

# THE DAILY

Monday, November 2, 1998

## THIS WEEK

- \* Conflict resolution workshop, Monday, Nov. 2, 9-11 a.m., Boardroom. Register at 7775.
- \* Craig Spilman Art Exhibit, Monday-Friday, Nov. 2-6, 8 a.m.-10 p.m., Art Department Gallery.
- \* College Council, Tuesday, Nov. 3, 1:30-3:30 p.m., Boardroom.
- \* High schools visit ad hoc committee, Tuesday, Nov. 3, 9 a.m., PE 231. Call 2688.
- \* Curriculum Approval Committee, Wednesday, Nov. 4, 3:15-4:45 p.m., Boardroom.
- \* New employee orientation, Wednesday, Nov. 4, 8 a.m.-4 p.m., PE 205. Call 2199.
- \* Employee Recognition Gala, Wednesday, Nov. 4, 3-4 p.m., Cafeteria.
- \* Instruction and Student Services Council, Wednesday, Nov. 4, 1:30-3 p.m., Boardroom.
- \* Cultural Diversity Institute, Wednesday, Nov. 4, 7 p.m.; Thursday, Nov. 5, 8:30 a.m.-8:30 p.m. and Friday, Nov. 6, 7:30 a.m.-12 noon, Salishan Lodge, Gleneden Beach, Oregon. Call 2340 to register.
- \* Personalized Exercise Planning with Kathleen Seeley, Wednesday, Nov. 4, 4:00-4:50 p.m., in PE 115, and again Thursday, Nov. 5, 1:00-1:50 p.m., in PE 101. Register at 744-3987.
- \* Navigating the Internet, Friday, Nov. 6, 3-5 p.m., BUS 202. Register at 7775.
- \* Deadline to purchase tickets for Nov. 12 Classical Cuisine Dinner, Thursday, Nov. 5. Bring checks to Industrial Technology Department or call 2523.
- \* OSAA State Cross Country Meet, Saturday, Nov. 7, 9 a.m.-4 p.m., at Lane.
- \* Visit Lane's online events and meetings calendar at <http://www.hometownonline.com/LCC/dayevents.phtml?show=.1> for more announcements, or, from Lane's home page, go to Calendars, then Events and Meetings Calendar.

## DAILY SKIPS A DAY

Due to staff absences, there will be no Daily tomorrow, Tuesday, Nov. 3. The next issue will be Wednesday, Nov. 4.

## CARL PERKINS GRANT INTERNSHIPS

Carl Perkins IIC grant funds are available for paid staff internships during the 1998-99 funding period. Applications are due in the Cooperative Education office by Friday, November 20. Applicants will be notified by Monday, December 7 of their award status. The following criteria will be used to determine award eligibility:

1. Internships are to address the Oregon education reform agenda.
2. Internships are to be with local employers within commuting distance of the college.
3. Internships are open to all state-approved credit disciplines and must be related to one of the following CAM areas: Arts and Communication, Business Management, Health Services, and Industrial and Engineering Systems.
4. Applicant must show how curriculum can be enhanced to better meet work force needs.
5. Applicant is responsible for making internship arrangements.
6. Applicant must be approved by division chair.
7. Internships must be completed by June 30, 1999.

Contact Carol Woodman or Andrea Newton by email or by calling 2509 for an application.

## IT'S NEVER TOO LATE TO SUPPORT KLCC

It's never too late to be part of your Community Radio Station. Sign up today to be a member of KLCC. Payroll Deduction forms are available at the KLCC office, Forum 210. Come by and select a community premium (thank you gift) for a \$60 or greater contribution. T-shirts, tote bags, umbrellas, mugs and CDs are also available. Select a monthly, quarterly or payment plan that will work best for you. Thanks for making a "sound investment!"

## STANDBY FOR FAMILY TUITION WAIVER

The processing of the Family Standby Tuition Waiver for classified and faculty staff who have already been approved for fall term is close to completion. Computer Services is hoping to get the program to

Personnel Services so that they can enter data the first week of November. If all goes well, the program will process the waiver before the next billing statements are printed. We appreciate your cooperation and patience with this process.

#### MAKE AN EXERCISE PLAN AT FEC SEMINAR

The Fitness Education Center will hold a seminar entitled, "Personalized Exercise Planning with Kathleen Seeley," Wednesday, Nov. 4, 4:00-4:50 p.m., in PE 115 and Thursday, Nov. 5, 1:00-1:50 p.m., in PE 101. Call the FEC at 744-3987 to register or for more information. Additional seminar topics TBA!

#### SCHOLARSHIP WORKSHOPS FOR STUDENTS

Career & Employment Services (CES) will present two scholarship workshops this term to help students access local and national scholarship resources. Students will learn how to: research programs using print materials and computer databases, prepare application materials, "sell" themselves in essays, and compile a scholarship portfolio. Many scholarships for the 1999-2000 academic year have application deadlines from January-March, so now is a good time for students to understand the process and available resources. Workshop dates: Tuesday, Nov. 17, 2:30-3:50 p.m. in CEN 220; and Wednesday, Nov. 18, 5:30-6:50 p.m. in CEN 220. Seating is limited, so students need to sign up at CES in CEN 210 or call 2296. For information contact Geri Meyers at 2296.

#### CONGRATULATIONS

Corrine Meehan, Jane Johnson, Juliette McShane and Phillip Aulette are the winners of the Bookstore Halloween drawings for the Alien head display bowls. Prizes can be claimed at the Bookstore.

#### ADS

FOR SALE: Queen size waterbed with heater. Dark stain, padded rails, cute shelves on mirrored headboard, not waveless- \$100. Radio Shack TV antenna with inside controls-\$25. Contact Valerie Craig, Business Technologies, 2659.

LOST FRIDAY between Center Building and Training and Development, one dangling styled, oval shaped black glass earring, encased in soldering with slight scrolling, S-shaped top, on wire. Not much monetary value, but gift from my daughter so would like to find! Julie Baker, Training and Development, 2199.

WANTED: Need a trunk style bicycle rack that can secure bikes if left unattended, or, towers to fit my Yakima rack to my vehicle. Please contact Adrian Rodriguez, Affirmative Action, 2852, or 684-1432, pager.

FOR SALE: DIRT DEVIL upright vacuum cleaner. Works fine! \$40. Tricia Hahn, Cooperative Education, 2395, home 485-3665.

FOR SALE: '86 FORD ESCORT, \$1,100, low mileage, good run-about car (low bluebook is \$1,300) Myrna Seifert, Performing Arts, 2161.

HOW TO USE THE DAILY: The Daily is the employee newsletter of Lane Community College. It is published by Institutional Advancement Mondays through Fridays during fall, winter and spring terms, and Mondays only during summer and term breaks, unless otherwise announced. The Daily is e-mailed mornings by 9 a.m. Deadline is noon of the day before publication. Submissions must include a contact person for more information. Ads are free and limited to staff only. Opinion pieces, political advocacy, personals ads, and for-profit business ads are prohibited. Health, bereavement and other personal notices must be approved by the subject, a family member, or a close personal friend. Repeat placements may be requested up to three times per term. Submissions are subject to editing for brevity and Associated Press style. Submit items to THE DAILY@INSTADV\_MA (in-house) or DAILY@LANECC.EDU (external); or fax to 541/744-3989; or mail to The Daily, Lane Community College, 4000 E. 30th Ave., Eugene OR 97405. For more information contact Editor Joan Aschim, 541/747-4501 Ext. 2591. 11/2/98.

## TODAY

- \* New employee orientation, 8 a.m.-4 p.m., PE 205.
- \* Curriculum Approval Committee, 3:15-4:45 p.m., Boardroom.
- \* Instruction and Student Services Council, 1:30-3 p.m., Boardroom.
- \* Employee recognition gala, 3-4 p.m., cafeteria.
- \* Personalized exercise planning, 4-4:50 p.m., PE 115; register at 744-3987.
- \* Visit Lane's online events and meetings calendar at <http://www.hometownonline.com/LCC/dayevents.phtml?show=.1> for more announcements, or, from Lane's home page, go to Calendars, then Events and Meetings Calendar.

## FOUNDATION OFFERS ESTATE PLANNING SEMINAR

If you have questions about living trusts, wills and probate, estate taxes, or powers of attorney, attend an estate planning seminar sponsored by the LCC Foundation on Tuesday, Nov. 10, from 4:30-6 p.m. in the Boardroom. A local estate planning attorney and bank trust officer will be available to answer questions and describe how to minimize taxes and protect assets. Refreshments will be served. The seminar is free but seating is limited so register at 2226 by Friday, Nov. 6.

## EMPLOYEE RECEPTION IS TODAY

The first employee recognition gala of fall term will be held today at 3 p.m. in the cafeteria. New employees will be welcomed, vaudevillian Mitch Hider will entertain, and Sparky Roberts will lead a kazoo-along. Shirley Nagy, Classified Employee of the Year, will receive the award trophy from her boss. Cake, ice cream and open mic opportunities are included.

