

ON YOUR MARK, GET SET, GO!!!

We're off and running again! Welcome back for the fall 2000 semester -- particularly to new faculty and staff who join TWU during this busy time, meeting new students and welcoming new opportunities during the 2000-2001 academic year. A "quick list" of facts, deadlines and other information is provided below to bring everyone up-to-date and to make the beginning of this year run smoothly:

- During the summer month, Dr. Leslie Thompson announced his retirement as dean of the TWU Graduate School, effective Aug. 31, 2000. Dr. Michael Droge (biology) was appointed by Dr. Lois Smith (academic affairs) as dean of graduate studies and research, effective Sept. 1.
- Teresa Mauk has begun her work as the new director of admissions; welcome!
- Undergraduate and graduate admissions were merged early in the summer.
- Dr. Lois Smith began serving as interim provost and vice president for academic affairs on June 1; she previously served as interim dean of enrollment management.
- A new position, vice president for academic and information services, was created in late May; Dr. Dana Gibson assumed her new responsibilities on June 1 in that capacity; her offices are located on ACT 8. Tom Graf has been appointed associate vice president in that division.
- The School of Library and Information Studies and the College of Education and Human Ecology were merged in June; Dr. Keith Swigger (Library and Information Studies) will serve as dean of the new unit, and Dr. Michael Wiebe (Education and Human Ecology) will return to the faculty on Sept. 1, 2000. The School of Library and Information Studies will be housed within the new College of Professional Education.
- The office of institutional development has relocated to Hygeia Hall (former home for student health services) on Bell Avenue, just south of Redbud Theater.

- Fall assembly is scheduled on Mon., Aug. 21, at 10:30 a.m. in MCL auditorium. Dr. Ann Stuart (president's office) will address the faculty via a video presentation in which she will discuss administrative challenges, a busy academic year and issues that members of the campus community will face during the coming months.
- Faculty Development Day will be held Tues., Aug. 22, from 8:30 a.m. to 4 p.m.
- Annual parking decals for the 1999-2000 academic year expire on Aug. 30; the department of public safety will begin writing tickets Aug. 31 for vehicles with expired stickers or no stickers. Parking stickers are available through the department of public safety in Hubbard Hall on Administration Drive.

continued

/ / /

TWU Update, Aug. 14-27, 2000, page 2

ON YOUR MARK, *continued*

Payment for employees can be made in cash for the entire amount due before Sept. 1 or through payroll deduction. Forms for payroll deduction must be completed and delivered to the TWU department of public safety's office no later than Sept. 15; however, please note that new decals must be on windshields no later than Aug. 31 to avoid receiving a parking ticket. Additional parking decals are \$5 each and must be paid for in full when purchased. For details, call the TWU department of public safety at 8-1-2925.

- Faculty and staff scannable ID cards should be made in the housing office.
- Labor Day (Mon., Sept. 4) *is* on the holiday list for this academic year.
- Departmental telephone directories will be available from the office of public information in late September. Campus telephone books (which include individual faculty, staff and student listings) are issued through the office of student life and the Student Center; they will arrive later in the fall. DATCU calendars, memo pads and pens already have been received and distributed (no copies remain).
- And -- last but not least -- the first day of class is Mon., Aug. 28. Welcome back!

*** **

REP GRANT AWARDS ANNOUNCED

Dr. Sondra Ferstl (research and grants) has announced that seven TWU faculty members have been awarded grants from the university's Research Enhancement Program for the 2000-2001 academic year. The total amount awarded was \$41,661.

The recipients are:

- **Dr. Heather Conrad-Webb** (biology), \$6,000, for "Identification and Isolation of Genes Required for Pol II Synthesis of rRna";
- **Dr. Bruce Grossie** (nutrition and food sciences), \$6,000, for "Effect of Alcohol Ingestion on the Response to Traumatic Stress in the Rat";
- **Dr. Patti Hamilton** (Nursing, Denton), \$5,662, for "New Methods for Analyzing Teen Births in Texas: A Nonlinear Approach";
- **Dr. Camelia Maier** (biology), \$6,000, for "Identification of Endogenous Estrogen Receptors in Higher Plants by Using a One-Hybrid Screen Method";
- **Dr. Sarah McIntire** (biology), \$6,000, for "Analysis of Plasmid DNA Diversity among *Helicobacter Pylori* Strains";
- **Dr. Huanbiao Mo** (nutrition and food sciences), \$5,999, for "Lovastatin Suppresses CD4 Prenylation: Implication in HIV Intervention"; and
- **Dr. Lynda Uphouse** (biology), \$6,000, for "Serotonin Receptor Mediation of Restraint Stress."

