

7-25-2003

## Campus News July 25, 2003

La Salle University

Follow this and additional works at: [http://digitalcommons.lasalle.edu/campus\\_news](http://digitalcommons.lasalle.edu/campus_news)

---

### Recommended Citation

La Salle University, "Campus News July 25, 2003" (2003). *Campus News*. 1520.  
[http://digitalcommons.lasalle.edu/campus\\_news/1520](http://digitalcommons.lasalle.edu/campus_news/1520)

This Book is brought to you for free and open access by the University Publications at La Salle University Digital Commons. It has been accepted for inclusion in Campus News by an authorized administrator of La Salle University Digital Commons. For more information, please contact [careyc@lasalle.edu](mailto:careyc@lasalle.edu).

# CAMPUS NEWS

## LA SALLE UNIVERSITY'S WEEKLY INFORMATION CIRCULAR



LA SALLE UNIVERSITY

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

July 25, 2003

TO: Faculty

FROM: John J. McGoldrick, F.S.C.,  
Assistant Provost

DATE: July 25, 2003

Funding is available for *City As Classroom* activities for the Fall 2003 semester. Applications will be accepted until Friday, August 8. An electronic application form (i.e., a "Word" document) is available. Please contact me (#1015; e-mail: [megoldri@lasalle.edu](mailto:megoldri@lasalle.edu)), and I will e-mail a blank form to you.

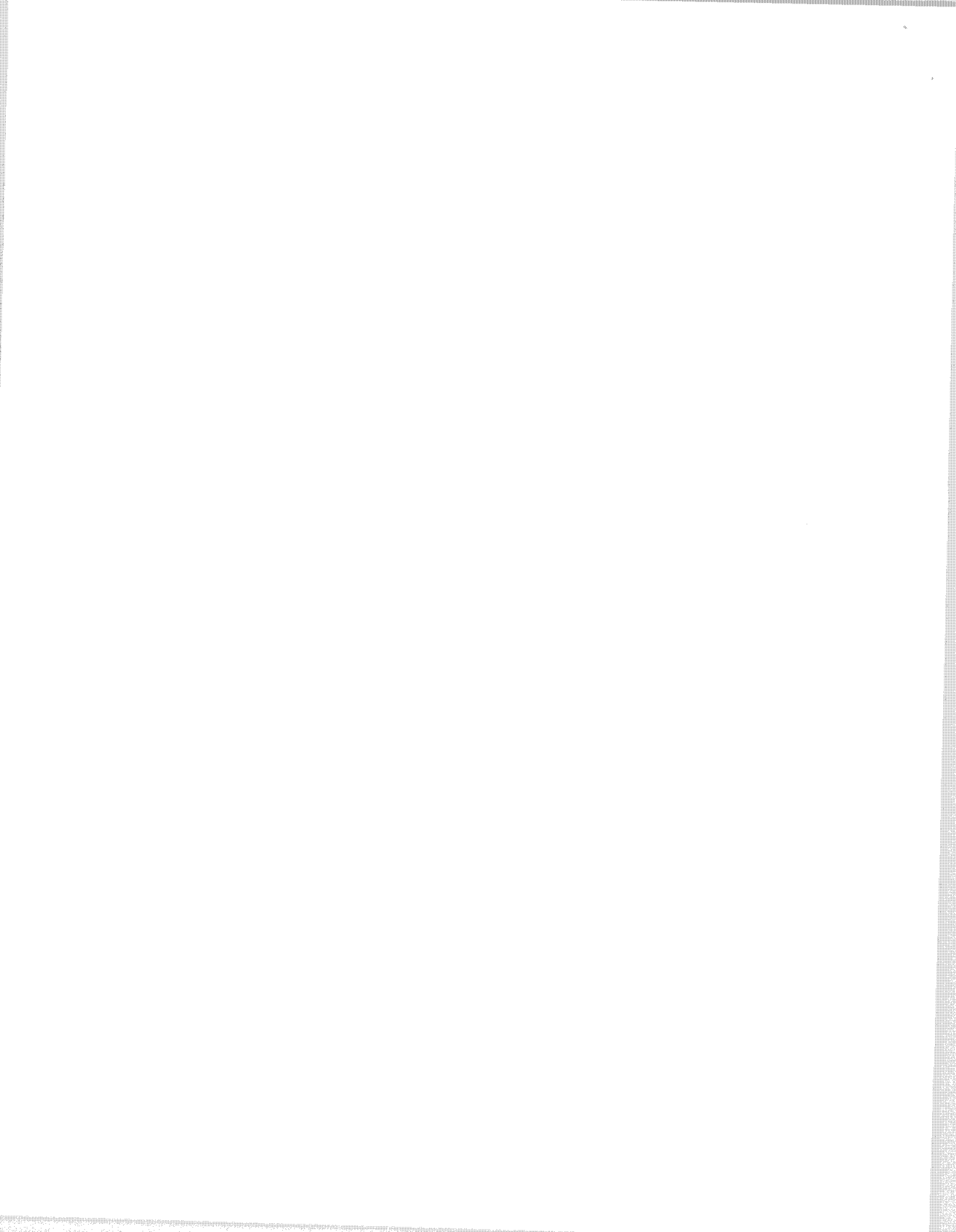
The Council of Deans has adopted the following guidelines for review of *City As Classroom* funding applications:

*Goal to facilitate the use of the resources of the Greater Philadelphia Metropolitan area in the educational experience of students.*

Guidelines for funding evaluation:

1. Priority will be given to funding for undergraduate classes.
2. Priority will be given to funding for activities that will not be available in future semesters (e.g., a special exhibit at a museum, a concert or play and so forth).
3. Priority will be given to discrete events rather than underwriting continuing costs of student participation in activities required by a course.
4. The number of participants can be given priority in decisions on funding.
5. Funding of admission costs will be limited to \$12.00 per person.
6. When transportation is involved, the first choice is University-owned vehicles. If that is not feasible, rental must be arranged through the University's Purchasing Office.

***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.





**La Salle University**  
Philadelphia, Pennsylvania 19141

**Campus Store**

TO: All University Faculty and Administration  
FROM: Michael D. Lyons, Manager of the Campus Store  
DATE: July 25, 2003  
RE: Academic Attire

Any Faculty Member, Administrator or Staff Person who wishes to rent Academic Regalia for the Opening Convocation on August 21<sup>st</sup> should complete this form and forward it with payment to the Campus Store to arrive by August 11th.

Orders submitted after August 11<sup>th</sup> will be subject to an additional \$15.00 charge for express shipping.

Questions may be directed to Mike Lyons at 1395.

**RENTAL COST IS:**

Bachelor	\$33.50
Master	\$35.50
Doctor	\$42.50

7% Sales Tax should be added to all payments.

\*\*\*\*\*

NAME \_\_\_\_\_

HEIGHT (with shoes) \_\_\_\_\_ HAT SIZE \_\_\_\_\_

DEGREE \_\_\_\_\_ DISCIPLINE \_\_\_\_\_

NAME OF THE COLLEGE/UNIVERSITY FROM WHICH THE DEGREE WAS RECEIVED

\_\_\_\_\_

ADDRESS OF THE COLLEGE/UNIVERSITY \_\_\_\_\_

**PLEASE RETURN TO THE CAMPUS STORE**

# mylasalle

Opens on August 15th

**E**

**Rated E For Everyone**

Contains interesting  
content for all users

Starring : Prospective Students, Day  
Students, Evening Students, Grad  
Students, Faculty, and Staff

## Looking for a sneak preview ?

<http://my.lasalle.edu>

login : "guest"

password : "lasalle"

marketing contacts  
javie@lasalle.edu  
mcbrider@lasalle.edu

# CAMPUS POSITIONS AVAILABLE

LA SALLE UNIVERSITY IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

---

## POSITION AVAILABLE

### **Library Technician – Catalog Department**

The Connelly Library of La Salle University is seeking a library technician who will be responsible for the searching and editing of online bibliographic records and the physical processing of library materials. This technician also performs routine mending and repair of damaged materials. Ability to work on a computer terminal, move loaded book trucks and shelve library materials required. Library and/or computer experience desired but not required. Benefits include tuition remission, paid vacation, health and dental coverage.

*La Salle University is a Roman Catholic university in the tradition of the De La Salle Christian Brothers.*

Applicants should send **letter of application, resume and three business references** to:

John K. McAskill  
Systems Librarian  
Connelly Library  
La Salle University  
1900 West Olney Ave.  
Box 810  
Philadelphia, PA 19141

Search will continue until the position is filled, but applications received by **Aug. 15, 2003** will have priority.