## SLI OFFERS INSTRUCTIONAL DESIGN COURSE FOR WEB-SUPPORTED MATERIALS

The first of three online courses to facilitate the development of web-supported course materials will be offered this term to any interested faculty or staff member. This first course will emphasize the design of online content to enhance existing lecture-based course materials, evaluation of existing online courses and materials, principles of instructional design, and hypermedia design. Ken Loge from Media Arts and Technology will teach the course. The URL for the course description is <http://slimac.lanec.edu/users/logek/>. The class is free to Lane faculty and staff. The registration number for ClassLine is 6963. The class is listed under Web Course Development. It starts this quarter. Contact Bill Griffiths at 2124 if you would like more information.

## CLASSIFIED COUNCIL TO MEET

Classified Council will meet Thursday, Nov. 5, at 8 a.m. in PE 205. The budget strategies team will meet with the council. The meeting is open to all classified staff. Contact Carrol Barton at 2273 or Elaine Marsh at 2104 for more information.

## FREE TRIAL OF FULL-TEXT DATA BASES AVAILABLE

The Library has arranged free trial access until November 25 to two databases. NewsBank NeswFile is a comprehensive, full text news resource made up of regional, national and international sources. Business NewsBank is a unique business information resource that delivers more than 120,000 full-text articles on companies, products, industries, and executives every year. Either database may be accessed at <http://infoweb.newsbank.com>. When asked for the password and user name, enter demo 1077 for both. The free trial may be accessed from any computer with a web connection. If the Library purchases a subscription to either or both databases, they would be available to anyone working through the college network. If you have comments regarding the usefulness of these services call 2357 or e-mail Cheryl Coleman, reference librarian.

## SYNERGY TRAINING AVAILABLE

The next Synergy training is scheduled for Tuesday, Nov. 10 from 8:30 a.m.-12:30 p.m., location TBA. Register with Jose Ortal by close of business on Friday, Nov. 6.

#### INSTRUCTOR PRESENTS AT SOCIAL SCIENCE CONFERENCE

Steve Candee, political science instructor and cooperative education coordinator, will present "Breaking Down Barriers - Opening Up Doors: Facilitating Student Success in Politics, Government & Law Through Community College Co-op Education," at the National Social Science Conference in New Orleans today through Saturday. Candee has served on the governing and editorial boards of NSSA for the past seven years. NSSA represents about 350 two and four-year schools across the country.

#### CAFETERIA ENTREES THIS WEEK

##### WEDNESDAY

- \* Traditional: Chicken Pot Pie; Teryaki BBQ Pork Ribs; Beef Casserole. Soup: Split Pea With Ham.
- \* Vegetarian: Shepherd's Pie; Cous Cous Aromatique. Soup: Chinese Tofu With Lettuce.
- \* International: Bengali Chicken Curry. Soup: Spiced Indian Cauliflower.

##### THURSDAY

- \* Traditional: Beef Lasagna; Quiche Lorraine; Coconut Chicken. Soup: Italian Minestrone.
- \* Vegetarian: Spinach And Zucchini Pie; Acorn Squash With Lentil Sauce. Soup: Egg Flower.
- \* International: Indian Pork And Rice Casserole. Soup: Mulligatawny.

##### FRIDAY

- \* Cook's Choice

#### THANKS

- \* The TRIO Learning Center staff thanks the wonderful faculty and staff who have referred students to TRIO Learning Center services. Referrals have been made by various academic and student service departments including the Women's Center, Disability Services, Multicultural Center, Students First!, Counseling, Financial Aid, and by many instructors. As a result, the TLC program has filled to capacity. Two more TRIO orientations will be held this fall and intake appointments will be made. After that, an interest list will be kept and interested students will be contacted when enrollment is reopened in late winter or early spring. Again, thank you. - Mary Parthemer
- \* Thank you all who helped make our annual Halloween party a success. Thanks especially to the International Student Community Program, ASLCC Multi-Cultural Events and ASLCC staff, Student Activities, Multi-Cultural center staff, Campus Services, Audio/Visual, Foodservices, costume contest participants and families, and everyone who was involved. Without all of your contributions and participation the day would not have been such a hit. We look forward to working with all of you again. Congratulations to all of our costume contest winners (off and on bikes). - Bill Delgaudio and Connie Mesquita, Multi-Cultural Center

#### JOB OPPORTUNITIES OPEN TO CLASSIFIED BARGAINING UNIT EMPLOYEES WORKING .5 FTE OR MORE

- \* Developmental Disabilities Specialist 2 (half-time), Specialized Employment Services, closes 11/9.

#### ADS

THE RENAISSANCE ROOM is open for lunch Mondays through Thursdays from 11:30 a.m.-1:15 p.m. Reservations are suggested but walk-ins are accepted. Service is provided by culinary arts students under the instruction of Chef Clive Wanstall, former general manager of Ambrosia Restaurant. For reservations call 2697.

HOUSE FOR RENT: Bright, airy and contemporary...clean and available now at reduced rent! 3 bedrooms, vaulted ceilings, fully carpeted, two-car garage, appliances, economical gas cooking & heating, large yard with great gardening possibilities. Pet considered. Come visit at open house on Sunday from 1-5 p.m., 1979 Pierce St. near 18th & Chambers (good neighborhood near schools and stores). Call Demetri Lontos, ESL, 2916 or 345-0207.

ANNUAL QUILT RAFFLE: OSU Mom's Club is beginning the annual quilt raffle. The quilt design for this year is a beautiful double wedding ring full/queen size w/ 2 appliqued pillows. Don't miss this opportunity to support scholarships for OSU students. The statewide organization provided over \$504,000 statewide to 930 students in '97-98 and locally \$1,440 to 12 of our 'own' students. Tickets are \$1 each or 6 for \$5. Contact Colleen Cairney at 2843 or stop by APR 205 to see the quilt photo. Reminder: I sold the winning ticket last year to a good friend...that could be you this year! Drawing will be held May 1999.

GENTLY USED DRYER, General Electric deluxe model. New belts. Asking \$125 in Register Guard ad, LCC only \$75! Vena Jensen, CCRR, 4402, or 349-1526.

WANTED: CORD OF FIREWOOD, mixed. Split and delivered. Call Melanie Brown (Curriculum) at 2362.

POPULAR HAWAIIAN RESORT already reserved! Act fast! Christmas (Dec. 19-26) at Kona, HA. Two-bedroom condo with all amenities including washer/dryer in room. Only \$745. For information call Andy McClure (Facilities) or Sandi at 342-2505.

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**TODAY**

- \* Classified Council, 8 a.m., PE 205. Carrol Barton, 2273, or Elaine Marsh, 2104.
- \* Personalized exercise planning, 1-1:50 p.m., PE 101; register at 744-3987.
- \* Visit the online calendar at <http://www.hometownonline.com/LCC/dayevents.phtml?show=.1> or from Lane's home page, go to Calendars, then Events and Meetings Calendar.

**CLASSIFIED AND MANAGEMENT OPEN ENROLLMENT**

Open enrollment begins November 5. If you are interested in changing from one medical/vision plan to another, or adding a dependent to your medical/vision or dental coverage, you may do so during open enrollment from November 5 to December 4. New enrollment forms may be picked up in the Personnel Services office or to have forms sent, call 2211, press 0. All changes and additions need to be in Personnel Services, by 5 p.m. December 4, and will be effective January 1, 1999.

**FOUNDATION OFFERS ESTATE PLANNING SEMINAR**

If you have questions about living trusts, wills and probate, estate taxes, or powers of attorney, attend an estate planning seminar sponsored by the LCC Foundation on Tuesday, Nov. 10, from 4:30-6 p.m. in the Boardroom. A local estate planning attorney and bank trust officer will be available to answer questions and describe how to minimize taxes and protect assets. Refreshments will be served. The seminar is free but seating is limited so register at 2226 by Friday, Nov. 6.

**FLORENCE ELDERHOSTEL GETS A THANK-YOU**

Interim Florence Director Debra Lamb shares this e-mail from recent Elderhostel student Kenneth Janowski: "My wife and I wanted to thank you and LCC for the wonderful Elderhostel program LCC put on this week here in Florence. It was our first Elderhostel and it really set a standard of excellence that will be hard to top. We moved here to Florence in June, attracted by the obvious: the Library, Events Center, the natural beauty and the people we had met (the existence of a community-based college in town was also a factor). Over the past week, we have been exposed to things we had seen but now we have a more in-depth understanding that really makes us feel our choice of a retirement community could not have been better. The program did a great job in showing the interdependence of so many things here in this area including recreation, economics, area growth, politics, etc. We came away with a much better understanding of our community and our role in it. The personnel supporting the Elderhostel were outstanding including the people at Driftwood Shores, the bus drivers and particularly the Forest Service people. Outstanding is not sufficient to describe the work that Carol did in setting up the program and running it. We are looking forward to future programs and know that, with Carol in charge, they will be just as enjoyable as this one."

