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Campus News June 13, 1997

La Salle University

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CAMPUS NEWS

LA SALLE UNIVERSITY'S WEEKLY INFORMATION CIRCULAR

JUNE 13, 1997



LA SALLE UNIVERSITY

OFFICE OF THE PROVOST

PHILADELPHIA, PA 19141 • (215) 951-1015 • FAX (215) 951-1785

CONGRATULATIONS TO

DR. CYNTHIA CAPERS

ON HER APPOINTMENT AS

*DEAN OF THE COLLEGE OF NURSING
UNIVERSITY OF AKRON*



A RECEPTION FOR DR. CAPERS

WILL BE HELD ON

WEDNESDAY, JULY 2

3:30 - 4:30 PM

IN THE

MUSIC ROOM

ALL ARE INVITED TO THE RECEPTION
TO THANK CYNTHIA FOR HER CONTRIBUTIONS
TO LA SALLE AND TO WISH HER WELL IN HER
NEW POSITION.

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.

GRADUATE COUNCIL

Minutes of the May 21, 1997, Meeting

In Attendance: Gregory Bruce, Gary Clabaugh, Joseph Kane, Barbara Millard,
John Rooney, Joseph Ugras, Zane Wolf

1. Minutes: Minutes of the May 14, 1997 meeting were approved.
2. MSN/MBA Joint Degree Program: The program requires a total of 59 credit hours, 23 in the MSN program and 36 in the MBA program. There are no new courses involved. All are existing courses.

Written comments submitted by a Council member who was not able to attend focused on the possible substitution of Health Care Economics (Ecn 610) for Financial Markets (MBA 630). It was noted that the enrollment for Ecn 610 has been low and is not likely to be a viable course from that perspective. MBA 630 has an economics dimension as do other MBA courses in the joint program.

Other aspects discussed included the number and adequacy of MSN credit hours, the flexibility of MBA course content to meet needs of nursing students, and the likely market for the program.

The joint degree program would replace the Nursing Administration track in the MSN Program which would be phased out. Three of the five courses would be carried forward, Nursing Administration I (NUR 640), Field Study I & II (NUR 645, 646).

A motion was made that the MSN/MBA joint degree program be approved as proposed and that a more comprehensive market study be done to help position the program as supplement to the MSN market surveys already completed. The motion carried 8 (incl. 2 proxy votes)-0-1.

3. Syllabus for CIS 500: A proposal for a new course, Programming in C++ (CIS 500), had been approved previously subject to Council's reviewing a more detailed syllabus. The detailed syllabus was reviewed and approved.
4. Model Course Syllabus: At its May 7th meeting Council indicated that it wanted to review the model syllabus format which had been approved by Graduate Council several years ago. Council did review and reaffirm at today's meeting the

expectation that all graduate courses offered at La Salle University follow the format of the model syllabus. That model format is as follows:

- I. Course Number and Title
- II. Course Description
- III. Prerequisites
- IV. Course Objectives
- V. Course Topics
- VI. Requirements:
 - * Text
 - * Other
 - * Evaluation/Grading.

Minutes submitted by J. Kane

Curriculum Design Committee
Minutes, May 21, 1997

Committee Members Present: Rosemary Barbera, Tom McPhillips, Lynn Miller, Marc Moreau (chair), Fran Ryan, Steve Smith, Margaret Watson, Jeannie Welsh, Sam Wiley

Excused: Eileen Giardino

The meeting was called to order at 2:40 p.m. Minutes for the May 13th meeting were approved as amended. The committee then turned to sharing information gathered since the last meeting, including the following:

- a) the names of several colleges and universities who have unique core curricula (we may want to review these over the summer or early in the fall),
- b) new comments from colleagues about the learning goals document, and
- c) the results of meetings we have held with faculty and staff members whose ideas about the goals have been reviewed and discussed.

The meeting then continued with revisions to the learning goals document. Based on the comments received and our review of those comments, a number of additions and/or changes were made in the goals. These are summarized below.

