

The Daily

Edited by Joan Aschim

Published for the staff of Lane Community College

747-4501, ext. 2591

Tuesday, August 4, 1992

Seventh Week of Summer Term

Get those Ems tickets soon!

Tickets are going fast. Get yours soon for the Eugene Emeralds baseball game and pre-game all-you-can-eat BBQ on Friday, August 28. The Ems play Boise that night and the Miami Maniac will entertain fans. LCC President Jerry Moskus will throw out the first pitch. Cost is \$9.50 per person. For tickets, bring cash or a check made out to the LCC Foundation/Ems to Sarah LaMaster in Institutional Advancement, Adm. 209, by Aug. 13. No phone reservations. You must list the names of all people in your party for admittance to the BBQ. You'll get a receipt and game time information to show you have paid. See you at Civic Stadium!



Leave records due

July leave records are due in Personnel Services by Aug. 5. - Mary Glenn, ext. 2801.

New brochures available

New program brochures are available through Admissions. The brochures provide the latest curricula for each of the college's professional-technical programs. A new college-wide main brochure will be available soon. The fall class schedule will be in homes around Sept. 1.

Computer lab open

Staff and students who need access to IBM compatible and Macintosh computer systems may visit the Health 201 computer lab Aug. 17-Sept. 10 from 8:30 a.m.-5:30 p.m. For more information contact Dennis Ward at ext. 2288.

Power shut down scheduled

Campus Services is planning its annual maintenance of high voltage electrical systems on Saturday and Sunday, August 29 and 30. During this two-day period, all buildings on main campus will have all electrical power shut down for an indefinite period. No activities should be scheduled for that weekend. If this presents problems for any area of the college, please contact Campus Services right away.

E-Mail now available on new mainframe

E-Mail now is available on the new Hewlett-Packard mainframe. The new E-mail package is called HP Desk. Training is available in the Thursday classes from 2-3 p.m. in Bus. 110; call ext. 2245 to for an appointment or more information.

Meet Deb Andereggen



Deb Andereggen of Cottage Grove joined Lane in July as a temporary employee to develop job class specifications for the Joint Classification Study. She has prior experience with classification projects from both the management and employee perspectives. From 1986-89 she supervised a major overhaul of the state of Alaska's 13,500 classified jobs. Two years before that she was a classification officer for the Alaska Public Employees Association bargaining unit.

She has other experience in human resources management and research for Northwest Regional Educational Laboratory in Portland, as a consultant for Alaska school districts, and for Sacred Heart Hospital in Eugene.

Her education includes a bachelor of arts degree from Willamette University and graduate work at Portland State University.

Deb lives in Cottage Grove and is treasurer of the Cottage Grove Parent Partnership Board. She also belongs to the International Personnel Management Association (IPMA) and the IPMA Assessment Council.

Andereggen can be reached in Personnel Services at ext. 2309.

Calendar

- College Council meets today, Aug. 4, from 1:30-3 p.m. in Business 205 to make up for the canceled July 28 meeting. Marie Matsen, ext. 2313.
- Instructional Cabinet meets Aug. 5 at 1:30 p.m. in the Board Room. Marianne Kimball, ext. 2306.
- Legislative Action Team meets Aug. 6 at 7:30 a.m. in the Board Room. Larry Warford, ext. 2302.
- Board of Education meets Aug. 12 at 7:30 p.m. in the Board Room. Shirley Pearson, ext. 2200.
- Library closed for remodeling Aug. 12-Sept. 13.
- Bookstore closed Aug. 14-21. Textbooks available Sept. 22.
- LCC night at the ballpark, Aug. 28, buy tickets by Aug. 13. Sarah LaMaster, Adm. 209.
- Budget meeting for all managers to review forms and process for 1993-94 budget development activities.
- Fall in-service: Faculty report to work the week of Sept. 14. All-staff meeting Sept. 21; All-faculty conference Sept. 24. Julie Baker, ext. 2199.
- Golf scramble, LCC Foundation fund-raiser, Oct. 2. Joe Farmer, ext. 2810.

Instructional Cabinet report

Instructional Cabinet elected **Science Dept. Chair Tom Wayne** to represent it at College Council for 1992-93. Social Science Dept. Chair Ron Mitchell served 1991-92. The appointment was made at the July 15 Instructional Cabinet meeting. Among other things at the meeting:

Cabinet reviewed the 1992-93 process for **capital outlay requests**. Dick Reid said there are two pots of capital outlay money available: state funds of about \$253,500 for professional-technical programs, and the college's general fund allocation of about \$250,000 for college-wide capital requests. Reid said all credit-instructional units are eligible to apply for the state funds since they all in some way contribute to professional-technical programs. The application deadline for state monies is Oct. 2. The application deadline for college monies will be set after budget development recommendations are made.