**LANE/UO ART STUDENTS EXHIBIT FIBER ART**

A concurrent exhibit and competition of student work from Lane and the University of Oregon is on exhibit today through November 28 at the Jacobs Gallery in the Hult Center. "Tenses - Timely Fiberworks" is a scarf and pillow fibers competition curated by Marilyn Robert from Lane and Barbara Setsu Pickett from UO. A reception honoring the artists will be held on Friday, Nov. 6, from 5:30-7:30 p.m. at the Jacobs Gallery. A slide presentation and talk will be given by two fiber artists at on November 6 from 3:30-4:30 p.m. at 116 Lawrence Hall.

**LANE WRITERS' CLUB WELCOMES LINDA DANIELSON**

Linda Danielson will present "Writing About Fiddling" at the Lane Writers' Club on Tuesday, Nov. 17, at 3 p.m. in CEN 480. Come and enjoy! Refreshments will be served.

**GRADING PRACTICES WORKSHOP**

Grading Practices Workshop Inservice: Part One will be held Monday, Nov. 16, from 3:30-5 p.m. Part Two will follow on Monday, Nov. 23, 3:30-5 p.m., at the Mathematics Resource Center, M&A 211.

Materials prepared by Richard Stiggins and provided by the NW Regional Labs, "Developing Sound Grading Practices," will be used to provide structure for discussion of grading practices. Questions will be posed and groups will discuss the questions and share their results. The activities are set up so teachers draw their own conclusions. To register, e-mail Jill McKenney in Mathematics or call 2401 by November 12.

#### ISSA TO MEET

Instructional Support Staff Association will meet Tuesday, Nov. 10, from 1-3 p.m. in the Boardroom, to discuss adding a deadline calendar to the college web page. Send agenda items to Pam McClelland, 2151.

#### DONATIONS SOUGHT FOR THANKSGIVING BASKET

The International Student Community Program seeks donations for its Fifth Annual Thanksgiving Basket. The basket will be donated to a needy family of a Lane student on Tuesday, Nov. 24. Donations of non-perishable food or household items may be made at the ISCP office, CEN 414, or call 2165 and an ISCP representative will pick up your donation. A turkey and all the perishable trimmings will be added at the last minute by the ISCP office and Student Activities. For more information contact Colby Sheldon or Pat Williams at 2165.

#### AAWCC CONFERENCE REGISTRATION OPENS

The 12th Annual Conference of the Oregon Chapter of the American Association of Women in Community Colleges (AAWCC) will be held at the Namaste Retreat Center, Wilsonville, OR, November 18-20. The theme is to "Inspire, Celebrate, and Champion Women in Oregon's Community Colleges." Registration information is available from Miriam Castellon at 2315 or e-mail.

#### STUDENT LITERARY COMPETITION ANNOUNCED

The League for Innovation and Lane Community College announce the 1998-99 Student Literary Competition. Credit students may enter in any or all of these categories: short story, poetry or personal essay. First prize is \$500, second prize is \$200, and third prize is \$100. The deadline is February 12, 1999, by 5 p.m. in CEN 448, the English, Foreign Language and Speech office. Entry forms and rules are available there, or in the Writing Center foyer near CEN 460. Questions? Call Sharon Thomas at 2760.

#### OFFICE HOURS

\* The Instructional Technology Center will not be staffed Monday Nov. 9, or Tuesday Nov. 10. If you have questions or concerns about using the ITC during this time, call Roka Walsh at 2751.

#### JOB OPPORTUNITIES OPEN TO CLASSIFIED BARGAINING UNIT EMPLOYEES WORKING .5 FTE OR MORE

- \* Developmental Disabilities Specialist 2 (half-time), Specialized Employment Services, closes 11/9.
- \* Programmer Analyst (2 positions available), Computer Services, closes 11/10.

#### ADS

FOSTER PARENTS need an outdoor play and climbing center for ages 1-4 years old. Contact Christine Krygier, OSBDCN, 2106.

FOR SALE: TWO LARGE SOLID OAK ROCKING CHAIRS, excellent condition. Seats and backs are "rush". Never been used, just don't have room for them, \$150 each. Call Lynne Phillips in College Finance at 2516, or 345-7388.

THE NO CASH CLOTHING STASH is in need of winter clothing. We could use sweaters, gloves and coats...and anything else that you would like to shed. Please contact us at 2283 if you would like us to pick anything up.

NATIONAL COMPUTER SYSTEMS ("Scantron") sheets available for free to needy department: Form number 94746 (several boxes of 500 each). Contact Family & Health Careers, Diana, Phyllis or Kay, at 2617, 2069 or 2619.

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**TODAY THROUGH THE WEEKEND**

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\* OSAA high school state cross country meet, Saturday, Nov. 7, , Lane main campus; Eldon Schafer Drive (east entrance) closed from 9 a.m.-4 p.m.; Gonyea Road (west entrance) open for ticket sales; advise ticket sellers if you are working or attending classes that day.

**REGISTER TODAY FOR ESTATE PLANNING SEMINAR**

Register today for a free estate planning seminar sponsored by the LCC Foundation on Tuesday, Nov. 10, from 4:30-6 p.m. in the Boardroom. A local estate planning attorney and bank trust officer will be available to answer questions about living trusts, wills and probate, estate taxes, or powers of attorney, and describe how to minimize taxes and protect assets. Refreshments will be served. The seminar is free but seating is limited. Call 2226 to register.

**BOARD OF EDUCATION TO MEET**

The Board of Education will meet on Monday, Nov. 9, at 7:30 p.m. in the Boardroom. The meeting will be preceded by a work session on policy governance at 5:15 p.m., and followed by an executive session. Highlights from the 7:30 p.m. agenda: management employees working conditions, academic calendar, bond project architect fees, emergency roof repair, occupational skills certificate program, 1999-2000 budget calendar, adoption of policy governance policies, student success and satisfaction benchmarks, and various reports.

**DEVELOPING AN EFFECTIVE ONLINE COURSE**

Are you thinking about putting a course or instructional materials on the web? If so, this is the course for you. SLI is offering a free online class to all staff for developing effective web-based instructional materials. The URL is <http://slimac.lanecc.edu/users/logek/>. The registration number for ClassLine is 6963. The class will begin as soon as the enrollment is set, probably by next week. For more information contact Bill Griffiths at 2124.

**PRESIDENT SCHEDULES MORE OPEN OFFICE HOURS**

President Moskus will hold open office hours on Thursday, Nov. 12, from 2-4 p.m. Call the President's Office at 2200 to schedule your visit.

**SCHOLARSHIP WORKSHOPS FOR STUDENTS**

Career & Employment Services (CES) presents two scholarship workshops this term to help students access local and national scholarship resources. Students will learn how to: research programs using print materials and computer databases, prepare application materials, "sell" themselves in essays, and compile a scholarship portfolio. Many scholarships for the 1999-2000 academic year have application deadlines from January-March, so now is a good time for students to understand the process and available resources. Workshop dates: Tuesday, Nov. 17, 2:30-3:50 p.m. in CEN 220; and Wednesday, Nov. 18, 5:30-6:50 p.m. in CEN 220. Seating is limited, so students need to sign up at CES in CEN 210 or call 2296. For details contact Geri Meyers, 2296.

**PRINTING DEADLINE REMINDER**

Instructional packets and books needed for winter term classes should be submitted to Printing/Graphics by Friday, Nov. 13. Materials needed for the first day of winter term should be submitted by December 7.

**THEATER ARTS SEASON KICKS OFF**

The first play of the season, "To Gillian on her 37th Birthday," opens on Friday, Nov. 13 in Performance Hall and runs Thursday, Friday and Saturday evenings through November 21. All shows are

at 8 p.m. except for a Sunday, Nov. 15, 2 p.m. matinee. Playwright Michael Brady's tender, romantic play is the moving account of a young widower and his daughter, as they come to reconcile the loss of a loved one. Full of sharp observations about the tenuous ties that connect husbands and wives, parents and children, "Gillian" is a celebration of human compassion. Eileen Kearney of Lane directs. Ticket prices are \$10 adults, \$8 seniors and students, and \$7 Lane staff and students. Buy tickets now for all three plays in the 1998-99 season for \$18. ("Gillian," "Descent of Inanna," and "Skin of Our Teeth"). Season subscribers are entitled to priority seating as well as the discount. Call the ticket office at 2202 weekday afternoons.

#### HISTORY PERIODICAL BORROWS FROM "THE PARNELL YEARS"

"Building a Campus" is the title of an article in the fall 1998 issue of the Lane County Historian, a publication of the Lane County Historical Society. The article was adapted from "Lane Community College: The Parnell Years," a monograph written by board member Larry Romine and published earlier this year by Institutional Advancement. The article covers the events and decisions leading up to the construction of the main campus in 1968. It contains several photographs from the LCC Archives Photograph Collection. Copies of the Lane County Historian may be found in the Library or the Archives. Contact Elizabeth Uhlig, 2466.

#### HELP AVAILABLE FOR INTERNAL JOB APPLICANTS

There is a five-day window of opportunity to apply for Lane internal job postings! Prepare with a paper presentation workshop on Monday, Nov. 30 from 12-1 p.m. in APR ANX 156. The workshop will cover how to develop a "paper package" (resume, Lane application, cover letter) that will qualify you for an interview. Individual appointments also are available. To register or schedule an appointment, call Lynne Swift in Training & Development at 2503.