In the section titled "Base of Knowledge":

- a) Separate statements were created for the social and natural sciences. The document now reads:
 6. understanding of the basic principles and processes of the natural sciences
 7. understanding of the basic principles and processes of the social sciences
- b) An additional item was added that reads:
 10. understanding of current global issues


In the section titled "Ancillary Ideals":

- a) Item #6 was modified to include the idea that cross cultural activities (including study abroad) need to be offered to our students. That item now reads:
 6. offer students a rich variety of learning experiences such as collaborative learning, cross cultural activities, and community service

In order to make decision about several other recommendations, additional information was needed. That information will be gathered before the next meeting.

The meeting was adjourned at 4:05 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Margaret Watson". The signature is written in dark ink and is positioned above the printed name.

Margaret Watson



LA SALLE UNIVERSITY

ARCHIVES
PHILADELPHIA, PA 19141 • 215/951-1294 • FAX 215/951-1216

ARCHIVAL UPDATE

No. 5 (June 1997)

First, an announcement:

**THE ARCHIVES WILL BE COMPLETELY CLOSED
FROM JUNE 29 THROUGH JULY 19 DUE TO
CONFERENCE / VACATION.**

Thank you for making your requests in advance!!!

Second, some numbers from June 1, 1996 through May 31, 1997:

- Signatures in Guest Register: **533**
- Inquiries/requests for archival service: **398**
- New records received: **approx. 105 feet**
- New files processed: **approx. 350**
- Presentations on the legacy of La Salle
College/University and of the Christian
Brothers: **36**
- On-campus display case exhibits: **5**

Many thanks to all of you for making this year an excellent year of sustained archival growth and service.

We have quite a legacy to preserve...and to share!

Brother Joe Grabenstein, FSC
Interim Archivist

The Writing Fellows Program

Now is the time to request the assistance of a Writing Fellow for the Fall, 1997 semester.

Please return the tear-off by Monday, June 30 (Box 180) or contact me via voice mail (office 951-1148) ;(home 610-664-0491) or E-Mail: soven@lasalle.edu.

Writing Fellows will read the drafts of the papers you assign in one of your courses and give students one-on-one assistance with their writing. Faculty in all schools in all departments may request Writing Fellows. Undergraduate courses at all levels are eligible for the program. Senior Writing Fellows are assigned to advanced courses. See the reverse side of the page for a list of the Writing Fellows and indicate on the tear-off if you prefer one of these students to be assigned to your course.

Comments from faculty who have worked with Writing Fellows:

"My students now start their papers two weeks before they are due."

"I no longer worry about plagiarism."

"The Writing Fellow helped my students with sentence structure."

"The Writing Fellow helped students learn how to develop their ideas."

"Is it possible to clone my Writing Fellow for my other classes?"

Note: To obtain the assistance of a Writing Fellow, your course must include at least two papers written for a grade.

Name _____ Phone(campus) _____ EMail _____

Department _____ Home Address: _____
Phone (home) _____

Title and Number of Course _____
Writing Fellow Request (not necessary to fill out) _____

Please call or E-Mail if you would like more information about the program.

Return to Margot Soven, Box 180

1997-98 Writing Fellows

Rebeka Adamitis
English/Education

Angela Balsamo
English

A. Raymond Bossert, III
English

Susan Chernesky
English

Jeffrey Chrin
Accounting/Finance

Micahel P. Day
English

Kelly Devlin
English

Michelle Dillin
Communication

Denise Dwyer
Communication

John Elberson
English

Elena Gomez
Social Work/Sociology

Jeffrey Jaworski
English/Education

Theresa Leonard
Math/Philosophy

Brian Long
English

Tierney McNulty
English

Jennifer Merritt
History

Patrick O'Connor
Biology

Michael Oscar
SecEd/History

Caity Ryan
Communication/English

Molly Solsbury
Nursing

April White
English

Information Technology Training Schedule

June 13, 1997

All classes will meet in Olney 101. Please bring a ***formatted 3.5" floppy disk*** with you to class. All attendees ***must know their username and password*** for their LAN account in order to participate in the class exercises.

