

# WESTERN MICHIGAN UNIVERSITY WESTERN NEWS

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December 10, 1992

## Season's Greetings

We  
wish all  
members of the  
WMU community  
and their families the  
happiest of holiday seasons,  
and we hope that the New Year  
is full of good health, promise and  
fulfillment for all. We join with each of  
you in hoping for a good New Year for our  
University as well.



Diether and Carol Haenicke

## Haenicke one of 36 named to national task force to promote student retention and graduation

President Haenicke has been invited to participate in a national project to help students stay in college and graduate.

The project is being conducted by the American Association of State Colleges and Universities, an organization of more than 375 institutions and 30 systems of higher education based in Washington, D.C.

The project is being funded by a \$375,000 grant from the Student Loan Marketing Association (Sallie Mae), a federally chartered corporation that owns about 30 percent of all guaranteed education loans outstanding today.

"I'm pleased to be appointed to this national task force," Haenicke said. "Student retention is a critical issue for all institutions of higher education. To lose students needlessly is a waste of resources — our students' and our own."

Haenicke is one of 36 college and university presidents across the country to participate in the first year of the project. They were selected for their commitment to and involvement in student retention programming and measurement.

At WMU, organized retention efforts began a decade ago with the establishment of a campuswide retention committee. It since has become a standing subcommittee of the Admissions, Financial Aid and Student Affairs Council of the Faculty Senate.

One of the successful programs to come out of that committee is University Curriculum, a program for students who are undecided about an academic major. It reduced the drop-out rate among undecided students from 27 percent to 19 percent in its first year.

Another outcome of the committee is University 101, a course on college success for freshmen. The course covers use of the library, computers, the catalog and telephone registration plus note taking and time management. A record 860 students — 30 percent of this year's 2,825 beginning freshmen — are taking the course this fall.

The Office of Student Financial Aid and Scholarships and the Division of Minority Affairs have joined forces to offer the STAR Program for incoming minority freshmen. It requires participants to undertake a series of activities that research suggests leads to improved retention in exchange for a need-based grant of \$1,000, which can be renewed for a second year.

Such activities include mandatory academic advising and financial aid counseling as well as participation in student organizations, providing volunteer services and attendance at cultural events. Each activity is intended to further connect the student to the institution to enhance success potential.

"These and other such programs have been effective," said Lynne C. McCauley, Center for Academic Support Programs, who has chaired the University Retention Committee for the past three years.

"WMU's freshman drop-out rate is 20.7 percent for 1991-92 compared with a peak rate of 25.4 percent at WMU in 1984-85, an improvement of nearly 5 percent," she said. The national average for doctoral granting public universities is a 24 percent freshman drop-out rate.

The 36 presidents will work with national leaders to promote student retention and graduation on their own campus and also serve as resources to other institutions in their states and regions. Each year of the three-year project, 36 additional institutions will be selected for participation.

The national project will bring together campus teams to identify and disseminate information on successful retention practices, develop mechanisms to assess progress in meeting goals and establish networks to promote retention and graduation.

In working to improve student success, AASCU will encourage and highlight the critical role played by campus presidents in retention.

## Architectural internship program earns statewide honor

The architectural internship program in the WMU Office of Campus Planning, Engineering and Construction has been recognized by the Michigan chapter of the American Institute of Architects (AIA) for 1992.

AIA Michigan has given WMU its "Award for Outstanding Participation" as an internship sponsor in the AIA/National Council of Architectural Registration Boards intern development program (IDP).

"We're delighted to have received this honor," said Evie Asken, campus planning, engineering and construction, who is a licensed architect. "It means that our internship program has been recognized as the best one in the state this year."

In fact, she said, it was the interns at WMU who nominated WMU for the award. In addition, AIA state officials have informed Asken that they will nominate WMU as the 1992 national IDP "firm" of the year.

"It is through efforts such as yours that tomorrow's Michigan architects are going to be better prepared than those without the IDP opportunity," said Stephen Q. Whitney, president of AIA Michigan, in a letter to Asken.

The WMU interns are David W. Dakin, a 1989 graduate of Kansas State University, who recently received his license after about three years as an intern at WMU; and Altheria R. Parker, a 1990 graduate of the University of Detroit, who expects to take her licensing examination next summer.

Dakin is a native of Hastings and Parker comes from Grand Rapids. Both have be-

come permanent employees of the University, leaving one internship position available for the future.

Through the program, which Asken established in 1989, recent graduates of architecture schools come to WMU as interns for up three years. During that time, they receive a wide range of experience in such areas as project administration, budgeting and scheduling in addition to design under Asken's supervision.

"That's what makes our program so unique," Asken said. "Interns in our office receive a generally broader base of experience than they would in a traditional architectural office."