#### PASSWORD CORRECTION

The password for the library's free trial database mentioned in Wednesday's Daily should be demo1077 typed all as one word. There is no space between the o and l. - Cheryl Coleman

#### COLLEGE OPS QUARTERLY AVAILABLE

Overprints of the College Ops Quarterly are available. If anyone would like one or several of these publications, especially for distribution to part-time staff or others who may not be on the primary distribution list, e-mail Lloyd Rain and state the number of copies you would like.

#### JOB OPPORTUNITIES OPEN TO CLASSIFIED BARGAINING UNIT EMPLOYEES WORKING .5 FTE OR MORE

- \* Developmental Disabilities Specialist 2 (half time), Specialized Employment Services, closes 11/9.
- \* Programmer Analyst (2 positions available), Computer Services, closes 11/10.

#### ADS

HOLIDAY GOODIES: My daughter is homebound with a challenging pregnancy and is interested in helping those who don't have time to bake for the holidays (and pick up a little extra money at the same time!). She is taking orders for boxes of homemade cookies (chocolate chip, sugar-frosted and plain, and gingersnaps) for \$10/large box and \$5/small box. She's also a dynamite fudge maker (two-tone, plain, with nuts, Mexican, and peanut butter) \$10/large box, \$5/small box. Mix and/or match. Contact Kay in F&HC at 2619 or Rani at 461-5816.

FOR SALE: KITCHEN TABLE and 4 chairs, white with light blue cushions. \$50 OBO. Contact Kay in Family & Health Careers at 2619 or Rani at 461-5816.

FOR SALE: 1989 CHEVROLET CELEBRITY. V-6, 4-door, under 100,000 miles. Immaculate and loaded with extras. An excellent price at \$300 under low blue book. \$2,500. Call Wayne at 726-2987, or Donna Zmolek, Student Health, at 2668.

HI EVERYONE, this is Kim Gilbert in the locker room. Dale Hartley also from Health and PE, assistant baseball coach, advertised the baseball fundraiser in The Daily (selling oranges and grapefruit). I don't know if he told you about the steaks. Baseball player Nick Dean works in the locker room with me and he is selling the oranges, grapefruits -- and steaks. Just in case you have not heard about the steaks, let me tell you all about them. Picture This! They are tenderized USDA choice boneless filet of sirloin steak -- 8/6 oz. Scrumptious, individually vacuum packed and quick frozen from the east coast. Yum! \$22.95 per order. Call 2557 and ask for Nick Dean or leave a message. All money has to be in no later than November 25. Make checks payable to LCC Baseball. You can drop a check off here and get a receipt or Nick will be happy to stop by your office and pick it up. Orders will be here December 5. There will be a truck out on the baseball field for everyone to pick up their orders. Don't be shy. Place your orders today at 2557. Kim Gilbert/Nick Dean.

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## THIS WEEK

- \* Visit <http://www.hometownonline.com/LCC/dayevents.phtml?show=.1> for a complete listing of events, or from Lane's home page, go to Calendars, then Events & Meetings Calendar.
- \* Board of Education, tonight, 7:30 p.m., Boardroom. Work session, 5:15 p.m., Renaissance Room. Executive session follows regular meeting. Tracy Simms, 2889.
- \* Instructional Support Staff Association, Tuesday, Nov. 10, 1-3 p.m., Boardroom. Pam McClelland, 2151.
- \* LCC Foundation Estate planning seminar, Tuesday, Nov. 10, 4:30-6 p.m., Boardroom. Register at 2226.
- \* Faculty Council, Thursday, Nov. 12, 3-4:30 p.m., Boardroom. Tamara Pinkas, 2011.
- \* Opening night, "To Gillian on Her 37th Birthday," Friday, Nov. 13, 8 p.m., Performance Hall. Call 2202 for tickets.

## WHAT IF IT SNOWS?

Tuesday's Daily will feature the annual weather closure instructions for Lane campuses and centers. Keep a copy.

## HIGHLIGHTS OF NOVEMBER 3 COLLEGE COUNCIL MEETING:

- \* LANE BUILDINGS WILL HAVE NUMBERS AND NAMES if a Wayfinding Committee follows council's recommendation. Council heard details of the signage project and generally approved the proposal. The Wayfinding Committee has gathered information, completed a situation analysis and system design, and now will begin signage design. An implementation date has not been established.
- \* LANE NEEDS A NEW BUDGET MODEL which will reflect funding reliance on FTE, reward cross-departmental collaboration, and otherwise accommodate changes at the college, members of a budget strategies team told council. Council agreed. The strategies team will present to additional groups and hold open forums to gather baseline data. It hopes to present a new budget model by January and implement a new system in fall 1999 for the 2000-2001 budget year. Individual team members invite questions and feedback: contact Carol Beckley, Linda DeWitt, Steve John, Marie Matsen, Jane Scheidecker, Craig Taylor, Verne Whittaker, or Cynthia Zorich.
- \* BOARD OF EDUCATION CHAIR ROGER HALL and Vice Chair Kathleen Shelley will visit council's next meeting on Tuesday, Nov. 17, in the Boardroom, to discuss policy governance. All meetings are open.

## PARNELL YEARS FEATURED IN ONLINE EXHIBIT

An online exhibit of "Lane Community College: The Parnell Years," written by board member Larry Romine, is now available on the Archives web site at <http://lanecc.edu/archive/pwelcome.htm>. The exhibit was prepared by college archivist Elizabeth Uhlig and contains excerpts and photographs from the Romine book. Archives also maintains a web site on Lane history including a narrative history of the college and a chronological listing of significant events and achievements, at <http://lanecc.edu/archive/history.htm>. Both sites can be accessed through the Archives web page. Contact Elizabeth Uhlig at 2466.

## COMMUNITY LEARNING CENTERS ENJOY HEALTHY ENROLLMENT

Fall enrollment at the Community Learning Centers in Churchill, Oakridge, Thurston, and Willamette is 421 credit students and 33.88 FTE, and 982 noncredit students and 57.54 FTE, for total enrollment of 1,403 and 91.42 FTE. Additional enrollment of 1,185 and FTE of 5.77 was generated at Oakridge and Churchill with the US West WOW Internet trainings that are offered on a one-time basis. Business independent study classes in the CLC computer labs taught by Eilene LePelley have been very popular because of the flexible hours. The classes have 78 credit students generating 4.92 FTE, and 37 noncredit students generating 2.22 FTE.

## LAST CALL FOR INSTRUCTIONAL DESIGN FOR WEB-SUPPORTED MATERIALS COURSE

SLI is offering an on-line class on effective design for web-supported instructional materials. The class starts this week. The class is free to all LCC staff. The URL is <http://slimac.lanecc.edu/users/logek/>. The registration number for ClassLine is 6963. Ken Loge of the Media Arts and Technology Department will teach the class. Call Bill Griffiths at 2124 for more information.

#### PRESIDENT SCHEDULES MORE OPEN OFFICE HOURS

President Moskus will hold open office hours on Thursday, Nov. 12, from 2-4 p.m. Call the President's Office at 2200 to schedule your visit.

#### FACULTY COUNCIL MEETS THURSDAY

Faculty Council meets Thursday, Nov. 12, from 3-4:30 p.m. in the Boardroom. Council will continue the discussion of faculty autonomy, begin the process of developing an evaluation of faculty (different from Student Evaluations of Instruction), and propose a graduation ceremony that includes more faculty participation. Beverages provided. All faculty encouraged to attend. For more information contact Faculty Council Chair Tamara Pinkas at 2011.

#### REGISTER BY THURSDAY FOR GRADING PRACTICES WORKSHOP

Register by Thursday, Nov. 12 for the Grading Practices Workshop. Part one will be Monday, Nov. 16, from 3:30-5 p.m. and part two will be Monday, Nov. 23, from 3:30-5 p.m., both in the Mathematics Resource Center, M&A 211. Materials prepared by Richard Stiggins and provided by the NW Regional Labs, "Developing Sound Grading Practices," will be used to provide structure for discussion of grading practices. Questions will be posed and groups will discuss the questions and share results. Activities are set up so teachers draw their own conclusions. E-mail Jill McKenney or call 2401 to register.

#### RECORDS MANAGEMENT WORKSHOP

If you missed one of the records workshops in September, here is your chance to learn about the new Records Retention Schedule for Community Colleges which was authorized in August. Lane's Archives and Records Management is offering another workshop that will use the Archives web site to introduce the new schedule with its revised retention periods and to review records management policies and procedures. The workshops are open to all college staff; at least one person from each department or office is encouraged to attend. The workshop will be held on Wednesday, Nov. 18, from 2-4 p.m. in BUS 202. Call or e-mail the Archives to reserve a space. - Elizabeth Uhlig, 2466

#### HP3000 WILL BE UNAVAILABLE THANKSGIVING

In order for Computer Services to perform annual archive processing, the HP3000 will be unavailable over the Thanksgiving holiday period, from 7:30 p.m. Wednesday, Nov. 25 until 8 a.m. Monday, Nov. 30.

