

10-8-2004

Campus News October 08, 2004

La Salle University

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From the Office of the President

To: La Salle University Community

From: Michael J. McGinniss, F.S.C.
President

Date: September 29, 2004

Re: Invitation to meet with Dr. Luis Pedraja, La Salle's Middle States liaison

As you know, La Salle University is beginning the self-study process for the Middle States Commission on Higher Education (MSCHE), leading to a visit from the re-accreditation team in Spring 2006. This process is an important part of La Salle's ongoing assessment and strategic planning efforts.

Dr. Luis Pedraja, our liaison with MSCHE, will visit campus on Wednesday, October 13, and will meet with groups of students, faculty, staff, and the Board of Trustees.

In order to more fully understand the process and to contribute to conversations about the Middle States self study, I invite you to attend one of the following sessions:

11:15-11:45 a.m.—Professional Staff: Library, Student Affairs, Information Technology
Lawrence Conference Room, Administration Building

1:15-2:00 p.m.—Open Forum with the University Community
Music Room, Union

2:00-2:30 p.m.—Faculty
Music Room, Union

2:45-3:15 p.m.—Students
Music Room, Union

Dr. Pedraja will provide an overview of the purpose of the self-study process, then will open the meeting to questions and concerns.

General News

From the Vice President for Business Affairs

October 8, 2004

To: The Campus Community

Dear Colleagues:

It is with a sense of sadness in seeing a colleague depart who has done an excellent job and of whom it has been a privilege to work with, that I inform you Mark Dorsey will be leaving the position of Director of Security and Safety at the end of this month. In the short time that Mark has been with us he has brought about many valuable changes in the Department as well as establishing a strong working relationship with our neighbors. Mark has accepted the position of Chief of Police for the University of Pennsylvania. Please join me in wishing him all the best in his new position.

The following advertisement will appear in this Sunday's *Philadelphia Inquirer* and I welcome all applications and referrals from the La Salle community.

Sincerely,



David C. Fleming
Vice President for Business Affairs

Director of Security and Safety

La Salle University seeks qualified individuals to apply for the position of Director of Security and Safety. The Director reports directly to the Vice President for Business Affairs and is responsible for managing a 24/7 security operation for a 100 acre main campus and Bucks County Center, supervising a 65 member campus patrol unit, the direction of vehicular traffic, seven parking lots and compliance with federal, state and local laws governing security and safety practices on university campuses. S/he serves as the University's liaison with federal, state and local law enforcement agencies.

The requirements of this position include an undergraduate degree and 10 years of police or campus security experience at the management level. Qualified candidates should possess the professional preparation needed for an executive role in management, demonstrate a leadership capability for the effective delivery of service, and have the ability to work effectively with the major constituencies (students, faculty and staff) of an educational environment. Strong written and oral communication skills are essential.

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. Salary is commensurate with experience and qualifications and a full benefits package is included. Complete resumes should be sent to:

Director of Human Resources
La Salle University
1900 W. Olney Avenue
Philadelphia, PA 19141

La Salle University is an equal opportunity/affirmative action employer.

General News

Memo to: Faculty, Administrators and Staff

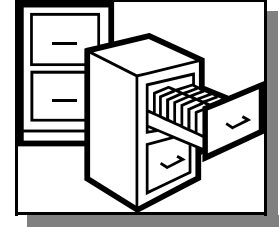
From: NancyLee Moore, Director of Accounts Payable & Purchasing

ANNUAL OFFICE SUPPLIES TRADE SHOW

Thursday, October 14, 2004

Student Union Ballroom

11:30 am – 1:30 pm



- *Answers to your Questions about Ordering Online With Office Depot*
- WIN DOOR PRIZES – RECEIVE PRODUCT SAMPLES
- Manufacturer Representatives will present the newest products offered in the Industry

**AVERY – FELLOWES – TOPS – ACCO – 3M - SMEAD – SOUTHWORTH PAPER – QUARTET
 AT A GLANCE – PILOT – PENTEL – BOSTON STAPLERS - SWINGLINE
 ESSELTE - SANFORD – HEWLETT PACKARD – BROTHER – MEAD
 INTERNATIONAL PAPER – GLOBAL – DIXON TICONDEROGA – NUKOTE - CHAMPION**

Meet Office Depot Representative



Attention All Faculty, Students, and Staff...