Asken said that was true because of the many and varied projects usually under way at a large university like WMU. "Our interns gain valuable experience in areas that are critical to their future success as architects," she said.

WMU's is the only IDP program at a university in Michigan and perhaps in the nation, she said.

Asken explained that experience through internships is one of three major steps in the preparation of a licensed architect, which she called "the three Es." The other two are education and examination.

It generally takes eight or nine years to become an architect, from the freshman year of college to receiving a license to practice without supervision. The examination to become an architect, which is created and administered by the Michigan Architectural Registration Board, takes 36 hours over four days.

"It occurred to me that, of the three Es, experience was sometimes the weak link," she said. "That's when we established our internship program here at WMU. All of us at the University have been very pleased with

the results."

Dakin is serving as the project manager for the expansion and renovation of recreation and athletics facilities at WMU, at \$50 million the largest such project in the University's history.

Parker has been responsible for administration of the federal Americans with Disabilities Act at WMU and will serve as project manager for the planned parking structure near Miller Auditorium and the expansion of Shaw Theatre.



**ARCHITECTURAL INTERNS** — WMU's architectural internship program, which has been honored by the Michigan chapter of the American Institute of Architects, gives experience to recent graduates of architecture schools. From left, Evie Asken, campus planning, engineering and construction, looks over some blueprints and a model of the Read Fieldhouse renovation with interns David W. Dakin, a 1989 graduate of Kansas State University, and Altheria R. Parker, a 1990 graduate of the University of Detroit.

### Next News is Jan. 7

This is the last issue of *Western News* for the fall semester. The first issue of the winter semester will be published Thursday, Jan. 7. The deadline is noon Tuesday, Jan. 5.



## Three new degree programs on Dec. 14 board agenda

The Board of Trustees will consider approving three new degree programs at its meeting at 11 a.m. Monday, Dec. 14, in the Board Room of the Bernhard Center.

On the agenda are new doctoral degree programs in English and in computer science as well as a new bachelor's degree program in employee assistance programs.

The board also will look at approving a new School of Aviation Sciences and a new Distinguished Visiting Professor Program. Other agenda items include the approval of contracts for a new parking ramp near Miller Auditorium.

These board committee meetings also are scheduled for Monday in 204 Bernhard Center: Academic and Student Affairs Committee at 8:30 a.m.; and Budget and Finance Committee at 9:30 a.m. All meetings are open to the public.

## Holiday reception planned

Faculty and staff members are invited to the annual holiday reception sponsored by President Haenicke and the Board of Trustees from 2:30 to 4:30 p.m. Monday, Dec. 14, in the South Ballroom of the Bernhard Center. Supervisors are encouraged to arrange work schedules so that staff members who wish to attend the reception sometime during the afternoon may do so.

## Four-way stop to be installed at loop road intersection

A four-way stop will be established at the intersection of Western Avenue and Roell Drive near the north end of the bridge over Howard Street beginning Dec. 21, said Lanny H. Wilde, public safety.

The change from a two-way stop on Roell Drive follows a traffic study that was conducted Nov. 18, showing that traffic was sufficient to warrant the change, he said.

"This should make it easier for drivers wishing to get onto the loop road to do so," Wilde said. "We had received complaints that traffic was backing up across the bridge and down Crane Lane onto Howard Street."

## 1,900 degrees to be awarded at commencement

The University will award more than 1,900 degrees in commencement exercises Saturday, Dec. 19, in Miller Auditorium.

There will be two ceremonies: one at 10 a.m. for graduates of the College of Arts and Sciences and the College of Education; and one at 1 p.m. for graduates of the Haworth College of Business, College of Engineering and Applied Sciences, College of Fine Arts, College of Health and Human Services and the General University Studies Program in the Division of Continuing Education.

Candidates can secure regalia in the basement of East Hall from 10 a.m. to 6 p.m. Tuesday, Dec. 15; from noon to 7 p.m. Wednesday, Dec. 16; and from 8 a.m. to 1 p.m. Saturday, Dec. 19.

Music for the ceremonies will be performed on organ by Betty R. Pursley, music. The national anthem and the alma mater will be sung by WMU's chapter of Phi Mu Alpha Sinfonia professional music fraternity. The graduates will be welcomed as new alumni of the University by Barbara Lett Simmons, president of the WMU Alumni Association. President Haenicke will preside over the ceremonies.