Advisory committee annual reports have been critiqued by Vice President for Instruction Jim Ellison. The reports are on their way to a subcommittee and then the Board of Education.

The **faculty overload policy** needs clarification, cabinet members agreed. Vice presidential approval of overload requests was proposed.

Teaching classes by computer is becoming a reality on Lane-NET, said Jim Ellison. Lane-NET is a channel of ED-NET that will allow local rather than long-distance calls. Working with personnel from 28 cooperating agencies are Telecourses Coordinator Cynde Leathers, Computer Information Technology Program Coordinator Linda Loft, and Cooperative Education Department Head Bob Way. Ellison said the cost to LCC might be \$4,000 a year.

The UO has proposed that Lane offer some of its classes in French and Spanish, said Ellison. The classes would be open both to UO and LCC students and would be taught by instructors laid off at the university then hired by Lane. UO facilities would be used. The proposal must be approved by the State Board Of Higher Education.

Ellison said \$150,000 has been provided for **additional class sections** for 1992-93. Demand is expected again in math, English, science and social science. Business demand seems to have leveled off.

LCC at Cottage Grove Director Don Strahan said that some people have been **registering for classes in Cottage Grove as a back-up** in case they don't get in the same class on main campus. This has artificially filled some Cottage Grove offerings. Strahan will work with Computer Services Director Jim Keizur on solving the anomaly through ClassLine.

The revived **Energy Management Technician Program** should receive \$200,000 a year in funding for three years or more from the Bonneville Power Administration, said Tom Wayne. Tuition will be in excess of the subsidy. He said the program already has filled its 35 slots from among 45 applicants.

Instructional Cabinet is scheduled to meet again Aug. 5 at 1:30 p.m. in the Board Room.

Memorabilia needed soon

Memorabilia for Larry Murray's retirement is due Aug. 15. Hurry and send your funny story, pictures, or farewell statements to Debra Lamb, Continuing Education, Downtown Center, or Debbie Powers, Community & Economic Development. Thanks!

Computer conversion thanks

To all those involved in the computer conversion: A wholehearted "thank you" for the many, many hours spent on this challenging task. There are many more things to be accomplished but it is important for all of you to know I am extremely appreciative of all the dedication and work exhibited in carrying out the first monumental steps in this process leading up to "pulling the plug" on the old system this past weekend. - Dick Hillier

Staff directory update

Julie Baker can be reached at extension 2199. Please note this change in your staff directory as follows: delete from Curriculum and Scheduling, Instruction, pg. 14; add to Institutional Advancement, pg. 26; and change on pg. 47, alphabetical index. The 1992-93 staff directory will be available in October.

- JOBS -

- ASLCC legal secretary, 24 hours/week, Student Activities Dept., Secretary II, closes 8/14.
- Information specialist, Financial Aid, Aide IV, closes 8/18.

- ADS -

FREE OR HALF PRICE: Library's used book sale items must go before remodeling on Aug. 12. Hardbound will go for .50 cents, paperbound for .25 cents. Come and browse anytime the Library is open!

SPRING CLEANING SALE at the Bookstore. 75% off selected items Aug. 4-14.

WATERBED MATTRESS FOR SALE, king-size, liner, heater and thermostat. Jim Ellison, Instruction, ext. 2306.

BICYCLE FOR SALE, men's 3-speed Crosstown Cycle Pro, headlight, child sat, 6-years-old and rarely used, \$58.95. Kris Fox, KLCC, ext. 2484, or 345-2211.

RAFT TRIP for LCC women on Aug. 8-9 is being organized by Linda Myers. There's room for more. If you'd like to go, call her at ext. 2883, Coop. Ed., or at home, 344-6483.

HAPPY BIRTHDAY to Kathy Karns. Aug. 6 is her 40th. Give her a call at ext. 2510 to wish her well. (ABSE staff).

BICYCLE FOR SALE, women's Motobecane, 10-speed, excellent condition, \$50. Hank Janpol, 746-0501 (Soc. Sci.).

HOUSE SITTER AVAILABLE: Mature, responsible, female university student seeks house-sitting position. Available immediately up through end of winter term. Contact Hank Janpol, 746-0501 (Soc. Sci.).

DAILY INFORMATION - Deadline for The Daily is 12-noon of the working day prior to publication on Tuesdays during summer term. Submissions must be made in writing and include first and last name, department, and extension number. This information is required to be printed with ads. Ads are free and limited to staff. All items will be published at least once and more often only if space permits. New items will be given priority over repeat items.