The REP for continuing faculty provides support for faculty research projects or creative activities for full-time faculty who have an appointment for 2000-2001. Awards are limited to \$6,000 and cover the budget period beginning Sept. 1, 2000, and ending Aug. 31, 2001.

continued

"The primary purpose of the Research Enhancement Program is to provide seed money so that a faculty member will be able to compete more successfully for larger grants from outside sources for continuation of the research project or creative activity," explained Ferstl. Application materials for the new faculty competition for REP funding will be available soon. Contact the office of research and grants administration at 8-1-3375 for more information.

*** **

HOLIDAY CALENDAR REMINDER FOR 2000-2001

As a reminder for all faculty and staff, the 2000-2001 holiday schedule is provided below. "The schedule is based on a five-day work week and allows the university to suspend operations -- except for essential functions -- for one week at the end of December," said Annette Johnson (human resources). "The holiday schedule follows the TWU class schedule. TWU also will suspend operations for two days during spring break 2001. TWU will be open three days during spring break because a number of high school students use that week as an opportunity to visit college campuses."

Day /Date/Holiday

Monday, Sept. 4, 2000 -- Labor Day
Thursday-Friday, Nov. 23-24, 2000 -- Thanksgiving holiday
Monday-Friday, Dec. 25-29, 2000 -- December holiday
Monday, Jan. 1, 2001 -- New Years Day
Monday, Jan. 15, 2001 -- Martin Luther King Jr. holiday
Thursday-Friday, March 22-23, 2001 -- Spring break holiday
Monday, May 28, 2001 -- Memorial Day
Wednesday, July 4, 2001 -- Independence Day

Staff members -- with supervisor notification and advance approval for time off -- may observe one of the following holidays by substituting vacation or compensatory time or another holiday (if possible) for one of the previously listed holidays: Sat., Sept. 30, 2000 -- Rosh Hashanah; Mon., Oct. 9, 2000 -- Yom Kippur; Sat., March 31, 2001 -- Cesar Chavez Day; or Fri., April 13, 2001 -- Good Friday. For more information, contact Johnson at 8-1-3555.

*** **

PTFs NEEDED FOR SEVERAL CATEGORIES OF EMPLOYEES

Persons who are working as a GRA, GA or GTA; as an on-call employee; or in a temporary position -- including visiting faculty, adjunct faculty and all grant-appointed positions during 2000-2001 -- must be reappointed for any portion of the appointment that extends beyond Aug. 31, 2000. These employees and positions do not appear in the operating budget and must be processed by using a *Personnel Transaction Form* (PTF). All deans, directors, department heads, secretaries, administrative assistants

and grant directors must complete a PTF to reappoint any employee who will continue working in the categories specified during the 2000-2001 fiscal year.

continued

/ / /

TWU Update, Aug. 14-27, 2000, page 4

PTFs, *continued*

"The department of human resources will apply the appropriate benefit replacement pay (BRP) amounts for each individual. When the PTF is received in human resources, the appropriate BRP amount and any applicable salary increase will be entered on the PTF. A copy of the PTF will be returned to the department and will reflect the additional information," said Karen Faught (human resources) in an August memorandum.

PTFs should be submitted to human resources by Fri., Sept. 5, 2000, to ensure that those employees are included on the September payroll. For more information, contact Faught or Amy Hall at 8-1-3555.

*** **

GRANTS ANNOUNCED

Two TWU faculty members have received grants in recent weeks, according to Dr. Sondra Ferstl (research and grants). Those persons and their grant awards are listed below:

- *Dr. Kelley Moseley* (health care administration, Houston) -- \$10,800 as a subcontract from the Baylor College of Medicine on a grant from the Health Resources and Services Administration of the Public Health Service for "Gero-Ethics Educational Programs in Health Care Administration" through June 30, 2001. The project is designed to conduct gero-ethics training for master's-level students and geriatric practitioners, especially those in the underserved settings of nonprofit and public institutions. "The proposal also seeks to increase the awareness of minority and disadvantaged middle and high school youths about careers in health care administration, focusing on long-term care settings," said Moseley.
- *Dr. Rudy Rodriguez* (reading and bilingual education) -- \$233,680 from the U.S. Department of Education for "Bilingual Teacher Assistants Program (BTAP)," from Sept. 1, 2000, to Aug. 31, 2001. "BTAP is designed to produce qualified bilingual education teachers to serve language-