The Rev. Richard E. Johns of Grace United Methodist Church in Lansing will give the invocation and benediction at the morning ceremony. He is the father of Jill S. Johns,



**THUMBS UP FOR SPIRIT** — The Division of Regional Education and Economic Development gave thumbs up last week after winning the University's Spirit Award for November. A plaque is awarded each month by the Division of Student Affairs to students and to faculty/staff members "for demonstrating a unique and visible example of pride and enthusiasm for WMU." John D. Fleckenstein Jr., student affairs, standing at right of banner, presented the award to Richard T. Burke, vice president for regional education and economic development, standing at left of banner. The banner is just one example of spirit activities undertaken by this "rather entrepreneurial unit," according to Burke. The brown-and-gold banner stands in the Ellsworth Hall lobby to welcome visitors to the building. It features black-eyed susans, the flower that inspired WMU's school colors. Other activities have included hanging a "Go Broncos" banner from an Ellsworth Hall balcony. In addition, units within the division have competed for prizes for wearing brown and gold on "WMU Pride Day," the last Wednesday of each month. One of the winners designed T-shirts especially for the occasion. The Spirit Award is part of "CommUniverCity," a multi-faceted effort to promote pride, loyalty and enthusiasm at WMU and in the Kalamazoo community.

## Procedure for reporting sexual harassment revised

President Haenicke has announced a revised procedure for members of the University community who wish to report concerns or complaints about sexual harassment.

"After considerable consultation with various specialists and University officers, I have decided to ask the University ombudsman to handle all cases regarding sexual harassment involving academic personnel in the University (faculty, graduate assistants, and graduate and undergraduate students)," Haenicke said in a memo to deans, directors, the

president's council and the president's staff.

For many years, complaints of this sort were handled by Louise S. Forsleff, former associate vice president for student affairs. Since she has returned to the faculty, Haenicke sought another appropriate University officer to handle this area.

The transfer of responsibility to the ombudsman takes effect immediately. WMU's ombudsman is Beverly A. Belson. Her office is located in 218 Bernhard Center and the telephone number is 7-5300.

All other employees will continue to direct their concerns or complaints about sexual harassment to the Department of Human Resources. Students making complaints about other students should continue to direct their actions to the Office of the Associate Dean of Students, as spelled out in the Student Code.

## Exchange

**FOR SALE** — Antique oak dining room table and seven T-back chairs. Table is 44 inches square with four turned spiral legs. Includes four leaves that extend table up to 92 inches. \$600. Call Pat at 7-8572 or 668-4108.

## Jobs

The following list of vacancies is currently being posted through the Job Opportunity Program by employment services in the Department of Human Resources. Interested benefits eligible employees should submit a job opportunity transfer application or sign the appropriate bid sheet during the posting period.

S-01 and S-02 clerical positions are not required to be posted. Interested University employees may contact an employment services staff member for assistance in securing these positions.

(R) **Utility Food Worker** (5 Positions; Academic Year; .65 FTE), F-1, Dining Services, 92/93-188, 12/8-12/14/92.

(C) **Finance Clerk II**, S-04, Accounting, 92/93-189, 12/8-12/14/92.

(R) **Research Associate** (Term Ends 6/30/93), P-04, Evaluation Center, 92/93-191, 12/8-12/14/92.

(R) **Dean**, Executive Official, Graduate College, 92/93-194, 12/8-12/14/92.

(R) **Secretary I**, S-04, Finance and Commercial Law, 92/93-195, 12/8-12/14/92.

(R) **Secretary I**, S-04, Business Information Systems, 92/93-196, 12/8-12/14/92.

(N) **Facility Engineer**, X-04, Telecommunications, 92/93-202, 12/8-12/14/92.

(R) **Secretary II**, S-05, Career Planning and Placement, 92/93-203, 12/8-12/14/92.

(R) **Academic Auditor I**, S-04, Academic Records, 92/93-204, 12/8-12/14/92.

The following faculty positions have been authorized for search and applicants are being recruited by the departments named:

(N) **Assistant Professor** (Tenure Track), I-30, Chemistry, 92/93-087.

(N) **Assistant Professor** (Tenure Track), I-30, Communication, 92/93-088.

(N) **Assistant Professor** (Tenure Track), I-30, Communication, 92/93-089.

(N) **Assistant Professor** (Tenure Track), I-30, Languages and Linguistics, 92/93-090.

(N) **Assistant Professor** (Tenure Track), I-30, Languages and Linguistics, 92/93-091.

(N) **Assistant Professor** (Tenure Track), I-30, Mechanical and Aeronautical Engineering, 92/93-129.

(N) **Instructor/Assistant Professor** (Two-Year Term), I-40/I-30, Paper and Printing Science and Engineering, 92/93-133.

(R) **Assistant Professor** (Tenure Track), I-30, Paper and Printing Science and Engineering, 92/93-136.

(R) **Assistant Professor** (Tenure Track), I-30, Consumer Resources and Technology, 92/93-173.

(R) **Assistant Professor** (One-Year Term), I-30, English, 92/93-186.

(N) **Assistant Professor** (Tenure Track), I-30, Geography, 92/93-199.

