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## Campus News July 10, 1998

La Salle University

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# CAMPUS NEWS

**LA SALLE UNIVERSITY'S WEEKLY INFORMATION CIRCULAR**

**July 10, 1998**



LA SALLE UNIVERSITY

VICE PRESIDENT FOR ENROLLMENT SERVICES  
PHILADELPHIA, PA 19141 • (215) 951-1079

July 8, 1998

To: The Campus Community

From: Richard Nigro and Raymond Ricci

Re: Director of Graduate Marketing and Enrollment

Beginning on July 1, Brian Niles assumed the responsibility of Director of Graduate Marketing and Enrollment for all of our graduate programs. In the past, Brian served very successfully, in a similar capacity for the School of Business Administration only.

After a lengthy review, we have come to believe that our graduate programs would benefit from greater marketing support and a more explicit and coordinated marketing effort. With the addition of the Bucks Center and the ability to reach new potential students with that location, enrollment potential for many of our graduate programs has grown significantly. For this and other reasons, we feel that this position is necessary if we expect our graduate programs to reach that potential.

One of Brian's first responsibilities will be to develop, in concert with representatives from each Dean's Office, a comprehensive plan to market our graduate programs which will be ready in draft form very shortly. The position will reside in the Enrollment Services area and Brian will report directly to Ray Ricci.

RR/mm

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# LA SALLE UNIVERSITY

OFFICE OF THE PROVOST  
PHILADELPHIA, PA 19141 • (215) 951-1015 • FAX (215) 951-1602

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July 8, 1998

To: The Campus Community

From: Richard A. Nigro, Provost

I am pleased to announce that Dr. Joseph Cicala, a La Salle alumnus, has been named the new Dean of Students at La Salle, replacing Nancy Brewer. Joe, a longtime student counselor and administrator, was clearly the best candidate from among the 100 or so we considered. He plans to continue past efforts to build a strong working relationship between academic and student affairs. Judging from his past history, Joe should have no problem quickly earning the respect and admiration of students and staff alike. He will arrive on campus Aug. 1.

Joe comes to us from Philadelphia College of Textiles & Science, where he served as director of the Advising and Counseling Center since 1996. Prior to that, he was a counselor and assistant professor at Suffolk County Community College in New York. From 1982 to 1992, he served in several capacities at Syracuse University, including associate director of advising and counseling, and director of career services for the school of arts and sciences. Raised in Mount Airy and Roslyn, he earned his B.A. in psychology from La Salle in 1979. He received an M.S. in counselor education from West Chester University in 1982, and a Ph.D. in higher education administration from New York University in 1997.

He and his wife, Dr. Joanne Conlon, dean of student affairs at Harcum College, reside in King of Prussia.

Please join me in welcoming Dr. Cicala to La Salle.



## LA SALLE UNIVERSITY

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VICE PRESIDENT FOR DEVELOPMENT

PHILADELPHIA, PA 19141 • (215) 951-1540 • FAX (215) 951-1542

To: Campus Community

From: Fred J. Foley, Jr., Ph.D.  
Vice President for Development

Dear Colleagues:

It is with very mixed emotions that I am writing to let you know that Andrew H. Jaffee, our Director of the Annual Fund, will be leaving La Salle.

Andrew's wife, Maribeth Clark, recently completed her dissertation and received her Ph.D. from the University of Pennsylvania, and she has accepted a full-time, tenure track teaching position in Musicology at New College, the Honors College of the University of South Florida in Sarasota, Florida. Andrew, Maribeth, and their daughter, Esther, will be relocating to Florida later this month.

While all of us in the Development Office are quite excited and thrilled with Maribeth's success, Andrew's departure will be a real loss to the fund-raising program. During his tenure at La Salle, Andrew has made a major contribution to the professionalism and the effectiveness of all facets of our program, particularly our alumni/ae annual fund and our parents' fund. To fill the void that Andrew's departure will create, we will moving forward to fill the vacant position of Director of the Annual Fund as quickly as possible.

Andrew's last day at La Salle will be July 20<sup>th</sup>. I'm sure all of you join us in congratulating Maribeth and in wishing her, Andrew, and Esther all the best as they relocate to Florida.

## Curriculum Design Committee

Minutes of the June 29, 1998 Meeting

**Present:** Tom McPhillips, Lynn Miller, Marc Moreau (Chair), Fran Ryan, Steve Smith, Margaret Watson, Jeannie Welsh, Sam Wiley

The meeting began at 9:35 A.M.