#### CARL PERKINS GRANT STAFF INTERNSHIPS AVAILABLE

Carl Perkins IIC grant funds are available for paid staff internships during the 1998-99 funding period. Applications are due in Cooperative Education by Friday, Nov. 20. Applicants will be notified by December 7 of award status. For an application, e-mail Carol Woodman or Andrea Newton or call 2509. The following criteria will be used to determine award eligibility:

1. Internships are to address the Oregon education reform agenda.
2. Internships are to be with local employers within commuting distance of the college.
3. Internships are open to all state-approved credit disciplines and must be related to one of the following CAM areas: Arts and Communication, Business Management, Health Services, and Industrial and Engineering Systems.
4. Applicant must show how curriculum can be enhanced to better meet workforce needs.
5. Applicant is responsible for making internship arrangements.
6. Applicant must be approved by division chair.
7. Internships must be completed by June 30, 1999.

#### THANKS

Campus Ministry sends a huge thank-you to all employees who donate the money that keeps the ministry and the student loan fund going. Some of Lane's students are homeless or living right on the edge,

at risk of having their lights/heat shut off or going without food. Your generosity enables us to give lunch tickets, bus passes and short-term loans to help the students get through rough times. We wish each of you could hear the gratitude expressed and sometimes the tears shed because we could help. Campus Ministry couldn't do it without you!

**JOB OPPORTUNITIES OPEN TO CLASSIFIED BARGAINING UNIT EMPLOYEES WORKING .5 FTE OR MORE**

- \* Developmental Disabilities Specialist 2 (1/2- time), Specialized Employment Services, closes 11/9.
- \* Programmer Analyst (2 positions available), Computer Services, closes 11/10.

**ADS**

**FOR SALE: GOOD CLOTHES WASHER** we just don't need--nowhere to put it except out in the rain. \$50 and haul it off. Jeff Harrison, EFLS, 687-1023.

**NEED AN IDEA FOR A GIFT** for the upcoming holidays? Y-necklaces could be the answer. Hand made with sterling silver, pearls and Austrian Crystals of garnet, amethyst, black diamond, clear, blue and emerald. To see samples call Nancy Rogers in College Finance at 2611.

**MOST WONDERFUL DOG IN THE WORLD!** My best friend, "Lonely", a border collie/black lab mix, needs a home; no pets allowed in rental. Loves sleeping at the foot of the bed. Calm and very well behaved. Contact Perri at 741-0682 or Kay King in F&HC at 2619.

**HOLIDAZED?** Let me wrap your holiday gifts so you have more time to bask in the joy of the season. \$.50-\$1 each, depending on size. I provide the paper and tags. Call Rani at 461-5816 (Kay King, F&HC, 2619).

**CHRISTMAS HOLIDAY PET SITTER NEEDED:** I'm looking for an animal lover to care for my 12-year-old Golden Retriever for 2 weeks when I fly home to Florida for Christmas break. She is very clean, affectionate, and attentive. She's an inside dog and loves people and other Golden Retrievers or Labs. If anyone could care for her in their home over the holidays, I'd love to hear from you. Jennifer Von Ammon, EFLS, 2117.

**HOUSEHOLD GOODS FOR SALE:** Nordic Track, \$275; deep red La-Z-Boy sofa with green stripe, \$300; large black wire birdcage, \$50. Call Jennifer Von Ammon, EFLS, 2117.

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# THE DAILY

Tuesday, November 10, 1998

## TODAY

\* Visit <http://www.hometownonline.com/LCC/dayevents.phtml?show=.1> for a complete listing of events, or from Lane's home page, go to Calendars, then Events & Meetings Calendar.

\* Instructional Support Staff Association, 1-3 p.m., Boardroom. Pam McClelland, 2151.

## ENTREES ON THIS WEEK'S CAFETERIA MENU

### TUESDAY

Traditional: Country Fried Steak; Sausage Rigatoni; Baked Ham; Soup: Chicken Rice

Vegetarian: Tofu Medley; Soup: Roasted Red Pepper and Corn

International: Pork Tenderloin Veronique; Soup: Swiss Chard and Lentil

### WEDNESDAY

Veteran's Day holiday; no school

### THURSDAY

Traditional: Pork Spareribs; Italian Enchiladas; Beef Stroganoff; Soup: Navy Bean with Ham

Vegetarian: Orzo with Mushrooms Walnuts and Sage; Soup: Soup a la Pistou

International: Potee Lorraine (Pork Stew); Soup: French Onion

### FRIDAY

Cook's Choice

## TOMORROW'S A HOLIDAY

Lane is closed on Wednesday, Nov. 11, for the Veteran's Day holiday.

## DIVERSITY TEAM MEET'S THURSDAY

The Diversity Team will meet on Thursday, Nov. 12, from 3:30-5 p.m. in BUS 212. Everyone is welcome.

## ANNUAL REGISTRATION ADVISING ENDS NOVEMBER 12

Remind continuing students to participate in Annual Registration advising. Students can stop by the Counseling and Advising Center, second floor Center main campus, to meet with an advisor or counselor to develop an annual course plan and reserve and confirm classes for winter and spring 1999.

## PRESIDENT SCHEDULES MORE OPEN OFFICE HOURS

President Moskus will hold open office hours on Thursday, Nov. 12, from 2-4 p.m. Call the President's Office at 2200 to schedule your 15-minute visit.

## PRESENTATION TO EXAMINE TOXINS IN LOCAL WATERWAYS

A presentation on pesticide use and toxins in local waterways will be held on Thursday, Nov. 12, from 11:30 a.m.-12:30 p.m. in the main campus cafeteria. Presenter will be Neva Hassenein, member of Northwest Coalition for Alternatives to Pesticides. The event is sponsored in part by Lane's OSPIRG chapter.

## EXPLORE CHAOS, CONNECTIONS AND LEARNING ONLINE OR IN PERSON

"Chaos, Connections and Learning" is the theme of two interactive events now accepting registrations. A web-based online conference will run for four weeks in February-March, and an in-person conference will be held April 5-7 in Las Vegas with continuing workshops on April 7-8. The events are designed around the question, "How can we put learning at the heart of everything we do?" Sponsor is the Center for Learning Connections. For more information or to register, call 206/870-3759 or visit the web at [www.learningconnections.org/chaos.htm](http://www.learningconnections.org/chaos.htm).

## QUESTIONS AND ANSWERS REGARDING WEATHER CLOSURES

Q. HOW DO WE KNOW FOR SURE THAT THE COLLEGE IS CLOSED?

A. When a decision is made to close a college facility, the college immediately notifies KLCC 89.7 FM and other local radio and television stations. Stations make announcements as soon as they receive information. Please listen or watch. Do not call the media. This interferes with their ability to bring you the most current information.

GuardLine at The Register-Guard will be notified; call 485-2000 Ext. 7820.

A \*@\* e-mail message will be sent when possible.

The hearing impaired can call 747-4501 Ext. 7730 TTY to print closure notices on TTD machines.

To avoid complicated messages listing the status of each Lane facility, messages will refer to main campus, Downtown Center, Cottage Grove, and Florence. Downtown Center includes the DTC, Flight Technology at Eugene Airport, and the metropolitan community learning centers. Please be sure your colleagues and students at these locations know that Downtown Center announcements refer to them.

Snow closures or delays can be announced at any time as conditions worsen; however, every effort is made to report early morning closure/delay information by 6 a.m., and evening closure information by 3 p.m. Evening classes are those that begin at or after 5 p.m.

Because conditions can improve during the day, sometimes the college will close during the day and reopen for evening classes, so it is important to stay tuned to the media.

**Q. IF THE COLLEGE IS CLOSED, SHOULD STAFF REPORT FOR WORK?**

A. When the college or a college center is closed, classes and activities at the facility are canceled and staff who work there should not report for work or come to the work site, unless they receive specific instructions from their supervisor or the media. If one or more facilities are closed and others are open, staff who work at the open facilities should report to work as usual.

**Q. WHAT DO DELAYS MEAN?**

A. If opening of the college is delayed until a certain time, all classes and other activities scheduled to begin before that time are canceled for the day. For example, if the college will open at 10 a.m., all classes that start before 10 a.m. are canceled, even if the class is scheduled to continue past 10 a.m.

**Q. HOW CAN PEOPLE WITH HEARING IMPAIRMENTS LEARN OF CLOSURES?**

A. Local television stations provide closed caption service during their news casts and run visual displays when possible.

**Q. ARE THERE TRANSPORTATION ALTERNATIVES?**

A. When 30th Avenue is icy, some people come from the east via Franklin, or ride the bus. In general, LTD operates buses to Lane when the college is open; however, drivers may choose alternate routes.

**Q. WILL STAFF GET PAID?**

A. Business Operations Manual policy states that:

When the college is officially closed, all bargaining unit members, part-time credit instructors, and management employees scheduled to work will be paid as if they worked.

If you are required to work during a closure, you are entitled to time off with pay on a straight-time basis.

If you have scheduled leave on a closure day, your leave account will be charged as originally scheduled.

Hourly employees are paid only for hours actually worked.

If the college officially closes after work has started, eligible employees receive leave with pay for the remainder of the work day.