These faculty positions have been authorized to fill. Please submit vita to the department named:

(R) **Associate Professor** (Tenure Track),

## C/TO seeks sites, donations for drive for YWCA shelter

As you make room in your closet for all those clothes you receive as holiday gifts, don't forget those who are less fortunate. The Clerical/Technical Organization is seeking donations of clothing during the last two weeks of January for its second drive for abused women and children staying at the YWCA Domestic Assault Shelter.

During 1991, this shelter housed more than 1,000 women and children and counseled some 3,000 women over its crisis telephone line. The shelter depends on continued community support to maintain levels of service.

In addition to clothing, the shelter can use such items as towels, rugs and furniture. If you are willing to set up a collection drop in your area or would like more information, call Cindy L. Zimmerman, funds manager, at 7-4241.

## Voice mail change announced

Effective Monday, Jan. 4, persons with voice mail on their telephones will no longer be able to use the numbers 100 and 150 for forwarding their calls or accessing the system.

Subscribers must now use the number 7-4000. Persons are asked to immediately clear their forwarding by touching #4 or #7, and then touch \*4 and 7-4000 or \*7 and 7-4000 to replace the 100. In order to access voice mail or retrieve messages, persons will need to touch 7-4000 instead of 100.

Persons with questions may call the Department of Telecommunications at 7-4663.

## Service

These employees are recognized for five, 10, 15 and 20 years of service to the University in December:

**20 years** — Gail L. MacNellis, College of Fine Arts; and Elton F. Mayo, physical plant-B/E maintenance.

**15 years** — Dale M. Brethower, psychology; Pearl L. DeVries, mathematics and statistics; Carolyn Kitchen, physical plant-building custodial and support services; Karen A. Page, physical plant-building custodial and support services; David K. Peterson, paper and printing science and engineering; Nancy J. Salvaggio, Sincuse Health Center; and Robert M. Wygant, industrial engineering.

**10 years** — P. Steven Dely, WMUK-FM; Mark Domlovil, technical services; and Jay Easwaren, mechanical and aeronautical engineering.

**Five years** — Loisjean A. Bettiga, Valley II dining service; Thomas A. Myers, institutional advancement; A. Morys Perry, marketing; Julie A. Scrivener, Graduate College; Patricia J. Stafford, telecommunications; and C. Richard Tsegaye-Spates, chairperson of psychology.

I-20, Occupational Therapy, 92/93-112.

(R) **Associate Professor** (Tenure Track), I-20, Occupational Therapy, 92/93-113.

(R) **Assistant Professor** (Tenure Track), I-30, Physician Assistant, 92/93-128.

(R) **Assistant/Associate Professor** (Tenure Track), I-30/I-20, Mechanical and Aeronautical Engineering, 92/93-134.

(N) **Assistant/Associate Professor** (Tenure Track), I-30/I-20, Electrical Engineering, 92/93-155.

(R) **Assistant/Associate Professor** (Tenure Track), I-30/I-20, Electrical Engineering, 92/93-156.

(R) **Assistant/Associate Professor** (Tenure Track), I-30/I-20, Electrical Engineering, 92/93-157.

(R) **Instructor** (One-Year Term), I-40, Marketing, 92/93-164.

(R) **Assistant/Associate Professor** (Tenure Track), I-30/I-20, Marketing, 92/93-165.

(R) **Assistant/Associate Professor** (Tenure Track), I-30/I-20, Marketing, 92/93-170.

Please call the Applicant Information Service at 7-3669 for up-to-date information on the Job Opportunity Program and vacancies available to external applicants. Employment services office hours are 8 a.m. to noon and 1 to 5 p.m.

(C) Conversion

(N) New

(R) Replacement

WMU is an EO/AA employer

## WESTERN MICHIGAN UNIVERSITY WESTERN NEWS

Editor: Ruth A. Stevens; Staff Writers: Cheryl P. Roland, Michael L. Smith; Photographer: Neil G. Rankin.

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Deadline: Items to be considered for publication should be submitted to News Services by noon Tuesday of the week of publication. Offices that receive too many copies — or too few copies — are asked to call 387-4100. WMU is an equal opportunity/employer/affirmative action institution.



## Human resources

### Correct address needed for W-2s

If you have changed your address within the past year and have not notified the human resources information systems office or the payroll office, we are looking for you! The University payroll office will be mailing your wage and tax statement (W-2) before the end of January, and it must have your current correct address.

To change your address, you may use the form on the back of your paycheck envelope, or send a memo to information systems, 1240 Seibert Administration Building. Changes must be received by Dec. 31 to ensure that your W-2 will be correctly addressed in January.

If you change your name, this correction must be made by having your department

submit a P-006. You may call information systems at 7-3622 to confirm that your name and address are correct in your employee file. Don't wait until it's too late — do it now!

