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Campus News June 17, 2005

La Salle University

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Office of the Provost**June 17, 2005**

Dear Members of the La Salle University Community:

I write to let you know that Greg Bruce has decided to step down as Dean of the School of Business as of August 31, 2005. He will remain at La Salle for the 2005-06 academic year on partial administrative sabbatical leave and in service to the University.

Greg has been considering this decision and discussing the timing with me for a year and a half. Having recently guided the School of Business through its reaccreditation by AACSB International and having completed the strategic plan for the business programs, Greg believes that now is the most opportune time for a transition. A Search Committee for the Dean's position will be appointed shortly and a search begun by summer's end.

During this period of transition, I have invited Mr. Paul Brazina to serve as Interim Dean of the Business School. Dr. Joseph Ugras has agreed to remain as Associate Dean for next year.

There will be many opportunities over the coming months to recognize Greg for his service. I also ask all of us to offer Paul our full support.

Sincerely,



Richard A. Nigro
Provost

Business Affairs



LA SALLE UNIVERSITY

VICE PRESIDENT FOR BUSINESS AFFAIRS

PHILADELPHIA, PA 19141-1199 • 215/951-1050 • FAX 215/951-1799 • EMAIL: FLEMING@LASALLE.EDU

**All Administrators, Faculty, Staff
and Service Personnel
are cordially invited to a
Reception to bid farewell to**

Mr. Michael Lopacki

as he enters retirement.

**to be held on
Friday, June 24, 2005
2:00 p.m. to 3:30 p.m.**

in the

**Music Room
2nd floor – Union Building.**

Academic Technology Training

Introduction to WebCT - Course Management System

1. Learn the tools and functions of the course management system
2. Learn how use WebCT as a supplement to your face to face instruction
3. Learn the basics of the instructional design process, taking your existing content and redesigning it for the web
4. Learn strategies for managing your on-line course



2 Hrs | Computer Lab TBA

Tuesday, July 19 | 10:00 A.M. to Noon

WebCT Part II: Content Development

This is the a continuation from the introductory segment.

You will begin the initial steps of your course creation, giving you the opportunity to upload your own content and add different WebCT tools.



2 Hrs. | Computer Lab TBA

Thursday, July 21 | 10:00 A.M. to Noon

HTML for WebCT

You will learn how to refine your existing content by using html editors. Using html allows for better navigation, quicker upload of content and gives your content a cleaner appearance.



2 Hrs. Computer Lab

Thursday, July 14 | 10:00 A.M. to Noon

Tuesday, July 26 | 10:00 A.M. to Noon

Power Point for WebCT

You will learn how to transition the content in your existing Power Point presentations into materials that lend themselves better to self-paced interaction. Focus will be on grouping and linking related content and adding more effective visuals and navigation.



2 Hrs. Computer Lab

Monday, July 18 | 10:00 A.M. to Noon

Thursday, July 28 | 10:00 A.M. to Noon

How to Use a Multimedia Cart

You will learn how to use our MultitMedia Carts to produce effective presentations for your classes and procure a useful tool for your students' presentations as well.



15 min. Olney 119

Monday, July 18 | 1-1:15pm

Tuesday, July 26 | 1-1:15pm

How to Use Olney 100

You will learn how to use one of the most popular rooms on campus for computer, VHS, DVD, and audio presentation



15min. Olney 100

Monday, July 18 | 1:45 - 2pm

Tuesday, July 26 | 1:45 -2pm

More Training Opportunities are continued on the following page...

Academic Technology Training/News

How to Use a Digital Camcorder—OPEN TO FACULTY AND STUDENTS!

You will learn how to use a higher quality, more reliable (and, come Fall 2005, the only type available) videocamera. You will also learn the procedures that your students (or you, if you are a student) will follow to acquire VHS or DVD copies of what they record with this new, high resolution medium.



30 min. Olney 119

Monday, July 18 | 1:15 - 1:45pm

Tuesday, July 26 | 1:15 - 1:45pm

My Courses in mylasalle

Uses the functionality in mylasalle to post your syllabus and other similar sized documents and use simple tools to provide an online component to your classes. For the technology novice in terms of online course management functionality.