The Daily

Edited by Joan Aschim

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747-4501, ext. 2591

Tuesday, August 11, 1992

Eighth Week of Summer Term

College Council report

College Council learned about "**That Pioneer Road**," a play about a shortcut from the Oregon Trail into the lower Willamette Valley, at its Aug. 4 meeting. The play was written by journalism instructor Pete Peterson and it will be produced by Performing Arts in the fall of 1993 as an interdepartmental collaboration.

Council reviewed the **Board of Education agenda** for Aug. 12.

A discussion of the **Diversity Task Force** was postponed until Donna Albro could attend. President Moskus proposes to change its status to that of a standing college-wide committee.

The **committee structure** document was again reviewed and slight revisions were suggested. Moskus said the next step is to issue a description of each of the committees and perhaps publish an annual directory of committees and their memberships.

A discussion on **internal charge-backs** to departments was postponed so it could be given more time. Ted Kotsakis, Lloyd Rain and David Schiappa will gather information for discussion at the next meeting. No College Council meetings are scheduled yet for the remainder of August, or for Sept.

Board to meet at 7 p.m. and 7:30 p.m. on Wednesday

The Lane Community College Board of Education will meet at 7 p.m. on Aug. 12 in the Board Room to discuss the OCCA legislative agenda. The regular board meeting will follow at 7:30 p.m. Agenda highlights:

- ☐ Caterpillar Corp. presentation of grant to the Diesel Technology Program
- ☐ Pete Peterson staff report on the collaborative Oregon Trail project
- ☐ Bid awards for dental supplies and equipment
- ☐ Child care for board meetings
- ☐ Management Employees Working Conditions (action)
- ☐ Appointment of board representatives to LCC Foundation, RSVP and Senior Companion (action)
- ☐ Second reading of board policy 3420 on personal services contracts
- ☐ Board use of technology (discussion)
- ☐ Legal services retainer (action)

The next regularly scheduled Board of Education meeting is Sept. 9.

Of brochures and missing shirts...

If you would like any brochures displayed at the Lane County Fair Aug. 18-23, please send them to Joyce Kofford before Friday, Aug. 14. Set-up is Monday and display items are needed before then. Also, four blue LCC T-shirts are missing. If you have borrowed them, return to Joyce before Friday. Thank you!

Financial aid applications and enrollment up

LCC reports a 33 percent increase in financial aid applications and a 11.5 percent increase in enrollment for summer term. Over 4,800 financial aid applications have been received for the 1992-93 academic year which began July 1. The college expects to process up to 8,000 applications for the year, an increase of 33 percent over last year. Financial aid applications have more than doubled since 1987-88.

Vice President for Student Services Linda Fossen says the increase in demand coincides with the conversion to the new computer system. Both have caused a delay in financial aid awards. Checks for some completed applications were disbursed three weeks late. Students who applied late and missed the filing deadlines have had to wait longer.

The crush has exhausted work-study and some grant award funds but Pell grants and loans are still available for fall, winter and spring terms. These can sometimes be disbursed retroactively for summer. Earlier this summer, the college provided emergency no-interest loans in anticipation of the increased demand.

Staff are working overtime to try and catch up from the delays. "We sympathize with the students," says Fossen. "We're concerned that we do all that we can to help them achieve their educational goals."

The total unduplicated credit and non-credit enrollment for summer is 6,554, an 11.5 percent increase over last year's 5,876. "There is a 25 percent increase in lower-division credit transfer classes alone," says Fossen.

Faculty open enrollment

If you are a faculty employee and are interested in changing from one medical/vision plan to another, or adding a dependent to your medical or dental coverage, you may do so during open enrollment from Aug. 17-Sept. 18. New enrollment forms may be picked up at the receptionist's desk in Personnel Services. All changes and additions received by Marie Nelson in Personnel by 5 p.m. Sept. 18 will be effective Oct. 1, 1992.

Representatives from OEA Choice Trust and SelectCare will be available to answer any coverage questions on Wednesday, Sept. 16, from 9 a.m. to 12 p.m. in the northwest corner of the Cafeteria.

Calendar

- **Board of Education** meeting, Aug. 12, 7:30 p.m., Board Room. (See agenda below.) Shirley Pearson, ext. 2200.
- **Library** closed for remodeling Aug. 12-Sept. 13.
- **Bookstore** closed Aug. 14-21. Textbooks available Sept. 22.
- **LCC night at the ballpark**, Aug. 28. Buy tickets by Aug. 13. Sarah LaMaster, Adm. 209.