### Paychecks may be picked up Tuesday, Dec. 29

Due to the winter closure, pay period 24 paychecks will be available for employees to pick up on Tuesday, Dec. 29. Persons may obtain their checks between 9 a.m. and 3 p.m. that day in the cashiering office in the Seibert Administration Building. Any paycheck not picked up will be delivered with the regular mail on Monday, Jan. 4.

Persons with direct deposit will have their checks deposited in their accounts on Dec. 29, the usual scheduled payday.

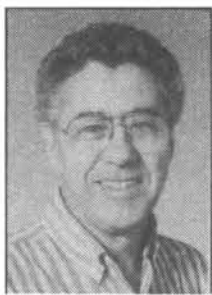
## Obituary

Milton R. Cudney, emeritus in the Counseling Center, died Dec. 7 in Kalamazoo. He was 62.

A memorial service is planned for 2 p.m. Thursday, Dec. 10, at the Betzler Funeral Home, 6080 Stadium Drive. A graveside ceremony will follow the service at Mount Ever-Rest Cemetery North, 3030 S. Ninth St. A reception is set for 4 p.m. Thursday at the Gilmore Alumni House, 1219 Short Road.

A 1952 WMU graduate, Cudney was a teacher, coach and counselor in the Grand Rapids Public Schools for several years. He joined the WMU faculty as a counselor in 1964 after earning his master's degree from the University of Michigan and his doctoral degree from Ohio State University.

Cudney is the creator of a theory for eliminating self-defeating behaviors and is the author of a number of books on that topic. His most recent book, "Self-Defeating Be-



Cudney

haviors," was co-written with a former WMU student and published earlier this year by HarperSanFrancisco. He traveled throughout the United States and Canada to present workshops and give speeches on counseling and behavior change.

An avid sports fan who also competed in cross country, basketball and baseball at the junior college level, Cudney was asked by former men's basketball coach Vernon Payne, now University recreation programs and facilities, to work with his players on team cohesiveness and eliminating self-defeating behaviors in the mid-1980s. Cudney attended practices, traveled with the team and met with players in his office.

Cudney retired from the University in December 1991.

Memorial contributions may be made to the American Diabetes Association.

Is there a University staff member you would like to see featured in "On campus"? Please contact Ruth A. Stevens, news services, at 7-4100 with your ideas.

## On campus

**LEARNING ON THE JOB** — Brenda L. Case-Parris thinks that the University has a responsibility not only to educate students, but also to teach them to be good employees. She does her part in that process as the administrative secretary in the student employment referral service. She helps place work/study students in jobs and monitors their hours and rates of pay. She also monitors the payroll for all 4,000 of WMU's student employees for compliance with University, state and federal policies. Case-Parris says she enjoys the contact with people in her job. She works with some 250 on-campus employers and a few off-campus employers through the college work/study program. She also likes the "trouble-shooting" component of her position — helping people determine what constitutes overtime, giving advice on discipline and assisting in figuring appropriate pay rates. Case-Parris particularly enjoys the international students she meets. "I've learned so much from them," she says. "If I didn't work in this environment, I never would have had access to them. When they graduate, they leave a part of themselves with me." Case-Parris points out that student employment has many advantages for people once they graduate. "It's a real learning experience," she says. "The students learn work ethics and they learn whether they like a particular work situation or not, which might help direct them in the future." Case-Parris, who holds an associate's degree from Parson's Business College (now Davenport College), has worked at WMU for 15 years.



## Media

Several members of the University community will be guests in the coming weeks on "Focus," a five-minute interview produced by news services. "Focus" is scheduled to air on these Saturdays at 6:10 a.m. on WKPR-AM (1420) with the following speakers and topics:

Richard M. Oxhandler, Counseling Center, on the holiday blues, Dec. 12; Ariel L. Anderson, education and professional development, on toys that have educational value, Dec. 19; and Eldor C. Quandt, chairperson of geography, on travel and tourism during the holidays, Dec. 26.

## Policy

### University Closing Policy

Policy and procedures guide for the suspension of University operations due to weather conditions, physical damage or other emergency conditions that prevent normal operations:

The decision to close all or part of the University for reasons of weather, building conditions or disruptive actions, will be made only by the president or his/her designate. The president's office and the Department of Human Resources will be the coordinating offices for handling details and questions dealing with this policy.

In cases of complete or near complete shut-down, local news media will be used under normal circumstances for notification purposes. If only selective operations are involved, or if the closing occurs after the beginning of the work day, each of any affected departments will be individually notified. The lack of specific notification to the contrary should be interpreted to mean that normal operations are to be maintained.

Specific cases and varying conditions or circumstances may require special action or decisions. However, some basic policy statements regarding close-down decisions are presented in this statement in an effort to provide as much understanding and communication as is possible on these matters.