minority children in grades 1 to 8," said Rodriguez. The model, which was designed collaboratively, features four key components. "The pre-collegiate Future Bilingual Educator component engages 20 Fort Worth Independent School District students in a combined school district and college bilingual education exploration program," he added. "Students recruited from the Fort Worth ISD paraprofessional teaching force will participate in either the Fort Worth ISD-funded freshman/sophomore academic program offered by Tarrant County College or in the ESEA Title VII-supported upper-level (junior/senior) program at TWU. A mentor support, post-baccalaureate plan for beginning teachers is included as part of the fourth program component."

- *Dr. Rudy Rodriguez* (reading and bilingual education) -- \$242,386 from the U.S. Department of Education for the project "Advanced Preparation Project (A-Prep) for Beginning Teachers and Mentors" from Sept. 1, 2000, to Aug. 31, 2001. A-Prep, according to Rodriguez, is designed to provide graduate-level professional development for non-certified and certified beginning teachers and mentor teachers in bilingual education. The chief goal of the project is to increase the number of qualified bilingual teachers and to enhance their retention in teaching through a comprehensive mentor support system. The program will be conducted in collaboration with the executive board of the Dallas/Fort Worth Bilingual Educator Association of the Metroplex.

continued

/ / /

TWU Update, Aug. 14-27, 2000, page 5

GRANTS, *continued*

- Dr. Rudy Rodriguez (reading and bilingual education) -- \$239,546 from the U.S. Department of Education for the program "Building Futures in Education," from Sept. 1, 2000, to Aug. 31, 2001. The career ladder training program, "Building Futures in Education," is designed to produce qualified bilingual education teachers to serve the growing number of limited-English-proficient children in Dallas elementary schools. "The four-stage training model is a collaborative plan involving personnel from TWU, the Dallas Public Schools and Brookhaven Community College," said Rodriguez. During the first stage of the program, children from Dallas high schools are recruited to participate in a pre-collegiate bilingual education career exploration program. In the second and third stages, paraprofessionals from Dallas public schools and TWU full-time, non-paraprofessional students are incorporated in training that leads to a bachelor's degree in interdisciplinary studies, with certification in elementary bilingual education and early childhood or special education. A mentor support program for beginning teachers is part of the fourth stage.

NEWSBRIEFS

Information and news about activities, programs or TWU people may be sent to Ann Hatch (public information), editor, either through campus mail or by e-mail to AHatch@twu.edu or s_hatch@twu.edu. The biweekly summer deadline to receive information is Tuesday at 5 p.m. for the following week. Student information for the "People" section is not published unless it is submitted by or in conjunction with a faculty member and that faculty member's related activities.

TWU Update will begin weekly publication (and posting online) once again with the start of the new academic year on Mon., Aug. 28. The deadline to submit information is every Tuesday at 5 p.m. for the following week.

Reminder: The Quick TASP test will be administered at TWU on Thurs., Aug. 24, at 8 a.m., CFO 202. Interested students can register to pay at the door (\$29) by calling 8-1-3950, the office of academic support programs at TWU.

A truck from TWU will be Houston-bound from the office of facilities management on Tues., Aug. 22, to pick up surplus property from the Houston Center for return to Denton. Any department in Denton that needs to send items to Houston should contact Ron Justiss (inventory) at 8-1-3140 or Jerry Stansel (inventory) at 8-1-3144. Items for the Houston truck leaving from Denton must be sent to facilities management by 1 p.m. on Mon., Aug. 21.

Reminder: Purchasing deadlines are closing -- Staff members in the controller's office remind all departments, colleges and schools that several important purchasing and accounts payable deadlines will occur within the next few weeks. A list of those deadlines is provided below; anyone who has questions should call 8-1-3525.

Accounts Payable

- For expensed items (those coded as "81" in M&O) that will be paid with FY 2000 funds, invoices must be dated no later than Aug. 31, 2000, and they were due in the accounts payable office on Fri., Aug. 8. In addition, items must be received both physically and on-line by Aug. 31, 2000. (Note: Capital items, or those coded as "83," may be received after Aug. 31.)

continued

NEWSBRIEFS, *continued*

- FY 2000 open purchase orders coded as "81" in M&O or "82" in travel that are related to a fund 10, 12 or 14 account will be closed if an invoice and/or goods are not received by Sept. 8.
- Purchasing card charges prior to Aug. 15, 2000, will be paid from FY 2000 funds; card charges after Aug. 15 will be paid with FY 2001 funds.
- All travel documents related to FY 2000 purchase orders must be in the accounts payable office by Fri., Sept. 8, 2000, for payment.