1 hour

Monday, July 25 2:00 P.M. to 3:00 P.M

Register for these free training sessions by logging on to mylasalle and clicking on the **Academic Technology Summer Training** link in the **Front and Center** channel.

Important Notice Regarding mylasalle and Web CT!

We are pleased to announce that through the efforts of the Information Technology Department, the Single Sign-On (SSO) feature will be applied to the WebCT application through the mylasalle portal on Monday, June 20th.

Because of this enhancement, you will **no longer need to login a second time** when you click on the WebCT Icon inside mylasalle to access courses that utilize this tool.

At this time, it is also important to note that in order to accommodate the session duration required for WebCT (120 minutes), the mylasalle session "timeout" will need to be adjusted to be in parallel with the course management system. This will mean that once logged into mylasalle, your portal account should remain active for a period of 120 minutes prior to "timing out," unless, of course, you logout prior to this established time limit.

Users are reminded that when leaving your pc/laptop/device unattended, you should always make sure to log off the system to protect your privacy. Please use the "Log out" icon at the top right of your mylasalle portal layout to perform this function.

If you experience any problems or if you have questions or concerns, please do not hesitate to contact us.

Jo Anne Snarponis
Director of Distributed Education (WebCT)
Olney Hall 205
215.991.3502
snarponi@lasalle.edu

Jim Sell
Director of Portal Communication (mylasalle)
Olney Hall 212
215.991.3615
jsell@lasalle.edu

Academic News and Events



Graduate Theology and Ministry "Celebrating Vatican II - The Church in the Modern World"

Evening Lectures - open to the Campus Community and the General Public

Sunday June 19

Dr. Diana Hayes
"A Church Seeking Justice"

Monday June 20

Dr. Dennis Doyle
"The Laity - Church and Mission"

Tuesday June 21

Dr. Sally Cunneen
"A Church Serving Family"

Wednesday June 22

Fr. Thomas Hughson, SJ
"A Church Proclaiming Freedom"

Thursday June 23

Fr. Ladislav Orsy, SJ
"A Church Inspiring Hope"

All lectures are at 7:00pm

Sunday through Wednesday in the Dunleavy Room
Thursday in the Music Room

Employment

La Salle University is a Roman Catholic University in the tradition of the De La Salle Christian Brothers. La Salle University is an Equal Opportunity/Affirmative Action Employer 215-951-1013

Assistant Women's Basketball Coach

La Salle University's Athletics Department seeks qualified applicants for the position of 3rd assistant women's basketball coach. This is a full-time, 12 month position.

Duties and responsibilities include, but are not limited to: practice and player skill development, recruiting, film breakdown & exchange, community service programs and other duties assigned by the Head Coach.

Qualifications: Bachelor's Degree required. Previous coaching/playing experience preferred. Successful candidates should demonstrate strong computer skills and effective communication/organizational skills.

Applications will be accepted until the position is filled. Submit letters of interest, resume, and contact information of 3 professional references to:

Tom Lochner

La Salle University
Box 805
1900 Olney Ave.
Philadelphia, Pa. 19141

Assistant Men's Basketball Coach

La Salle University's Athletic Department invites applications for an immediate opening for a full time Assistant Basketball Coach. The Assistant Coach will be responsible for assisting with all aspects of the management of the program, including (but not limited to), recruiting, player development, fund raising and NCAA compliance. Previous coaching experience at the Division I college level is required.

Send letters of interest, resume with references and detailed listing of all relevant experience to:

Dr. John Giannini

La Salle University
Box 805
1900 Olney Ave.
Philadelphia, Pa. 19141.

No phone calls will be accepted.

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Athletic Operations Assistant

La Salle University's Athletics Department invites applications for the position of Athletic Operations Assistant. Assistant duties will include, but are not limited to, the following areas: scheduling of athletic facilities, student labor, and assist in the management of the athletic department budget. A Bachelor's Degree is preferred for this position. This position reports to the Assistant Athletic Director and is full-time.

