

La Salle University

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### Campus News July 15, 2010

La Salle University

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# Campus News

La Salle University's Weekly Information Circular

July 1, 2010



**U.S. flag outside the Connelly Library at the corner of Olney Ave. and 20th St.**

# Motivating for Results Training



**Date:** Tuesday, July 13, 2010

**Time:** 2:00 p.m. to 3:00 p.m.

**Location:** Union 310

**Date:** Monday, July 19, 2010

**Time:** 2:00 p.m. to 3:00 p.m.

**Location:** Union 310

**Date:** Thursday, July 29, 2010

**Time:** 10:00 a.m. to 11:00 a.m.

**Location:** Union 310

## What will you learn?

- Practical ways to motivate your staff
- Understanding how to use praise and recognition
- Keeping your staff informed, supplied, trained and empowered
- How to boost morale
- Learning tools and techniques to prevent de-motivation of your staff

## These topics will be presented by the following methods:

- Video tape modeling
- Lecture
- Discussion

## Whom do I contact to register and for more information?

**Paul Roden: ext 3607; email: [roden@lasalle.edu](mailto:roden@lasalle.edu); fax 1453; or Box 806, Administration Center 104**

# Featured Photos

## Day One Continues



(Continued on the next page)

### Featured Photos (Day One Continues)



Do you have documents or forms that need to be added to (or deleted from) the library in the **Document and Forms** channel on the RESOURCES & SERVICES tab?



If so, please send them to the Web and Portal Editor ([lehr@lasalle.edu](mailto:lehr@lasalle.edu)). If you have questions, please call 215.951.5112.

## Summer Hours

*A reminder —*

For the summer of 2010, summer hours start with the week beginning Monday, June 7 and continuing through the week beginning Monday, August 9 – with the exception of the week beginning Monday, July 5, because that day is already scheduled as a University holiday for Independence Day. The hours for Friday, July 9, will be 8:30 a.m. to 3:30 p.m.

### *Featured Photos* (continued)



First three staff members to participate in the wellness initiative through PASIG and IBC: Meg Forti, Sr. Betty McDonald, and Amanda Kurtz



Mike McCann from Waste Management giving a recycling lecture to the Custodial and Grounds crews on June 24

## Meeting Minutes

### Activities Funding Board

April 1, 2010

**Members Present:** *Matthew Levit, Peter Lafferty (co-chair), Chris Kazmierczak (co-chair), Christine Adkins, Jerri-Ann Archer, Joe Meyrick, Justin Bourgeois, Morris Thomas*

**Excused:** *Bro. Joe Dougherty, Raffalle Frulio, Regina Gauss Kosiek, Donna Celano*

**Member(s) Not Present:** *Trevor McLaughlin, Andrew Weeks*

#### Board Business 1/Mock Trial Association

Members of the Mock Trial Association are requesting \$645 for registration, fees, and other costs to attend mock trial competitions in the Fall, 2010 semester.

MOTION: Justin Bourgeois to allot \$645 for this request

SECOND: Christine Adkins

VOTE: In favor: 6                      Opposed: 0                      Abstain: 0

#### Board Business 2/Review of Board Policies

Members of the Board were given policies to review for future meetings.

Submitted by  
Peter J. Lafferty, *Co-Chair*









## Systems Technician

Information Technology group seeks an Entry Level Systems Technician to provide on-site support at Main Campus. Technician will have a strong desire for customer support and eagerness to learn and take on challenges in the IT academic world. The ideal candidate will be able to integrate with staff, faculty and students handling day-to-day computer problems while maintaining excellent customer relations.

**Duties and Responsibilities include, but are not limited to, the following:**

- Daily support of Information Technology systems including PC maintenance, software support, networking, and cable plants on the University campus.
- Respond to Help Desk support request throughout the La Salle community, including students/faculty/staff, assisting users on-line or by telephone. Maintain accurate tracking logs of help desk calls and actions performed.
- Coordinate with other IT areas to resolve problems, if necessary.
- May serve on an as-needed rotating basis as after-hours technician, administering servers and addressing issues that require an on-site presence on evenings and occasional weekends.
- Assist in the design and implementation of network improvements and fault correction.
- Provide technical support for on-campus events as required.
- Ability to be flexible in work times and short notice schedule changes to meet customer demands.
- Proactively communicates status reports and issues to manager.

**Qualifications:**

- Working knowledge of information systems concepts; technical aptitude, including the ability to understand detailed technical information PC literacy, including working knowledge of desktop applications (e.g., Microsoft Office, e-mail, etc.)
- Ability to update database information for tracking hardware/software inventory.
- Demonstration of a high competency level on the configuration and deliver of IT equipment and software to customers.
- Basic understanding of networking technologies including LAN/WAN connectivity / topology.
- Rendering telephone support and ability to provide problem resolution directions over the phone.
- Excellent communication and customer interaction skills.
- The ability to work well in a team atmosphere.
- Industry certifications (A+, Microsoft, etc.) a plus.