October 6, 2004

The Student Health Center was recently informed by the Center for Disease Control (CDC) that approximately half of the nation's flu vaccine would **NOT BE AVAILABLE** this year due to a manufacturing problem. The remaining supply will be distributed to high-risk population, and therefore, it is doubtful if any of our pre-booked supply of flu vaccine will be delivered to us.

Ignore previously posted dates and we will notify you if the situation changes.

Dina M. Oleksiak, MSN, CRNP
 Associate Director Health Services – Student Health Center

Academic News & Events

Diplomat In Residence Program 2004 Fall Lecture Series

Willful Blindness: The Bush Administration and Iraq

By: Trudy Rubin

Worldview Columnist of The Philadelphia Inquirer

Pulitzer Prize finalist in Commentary in 2001

Thursday, October 21

12:30 PM

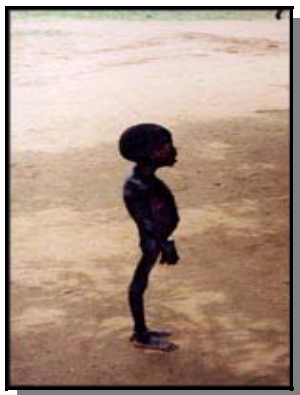
Dunleavy Room

Signed copies of her book will be available. The price is \$14.95

Free and Open to the Public



The Rwandan Genocide: Lessons for the Sudan Crisis and Beyond



- *In Rwanda, over the course of only **100 days**, a stupefying **1,000,000 people** were slaughtered.*
- *More than **67% of women** who were raped in 1994 during the Rwandan genocide are now facing death from AIDS.*
- *More than **1.9 million people** in south and central Sudan have died in the past **17 years** as a result of Sudan's civil war.*
- *More than **1.7 million people** now face food shortages in Sudan.*

Confirmed speakers:

Ambassador Stanislas Kamanzi

Republic of Rwanda to the United Nations

Pastor Carl H. Wilkens

The only American who stayed in Rwanda during the genocide, featured in the PBS documentary "Ghosts of Rwanda".

Jemera Rone

Human Rights Watch – Africa Division
Sudan Researcher/Specialist

Thursday, November 4

12:30 PM - 2:00 PM

Dunleavy Room

Free and Open to the Public

Academic News and Events

Diplomat In Residence Program Student Forum Presents **CRISIS IN SUDAN**

Students from the Sudan and other African Nations will speak on what is now being called Genocide.

**Tuesday, October 12
12:30 PM
Dunleavy Room**



Severely malnourished Hamdi is one and a half, but weighs only about 12 pounds. According to Medecins Sans Frontieres, one in five kids in western Darfur is a victim of severe malnutrition.

The Faculty Development Committee and Teaching and Learning Center Present ...

Dr. Cynthia A. Wells, Boyer Fellow

You are cordially invited to join us!

When: Wednesday October 13th 4 p.m. – 6 p.m.

Where: Lawrence Conference Room



To continue our discussion begun last spring on the topic of Building Campus Community, the Faculty Development Committee and the Teaching and Learning Center will co-sponsor a program featuring Cynthia A. Wells, Ph.D., Boyer Fellow*. Dr. Wells will discuss approaches to community building on college campuses. Her essay, "Beyond Rhetoric: Composing a Common Community Experience" appears in a book entitled *Creating Campus Community*. Please join us for an intellectually stimulating afternoon.

Refreshments will be available

To ensure sufficient food and beverage, please RSVP to Kathi McNichol at Ext. 1824 or mcnichol@lasalle.edu.

*For more information on the Boyer Center go to <http://www.boyercenter.org/>

**A copy of the essay can be found on the Provost's Office channel in mylasalle.

Academic News and Events

"Feminist" Mystics of the Middle Ages

A presentation by E. Ann Matter, R. Jean Brownlee Term Professor of Religious Studies at the University of Pennsylvania

Thursday, September 9, 2004
12:30 – 1:50 PM
Wister Lounge

Presentations are free to LaSalle Community.
Sponsored by the Catholic Studies Program.