If you are scheduled to report to work before a closure is announced, but have not reported at the time of announcement, you may take personal leave, vacation leave, compensatory time, or leave without pay for hours not worked before the closure, as approved by your supervisor.

If you choose to come to work late or leave early because of bad weather, you may take personal leave, vacation leave, compensatory time, or leave without pay, as approved by your supervisor.

If you choose to work all or part of your schedule during an official closure, you receive no additional pay or time off.

**MORE QUESTIONS?** Consult Personnel Services or the BOM.

**JOB OPPORTUNITIES OPEN TO CLASSIFIED BARGAINING UNIT EMPLOYEES WORKING .5 FTE OR MORE**

\* Programmer Analyst (2 positions available), Computer Services, closes today.

\* Marketing Specialist, Institutional Advancement, closes 11/17.

#### ADS

FOR SALE: Chrome rear bumper (for Chevy or Ford pick-up?) \$30. Moulinex juicer \$15. Call Sandy Wilhelm (Cont. Ed.) 747-1478.

FREE TO GOOD HOME: Budgie (commonly called a parakeet). We think it's a female and she comes with a cage, gravel supply and birdseed. Contact Linda DeWitt, Students First!, 3006.

PIANO WANTED: Inexpensive, or trade for professional painting and wallpapering. 484-6785. Lisa Anderson, Adult High School, 2292.

HEALTHY NORFOLK PINE looking for good home. Six feet tall, prefers vaulted ceiling room. Free to whomever would like it. Linda Waddell (President's Office) 484-6378.

1983 FORD ECONOLINE custom van, runs and looks good. 110,000 miles. \$3000. Call Bob Baggitt (Thurston CLC) at 744-9213 or 726-0853.

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## TODAY

- \* Visit <http://www.hometownonline.com/LCC/dayevents.phtml?show=.1> for a complete listing of events, or from Lane's home page, go to Calendars, then Events & Meetings Calendar.
- \* OSPIRG presentation, toxins in local waterways, 11:30 a.m.-12:30 p.m., cafeteria.
- \* Diversity Team, 3:30-5 p.m., BUS 212. Everyone is welcome.

## NEW INSURANCE RATE CHARTS FOR CLASSIFIED, FACULTY AND MANAGEMENT

Effective January 1, insurance rates will increase. All new deductions will begin on the December paycheck. Some staff may have a payroll deduction for the first time. New insurance premium rate charts for classified, faculty and management have been placed in the forms rack inside Personnel Services. If you have any questions, contact Personnel Services, at 2211, press 0.

## LEARN HOW TO DEAL WITH CONFLICT

Conflict, conflict, conflict. Is conflict stressful for you? Are you finding that what you are doing to resolve conflict is not working? Learn some new tactics at the Conflict Resolution 102 workshop on Nov. 18 in PE 205 from 2-5p.m. Register by calling 2199.

## COLLEGE OPS QUARTERLY AVAILABLE

Overprints of the College Ops Quarterly are available. If anyone would like one or several of these publications, especially for distribution to part-time staff or others who may not have been on the primary distribution list, e-mail Lloyd Rain at [rainl@lanecc.edu](mailto:rainl@lanecc.edu) and state the number of copies you would like.

## LINDA DANIELSON TO ADDRESS WRITER'S CLUB

Linda Danielson will present "Writing About Fiddling" at the Lane Writers' Club on Tuesday, Nov. 17, at 3 p.m. in CEN 480. Come and enjoy! Refreshments will be served.

## JOB OPPORTUNITIES OPEN TO CLASSIFIED BARGAINING UNIT EMPLOYEES WORKING .5 FTE OR MORE

- \* Marketing Specialist, Institutional Advancement, closes 11/17.

## ADS

WANT TO RENT OR BUY: Base Clarinet. Call Mary Schreiber (H&PE) at 2263.

FOR SALE: WESLO Cadence 850 treadmill. Paid \$350, used 6 months, stored for 2 years. Needs to be serviced. Best offer. Charleen Maclean (Transitions) 2840, or home 431-0769, or e-mail

WANTED FIREWOOD: mixed, call Melanie Brown (Curriculum/Scheduling) at 2362.

FOR SALE: 1971 BUICK SKYLARK, \$200. Suitable car for local transportation. Can you believe it, a one-owner car! Helen Wagner, 726-7416, Continuing Ed.

1974 FORD MAVERICK needs someone who can fix it. The V8 engine runs great, but the clutch system is gone. Has 96,000 miles. Owner does not have the money or know-how to fix it. Believe it or not, NO DENTS in it. It is a great car for someone who knows what to do. Will sell for \$450. Etha Schneider, DS, 2150, or home, 683-6568.

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# THE DAILY

Friday, November 13, 1998

## TODAY

\* Visit <http://www.hometownonline.com/LCC/dayevents.phtml?show=.1> for a complete listing of events, or from Lane's home page, go to Calendars, then Events & Meetings Calendar.

## FACULTY LEVEL CHANGE

Faculty Level Change Requests for 1998/99 are due in Personnel Services on January 22 by 5 p.m. Request forms can be picked up in Personnel Services.

## THE PARNELL YEARS WINS A SILVER

"Lane Community College: The Parnell Years" won the Silver Medallion Award from the National Council for Marketing and Public Relations/District VII at the district's fall conference in Seattle. "The Parnell Years" is a 55-page historical monograph documenting the early years of the college and its founding president, Dale Parnell. Judges comments were, "Great looking!" "Very easy to read and follow." "Nice use of photos." "Clean, concise layout."

With support from President Jerry Moskus, the monograph was written by Larry Romine, former public relations director of Lane and current Board of Education member, and published by the college in July. The production team included Gary Anderson, Printing/Graphics director; Joan Aschim, editor; Diane Dann, Institutional Advancement director; Trish Hamer, typesetter; Shirley Nagy, graphic artist; Ram Rattan, press operator; and Elizabeth Uhlig, archivist. Artist Neil Isaacson designed the book. Archivists Richard Gorsuch and Michael Riddersbusch contributed to the book.

## SCHOLARSHIP WORKSHOPS FOR STUDENTS

Career & Employment Services presents two scholarship workshops this term to help students access local and national scholarship resources. Students will learn how to: research programs using print materials and computer databases, prepare application materials, "sell" themselves in essays, and compile a scholarship portfolio. Many scholarships for the 1999-2000 academic year have application deadlines from January-March, so now is a good time for students to understand the process and available resources. Workshop dates: Tuesday, Nov. 17, 2:30-3:50 p.m. in CEN 220; and Wednesday, Nov. 18, 5:30-6:50 p.m. in CEN 220. Seating is limited, so students need to sign up at CES in CEN 210 or call 2296. For details contact Geri Meyers, 2296.

## HELP AVAILABLE FOR INTERNAL JOB APPLICANTS

There is a five-day window of opportunity to apply for Lane internal job postings! Prepare with a paper presentation workshop on Monday, Nov. 30 from 12-1 p.m. in APR ANX 156. The workshop will cover how to develop a "paper package" (resume, Lane application, cover letter) that will qualify you for an interview. Individual appointments also are available. To register or schedule an appointment, call Lynne Swift in Training & Development at 2503.

## DONATIONS SOUGHT FOR THANKSGIVING BASKET

The International Student Community Program seeks donations for its Fifth Annual Thanksgiving Basket. The basket will be donated to a needy family of a Lane student on Tuesday, Nov. 24. Donations of non-perishable food or household items may be made at the ISCP office, CEN 414, or call 2165 and an ISCP representative will pick up your donation. A turkey and all the perishable trimmings will be added at the last minute by the ISCP office and Student Activities. For more information contact Colby Sheldon or Pat Williams at 2165.

## PROBLEMS, COMPLAINT PROCEDURES AND ACCOMMODATIONS

Lane Community College is committed to providing a respectful working and learning environment that is free from discrimination, harassment and retaliation. Lane Community College is committed to equal opportunity, affirmative action, cultural diversity, and compliance with the Americans with Disabilities Act. The college prohibits discrimination in admissions, employment and access to college

programs, activities and services. Sexual harassment and other conduct which creates a hostile, intimidating or offensive environment is prohibited by the college. For assistance, support, help in resolution of problems, or information about complaint procedures, please contact the following:

- Regarding student disability accommodations, assistance and disability-related problems: Leigh Alice Petty, Disability Services, CEN 217, Ext. 2150; TTY 741-3079.
- Regarding problems with access to LCC programs and activities : Sandy Ing, Student Support Services, CEN 127A, ext 2666
- Regarding staff/applicant disability accommodations: Sue Colvin, Personnel Services, ADM 114, Ext. 2583.
- Regarding sexual harassment problems and complaint procedures: Kate Barry, Women's Program, CEN 213, Ext. 2264.
- Regarding discrimination or harassment problems and complaint procedures: Jose Orta, Affirmative Action/Equal Opportunity, ADM 122, Ext. 2801 or 2040.
- Regarding student's rights, responsibilities, and conduct: Barbara Delansky, Student Activities, CEN 202B, Ext. 2337.

