, Weaver said. In addition, the chapter develops the theme that creativity has somehow been lost from the original conceptualization of the rhetorical process. To represent the imagery, visualization and other mental activities associated with idea creation, the writers invented the word "imagio" and propose it as the first canon of rhetoric to precede the traditional five: inventio, disposicio, elocutio, memoria and pronuntiatio.

The authors claim that the inclusion and encouragement of imagio is a natural, obvious and important part of rhetoric because it emphasizes the role that people's mental processes play in generating ideas. Intrapersonal Communication Processes: Original Essays was published by Spectra Incorporated, New Orleans, and distributed by Gorsuch Scarisbrick of Scottsdale, Az. It was edited by Charles V. Roberts and Kittie W. Watson.

Plant to shut down

The heating plant will conduct its annual shut-down this week of Aug. 12. The campus will be without steam for approximately one week. Doors and chairs should note that in 1990 the heating plan shut-down will be during spring break, March 17-25. Keith Pogan, associate director of plant operations and maintenance, said this is a change and is likely to become the new time period for the shut-down rather than August.

The annual shut-down is required to make necessary repairs to equipment, such as boilers and air pollution control devices, that normally operate 24 hours a day, seven days a week.

Obituary

Lowell P. Leland

Dr. Lowell P. Leland, 82, professor emeritus of English, died July 28 in his home in Bowling Green.

Leland, who joined the University's faculty in 1940 and retired after 30 years of teaching in 1976. He had previously taught at Westminster College in Pennsylvania, and before receiving his master's degree he taught in public schools in Maine.

Leland earned his doctorate at Ohio State University in 1940 and his master's degree at the University of Maine in 1933. He received his bachelor's degree in 1923 at Colby College, Maine, where he graduated summa cum laude. He was a World War II Army veteran.

Leland was a member of the Modern Language Association, Phi Beta Kappa, the American Association of University Professors, ACLU, NAACP, the Nature Conservancy, Common Cause and Friends of the Wood County Library.

Leland's wife, Virginia, also a professor emeritus of English, survives.

A memorial service will be announced later. Memorial contributions may be made to the Wood County Library.

For sale

Computer Services has for sale to other departments a Canon NP7 copier with a 25 bin sorter for $5,000. For more information, contact Charles Schuitz at 372-2911.

The Philosophy Documentation Center has an Epson FX printer and a Dablita 630F printer for sale. Reasonable offers are being accepted. For more information, contact Richard Lineback at 372-2419.

Student Legal Services, Inc. has for sale a metal executive desk and a dictaphone micro cassette transcriber, model 3362, with three micro cassettes. Interested persons should call dawn at 372-2591.

Appointments from the front

The Office of Personnel Support Services reminds faculty and staff that the summer work schedule will end Aug. 11. Beginning Monday, Aug. 14, regular work hours will resume. In most cases, offices will be open from 8 a.m. noon and 1-5 p.m. Monday through Friday.

Summer commencement ceremonies will take place at 9-30 a.m. Aug. 12 on the lawn in front of University Hall. Approximately 1,027 students will receive their degrees. In case of rain, the ceremonies will be moved to Memorial Hall. The commencement speaker will be Dr. Winfred G. Stone, associate dean and director of graduate admissions.

Submit fee waivers

Faculty and staff are reminded to complete and submit employee and dependent fee waivers for fall classes to the bursar's office.

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Program to begin

The next Weight Watchers program will be offered starting Aug. 14, and will run through Oct. 26.

The 10-week session will be held from noon-noon p.m. in the Campus Room of the University Union, with the exception of Oct. 5 which will be held in the faculty lounge. A minimum of 16 participants is necessary to conduct the class.

The cost scale for participant is: 16-19 participants at $93 each; 20-29 participants at $85 each; and 30 participants at $81 each.

Persons interested in the program should contact Ruth Milliron or Cheryl Henley at 372-2236 by Tuesday, Aug. 22.

Faculty/staff positions

The following faculty positions are available:

- Communication Disorders: Instructor (temporary). Contact Clyde R. Willis (2-6242). Deadline: As soon as possible (to be filled by Aug. 16).

The following administrative positions are available:

- Intercollegiate Athletics: Head strength and conditioning coach. Also, head women's track coach and assistant men's track coach cross country coach. Contact the respective search and screening committees (2-2401). Deadline: Aug. 15.

 Classified Employment Opportunities

New Positions

Posting expiration date for employees to apply: 10:30 a.m., Friday, Aug. 11. (* indicates that an equivalent candidate is being considered for the position.)

B-11-1 *Account Clerk 3 Pay Range 27 Academic Affairs Area Budgets
B-11-2 Clerk 1 Pay Range 2 Academic Affairs Admissions Academic year, part time
B-11-3 Custodial Worker Pay Range 3 Physical plant
B-11-4 *Maintenance Repair Worker 3 Pay Range 6 Ice Arena
B-11-5 Treatment Plant Operator Pay Range 8 Student Recreation Center

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