Brother Joseph Dougherty
213 McShain Hall
(215) 951-1347
dougherj@lasalle.edu



New Assistant Dean, School of Arts and Sciences

Please join me in welcoming Ms. Teri Ceraso, the new Assistant Dean in the School of Arts and Sciences, who will be assuming her duties on October 18, 2004. Teri joins us from Cedar Crest College, where she was the Associate Director of the Center for Lifelong Learning and the M.Ed. Admissions Representative. Teri brings a wealth of administrative experience in higher education and non-profit institutions, including the Pennsylvania Academy of the Fine Arts, Lehigh University, Moravian College, and the Upper Bucks Chamber of Commerce. Teri also has experience as a freelance writer, editor, workshop facilitator, and publicist. Teri holds a Master's Degree in Journalism from Temple University and a Bachelor's Degree in English Literature and Business Management from Skidmore College.

Tom Keagy, Dean
School of Arts and Sciences

Reading by Dr. Kevin Grauke, Department of English

The Department of English cordially invites all members of the campus community to attend a reading by our new colleague, **Dr. Kevin Grauke, Assistant Professor of Creative Writing**

Wednesday, October 13, 2004
1:00 PM in
Renaissance Room in the University Art Museum,
Olney Hall Basement.



Dr. Grauke will be reading from his longer work in progress, "The New Father."

Faculty Senate Minutes

September 9, 2004—12:30-1:50 p.m. McShain Board Room, Union

Present: Gerald Ballough, Janice Beitz, David Cichowicz, Marianne Dainton, Linda Elliott, Steve Longo, Sidney MacLeod, Janine Mariscotti, Lynn Miller, Marc Moreau, Richard Mshomba, Elizabeth Paulin, Mark Ratkus, Scott Stickel, Jeannie Welsh, and Bonni H. Zetick

Excused: Susan Borkowski, Rich DiDio, Eileen Giardino, Jackie Pastis, Stephen Smith

The meeting was called to order at 12:35 p.m. by Beth Paulin, President of the Faculty Senate.

Approval of minutes of meeting of April 22, 2004

These minutes were approved by a vote of 11 in favor, 0 opposed, and 2 abstentions, with one change, the spelling of Tom Scheye's last name.

Question was raised as to the time period in which the Tenure Eligibility for Academic Leadership Positions becomes effective. The response was that it is not retroactive, and that the policy will be in effect in the future.

Approval of minutes of A.M. meeting of May 3, 2004

These minutes were approved by a vote of 9-0-4, with the following changes:

- Steve Longo was excused
- The word process was added at the end of the last sentence under Parking
- The words be reviewed were added at the end of the first sentence under Academic Calendar
- Under Senate Elections, the last sentence in the first paragraph was changed to: There was still a problem with people not removing their names from consideration on the ballot in time, although the new email procedure for letting people do this seemed to work.

Approval of minutes of P.M. meeting of May 3, 2004

These minutes were approved by a vote of 12-0-4 with the following changes:

- Steve Longo was excused
- The listing of the membership and chairs of Faculty Senate committees was added.

Proposed One-Year Pilot Program to Restructure the Curriculum Committee

Click [here](#) to view the Pilot Program.

The President presented this proposal that was developed over the summer by a committee that included the Academic Deans, the Provost, the Executive Committee of the Faculty Senate, one member of the University Curriculum Committee, and the Director of the Core Curriculum.

Changes that were made to the proposal by the Faculty Senate are:

-Under Curriculum Committees of the Individual Schools, Role and Responsibilities, the following sentence was added: This review will take place in an expeditious manner so as not to impede on the curricular progress of any one school.

Faculty Senate Minutes

-The Faculty Senate's representation will be seven faculty in 2004-5, and if the pilot program is continued, will decrease to six in 2005-6.

-The pilot program will be evaluated at the end of the 2005 spring semester.

-The proposal passed unanimously by a vote of 16-0-0.

Ad Hoc Committee – Intellectual Property Rights

This issue was tabled until further word from Administration regarding a University-wide committee to study the issue.

Parking

Dave Cichowicz and Dave George are representing the Faculty Senate in discussions with the Director of Safety & Security, the Vice President of Business Affairs, and the Provost about the parking on main campus. The number of permits issued for main campus is a concern, given the increase in the number of positions carrying the title of director. Changes in the fee structure that may impact upon the number of applications for main campus parking permits are being discussed. Enforcement of violations is also an issue, as the lack of enforcement leads to illegally parked vehicles, which can be a safety issue.