The committee discussed the constraints of our current course credit and scheduling practices in which most courses meet in 50 minutes blocks of time three days per week and receive three credit hours. The committee agreed that we may want to suggest other formats and credit hour systems for components of the new curriculum. There was also agreement that the "Philadelphia Experience" under consideration would likely require a common free period to allow for attendance at lectures or other large gatherings related to the Philadelphia theme.

Most of the meeting focused on numerical literacy and computer science requirements for the new curriculum. Requiring a course in math/quantitative skills of all students would necessitate the scheduling of about 4 more sections of courses per semester. Most students are already required to take math or other quantitative skills courses to satisfy the requirements for their majors. The value of a course focused on math/quantitative applications (e.g., charts and correlations) was discussed.

The discussion of a computer science requirement addressed issues such as: Do our students already come to La Salle with extensive computer experience? Would the course focus on practical skills, akin to typing, that don't belong in a college core? Should students be expected to develop computer skills on their own? Should the applications taught in introductory computer science courses be covered in the disciplines where they are used (e.g., should students learn about spreadsheets in their accounting classes)? Could current computer science courses be altered to include more material on information literacy (e.g., material on assessing the credibility of information sources)? Should students be tracked into beginning and advanced classes? Should the material be divided into modules so that students would be required to take only those modules that cover material that is new to them? Could students be asked to learn the material via computerized tutorials?

Many of our students have had limited exposure to computers before coming to La Salle. Many of the topics that they learn about in our computer science courses are new to them, including databases, ethical issues, spreadsheets, and advanced word processing skills. Although committee members leaned toward incorporating computer science into the core curriculum, there was general agreement that a final decision would have to wait until the core was finalized.

The meeting concluded at noon.

Respectfully submitted by Lynn Miller

## **La Salle Systems and the Year 2000**

To: The Campus Community

Dear Colleagues,

Most of you have undoubtedly seen stories and read articles about the worldwide "Year 2000" computer problem which is looming in the next 18 months. Essentially, it relates to the fact that dates in computer systems are often stored with a two-digit field for the year. This means that some programs will treat the year after 1999 (displayed as "00") as 1900, rather than 2000. Left unresolved, this will lead to calculation errors that could have serious impact on everything from financial systems to elevator operations.

At the direction of the Computer Governance Committee (CGC), a group has been formed to assess La Salle's vulnerability to this situation, and to correct in advance any problems that are identified. This group, known as the Y2K Committee, will be responsible for ensuring the reliability of La Salle's common systems (such as Banner and Lotus Notes). The individual members of the committee will help assess their own areas' distinct hardware and software (such as discipline-specific academic software). It will be necessary to evaluate all computer-related applications, from those that run on the SUN servers to individual PC spreadsheets and databases.

In order to accomplish these goals, we will need the help and participation of every member of the campus community. Beginning next week, the members of the Y2K Committee will be contacting the La Salle community to ask each of you to thoroughly evaluate all computer processes that help you perform your job. This will be accomplished by means of individual meetings with small groups from each business and academic area. We will provide a step-by-step method to examine computer systems, as well as an MS Word document that contains a framework to report the Year 2000 risk in each instance. Based on your responses, a list of La Salle's Y2K vulnerabilities and a complete set of recommendations will be prepared and given to the CGC later this summer.

We greatly appreciate the cooperation of the La Salle community in this crucial undertaking. If you have any suggestions, or would like to volunteer to assist in this effort, please contact one of the undersigned.

John Baky, Library  
Felicia Gordon, Alum/Dev  
Mike Lopacki, Facilities  
Ed Nickerson, Info Tech

Janice Beitz, Nursing  
Steve Greb, Food Service  
Bob McBride, Fin Aid  
Tom Pasquale, Info Tech

Rich DiDio, Arts and Science  
Bob Levins, Security  
Susan Mudrick, Business  
Pete D'Orazio, Athletics

# **CAMPUS POSITIONS AVAILABLE**

**LA SALLE UNIVERSITY IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**

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## **Data Entry Clerk**

The Development Office is seeking an individual to fill the position of Data Entry Clerk. This position requires the entry of data into the pledge accounting system, production of and distribution of all lists required by the development office and mail handling. Individuals interested must possess excellent written and verbal communication skills, be detail-oriented, motivated and have a high degree of confidentiality. Basic computer, typing and word processing skill are necessary. This position requires the ability to work with deadlines and multiple tasks.