AA/EOE



CONNELLY LIBRARY

### POSITION AVAILABLE

**LIBRARY/SECURITY TECHNICIAN** – A full-time position is available in the Circulation Department . This position is responsible for maintaining a safe and secure environment with the Library. This person also assists with regular Circulation Desk duties as well as stack maintenance functions.

The normal days and hours for this position are Sundays thru Thursdays from 4:00 PM to Midnight. Hours vary during semester breaks, holidays, exams, summer sessions, and staff shortages.

Position requires good interpersonal skills, maturity, tact, basic computer skills, and the ability to work unsupervised at times. Library and/or security experience helpful, but not required. Full benefits package including tuition remission.

Physical Requirements: Must be able to move freely through the Library's common areas including the stacks and stairwells. Must be able to handle books to process or shelve them, including lifting large volumes and bending or reaching to shelve them.

*La Salle University is a Roman Catholic university in the tradition of the De La Salle Christian Brothers.*

Interested candidates should submit a **letter of application, resume, and 3 business references** to:

Christopher Kibler  
Access Services Librarian  
Circulation Department  
Connelly Library  
La Salle University  
Box 810  
Phila., PA 19141

The deadline for submitting applications for this position is Friday, August 1, 2003.

AA/EOE

## POSITION AVAILABLE

### **Operations Manager University Communications**

The Office of University Communications seeks to fill the position of Operations Manager.

The Operations Manager is the liaison with all outside vendors and maintains production and other schedules for publications, mailings, advertising and photography. The Operations Manager handles the financial affairs of the office, maintaining several budgets and handling purchase orders, invoices, advertising insertion orders, and detailed records of expenses. The Operations Manager also serves as the office's photography coordination center, including scheduling photographers, ordering photos, and maintaining an organized filing system, both of prints and digital images. In addition, the Operations Manager assists the La Salle magazine staff by handling alumni notes.

Qualified applicants should have a bachelor's degree, office experience, strong written and verbal communications skills, and be highly organized. Required skills also include proficiency in Microsoft Word and Excel. Experience in a higher education setting, knowledge of Banner system and of printing terminology is preferred.

This is a full-time position with a full benefits package, including tuition remission.

La Salle University is a Roman Catholic university in the tradition of the De La Salle Christian Brothers and welcomes applicants from all backgrounds who can contribute to our unique educational mission. For a complete mission statement, please visit our Web site at [www.lasalle.edu](http://www.lasalle.edu).

To apply, please send a cover letter, resume, salary requirements, and the names and contact information for three references **by August 6** to:

Joseph W. Donovan  
Assistant Vice President for Marketing and Communications  
La Salle University  
1900 W. Olney Avenue  
Philadelphia, PA 19141





Division of Student Affairs

POSITION AVAILABLE JULY 24, 2003

Director – La Salle Singers

The Director provides the La Salle Singers with guidance, preparation, and instruction for a successful experience for all involved. The Director is responsible for the following:

- Assist the organization in recruiting new members.
- Meet for rehearsal once or twice a week with the Singers and schedule extra rehearsal time as needed.
- Meet with the student organization officers at the request of either the advisor or officers.
- Prepare the Singers for performance in winter and spring concerts and at Open House programs.
- Attend performances and ensures appropriate preparations are in place for a successful performance.
- Assist in the selection and training of the student accompanist.
- Assist in the preparation of the annual budget.
- Advise the members on intra-organizational concerns.

Requirements:

- The Director should have an interest in working in an extra-curricular activities program.
- Prior experience and/or training in choral music is required.

The Director's moderate stipend is \$4,448.42/year.

*La Salle University is a Roman Catholic university in the tradition of the De La Salle Christian Brothers and welcomes applicants from all backgrounds who can contribute to our unique educational mission. For a complete mission statement, please visit our website at [www.lasalle.edu](http://www.lasalle.edu).*

Review of applications will commence immediately and will continue until an appointment is made. To apply, please submit a letter of application and resume to:

Peter Lafferty  
Community Coordinator for Leadership Development  
La Salle University #819  
1900 W. Olney Avenue  
Philadelphia, PA 19141-1199

AA/EOE