Changes to the parking policy to try to address this issue were discussed over the summer, and discussion will continue during 2004-5, with revisions to the policy being enacted for 2005-6.

The Senators approved by a vote of 16-0-0 a letter that will be sent to faculty and staff under the signatures of the President of the Faculty Senate, the Vice President of Business Affairs, and the Provost, discussing the parking shortage, and announcing enforcement of existing parking regulations on main campus effective September 20, 2004.

It was pointed out that the total number of permits issued, not just for main campus, is also a concern. There is a need to balance the number of permits so that all available parking spots are in use while at the same time the number of people with valid permits who are unable to find available spots is minimized.

Ad Hoc Committee – Student Evaluations

The desirability of revisiting the form used by students to evaluate teaching effectiveness was discussed. This complex issue involves various viewpoints on the relative merits of a qualitative vs. a quantitative approach. Perhaps if the number of items were reduced, faculty would better be able to analyze and summarize numerical responses, something not currently required by the Promotion & Tenure Committee. The view was expressed that students' written comments are important in the promotion and tenure process, regardless of any numerical measures also used.

There was also discussion about how these forms are used, including by the Promotion & Tenure Committee, as well as by individual faculty to improve teaching effectiveness, and as a basis for discussion between the Department Chair and the faculty member. The question was raised as to whether one form could accomplish all of these goals.

An eight-person Ad Hoc Committee will be established, to include five faculty members, the Assistant Provost, and two students. The faculty should be representative of the three schools. Suggestions for nominations of faculty members should be sent to Dave Cichowicz, who will then provide the Senate with suggested names by the next Faculty Senate meeting (October 5, 2004).

Faculty Senate Minutes

Memorial Plaques in Olney Hall

Mark Ratkus and Gerald Ballough will act as liaisons with University Advancement and University Ministry and Service regarding memorial plaques to be dedicated in Olney Hall during the month of November, 2004.

Increasing the visibility of the Senate vis a vis the Student Government

Sid McLeod will act as a liason between the Faculty Senate and the Student Government Association. The President asked that ways to strengthen the relationship between the two organizations be explored, such as sharing of minutes and agendas. We have many issues in common.

Other

- The issue of promotion before tenure was discussed. The faculty handbook allows for this.
- The issue of criteria for tenure was brought up. A view was expressed that scholarship seems to be becoming more heavily weighted than before.
- Senators applauded the President for her presentation on Opening Day to the faculty.
- La Salle University's representative from Middle States will be on campus October 13, 2004, and has asked to meet with faculty from 2-2:30 p.m.

Next Meeting

- The next meeting of the Faculty Senate will be October 5, 2004, from 12:30-1:50 p.m.
- The meeting adjourned at 1:50 p.m.

Respectfully submitted,

Bonni H. Zetick

Faculty Senate

Faculty Appointments To The Standing Committees Of The Faculty Senate For 2004-2005

ACADEMIC AFFAIRS

Desnoyers, Charles	02-05
Elliott, Linda	02-05
Welsh, Mary Jeanne	03-06
Wieland, Diane	04-07
Feden, Preston	04-07

ACADEMIC DISCOVERY

Gomez, Luis	02-05
Doane, Bernetta	03-06
Kusztal, Iwona	04-07

ACTIVITIES FUNDING BOARD

Fiedler, Donna	03-05
Ballough, Gerald	04-06

ADMISSIONS REVIEW

Ramshaw, Gail	02-05
Gauss, Marianne	03-06
Beitz, Janice	04-07

ALPHA EPSILON

Ratkus, Mark	03-05
Balchunis-Harris, Mary Ellen	04-06

ATHLETICS

Borkowski, Susan	02-05
Schultz, David	02-05
Angeles, Vivienne	03-06
Price, William	03-06
Wilby, Mary	04-07
Wentzel, Kristin	04-07

CHARTER WEEK

Dougherty, Joseph	02-05
Dobie, Robert J	03-06
Betz, Phyllis	04-07

CONCERT & LECTURE

George, David	03-05
Vito, Kathleen	03-05
Andrilli, Stephen	04-07

CURRICULUM

Armstrong, Sharon Lee	02-05
Dainton, Marianne	02-05
Robison, H David	02-05
Clabaugh, Gary	03-06
Mickle, Ann	03-06
Smith, Stephen	03-06
Ratkus, Mark	04-07