Meet Sarah LaMaster



After more than a year as part-time Title III coordinator and then grants coordinator, Sarah LaMaster became the college's full-time grants coordinator on July 1. She is available in Admin. 209 at ext. 2312 to provide grants assistance.

LaMaster was visiting assistant professor in science education at Florida State University from 1987-90. She has taught geology at several other universities and two community colleges and has published and presented numerous research papers.

Funded grants she has helped LCC secure include the chemical dependency counselor training program grant, the Oregon technology access program for OSBDCN, and a program for Oregon technology extension services, also for OSBDCN.

LaMaster has a Ph.D. in science education from the University of Texas at Austin, and graduated cum laude with a bachelor of arts from Harvard University.

Computer lab open Monday-Thursday

Staff and students may use IBM compatible and Macintosh computer systems in the Health 201 computer lab Monday -Thursday from Aug. 17-Sept. 10, 8:30 a.m.-5:30 p.m. - Dennis Ward, ext. 2288.

Larry Murray Retirement Invitational Golf Tournament

The Larry Murray Retirement Invitational Golf (Best Ball) Tournament will be held Thursday, Aug. 27, with a 2 p.m. shotgun start for nine holes, at Riveridge on N. Delta Highway, Eugene. Cost is \$18. A phase-out reception follows at 4:30 p.m. (free) under the canopy. Please RSVP for both events by Friday, Aug. 14, with either Debbie Powers, ext. 2120, or Debra Lamb, ext. 2915. They also will accept golf fee checks (made payable to one of them) and gifts for the reception.

New E-Mail is up

The new E-Mail is up, Computer Services Director Jim Keizur told Instructional Cabinet at its Aug. 5 meeting. Training is available on Thursday afternoons in Computer Services by appointment by calling the department at ext. 2245. A logon is assigned at the training session.

Thursday is last day to get Ems tickets for LCC night

Ticket sales close at 5 p.m. this Thursday, Aug. 13, for the Eugene Emeralds baseball game and pre-game all-you-can-eat BBQ on Friday, Aug. 28. The Ems play Boise that night and LCC President Jerry Moskus will throw out the first pitch. Cost is \$9.50 per person. Bring cash or a check made out to the LCC Foundation/Ems to Sarah LaMaster in Institutional Advancement, Adm. 209. Our admissions list must be submitted to the Ems on Aug. 14 so you will not be able to buy tickets after this Thursday.

Nancy Jaques recovering

Nancy Jaques is on the road to recovery after recent surgeries. Cheerful cards and flowers would be appreciated. She is not quite ready for phone calls or personal visits. We'll keep you posted. You may contact her at McKenzie-Willamette Hospital, 1460 "G" Street, Room 307, Springfield, OR 97477.

Honors

Political Science Instructor Steve Candee has received a partial scholarship to attend the Newspaper in Education Seminar at Evergreen State College from Aug. 17-20. The seminar explores creative ways to use the newspaper in the classroom. Another summer activity for Candee is singing and playing guitar at the Windward Inn in Florence on Friday and Saturday nights throughout August and September.

Thanks

Thank you to all those who so thoughtfully sent me a wonderful assortment of get-well wishes after my surgery. I sincerely appreciated each and every one of them! - Laura Tamura

Note

Regardless of any rumors on campus, the AAWCJC white water raft trip's winning water fighters were in Kurt Schultz's raft. - Carol Beckley

- JOBS -

- Disabled Student Services Aide/Office Assistant, 10-month position, about 30 hours a week, Clerk III, closes 8/21.
- Library Media Clerk, half-time, Monday-Friday, 10-2, Clerk III, closes 8/17.
- ASLCC Legal Secretary, 60%-time position, Secretary II, closes 8/14.
- Information Specialist, Financial Aid, Aide IV, closes 8/18.

- ADS -

GEO METRO for sale, 1991 2-door with 17,000+ miles. Great transportation for work. 50+ mpg. No longer need 3 cars. \$5,400. Bob Marshall, Student Services, ext. 2315.

FOR SALE: SOFA BED, blue, good condition, \$300. Velma Jesser, 683-1070. (Business Ed. Center)

HOUSE FOR RENT: 3-bedroom, 1-bath, Santa Clara area. Garage, fenced yard, new paint and clean. No pets. \$650 plus deposit. Joyce Garibay, F&HC, ext. 2632; or 686-0867.

HOUSE SITTER: Mature, responsible, female university student seeks house-sitting position. Available immediately up through end of winter term. Hank Janpol, 746-0501 (Soc. Sci.).