Persons in Denton, Dallas and Houston who are interested in accessing a job application for positions posted at TWU locations can call the job line at each of those locations around the clock and choose to receive the form by fax. Call any of the numbers listed and choose the appropriate option: Denton -- (940) 898-3565; Dallas -- (214) 689-6616; and Houston -- (713) 794-2354. Thanks go to Lori Nelson (vice provost's office, Houston) for the suggestion; ITS and graduate admissions also are using fax-on-demand options.

Reminder: The Graduate School will offer a "Virtual Graduate Assistant Orientation" online from Aug. 15 through Sept. 30, 2000. This program, which can be accessed through the Blackboard online training program, is primarily for all new graduate teaching and research assistants, but returning assistants also may review this information if they wish. Departments that are hiring new assistants are asked to forward those students' names and addresses to Adele Petty (Graduate School) by calling her at 8-1-3402 or by sending e-mail to her at Apetty@twu.edu.

The office of student employment reminds all departments, offices, colleges and schools that all students who will work on campus beginning with the fall 2000 semester must complete a work permit for the 2000-2001 academic year. *Those permits must be received in student employment no later than Sept. 15, 2000.* Questions? Call 8-1-2950.

Reminder: Please note -- As work progresses on the construction of an external fire escape on the Classroom Faculty Office Building, a safety fence has been erected on the west side of the building near Redbud Lane. The fence extends south, beyond Old Main. Persons who have classes and business in Old Main should use the south and east entrances; access to CFO is open on the building's east side, facing Bell Avenue.

Three safety training classes will be held during the next two weeks: "First Aid" on Wed., Aug. 16, from 1 to 3 p.m. in SH 402, \$15 fee; "Adult CPR" on Aug. 16 from 8 a.m. to noon, SH 402, \$15 fee; and "Back Safety" on Fri., Aug. 25, from 8:30 to 10 a.m. at the TWU Dallas Center-Parkland second-floor faculty conference room and from 11 a.m. to 12:30 p.m. at the Dallas-Presbyterian lunch room. To register, call 8-1-3130 or send e-mail to cwilliams@twu.edu.

Reminder: TWU's Alamo Travel representative, Shirley Dane, will be out of the office from Aug. 19 to Sept. 4 for vacation. Any department, office or school representative who needs to make travel

arrangements should do so before Aug. 19 -- as soon as possible; call 8-1-3496.

Reminder: The TWU department of university housing thanks *you* -- TWU faculty and staff -- for volunteering to be a part of students' experiences on campus when they arrive for the first time -- especially when they check into the residence halls. With that goal in mind, housing staff members asked faculty and staff earlier this summer to volunteer a few hours of their time in

continued

/ / /

TWU Update, Aug. 14-27, 2000, page 7

NEWSBRIEFS, continued

August to help students and family members make the move to campus life. Participating faculty, staff and administrators will be available in the residence halls between 10 a.m. and 5 p.m. on Wed., Aug. 23, to help new students and their parents move in belongings; to greet them as they check in ; and to serve refreshments. Other volunteers will help students on Thursday evening from 7 to 9 p.m. during a room decorating program as they walk the floors, greet students and hand out supplies for the decoration project. All volunteers will receive a special T-shirt. Thanks to everyone who already has signed up to help!

*** **

UPDATE ON TWU PEOPLE

Please submit "People" items (faculty and staff only) to Ann Hatch in public information by campus mail or by e-mail to AHatch@twu.edu! Include first and last names (no initials, please) and appropriate titles (ie. Dr.).

Dr. Phyllis Bridges (English, speech and foreign languages) has been elected president of Ann's Haven VNA Hospice Auxiliary for a two-year term. The auxiliary meets quarterly and works daily in support of hospice programs.

Sympathy is extended to family members of **Audrey Tittle Silvernale**, retired director of news services for TWU. Silvernale, who died following a six-year battle with cancer on Aug. 4, left TWU in 1988. A memorial service was held in her honor at St. Paul's Episcopal Church in Gainesville on Aug. 5. Before she joined the university, the TWU alumna pursued a career in radio and broadcasting in Memphis, Tenn.; Atlanta, Ga.; and Dallas. She previously was affiliated with the University of Florida, St. Mary's Help Hospital and Weight Watchers. Silvernale also scripted, recorded and distributed a weekly radio program about TWU during her first years at the university; the show was syndicated on the Texas State

Network.