For more details on this position or to submit your cover letter, resume ,and other required information, please contact the following:

**Lewis Hale, Manager, End User Support**  
Information Technology Department  
La Salle University  
1900 W Olney Ave  
Philadelphia, PA 19141  
215.951.1000 /TJobs@lasalle.edu

AA/EOE

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## Assistant Registrar of Academic Information Services

The Assistant Registrar of Academic Information Services is a member of the office management team and interprets systems, programs, and data specifications by the administration, faculty, staff, and the campus community organizations. Primary responsibilities also include production of effective reports, statistics, analysis, and application programs to aid and support the successful operation of the Banner software program.

Requirements include a Bachelor's degree, excellent analytical, oral, and written communication as well as polished interpersonal skills, demonstrated ability to work in an environment with numerous priorities and deadlines, commitment to providing superior customer service to students, faculty, and Administration while balancing institutional policies.

Preferred qualifications should include at least three years of experience in a university Registrar's Office, experience with IT services and Banner Student Software. La Salle offers a competitive benefits package with tuitions remission; salary is commensurate with experience.

Applicants should submit a cover letter, résumé, and a list of three references to the following:

**Dominic J. Galante**  
University Registrar  
La Salle University  
1900 W. Olney Ave.  
Philadelphia, PA 19141

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**Employment****Assistant Professor, Counseling**

The Psychology Department of La Salle University invites applicants for a full-time tenure track position starting January, 2011. Primary responsibilities will be in the master's program which prepares students for licensure as professional counselors and marriage and family therapists, but courses may also be taught in the doctoral or undergraduate programs.

Responsibilities include teaching courses in mental health counseling, participating in program development, and providing student advisement. Scholarly research and university service are also expected. Candidates will have obtained a doctorate in Counseling or Counseling Education or a closely related field from a CACREP accredited program or equivalent.

Candidates with expertise in counseling with underserved minority populations are encouraged to apply. Please send a letter of application describing your counseling, teaching and research interests, curriculum vita, three letters of recommendation, copies of transcripts, and evaluations of teaching, if available, to the following:

**John J. Rooney, Ph.D., Chair**  
Psychology Search Committee  
La Salle University, Box 828  
1900 W. Olney Ave.,  
Philadelphia, PA 19141

Review of applications will commence immediately and will continue until the position is filled.

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**Employment****Adviser for Jazz and Pep Bands**

La Salle University is currently hiring for the position of Adviser to the Jazz and Pep Bands. Essential duties and responsibilities include, but are not limited to, the following:

- Acting as a liaison between the band director and the university administration.
- Supporting the band and band director in their efforts to conduct rehearsals as needed to perform for various events, including concerts and, athletic contests.
- Meeting with the student organization officers on a regular basis.
- Meeting with the organization leaders and members to ensure that goal-setting, recruitment, Budgeting, and other matters are properly executed.

Qualifications include an interest in working in an extra-curricular activities program. Please send a cover letter, résumé, and list of three references to the following:

**Peter W. Lafferty, M.S.**

Community Coordinator for Leadership Development

Box 819

La Salle University

1900 W. Olney Ave.

Philadelphia, PA 19141

Phone: 215.951.1669

Fax: 215.951.5109

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## Procedures for Submitting Items for Inclusion in the Campus News

All information for the General, Academic, Minutes, or Athletic sections— with or without graphics and photos—must be submitted electronically either:

- via the “Submit an item” form in the Media and Publications channel on the News and Media tab of the portal,
- via e-mail to the [campusnews@lasalle.edu](mailto:campusnews@lasalle.edu). (The article title must be included in the subject line of the e-mail), or
- via CD sent to Campus News, Box 187.

Submissions can be sent with graphics and photos laid out with the text or sent with the text and graphics separately. Please submit flyers and circulars as attachments in Microsoft ®Word or as PDF files. Please submit photos as JPEG files.

Letterhead or logos with submissions must conform to the approved standards explained and illustrated in the *Brand Book* published and distributed by University Communications.

All photos and graphics (clip art, logos other than La Salle’s) must have their owners’ permission to be reproduced. If you submit them with your information, you are responsible for gaining this permission.

All employment listings must be submitted first to Human Resources for approval (for more information, contact Gregory O’Shea at 215.951.1354).

### Deadlines for Submission for the July 15 issue

- General News, Meeting Minutes, Events, and Other News: **Tuesday, July 13 at 4 p.m.**
- New Positions of Employment at La Salle University: **Monday, July 12 at 2 p.m.**