DAILY INFORMATION - Deadline for The Daily is Monday noon for Tuesday's issue through summer term. Submissions must be made in writing and include first and last name, department, and extension number. This information is required to be printed with ads. Ads are free and limited to staff. All items will be published at least once and more often only if space permits. New items will be given priority over repeat items.

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Ninth Week of Summer Term

JOINT CLASSIFICATION STUDY

The Joint Review Committee and Personnel Services is continuing in the process of developing new classifications for the classified staff. The JRC met on Thursday, August 13, to review newly drafted copies of classifications for Library employees.

To date the JRC has reviewed the non-clerical classifications in these work areas: Archives/Records Management, Audio/Visual, Flight Technology, Library, Personnel, Purchasing and Security/Mailroom.

The JRC and Personnel Services has used the input and advice from Subject Matter Experts. These classified and supervisory employees are selected by the JRC to provide valuable information in the development of a new classification in their work areas. An expert is selected by the JRC based upon the employees in-depth knowledge of their work area. Selection can be strictly a JRC choice or through a department selection or volunteer process.

The next employee groups to be involved in the development of their classifications will be Custodial/Laundry/Grounds/Health & PE as one group and Counseling/Financial Aid/Admissions/Student Records as another.

The Joint Review Committee will meet again on August 27th. If you have questions about the classification process contact Personnel Services, a JRC member, or an officer of LCCEF.

- A report from Alen Bahret on behalf of the Joint Review Committee and as edited by The Daily

Calendar

- Lane County Fair, Aug. 18-23
- Bookstore closed Aug. 17-Sept. 21, Fall term texts available Sept. 22
- Classified Council meeting, Aug. 26, 3 p.m., PE 205
- TRIO grant planning meeting, Aug. 20, 2:30-4:00 pm, PE 205

Board report

The LCC Board of Education re-elected Pat Riggs as chair and Peter Sorenson as vice chair for 1992-93 at its Aug. 12 meeting.

Various appointments were made for board members, staff, and vendors:

- Linda Fossen as a deputy clerk
- Larry Mann as board representative to the LCC Foundation
- Jim Pitney as continuing board representative to RSVP
- Peter Sorenson as continuing board representative to Senior Companion with Pat Riggs as alternate
- Harms, Harold & Leahy as continuing legal counsel for a retainer fee of \$21,600 (the firm has provided counsel to LCC since the college was formed)
- William M. Mercer, Inc., as continuing agent of record for employee benefits for another three years, carried by a five-to-one vote after discussion with Larry Mann voting no and Chuck Ivey absent.

Officials of Pape' Bros. presented a \$25,000 check from the Caterpillar Foundation to the college's Diesel Technology Program to be matched by an equal value of in-kind donations from Pape'.

A new director of Counseling was named along with other personnel changes:

- Greg Fishwick as director of Counseling, effective Aug. 17;
- Margaret Bayless as 1.0 FTE instructor in English, Foreign Language and Speech, effective Sept. 14;
- Dennis Gilbert as 1.0 FTE instructor in Science, effective Sept. 14;
- Carrie Raisanen as 1.0 FTE instructor in Science, effective Sept. 14;
- Dale W. Schaper as 1.0 FTE instructor in Electronics, effective Sept. 14;
- Brody Wayne Tyler as 1.0 FTE instructor in Electronics, effective Sept. 14.

Two retirements were acknowledged:

- Shermaine Swearingen from Student Health, effective Aug. 31;
- Bob Tegge from Foodservices, effective Dec. 31.

Bid awards approved were a variety of dental supplies to seven firms, and purchase of dental hand pieces under a requirements contract with Midwest Dental Products Corp.

Should child care be provided for board members children during board meetings? Should child care be provided to staff and general public on site during board meetings? Such questions were debated although legal counsel has advised that expenditure of board funds for such an activity may not be legal. The board will continue discussion and may ask a legislator to request the attorney general's opinion.

The personal services contracts policy was approved as Board Policy 3420.

The Management Employees Working Conditions compensation package for 1992-93 was approved. The overall increase is 4.4 percent. That includes a two-and-one-half percent raise, plus \$600, with \$400 additional for managers who have reached the end of the salary matrix. All management employees who have not reached the end of that matrix will move a full step.

The next meeting of the LCC Board of Education will be Sept. 9.

To all departments

The Bookstore is now closed until September 22nd. If you need to make any purchases with an ICO form, please call ahead to ext. 2256.