- I. In the absence of notification to the contrary, all normal operations will continue as scheduled. If there is any doubt as to whether the University will be in operation, a message will be available on WMUK-FM (102.1) and WIDR-FM (89.1). Closing announcements will be on these same sources as well as the general public media.
- II. In the event that emergency conditions are so severe that on-campus classes must be canceled, the University will close except for essential services.
- III. The vice president for regional education and economic development is authorized to cancel off-campus classes in accordance with policy established by that office.
- IV. Essential services will be maintained during a period in which the University is closed. These include:
  - A. University computing services
  - B. Dining services — consolidation may be required
  - C. Grounds — for snow removal
  - D. Police
  - E. Recreational facilities — e.g., Gary Center, Bernhard Center, Lawson Ice Arena, Gabel Natatorium
  - F. Telecommunications
  - G. Sindecuse Health Center
  - H. Waldo Library
  - I. WMUK-FM
  - J. Others as may be designated
- V. When a decision is made to close the University, the following notification steps should be taken:
  - A. **Vice president for business and finance**
    - (1) Notify executive director of public relations and communications
    - (2) Notify provost and vice president for academic affairs.
    - (3) Notify business and finance major unit heads
  - B. **Executive director of public relations and communications**
    - (1) Notify public information
      - a. Notify area news media
    - (2) Notify vice president for administrative affairs and secretary of Board of Trustees

- (3) Notify vice president for student affairs
- (4) Notify general counsel and vice president for legislative affairs
- (5) Notify vice president for regional education and economic development
- (6) Notify vice president for research
- (7) Notify vice president for institutional advancement
- (8) Notify assistants to the president
- C. **Provost and vice president for academic affairs**
  - (1) Notify academic deans
    - a. Notify departmental chairs
  - (2) Notify other major academic units
  - (3) Notify library
- D. **Vice president for administrative affairs and secretary of Board of Trustees**
  - (1) Notify trustees
  - (2) Notify major unit heads
- E. **Vice president for student affairs**
  - (1) Notify major unit heads
- F. **General counsel and vice president for legislative affairs**
  - (1) Notify major unit heads
- G. **Vice president for regional education and economic development**
  - (1) Notify major unit heads
- H. **Vice president for research**
  - (1) Notify major unit heads
- I. **Vice president for institutional advancement**
  - (1) Notify major unit heads
- J. **Assistants to the president**
  - (1) Notify major unit heads
- VI. In order to protect unavoidable income losses to employees, whenever the "University is closed" all faculty and staff not required for essential operations during the period of closing will be excused from work and be paid as though the period of closing were a holiday. However, it is the University's sole judgment as to who is required to work and who is not. Whenever the University is closed from normal operations, employees will fall into several groups for the purpose of determining pay.
  - A. Employees who are required to work to continue essential services will be paid for the time worked in the same manner as though the period of closing were a holiday. Thus, they will receive holiday pay plus time and one-half.
  - B. Employees who report for their regular work period prior to the announcement of closing, but who are not required to maintain essential services, will be released from their work stations by their supervisors at the effective time of closing and will be paid for the balance of their work period as though it were a holiday.
  - C. Employees who, for whatever reason, are unable to report for their regular work period prior to the announcement of closing may use annual leave for the time from the beginning of their regular work period to the effective time of closing, without the requirement of prior approval for annual leave. They will be paid for the balance of their work period as though it were a holiday.
  - D. Any employee who has reported in as "sick" or was scheduled to be on annual leave prior to the announcement of closing will be paid as though there were no closing and thus will be charged for sick leave or annual leave for the period not worked.

(Approved: Office of the President, March 23, 1978; Amended: June 1, 1978; Aug. 1, 1979; April 4, 1985; Dec. 10, 1986; Feb. 16, 1988; Nov. 7, 1989)



## Books use techniques of storytellers to portray groundwater resources in Michigan counties

Two new books by WMU researchers use the techniques of movie script writers and biographers to tell the story of groundwater resources in Calhoun and St. Joseph counties.

"The Water Below: A Subterranean Saga of Groundwater in Calhoun County" and "Walking on Water: The Life Story of Groundwater in St. Joseph County" are in depth looks at each county's sole source of drinking water. Now available through WMU's Groundwater Education in Michigan (GEM) Regional Center and in each county's schools and libraries, the reports are intended to help educators, business people, public officials and other residents of the counties understand the origin and importance of groundwater as well as threats to the local supply.

The movie theme of the Calhoun County book and the biography motif of the St. Joseph County volume are used as tools to move the stories along and hold the readers' interest. In the Calhoun County book, "Rocky I" is a chapter detailing the bedrock formation below the surface. The St. Joseph County book describes bedrock formation in a chapter called "The Early Years." "The Big Chill" tells about the last glacier's impact on Calhoun County geology, while "Mid-Life Crisis" outlines the contamination threats facing St. Joseph County today.