Condolences are offered to the family of **Aline Snyder** of Denton, former TWU Distinguished Alumna (1978) who graduated from CIA in 1928 with a bachelor's degree in home economics education and master's degree in vocational home economics in 1933. Snyder died on July 28; cryptside services were held in Bryan, Texas, on Aug. 9. A former faculty member at Texas A&I and Texas A&M universities, Snyder was well known in Denton and was a member of the TWU National Alumnae Association.

Faculty, alumni and students from the department of psychology and philosophy made presentations at the 108th annual convention of the American Psychological Association held in Washington, D.C., from Aug. 4-8. Those presentations included: a poster session titled "Couples' Reciprocal Perceptions of Attachment and Relational Satisfaction" by Dr. **Sally Stabb** and **Jody Scott**; a poster session titled "Acculturation, Self-Silencing and Depression in Asian-American College Women" by Dr. **Linda Rubin** and **Lisa Wechsler**; a symposium titled "Family Psychology Perspective on Building Cultures of Peace and Responding to Social Injustice" by Dr. **Roberta Nutt**; a roundtable discussion, "Multigenerational Patterns of Infidelity and Their Relationship to Attachment," by Stabb, **Alison Bess** and **Brandi Ragsdale**; poster sessions titled "Family Violence as Predictive of Attitudes Toward Women in Boys" and "Anger as Instrumental: A Look at Women's Expression of Opposition" by TWU alumna Dr. **Deborah Cox**; and a poster session, "Women's Worries and Precautions about Rape," by **Dana Harding**.

continued

/ / /
TWU Update, Aug. 14-27, 2000, page 8

TWU PEOPLE, *continued*

Susan kae Grant (visual arts) recently returned from teaching an experimental workshop with collaborator Dr. John Herman from the University of Texas Southwestern Medical Center at Dallas. The workshop, titled *Manifesting the Dream: Zen and the Art of Bookmaking*, was held at the Anderson Ranch Arts Center in Snowmass Village, Colo. Together, the team led an inquiry into the nature of sleep and memory to help students produce books inspired by dreams. Lectures and discussions examined the physiological aspects of the sleep process, and participants learned and developed methodologies for collecting and recording their dreams.

*** **

THE NEXT TWO WEEKS AT TWU: AUGUST 14-27, 2000

Aug. 14-18

- Library open noon-6 p.m.; bookstore open 8 a.m.-5 p.m.; Wellness Center open 6 a.m.-10 p.m.

Tues., Aug. 15

- Graduate School "Virtual Graduate Assistant Orientation" online program begins and continues through Sept. 30.

Wed., Aug. 16

- Safety course: "Adult CPR," \$15, SH 402, 8 a.m.-noon.
- Safety course: "First Aid," \$15, SH 402, 1-3 p.m.

Sat., Aug. 19

- Library and bookstore closed; Wellness Center open 8 a.m.-6 p.m.
- Alamo Travel closed through Sept. 4.

Sun., Aug. 20

- Library and bookstore closed; Wellness Center open 1-6 p.m.

Aug. 21-25

- Library open 7:30 a.m.-6 p.m.; bookstore open 8 a.m.-5 p.m.; Wellness Center open 6 a.m.-10 p.m.

Mon., Aug. 21

- Fall Assembly, MCL auditorium, 10:30 a.m., followed by lunch for faculty in Hubbard Hall.
- Orientation for international students.
- 1 p.m. deadline to send inventory to facilities management for trip on TWU truck to Houston Center on Tues., Aug. 22.

Tues., Aug. 22

- Faculty Development Day.

Wed., Aug. 23

- New faculty orientation; new student move-in day.

Thurs., Aug. 24

- Quick TASP test, \$29 at the door, CFO 201, 8 a.m., CFO 202.

Fri., Aug. 25

- Safety course: "Back Safety," Dallas-Parkland faculty conference room, 8:30-10 a.m.; and Dallas-Presbyterian lunch room, 11-12:30 p.m.

Sat., Aug. 26

- Library open 9 a.m.-6 p.m.; bookstore closed; Wellness Center open 8 a.m.-6 p.m.

Sun., Aug. 27

- Library and bookstore closed; Wellness Center open 1-6 p.m.

WELCOME BACK!!!

/ / /