Applications will be considered until the position is filled. Full benefits package including tuition remission. Please submit a one page resume and cover letter by mail and/or fax to:

**Director of Annual Fund  
La Salle University  
Box 809  
Philadelphia, PA 19141**

**Fax (215) 951-1542  
AA/EEO**

POSITION AVAILABLE

ADMINISTRATIVE ASSISTANT II

The Registrar's Office has an opening for an Administrative Assistant II. This 'D' level position requires organizational ability, initiative, attention to detail, typing skills (60 WPM), and good communication skills. Qualified candidates should have a working knowledge of computers including word processing skills. Benefits include tuition remission, paid vacation, life, disability, health and dental insurance. Interested persons should submit a resume and two references to:

**Dominic J. Galante**  
University Registrar  
La Salle University  
Philadelphia, PA 19141

La Salle University is an Equal Opportunity/Affirmative Action Employer

Director of Annual Fund

La Salle University seeks creative individual to direct annual fund program. Successful candidate should have bachelor's degree, three years educational fundraising experience including direct mail, telemarketing, prospect management systems and excellent communication skills. July 27 deadline. Send letter, resume and salary requirements – Director of Development, La Salle University, 1900 W. Olney Avenue, Philadelphia, PA 19141. Equal Opportunity/Affirmative Action Employer.





CONNELLY LIBRARY

Media Library  
215-951-1295

### **POSITION AVAILABLE**

**LIBRARY TECHNICIAN** - Connelly Library. A full-time evening position is available in the Media Services Department. Duties include assisting patrons in the use of Audio-Visual, Microforms, and Instructional Materials departments, basic equipment maintenance, supervising student workers, using computerized systems, and other clerical duties.

Normal hours are Mon. through Thurs. 3pm to 11pm, and Saturdays 10am to 6pm. Days and hours may vary during staff shortages, semester breaks, holidays, exams, and summer sessions.

This position requires supervisory skills, the ability to work well with the public, maturity, basic computer skills and the ability to work independently. Must be capable of shelving library materials and operating audio-visual and microform equipment. Full benefits package including tuition remission. Interested candidates should submit **resume, 3 business references, and a letter of application** by July 17, 1998 to: Arleen Zimmerle, Head of Media Services, Connelly Library, La Salle University, 1900 W. Olney Ave., Philadelphia, PA 19141. EOE/AA



Office of the Director  
215-951-1285

## POSITION AVAILABLE

### **SECRETARY I/LIBRARY TECHNICIAN, Connelly Library, Reference Department.**

Full-time clerical position. Position requires a highly organized individual who is attentive to detail and has a working knowledge of computers. This individual must be able to interact well with a public made up of students and the University community. Provides reference support services which include computer use, filing, telephone contact, shelving of reference books and periodicals, data input, photocopying, mail handling and performing other related tasks as assigned by the Reference Librarians. Must be flexible to work in other departments as needed.

Scheduled hours: Monday-Friday, 8:00am – 4:00pm.

This position requires well-developed interpersonal skills and excellent communication skills. Must be able to work in the library book shelves, lift stacks of books and periodicals, and move loaded book trucks.

Full benefits package including tuition remission.

Interested applicants should send a **resume**, names of **3 business references** and a **cover letter** by **Friday, July 24, 1998** to:

Bernetta Robinson Doane  
La Salle University  
Connelly Library  
1900 West Olney Avenue, Box 810  
Philadelphia, PA 19141-1199

EOE/AA



## LA SALLE UNIVERSITY

Food Service Department  
Philadelphia, PA 19141-1199  
(215) 951-1388 Fax: (215) 951-1830

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### P O S I T I O N      O P E N I N G

The Food Service Department has the following position opening:

#### **Accounting Assistant**

There is a full time opening in the main office of the Food Service Department for an **Accounting Assistant** (Grade C level). Duties include processing weekly payroll and accounts payable invoices as well as verifying sales reports.

Candidates should be detailed oriented and possess good organizational skills as well as computer literacy in spreadsheets, word processing and database management. Minimum of 2-3 years experience in accounting or bookkeeping required. Full benefits including tuition remission.

Individuals interested in this position should submit a resume or application with three employment references to:

Stephen C. Greb  
Director of Food Service  
Box 812  
Campus Mail

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