According to Richard N. Passero, geology, who coordinates WMU's GEM Regional Center, pure groundwater may be the single most valuable natural resource for both counties, but the old saying "out of sight, out of mind" is particularly applicable to the way most residents feel about groundwater.

"Most of us feel powerless to protect what we can't even see and there is a strong tendency to ignore the unknown and hope for the best," Passero says.

The books' expansive illustrations and the movie and biography themes were selected to help residents "see" and understand groundwater, he says. "Through understanding comes the recognition that action needs to be taken to protect our water supplies from contamination."

To aid protection efforts, each copy comes with a special pullout section listing common household products that are contaminants. The hazardous ingredients of products, ranging from oven cleaners to pool chemicals and garden pesticides, are listed, disposal methods outlined and safer alternative products suggested. Each book also contains information and telephone numbers of local agencies that can offer help and advice, as well as a list of resource materials for consumers, farmers, government policy makers, business people

and teachers.

"The Water Below" and "Walking on Water" are based on the most current information concerning the groundwater resources of Calhoun and St. Joseph counties. Much of the information is drawn from recent computer analyses and three-dimensional graphics that illustrate the subsurface environment of each county.

The books explore many groundwater facts and concepts, including the hydrogeologic cycle, recharge and discharge areas for groundwater, groundwater flow and aquifers. The books contain a glossary of groundwater terms and a look at the counties' current groundwater quality. Also available are companion materials that include a set of transparencies on Michigan groundwater and interactive computer programs on the counties' groundwater, each sold separately.

"We think 'The Water Below' and 'Walking on Water' are sure to become valued additions to classroom materials, government offices, libraries, reference collections and even homes and businesses throughout Calhoun and St. Joseph counties," Passero says.

Besides Passero, collaborators on both projects included Ann Marcelletti, an award-winning graphic artist from Three Rivers; Edie Ervin, a writer from Hickory Corners; Peter Seuss-Brakeman, a designer from Kalamazoo; Rudy Ziehl, a member of the GEM Center staff; and WMU graduate students Kim L. Finkbeiner and Linda G. Jones. Supporting the cost of printing the books were the W.K. Kellogg Foundation of Battle Creek; KAR Laboratories Inc., United Environmental Technologies Inc. and ALPHA GEOsciences of Kalamazoo; WW Engineering & Science of Grand Rapids; and Dell Engineering Inc. of Holland.

James W. Bradley, a hydrogeologic consultant based in Marshall, and WMU graduate student James E. Moser also worked on the Calhoun County book. Craig T. Laurent, an environmental consultant based in Mendon, collaborated on the St. Joseph County book.

Copies of the publications are available on loan at local public libraries in each county. The books may be purchased through WMU's GEM Regional Center by mail at \$5 each plus postage. Discounts are available for large orders. For additional information or to order a copy, persons may contact the GEM Regional Center in the WMU Institute for Water Sciences at 7-4986.

WMU's GEM Regional Center is part of the Groundwater Education in Michigan program developed by the W.K. Kellogg Foundation in conjunction with the Institute for Water Sciences at Michigan State University.



**HE BROKE THE MOLD** — When Jack L. Richards, printing services, celebrated his 40th service anniversary last month, he broke the mold. The Department of Human Resources had to get a new die cut because Richards was the first employee to serve 40 years since the service pin recognition program began in 1986. Richards, second from left, was presented with his pin and congratulated last week by, from left, Robert M. Beam, vice president for business and finance, Randall K. Lung, printing services, and James T. Schaper, auxiliary enterprises. Richards joined the printing services staff in 1950 after attending WMU for a year. In July 1952, he left the University for another job, but returned that same November. So he's actually chalked up more than 40 years of service, but his anniversary date marks his length of continuous service. "I've always thought of myself as the young guy in the shop," he says. "Now I'm the oldest." Richards has many memories of his work repairing and running the various machines in the shop. "Tom Coyne (vice president emeritus for student services) stopped by the other day and reminded me of the time we printed a cook-out invitation in barbecue smelling ink for him when he worked in the alumni office," he says. "It smelled bad down here, but once we delivered them to his office everybody kept wondering where the barbecue was!" Richards plans to retire in February and is looking forward to devoting more time to his avocation — working as a magician. He also hopes to spend a few more hours on the golf course. "They've been good to me here," he says. "The people have been great to work with."

## Branchaw elected head of international association

Bernadine P. Branchaw, business information systems, has been elected president of the Association for Business Communication for 1992-93.

ABC is an international association with more than 1,250 individual members and some 900 institutional members. It is designed for persons who teach, study and practice business communication in colleges and universities, business, industry, govern-



Branchaw

ment and non-profit organizations.

Branchaw has been a member of the organization since 1975 and has served on numerous committees over the years. She co-chaired the ABC's 1979 Midwest regional convention in Kalamazoo and was program coordinator for the 1985 national convention in Chicago. She and Joel P. Bowman, interim chairperson of business information systems, are the program co-chairpersons for the 1993 national convention in Montreal.