Larry Murray Invitational

Last call for the Larry Murray Retirement Invitational Golf Tournament. Only a few slots are left. Cost is \$18 (includes green fees, range balls for warm up and prizes). Latest time to sign up is August 19th. (If you miss this deadline, the only thing you can do is caddie!). The 9-hole, best ball tournament begins at 2 p.m., Aug. 27th at Riveridge. Call Debbie Powers, ext. 2120, or Debra Lamb, ext. 2915, if you are interested in participating in the tournament or reception (4:30 p.m. at Riveridge), or if you wish to contribute towards a retirement gift. Hope to see you there.

Thanks

A sincere "Thank you" from Bruce Gustafson, Flight Technology, for the support shown and blood donated for his wife's recent liver transplant at California Pacific Medical Center in San Francisco.

The successful 14-hour operation required 25 units of blood.

Bruce is pleased to report that Lexy is back home and, while still in a recovery stage, is feeling great.

Delphine Blankenship leaving; farewell reception set

Delphine Blankenship from the Office of Instruction is leaving Lane effective Aug. 19. A farewell reception will be held Tuesday, August 18, from 3-5 p.m., second floor Admin.

Korean children explore the community and study English at LCC

Some of this year's visitors to the Scandinavian Festival in Junction City were 28 children from Korea. The children, ages nine to 17 years, are studying American culture and the English language at Lane. They are from the Oregon Learning Institute of Taegu, Korea. The Institute has sent other groups to LCC for similar programs. The programs are arranged by LCC's Customized Training department under the direction of Dave Oatman.

The visit to the festival is one of several events the children have enjoyed, says English as Second Language Instructor Demetri Lontos. They graduate on Wednesday, Aug. 19, in a ceremony from 10 a.m.-12 noon in Room 202 of the Downtown Center. Guests are welcome.

Inservice for the Counseling Department

The Counseling Department will have inservice on Friday, August 21, and our full-time staff will be off campus. During that time, our part-time staff will provide services in the Counseling & Advising Center. The Career Information Center and the Testing Office will be closed.

Reduced hours

The Electronics Dept. will be closed from noon to five, Aug. 20 through Sept. 2. Also, to catch up on a backlog of purchase orders being entered into the new automated system, Purchasing has set aside 7:00-9:00 am and 4:00-6:00 pm to do data entry and would appreciate staff restricting general business and phone calls to the hours between 9:00 a.m. and 4:00 pm for the next few weeks. They will handle emergencies whenever someone is in the office.

Training funds available for classified staff

The Classified Training and Development Committee announces that over \$12,000 is available for eligible, classified employees to participate in career development activities this year. To apply, contact Judy Ward in Personnel Services at ext. 2583 for guidelines and an application form. Completed applications should be submitted to Personnel six weeks in advance of the scheduled activity.

Exit interview required

Federal regulations require that students receiving a Stafford Student Loan or SLS Loan while attending Lane must attend an exit interview during their last term of attendance. The exit interview outlines financial planning, disclosure statements, repayment procedures, how to correspond with the lender, secondary markets, loan consolidation, options for making payments, and the consequences of default. Exit interviews will be held August 28 at 9:00 a.m., 1:00 p.m. and 4:00 p.m. in Forum 307. Each session will last approximately 50 minutes. Latecomers will not be admitted.

-JOBS-

Family Planning Nurse Practitioner, half time during the academic year, temporary from 9/15/92 to 6/15/93, faculty, closes 8/28.

- ADS -

HELP! I need a desk clock or clock radio in good condition that displays the day of the week. Please call Audrey in Training & Development, ext. 2502 with description and asking price.

1988 CHEV NOVA (made by Toyota). Consumer Report's "best buy." Air, cruise, stereo, 5-speed, 44 mpg, great shape, \$3,400. Rick Venturi, SES, ext. 2101.

BEAUTIFUL MOMENTS can be captured with this Pentax SF-1 camera. Included in price: 28/80 and 70/200 lenses and large padded camera bag with many pockets. \$460 OBO. Luci Edminster, Co-op Ed., ext. 2024.

OR PERHAPS YOU'RE INTERESTED in a solid 14-kt. yellow gold pop-art ring? Womens size 6-1/2. Can also be worn as a

pinkie ring. Interesting design. \$50. Luci Edminster, Co-op Ed., ext. 2024.

WANTED TO RENT: New electronics instructor is needing a home to rent, South Eugene area preferably, 2-3 bedrooms, and garage. Call Pam McClelland, ext. 2459, ASAP, if you or anyone you know is renting.

NEW DIRECTOR OF COUNSELING, commuting from Salem, would like room to rent approximately two nights per week. Non-smoker, married, father of two daughters. Please call Greg Fishwick at 2322.