#### JOB OPPORTUNITIES

OPEN TO CLASSIFIED BARGAINING UNIT EMPLOYEES WORKING .5 FTE OR MORE

- \* Marketing Specialist, Institutional Advancement, closes 11/17.

#### OPEN TO THE PUBLIC:

- \* Programmer Analyst, two positions available, Computer Services, closes 11/27.

#### ADS

INEXPENSIVE PIANO NEEDED. Cash or trade for professional painting and wallpapering. Lisa Anderson (Adult High School, 2292) or 484-6785.

1983 FORD ECONOLINE custom van, runs and looks good. 110,000 miles. \$3000. Call Bob Baggitt (Thurston CLC) at 744-9213 or 726-0853.

THE NO-CASH CLOTHING STASH is still in need of warm, winter clothing of all kinds. Sweaters, jeans, gloves, coats, socks...etc are very welcome. Any size any gender any age. Any questions??? call Tina Jaquez at ext. 2336 or the Clothing Stash directly at ext. 2283. Your contributions are appreciated.

ASLCC HOLIDAY GIFT TREE: ASLCC will offer the Holiday Gift Tree with names of children and families, from November 20-December 17, second floor Center. Stop by and pick up an ornament with a description of the gift or gifts the child or family would appreciate. All gifts should be wrapped and returned with the ornament attached to allow for proper distribution. Return the gifts to the ASLCC office, CEN 479, call Bette Dorris at 2365, or deliver to Tina Jaquez, or Barb Delansky in Student Activities, CEN 220, 2337. If you have extra ornaments for decorating, call Bette at 2365 or Jeff at 2038 for pick up.

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**THIS WEEK**

- \* Visit <http://www.hometownonline.com/LCC/dayevents.phtml?show=.1> for a complete listing of events, or from Lane's home page, go to Calendars, then Events & Meetings Calendar.
- \* Personalized exercise planning, repeat seminar with Kathleen Seeley, Tuesday, Nov. 17, 1-1:50 p.m., PE 101.
- \* College Council, Tuesday, Nov. 17, 2-3:30 p.m., Boardroom.
- \* Career & Employment Services scholarship workshops: Tuesday, Nov. 17, 2:30-3:50 p.m., CEN 220; and Wednesday, Nov. 18, 5:30-6:50 p.m., CEN 220. Seating is limited. Students should sign up in CEN 210 or call 2296.
- \* Linda Danielson, "Writing About Fiddling" Lane Writers' Club, Tuesday, Nov. 17, 3 p.m., CEN 480.
- \* Conflict Resolution 102 workshop, Wednesday, Nov. 18, 2-5 p.m., PE 205. Register at 2199.
- \* Records management workshop, Wednesday, Nov. 18, 2-4 p.m., BUS 202. Call 2466 to register.

**BOARD CHAIR AND VICE CHAIR TO MEET WITH COLLEGE COUNCIL**

College Council will meet Tuesday, Nov. 17, from 2-3:30 p.m. in the Boardroom. Roger Hall, Board of Education chair, and Kathleen Shelley, board vice chair, will discuss policy governance with the council. Meetings are open.

**RECORDS MANAGEMENT WORKSHOP**

Archives presents a records workshop to introduce the new community college records retention schedule and to review records management policies and procedures. The workshop will be held Wednesday, Nov. 18, from 2-4 p.m. in BUS 202. Contact Elizabeth Uhlig, Archives, 2466.

**TOBACCO ISSUES AND HEALTH TO BE DISCUSSED**

A seminar, "Tobacco Issues and Health," will be presented Wednesday, Nov. 18, from 12-12:50 p.m. in PE 115, with Julia Abeles, Eugene Tobacco Prevention Coordinator (sponsored by the Fitness Education Center). Topics will include an overview of issues in tobacco prevention including nicotine addition and effective tobacco cessation techniques; current research on the impact of second-hand smoke and importance of clean air policies; current tobacco industry practices and implications for youth; and opportunities for community involvement in tobacco prevention. Register by calling the FEC at 3987.

**WHO IS YOUR LIFE INSURANCE BENEFICIARY?**

All eligible staff should be sure that the beneficiary on their life insurance is correct and current. To change your beneficiary on your Lane life insurance or with PERS, those two forms are available in Personnel Services. If you have questions, dial 2211, press 0.

**SPRINGFIELD STUDENT WINS \$2,000 JELD-WEN SCHOLARSHIP**

Sarah Prater of Springfield has been awarded the 1998/99 Jeld-Wen Foundation scholarship of \$2,000 to attend Lane, reports Foundation Director Joe Farmer.

Prater graduated from Springfield High School in June with a 3.77 grade point average and was a member of the National Honor Society. She edited the Sentinel school newspaper and lettered in varsity soccer and softball. She worked part-time at Wells Fargo Bank while attending school.

The Jeld-Wen Foundation scholarship is limited to new college students with financial need who have demonstrated scholastic achievement and live in a community where a Jeld-Wen facility is located. The local facility is the Northwest Pellet Mills plant in Brownsville.

**HP3000 WILL BE UNAVAILABLE THANKSGIVING**

The HP3000 will be unavailable over Thanksgiving, from 7:30 p.m. Wednesday, Nov. 25 until 8 a.m. Monday, Nov. 30, for Computer Services to perform annual archive processing.

## ENTREES ON THE CAFETERIA MENU FOR WEEK OF NOVEMBER 16

### MONDAY

- Traditionals: Pork & Rice Pilaf; Liver & onions; Turkey Picatatta & Fettuccine; Soup: Chicken Chili
- Vegetarian: Pasta with Tomato & Olive Sauce; Broccoli Risotto Torte; Soup: Spiced Indian Cauliflower
- International: Cook's Choice; Soup: Cook's Choice

### TUESDAY

- Traditionals: Bratwurst and Kraut; Salisbury Steak; Chicken Stir Fry; Soup: Cream of Mushroom with hamburger
- Vegetarian: Brazilian Stuffed Bell Peppers; Chunky Vegetable Paella; Soup: Classic Minestrone
- International: Cook's Choice

### WEDNESDAY

- Traditionals: Sausage Lasagna; Champagne Chicken; Smothered Beef in Onion Sauce; Soup: Chicken Barley
- Vegetarian: Great Squash; Greek Spinach Pie; Soup: Winter Warmer
- International: Cook's Choice

### THURSDAY

- Traditionals: Roast Beef; Chicken Stuffed Relleno; Fish in Creamy Garlic Sauce; Soup: Tomato Macaroni
- Vegetarian: Mushroom Stroganoff; Potatoes with Feta & Walnuts; Soup: Cream of Cauliflower
- International: Cook's Choice

### FRIDAY

- Cook's Choice

### THANKS

Lane was one of several Oregon community colleges to host the National Council on Continuing Education and Training's annual national conference in Portland last month. Lane was responsible for the registration and budget. Evaluations from conference participants indicated a high rate of satisfaction. Thanks to Jack Jones for setting up the data base for registration, Bill Lincoln for getting the bills paid, and special thanks to Jennifer Staniak and Ross Jackson for handling all of the registration, vendor information, and for handling registration at the conference, including part of a weekend. Conference numbers were higher than projected with approximately 300 registrants, vendors, presenters, and college presidents attending. Larry Warford is currently president-elect of NCCET and will be president effective July 1. - Debra Lamb

### JOB OPPORTUNITIES

#### OPEN TO CLASSIFIED BARGAINING UNIT EMPLOYEES WORKING .5 FTE OR MORE

- \* Marketing Specialist, Institutional Advancement, closes 11/17.

#### OPEN TO THE PUBLIC:

- \* Programmer Analyst, two positions available, Computer Services, closes 11/27.

### ADS

HOLIDAY RAFFLE TICKETS are on sale now at the Bookstore. Terrific prizes including 2 sets of nine Beanie Baby Bears (Princess, Erin, Peace, Glory, Fortune, Valentino, 1998 Holiday Teddy, Halo, and Curly) 2 sets of three Beanie Babies (Zero, 1998 Holiday Teddy, and Santa); 1 set of Beanie Babies (Halo, Santa, 1998 Holiday Teddy, Zero, and Loosey). We will also raffle a Sharp 13" color TV w/remote; dome tent; Krups latte machine; and a Native American Print. Tickets are \$1 each or 6 for \$5. Free delivery of raffle tickets to departments. The drawing will be held December 16 at 2 p.m.. Refreshments will be served at 1:30 p.m. Don't miss Santa and Santa's Helper from 1:30-2 p.m.. Free Christmas gift wrapping for items

purchased at the Bookstore November 16-December 23. Donations are welcome! All proceeds from the raffle and donations will be used to assist Lane students during the holiday season.

FOR SALE: MULTI-PURE water filter. New, unopened in box. Stainless steel counter-top model. Removes all the chlorine and its toxic by-products. Lists for \$290. Sell for \$190. Robert Sposato, Study Skills, 2072, SposatoR@stsk\_ma@lcc.

FOR SALE: GOOD CLOTHES WASHER we just don't need--nowhere to put it except out in the rain. \$50 and haul it off. Jeff Harrison, EFLS, 687-1023.