Interested applicants should submit a resume and references to:

Jason Klotkowski

Assistant Athletic Director
Box 805
La Salle University
Philadelphia, PA 19141

Student Financial Services Counselor

The La Salle University Office of Student Financial Services has an opening for a counselor. This position requires the candidate to perform financial counseling for students and to assist in the awarding and verifying process. This candidate will assist the Director in the administration of all Title IV, State, and Institutional Aid programs.

A Bachelor's degree, computer literacy, and a commitment to customer service are all required. Financial Aid experience preferred. Salary dependent upon experience with full benefits package including tuition remission.

Interested candidates should submit a resume to:

Michael R. Wisniewski

Director of Student Financial Services
1900 West Olney Ave
Phila. PA 19141-1199
wisniews@lasalle.edu

Employment

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Graduate Academic Advisor

The Graduate Programs in Education of La Salle University seeks applicants for a full time Graduate Academic Advisor to begin immediately.

Duties include working in consultation with the Director of the Graduate Programs in Education to be the initial advisor for all graduate level programs. As such the advisor helps students define academic and professional goals and select appropriate programs of study. Advisement services will be provided at *both the Buck's County and main campuses on a rotating schedule*. The Graduate Academic Advisor will coordinate pre-registration, guide students through the course selection process, maintain correspondence, process certification paperwork, maintain student files, develop databases, coordinate office activities, and manage student workers. Additionally, the advisor will attend open houses, recruitment events, and new student orientations. The advisor will handle inquiries and applications for all graduate programs in consultation with the Director. Clerical work (i.e. photocopying, word processing, etc.) in support of the Graduate Education program, is also the responsibility of the Advisor.

Applicants must have a Bachelor's degree, excellent interpersonal skills, and the ability to plan and execute small and large scale tasks. Knowledge of spreadsheets, word processing, proofreading, filing, and an attention to detail is a must.

Applicants should submit a letter of intent, resume and names, addresses and telephone numbers of two references to:

Dr. Greer Richardson, Director,
Graduate Programs in Education
La Salle University
1900 W. Olney Ave.
Philadelphia, PA, 19141.

Review of applications will begin immediately and remain open until the position is filled

The Campus News

Procedures for Submitting Items for Inclusion in the Campus News

All information must be submitted electronically as text by selecting a web form located in the **Campus News channel** in the mylasalle portal (located in the **Staff Services Tab**).

- Accompanying graphics may be submitted separately in the following manner:
 - via e-mail to the **campusnews@lasalle.edu**. The article title must be included in the subject line of the e-mail.
 - via floppy disk or CD
 - will be limited to one per article, unless a specific need for additional graphics is articulated. (EX: If La Salle and another organization partner for an event, the logos of both La Salle and the partnering organization would certainly be permissible.)
- PLEASE NOTE THE FOLLOWING: Graphics submitted may be resized to fit the document layout. Logos, signatures, and other graphics that are likely to be used frequently can be kept on file for future use. Please add a comment to this effect when you submit your graphic.

If you have any questions or need assistance...

We realize that the community is being asked to work a bit differently in terms of submitting articles to be included in the Campus News.

By supplying standard web forms for your use, we are attempting to create efficient processes that will make it easier for you to submit articles. For example, employment postings will be automatically routed to the appropriate individuals in Human Resources for review prior to being sent to the Campus News.

If you need assistance with submissions, please contact Jim Sell at 215-991-3615 or jsell@lasalle.edu

Sam Pino at pino@lasalle.edu (X1039)
Mail and Duplicating

Jim Sell at jsell@lasalle.edu (X3615)
Portal Communications

Deadlines for Submission/Campus News Disclaimer

- General News, Meeting Minutes, Events, and Other News: **Wednesday at 4:00 PM**
- **NEW!** Positions of Employment at La Salle University: **Monday at 2:00 PM**

Campus News is distributed weekly to foster communication and encourage information sharing among University departments. Articles submitted are the responsibility of their authors alone and do not imply an opinion on the part of La Salle University or the Department of Mail and Duplicating Services or Portal Communications.