DELUXE SUNRIVER HOUSE available August 19 through September 1. Sleeps 12. You choose the dates. Rents for \$100 per night. Call Eddie at 686-8375.

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Tuesday, August 25, 1992

Tenth Week of Summer Term

New Board policy adopted

At the August Board meeting a revised Board Policy 3420, Personal Services Contracts, was adopted. Briefly, every contract for personal services in excess of \$2,500 shall be based upon screening and selection procedures developed by the college administration. All personal services contracts greater than \$25,000 shall be approved by the Board.

As a revised Board Policy Handbook is nearing completion, the policy will not be distributed, but will be included in the new Handbook. Until that time, the policy is available in the President's Office.

New student orientations

New student orientations began August 17 and will run through September 18. They are being held Monday through Thursday at 10 a.m., 12 noon and 2 p.m. Evening orientations will be held on September 8, 10, and 15 at 5:30 p.m. Orientations will take place in Industrial Tech., room 201.

Job Placement closed

The Job Placement Office will be closed Thursday and Friday, September 3rd and 4th for off-campus staff training. The office will re-open Tuesday, September 8.

College Work Study (CWS) orientations and referrals will begin Tuesday, September 15. If you have questions or need additional information, contact the CWS Office, ext. 2822.

Bid and quotation thresholds

The Board has approved an increase in the college's Bid and Quotation thresholds to coincide with Oregon Administrative Rule 125. The new quotation threshold is \$2,500. Any purchase of \$2,500 or more requires at least three competitive quotations (unless the purchase qualifies under one of the statutory exemptions) and the signature of a Vice President.

Any purchase of \$25,000 or more requires the formal bidding process and award approval by the Board (with a few exceptions). Also, all quotations of \$15,000 or more must be in written form on the vendor's letterhead.

Open purchase orders may be issued up to \$14,999, and each individual purchase within a blanket PO must be less than \$1,000 (we are retaining this limit until we gain additional experience with the new thresholds); thus, any purchase of \$1,000 or more requires a separate PO. We can discuss exceptions if you believe they're warranted.

An additional note on our conversion to the new mainframe system: There is no provision for change orders within the new automated purchase order system. For the time being, Accounts Payable will pay small excesses (such as for freight) without additional paperwork. If any substantial increase of cost is desired, a new PO will be required.

The applicable BOM revisions should be published in a month or so. Call us at ext. 2208 for any clarification you may need. Thanks, Lloyd Rain, Director, Purchasing Services.

Keep those cards and letters coming

Nancy Jaques is still at McKenzie Willamette Hospital and may be there for another two to three weeks. Nancy has had major surgery and is experiencing some infection and possible pneumonia. She would enjoy lots of positive, uplifting messages from her friends at Lane. Cards may be sent to McKenzie Willamette Hospital, 1460 G St., Springfield, OR 97477.--Julie Baker, ext. 2199.

Staff members win honors and thanks

Julie Aspinwall-Lamberts has been elected a regional director of the National Council for Research and Planning. She directs the department of Research, Planning and Evaluation at Lane.

Larry Warford received a letter of thanks from the Oregon Department of Education for his presentation on the changing role of community colleges at the department's annual transportation workshop.

New computer training

Computer Services is providing training in how to use the new mainframe system, Thursday afternoons by appointment. Call ext. 2245 to sign up.

Calendar

- Classified Council meeting, Aug. 26, 3 p.m., PE 205.
- Instructional Cabinet meeting, Sept. 2, 1:30 p.m., Board Room.
- Bookstore closed through Sept. 21. Fall term texts available Sept. 22.
- No College Council meetings currently scheduled for remainder of August, or yet for September.
- Tenth Annual LCC Golf Scramble, Oct. 2, 12:30 p.m. shotgun start. Joe Farmer, LCC Foundation, ext. 2810.
- Community & Economic Development Cabinet Meeting, Sept. 14, 1:30 p.m. to 3:30 p.m., Board Room.



Meet Joanne Chase

The college's *first* classified employee exchange coordinated through the Community College Exchange Program brings Joanne Chase to Lane for a year. Joanne has traded places with Phyllis Witham in Family and Health Careers who is now at Mesa Community College in Arizona, part of the Maricopa County Community College system. The exchange is for one school year. "I'm delighted to be here!" says Chase.

Chase has been a secretary at MCC since 1984. She also serves on the college's Fine Arts Committee. She has been a member of the college's Professional Staff Association for the past seven years and served as district representative from 1988-90 and as recording secretary in 1991-92. She is active in theater, including participation in MCC's Theater Outback as costumer, director and actress. This activity won her Volunteer of the Year in 1991 and a cameo award in 1992.