CURRICULUM

Armstrong, Sharon Lee	02-05
Dainton, Marianne	02-05
Robison, H David	02-05
Clabaugh, Gary	03-06
Mickle, Ann	03-06
Smith, Stephen	03-06
Ratkus, Mark	04-07
Need for	05-07

FACULTY DEVELOPMENT

Bearden, Eithne	02-05
McNichol, Kathleen	02-05
Mariscotti, Janine	03-06
Redmond, Michael	03-06
Strayer, Robert	03-06
Mosca, Frank	04-07
Musser, Judith	04-07

FELLOWSHIPS

Brogan, Joseph	02-05
Gauss, Marianne	02-05
Prushan, Mike	03-06
Weaver, William	04-07
Kling, Vince	04-07

FOOD SERVICE

Beatty, John	04-06
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GRADUATE COUNCIL

Dainton, Marianne	01-05
Seltzer, Joseph	02-06
Frizzell, Joan	03-07
Turk, Cynthia	04-08

GRIEVANCE

Brazina, Paul	02-05
Allen, Marjorie	03-06
Talaga, James	04-07

HEALTH ADVISORY

Hanson, Michele	03-05
Riley, Kevin	03-05
Miller, Mary Ellen	04-06

HONORARY DEGREES

O'Connor, Annette	03-05
Van Buskirk, William	04-06

Faculty Senate

Faculty Appointments To The Standing Committees Of The Faculty Senate For 2004-2005

INSTITUTIONAL REVIEW

Montague, Diane 03-06
Goldberg, Earl 04-07

JUDICIARY

Busse, Claire 02-05
Camomile, Sandra 02-05
Angerosa, Nicholas 03-06
Zetick, Bonni 03-06
Garver, S. Joel 04-07
Duffy, Patrick 04-07

LIBRARY

Greenland, David 02-05
Ossa, Luisa 03-06
Samulewicz, Stefan 03-06
Jiang, Pingjun 04-07

MEDIATION

Butler, James 00-04
Cogan, Evie 00-04
Falcone, David 00-04
Fitzgerald, Gerald 00-04
Kerlin, Michael 00-04
McPhillips, Thomas 00-04
Pastis, Jacqueline 00-04
Smith, Michael 00-04
Haberstroh, Patricia 02-04

PROMOTION & TENURE

Smith, Michael 01-05
Smither, James 01-05
Cichowicz, David 02-06
Sweeder, John 02-06
Ambrose, Jan 03-07
Giardino, Eileen 03-07
Mollenhauer, Emery (1st Alt) 04-08
McPhillips, Thomas 04-08

PROMOTIONS & TENURE APPEALS

Joglekar, Prafulla 02-05
Grosnick, William 03-06
MacLeod, Sidney (alt) 03-06
Belzer, Norbert 04-07

PROVOST FACULTY AWARD

RESEARCH LEAVE

Liang, Ling 02-05
Miller, Lynn 02-05
Turk, Cynthia 03-06
Gardner, Frank 04-07
Olive, Dana 04-07

RESIDENCE ADVISORY

Blum, Thomas 04-06

SABBATTICAL REVIEW

Seitchik, Geri 02-05
Meisel, Steven 03-06
Joglekar, Prafulla 04-07

SCHOLARSHIP POLICY

Richardson, Greer 02-05
Kleinow, Jennifer 03-06
Walsh, Anne 03-06
Edlin, Anne 04-07

SECURITY

Diorio, Joe 04-06

STUDENT AFFAIRS

Klein, Evelyn 03-05
McCoey, Margaret 03-05
Oplinger, Patrice 04-06

STUDENT PRESS

Falcone, David 02-05
Tsakiridou, Cornelia 03-06
Lehr, Dolores 04-07


TUITION REVIEW

Walsh, Anne 02-05

Sports and Campus Events



10/8	Volleyball vs. XAVIER	4:00 pm
10/8	Men's Soccer @ Duquesne	7:30 pm
10/8	Women's Soccer vs. DUQUESNE	3:00 pm
10/9	Football @ Ursinus	1:00 pm
10/9	Field Hockey @ Rhode Island	12:00 pm
10/9	Volleyball vs. DAYTON	5:00 pm
10/10	Field Hockey @ Massachusetts	12:00 pm
10/10	Men's Soccer @ St. Bonaventure	1:00 pm
10/10	Women's Soccer vs. ST. BONAVENTURE	1:00 pm
10/10- 10/11	Cross Country- Lehigh Invitational Bethlehem, PA	
10/12	Volleyball @ Temple	7:00 pm