Branchaw has received the organization's Francis W. Weeks Award of Merit, Distinguished Member Award and Outstanding Teaching Award.

## Calendar

### Thursday, December 10

(thru Jan. 29) Exhibition, student work from the 1992 "Outdoor Encounter Studio" on South Manitou Island, Department of Human Resources, 1240 Seibert Administration Building, weekdays, 8 a.m.-noon and 1-5 p.m.

Exhibition, sculpture, painting and drawing by Phil Vander Weg, chairperson of art, Gallery II, Sangren Hall, 10 a.m.-5 p.m.

(and 11) Exhibition by students, Student Art Gallery, East Hall, 10 a.m.-5 p.m.; Rotunda Gallery, work by Kelly Mock; and South Gallery, painting by BFA candidate Ellen Armstrong.

Concert, University Symphonic Band with faculty soloists, Dalton Center Recital Hall, 8 p.m.

\*(thru 12) University Theatre production, "Joe Turner's Come and Gone," Shaw Theatre: Dec. 10-11, 8 p.m.; and Dec. 12, 2 and 8 p.m.

### Friday, December 11

Doctoral oral examination, "The Development and Validation of Sociopsycholinguistic Strategies for Integrating Reading and Writing on the Post-Secondary Level," Gail L. Landberg, educational leadership, Tate Center, 3210 Sangren Hall, 10 a.m.

Meeting, Executive Board, Council of Representatives and committee chairpersons of the Administrative Professional Association, Red Room A, Bernhard Center, 11 a.m.

Psychology colloquium, "Evolution and Behavior," Galen Alessi, psychology, 3760 Knauss Hall, 4 p.m.

Student recital, Regina Hartwig and Kathryn Panches, both mezzo-soprano, Dalton Center Lecture Hall, 5 p.m.

\*Hockey, WMU vs. Ferris State University, Lawson Arena, 7 p.m.

\*Concert, "Tribute to the Great Swing Bands," WMU Jazz Orchestra and Jazz Lab Band, Dalton Center Recital Hall, 8 p.m.

### Saturday, December 12

Women's gymnastics, intrasquad meet, Gary Center Gym, 6:30 p.m.

Women's basketball, WMU vs. Northeastern Illinois University, at Kalamazoo College, 7 p.m.

### Sunday, December 13

Christmas concert, Western Brass Quintet and Western Brass Ensemble, Miller Auditorium, 3 p.m.

Concert, Kalamazoo Youth Symphonic Band, Dalton Center Recital Hall, 8 p.m.

### Monday, December 14

Meeting, Academic and Student Affairs Committee of the Board of Trustees, 204 Bernhard

Center, 8:30 a.m.

Meeting, Budget and Finance Committee of the Board of Trustees, 204 Bernhard Center, 9:30 a.m.

Meeting, Board of Trustees, Board Room, Bernhard Center, 11 a.m.

Holiday reception sponsored by President Haenicke and the Board of Trustees, South Ballroom, Bernhard Center, 2:30-4:30 p.m.

### Wednesday, December 16

College of Education research colloquium, "An Overview of the Influences of Sensory Integration Programs: Children Who Are Disabled, Zero to Five Year Old Children Who Are At-Risk and Zero to Five Year Old Children Who Are Prenatally Exposed to Drugs," Billye Cheatum and Allison Hammond, health, physical education and recreation, 2308 Sangren Hall 4 p.m.

### Saturday, December 19

Commencement, Miller Auditorium, 10 a.m. and 1 p.m.

### Wednesday, December 23

\*Men's basketball, WMU vs. the University of Wisconsin at Milwaukee, at Kalamazoo Valley Community College, 8 p.m.

### Friday, December 25

(thru Jan. 1) Winter closure, most offices closed.

### Saturday, January 2

\*Men's basketball, WMU vs. Saginaw Valley State University, at Kalamazoo Valley Community College, 2:30 p.m.

### Sunday, January 3

Women's basketball, WMU vs. the University of Texas at El Paso, at Kalamazoo Valley Community College, 5 p.m.

### Monday, January 4

Winter semester classes begin.

### Wednesday, January 6

(thru 28) Exhibition, paintings by Gordon Grinwis, art, Gallery II, Sangren Hall, weekdays, 10 a.m.-5 p.m.; Jan. 6 opening reception, 5-7 p.m.

Meeting, Clerical/Technical Organization, Red Room C, Bernhard Center, noon-1 p.m.

Women's basketball, WMU vs. Kent State University, Lawson Arena, 5:30 p.m.

\*Men's basketball, WMU vs. Kent State University, Lawson Arena, 8 p.m.

\*Admission charged