<i>June 16</i>	<i>June 17</i>	<i>June 18</i>	<i>June 19</i>	<i>June 20</i>
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<i>No Classes</i>	<i>Word for Windows 95 Introduction</i> Learn the basics of creating, formatting, saving and printing documents. 1-4pm	<i>No Classes</i>	<i>No Classes</i>	<i>No Classes</i>
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<i>June 23</i>	<i>June 24</i>	<i>June 25</i>	<i>June 26</i>	<i>June 27</i>
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<i>No Classes</i>	<i>Microsoft Word Mail Merge</i> Design and perform mail merge operations to form letters and labels. Please have a good working knowledge of Microsoft Word. 9 am-12 noon	<i>No Classes</i>	<i>Lotus Notes Mail</i> Basic mail operations covered. Sending, replying, reading and working with attachments. 9:30 am - 12 noon	<i>No Classes</i>
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Contact Ray Cardillo at ext. 1875 or e-mail cardillo@lasalle.edu for reservations or if you have questions regarding any of the training classes.

CAMPUS POSITIONS AVAILABLE

LA SALLE UNIVERSITY IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER



LA SALLE UNIVERSITY

PHYSICAL FACILITIES

PHILADELPHIA, PA 19141 • (215) 951-1315 • FAX (215) 951-1791

Physical Facilities has the following position available.

HVAC MECHANIC

General repair & maintenance in residence halls, office and classroom buildings. Three (3) years commercial AC experience required. Experience with EMS, boilers, plumbing techniques and heat pumps desirable. Must have valid drivers license & universal freon certification. Full benefits package including tuition remission. AA/EOE

Apply to: Assistant Director HVAC/Plumbing
Physical Facilities
La Salle University
1900 W. Olney Avenue
Philadelphia, PA 19141

CN 6/13/97



La Salle University

Philadelphia, Pennsylvania 19141-1199

Alumni Office

JOB TITLE: OFFICE MANAGER

The Alumni Office has an opening for a high energy, pro-active team player to fill the position of Office Manager. The individual we are seeking will provide secretarial support to the Director, handle the routine administrative functions required to allow for the smooth operation of the office, and assist with Alumni functions / events as required.

ESSENTIAL DUTIES AND RESPONSIBILITIES include but are not limited to: word processing of letters, reports, etc.; process and distribute mail; receive and screen telephone calls and visitors; maintain office calendar and schedules; order office supplies and arrange for on and off campus service providers as needed for maintenance of office equipment; maintain the office filing system; interview, hire, schedule, train and supervise work-study students; organize and coordinate Alumni Association Board of Directors bi-monthly meetings, minutes and agenda; record all function / event reservations; and record and deposit receipts.

MINIMUM QUALIFICATIONS include a High School education, 3 - 5 years of secretarial / administrative assistant experience with the following computer skills - - basic knowledge of Windows environment, Microsoft Office / Microsoft Word / Excel, knowledge of Lotus 1-2-3 - - and excellent interpersonal and communication skills.

Interested applicants should submit resume, 3 references and salary requirements by **June 20, 1997** to:

Director of Alumni
Box 830
La Salle University

La Salle University is an Affirmative Action/ Equal Opportunity Employer



LA SALLE UNIVERSITY

Institute for the Advancement of Mathematics and Science Teaching
Director of Academic Operations

Position Announcement: IAMST Fellow

La Salle University's Institute for the Advancement of Mathematics and Science Teaching (IAMST) and Department of Biology invite applications from members of the La Salle community for the position of IAMST Fellow. The IAMST Fellow is a twelve month staff position, starting August 1, 1997. Responsibilities of the Fellow include assisting the IAMST Director of Academic Operations in expanding and maintaining partnerships between IAMST and local K-12 schools as well as teaching duties, including biology and interdisciplinary math and science.

Applicants should hold an advanced degree (Masters or Doctorate) in biology, should have college teaching experience, and should be comfortable using a variety of strategies to actively engage students in scientific study. Applicants should be interested in sharing those strategies with teachers and willing to model their use. Familiarity with local school systems is also desirable.

Applicants should submit a letter of application, a current curriculum vitae, and the names, addresses, and phone numbers of three references to Dr. David L. Smith, Director of Academic Operations, La Salle University, 1900 W. Olney Ave., Philadelphia, PA 19141 or Campus Box 302. Applications are due by June 23, 1997, AA/EOE.

1900 W. Olney Ave.
Philadelphia, PA 19141-1199
Phone: 215-951-1298/Fax: 215-951-1488