Chase has an AA degree in early childhood education from Shoreline Community College in Seattle.

Discount available to League for Innovation annual conference

LCC staff and faculty get a \$100 discount to the 1992 Annual Conference of the League for Innovation in the Community College to be held at the Clarion Plaza Hotel in Orlando, Florida, from Oct. 21-24. The \$295 conference fee is discounted to \$195 for LCC employees since Lane is a member of the League.

The theme of the conference is "Content and Connection--People Using Information Technology in Community Colleges." The principal concern is the application of information technology to provide instruction, to deliver student services, to manage the organization, and to provide access to programs and services for the diverse clientele of community colleges. About 1,500 faculty, administrators and professional staff from over 300 community colleges throughout the U.S. and Canada are expected to attend.

Features of the conference are workshops, over 200 presentations, a software fair, an electronic conference, an exhibition of technology, and networking activities.

For more information, contact League representative Larry Warford, at ext. 2302.

Two thank you's to Financial Aid

Shelly Peterson received words of praise from a student that she assisted to solve financial aid problems. The student appreciated her pleasant and helpful attitude. Anita Overton also received words of praise from a student who contacted the President's Office to express how wonderful and helpful Anita had been. Congratulations to these two members of the Financial Aid staff.

For your information

When shipping into or out of the college, please remember to give your full name and department for reference on your packages. This will help UPS (United Parcel System) and RPS (Roadway Package System) Services to pick up or deliver your packages as efficiently as possible.

- JOBS -

MANAGER, Campus Foodservices Dept., Management Admin., closes 9/8.

- ADS -

HELP! I NEED a DESK CLOCK OR CLOCK RADIO in good condition that displays the day of the week. Please call Audrey McAtee in Training & Development at ext. 2502 with description and asking price.

EDUCATIONAL TOUR: Sign up by Aug. 31 (with just an \$85 deposit) for "Europe at Leisure" tour for 15 days including London, Paris, Lucerne, Florence and Rome, departing May 5, 1993. Price of \$2,010 adults (21 years and over), \$1,780 for persons under 21 years, full payment required by Dec. 18. For more information call tour leaders Lorna Funnell, Cont. Ed., ext. 2906, or 342-4817; or Kathy Hoy at 343-7819.

FOR SALE: Gun Cabinet, glass doors, plywood construction, top and bottom drawers, 54" wide, 86" high, 20" deep; \$100. Sears Lawn Sweeper, gas-engine-driven blower, with catch bag and all accessories. Hasn't been started in about five years. As is, \$50. Contact Lloyd Rain, Purchasing, ext. 2208.

FOR SALE: Queen waterbed, almost new, oak bookcase headboard, waveless mattress, \$350. Gas BBQ grill, used one summer, \$40. Twin bed, \$50. Call Susan Fletcher, Financial Aid, ext. 2267 or 686-2032.

FOR SALE: SOFA BED, blue, good condition, \$300. Velma Jesser, 683-1070. (Business Ed. Center)

HOUSE FOR RENT: 3-bedroom, 1-bath, Santa Clara area. Garage, fenced yard, new paint and clean. No pets. \$650 plus deposit. Joyce Garibay, F&HC, ext. 2632; or 686-0867.

HOUSE SITTER: Mature, responsible, female university student seeks house-sitting position. Available immediately up through end of winter term. Hank Janpol, 746-0501 (Soc. Sci.).

1985 NISSAN SENTRA 4-door wagon for sale. 95,000 miles. Economical, 40 mpg! AM-FM cassette. New clutch, timing belt and muffler, Sharp body & clean interior. \$3,000, OBO. Contact Ardice Mick, Specialized Employment Services, ext. 2102 or 686-1381 evenings.

NEW DIRECTOR OF COUNSELING, commuting from Salem, would like room to rent approximately two nights per week. Non-smoker, married, father of two daughters. Please call Greg Fishwick at 2322.

DELUXE SUNRIVER HOUSE available through September 1. Sleeps 12. You choose the dates. Rents for \$100 per night. Call Eddie at 686-8375.

WANTED TO RENT: New electronics instructor is needing a home to rent, South Eugene area preferred, 2-3 bedrooms, and garage, Call Pam McClelland, ext. 2459, ASAP, if you or anyone you know is renting.

DAILY INFORMATION - Deadline for The Daily is Monday noon for Tuesday's issue through summer term. Submissions must be made in writing and include first and last name, department, and extension number. This information is required to be printed with ads. Ads are free and limited to staff. All items will be published at least once and more often only if space permits. New items will be given priority over repeat items.