HOOPS MADNESS

THURSDAY, OCTOBER 28th, 2004

TOM GOLA ARENA

La Salle University Tennis Welcome Center

Round Robbin Tennis Tournament

Date: Sunday, October 10, 2004

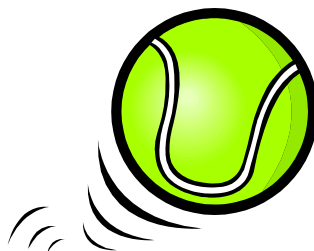
Location: La Salle University Tennis Center
20th and Olney Ave.

Time: 10 AM Player Sign-in

10:15 AM Matches Begin

Format: Doubles Round Robin

*Top 4 team playoff



Winner & Runner-up Trophy
REFRESHMENTS – SNACKS – PRIZES
Player Entrance Fee - \$20

215-698-1056 or 479-0469

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

Faculty—History Department

The History Department at La Salle University seeks candidates for two full-time, tenure-track positions beginning in the Fall semester of 2005. Applicants must have Ph.D. in hand by August and be able to teach survey courses in Global History as well as undergraduate and graduate courses in their specializations. Areas of interest include Modern Central and Eastern Europe, the Middle East, and South Asia. Successful candidates should have strong grounding in oral and social history.

Please send c.v. and three letters of reference by December 10, 2004 to:

Charles A. Desnoyers

Chair, History Department

La Salle University

1900 Olney Ave.

Philadelphia, PA 19141-1199

email: desnoyer@lasalle.edu.

Assistant Bursar

Reporting to the Assistant Comptroller for Bursar Operations the Assistant Bursar is responsible for overseeing the daily operations of the Bursar's Office, which includes managing cash receipts, the Perkins Loan program and accounts receivable for the University.

The successful candidate will have experience in managing student accounts receivable and accounting for and recording cash receipts. In addition, qualified candidates should have technology skills in the use of integrated accounting systems with proficiency in the use of Access and Excel in a relational data base environment, strong analytical and communication skills, and the ability to work independently.

Compensation package consists of a competitive salary and excellent benefits including tuition remission. Send resume, employment references including salary history to:

Office of the Bursar

La Salle University

1900 West Olney Avenue

Philadelphia, PA 19141.

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 Professor: Journalism, Mass Communication, Public Relations

The Communication Department is accepting qualified applicants for a full-time, tenure-track position at the assistant professor level beginning August, 2005. We seek an outstanding teacher and active scholar who will complement our dedicated and collaborative faculty.

The successful applicant will have a Ph.D. or near, and will be a communication generalist with abilities to teach Journalism, Mass Communication, and/or Public Relations. Opportunities may also be available to teach in our master's degree program in Professional Communication, or in one of our master's programs offered internationally.

For a complete overview of the department, visit: <http://www.lasalle.edu/academ/commun/home.htm>.

Applications should include a letter of application describing the candidate's qualifications for the position, current vitae, transcripts, and three letters of recommendation, at least one of which should address the candidate's effectiveness in teaching.

The deadline for applications is December 15. Please send applications to:

Lynne A. Texter, Ph.D.,
Chair, Communication Department
La Salle University
1900 W. Olney Ave.
Philadelphia, PA, 19141

Associate Director of Security and Safety

La Salle University is inviting applicants for Associate Director of Security and Safety. Position is responsible for supervising the daily activities of the department including the research and development of ongoing security related training programs.

Qualified applicants should possess a Bachelors degree in Criminal Justice or related field and progressive experience and responsibility in a police/security department with at least three (3) years at a command level. Excellent written and verbal communications along with a thorough knowledge of police/security operations. Salary commensurate with experience including full benefits package and tuition remission.

Please submit a resume and three letters of reference (Only resumes with salary history will be considered) to:

Director of Security
Box 825
La Salle University
Philadelphia, PA 19141

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 1/4 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.

We very much appreciate your patience and your cooperation with these new procedures.

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

- 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**