1983 FORD ECONOLINE custom van, runs and looks good. 110,000 miles. \$3000. Call Bob Baggitt (Thurston CLC) at 744-9213 or 726-0853.

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- \* College Council, 2-3:30 p.m., Boardroom. Guests: Board of Education Chair Roger Hall and Vice Chair Kathleen Shelley. Meeting is open.
- \* Career & Employment Services scholarship workshop, 2:30-3:50 p.m., CEN 220.
- \* Linda Danielson, "Writing About Fiddling," Lane Writers' Club, 3 p.m., CEN 480.

**FORMER LANE CUSTODIAN MAKES THE NATIONAL NEWS FOR HEROISM**

Marty Ravellette, former Lane custodian who advised architects how to design main campus to accommodate people with disabilities, made the national news after rescuing an 86-year-old woman from a burning van on a highway near Durham, NC in October. The woman had been left locked in the van for security after the engine failed and the driver, the woman's daughter, left to get help. The car caught fire and the locks failed. Ravellette and his wife drove by, saw smoke, and stopped. Ravellette, born with no arms, kicked in a window and his wife unlocked the door to free the woman. The story made USA Today, the NBC Today Show, and The Rosie O'Donnell Show. Ravellette worked at Lane from about 1967-72. He now lives in Carrboro, NC, and runs a lawn care service. You can read more about him in Duke University's online newsletter, The Chronicle, at [www.chronicle.duke.edu](http://www.chronicle.duke.edu). [Note: Thanks to Carol Beckley for alerting The Daily to this story.]

**CALL FOR LEARNING COMMUNITIES PROPOSALS**

The Learning Communities Project Team invites all faculty to submit application proposals for learning communities to be offered spring and summer 1999 and throughout the 1999-2000 academic year. Curriculum development pay or reassignment (release) time may be available to faculty whose proposals are accepted. Meeting the November 30 proposal deadline will assure successful applicants of appropriate preparation time as well as inclusion, when applicable, in the 1999-2000 annual schedule. If you did not receive an application form in your mailbox, or if you would like another, or for more information, contact Susan Swan, 2142.

**APPLYING FOR AN INTERNAL POSTING AT LANE?**

Be ready for your interview by: (1) knowing how to anticipate interview questions; and (2) being prepared to talk about your skills and abilities as they relate to the position. Attend an interview workshop on Wednesday, Dec. 9, from 12-1 p.m. in APR ANX 154 (Training and Development). To enroll, call Lynne Swift at 2503.

**LEARN HOW TO DEAL WITH CONFLICT**

Is conflict stressful for you? Learn some new tactics at the Conflict Resolution 102 workshop on Wednesday, Nov. 18 from 2-5 p.m. in PE 205. Register at 2199.

**HURRICANE MITCH RELIEF EFFORT HAS CAMPUS OUTPOST**

The Student Resource Center, second floor Center main campus, is accepting donations on behalf of Centro LatinoAmericano for the Hurricane Mitch relief effort. Donations of food, medicine, baby supplies and can openers are needed; no more clothes, please. For a specific list of needed items, call Tina Jaquez in Student Activities at 2336 or the SRC at 2342.

**TO THE MANY FRIENDS OF SUSAN MATTHEWS**

Disability Services staff would like to let the many friends of our newest staff member, Susan Matthews, know that she was in a serious car accident in Salem over the weekend. She is not in the hospital but will be staying in Salem for a number of days because her injuries make the long car trip home impossible at this time. The DS staff will be happy to put all notes and things you may wish to send Susan

in her office so she will see them upon her return. Susan promised to call me daily with updates. I hope you will join our department with good thoughts in your heart for her complete recovery. - Leigh Alice and the team in DS

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\* Marketing Specialist, Institutional Advancement, closes today.

#### ADS

WANTED TO RENT--GARAGE SPACE. Clean, dry space to shelter my beautiful 1966 Mark X Jaguar which has been displaced by construction of an addition on our house. This Jaguar purrs very quietly, is seldom unhoused in the winter, will be a very quiet tenant. Contact Dixie Maurer-Clemons at 2423 or 343-3028.

COOKIES, COOKIES, COOKIES (AND FUDGE!): Orders for holiday cookies and fudge will be taken through Dec. 10. Cookies: Peanut butter, chocolate chip, ginger snaps and sugar frosted/unfrosted. Fudge: Plain or with nuts, peanut butter, and Mexican (no more two-tone). Thanks to everyone for orders already received. Call Rani at 461-5816 (Kay King, F&HC, 2619).

FOR SALE: CMC Percussion 5-pc student drum set. Includes: bass drum with foot pedal, 2 rack toms, 1 floor tom, 1 hi-hat cymbal with stand, 1 crash cymbal with stand, 1 snare drum. Midnight black; very good condition. \$400. Terrific set for the beginning drummer. Contact Sharon Hainley, EFS, 2421; or Chris Hainley, Financial Aid, 2350.

1996 PLYMOUTH GRAND VOYAGER for sale. Good condition. Asking 16,000. Call Sue Thornton, F&HC, at 2524 or Sue or Steve at 484-2607 in the evenings.

1983 FORD ECONOLINE custom van, runs and looks good. 110,000 miles. \$3,000. Call Bob Baggett (Thurston CLC) at 744-9213 or 726-0853.

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- \* Tobacco Issues and Health, 12-12:50 p.m., PE 115. Register at 3987.
- \* Conflict Resolution 102, 2-5 p.m., M&A 235 (new location). Register at 2199.
- \* Records workshop, 2-4 p.m., BUS 202. Register at 2466.
- \* Career & Employment Services scholarship workshop, 5:30-6:50 p.m., CEN 220. Register at 2296.

**BOARD REPORT**

POLICY GOVERNANCE WAS ADOPTED by the Board of Education on November 9, although the discussion "is not finished," said Chair Roger Hall. Some work still needs to be done, such as writing ends statements for some policies. Ends statements will help address concerns raised about the public's access to the board, said Hall. The board also needs to decide some issues such as whether board members should resign before applying for a job at the college. The intent of policy governance is for the board to "govern with an emphasis on (1) outward vision, (2) encouragement of diversity in viewpoints, (3) strategic leadership more than administrative detail, (4) clear distinction of board and president roles, (5) collective rather than individual decisions, (6) future rather than past or present, and (7) proactivity rather than reactivity."

IN OTHER ACTION, the board approved the management working conditions agreement for 1999, increased bond project architect fees from \$1.9 million to \$2.5 million, awarded an emergency roofing bid to Umpqua Roofing for \$30,190 for the PE Building, approved the 1999-2000 budget calendar, approved budget transfers for 1998-99, and approved an occupational skills certificate program which will combine existing coursework into a one-year program. Personnel appointments approved were John Etheridge as basic skills/GED/AHS instructor and Scott Salsedo as athletic trainer. The academic calendar for 1999-2000 was pulled from the agenda so administration can consider a faculty request to discuss the calendar in bargaining.

IN OTHER BUSINESS, auditors told the board that the annual audit was "particularly smooth" and produced a clean and unqualified opinion, "the best opinion you can earn."

All votes were 6-0; board member Michael Dubick was absent. The next regular meeting is set for December 9.

**SUPPLEMENTAL LIFE INSURANCE**

Supplemental life insurance with Standard Insurance Company is available to classified and management employees and spouses from \$30,000 to \$300,000 in increments of \$10,000 with a \$30,000 initial minimum purchase. Premium rates for each \$10,000 are based upon the employee's or spouse's age and are paid through payroll deduction. For details of enrollment, call Personnel Services at 2211, press 0.

**ADS**

I HAVE THE NAMES OF 5 STUDENTS who could use some help providing Thanksgiving to their families. Their families vary in size from 3-6 people. If an individual or department would like to contribute, food, gift certificates from grocery stores or cash I will match you up. If you only have a small amount to donate that is fine. I will combine it with other donations. Thanks very much for your help. Please contact me by Monday, November 23. Jill Bradley, 2298, Women's Center, CEN 213.

ENTERTAINMENT COUPON BOOKS (great Christmas gifts) are available for purchase from the LCC Foundation. Coupons provide discounts for food, lodging, travel, and entertainment in Oregon. For every book sold, the Foundation receives \$7 for scholarships. Contact the Foundation at 2226 or drop by ADM 205 to make your purchase. Checks need to be made payable to LCC Foundation.

FOR SALE: \$75: twin mattress, box spring, metal frame, 1 owner, low mileage. \$100: grandmother clock, built from kit, needs cleaning & oiling. \$50: 4 -16.5" 8 lug Chevy rims w/serviceable Kelly tires. \$20: Technics SL15 turntable. Call Brian at 484-1490 after 5 p.m. (Julia Munkvold, F&HC).

HOLIDAY ART SALE: Porcelain angels, fused glass, pottery, jewelry, and gourmet foods are a few of the items nineteen artists will present at my sixth annual holiday sale. Join us Friday, Dec. 4th from 4 to 7pm and Saturday, Dec. 5th from 10am to 4pm. Call Cheryl Kempner (Study Skills) at 2844 for a map to 4270 N. Shasta Loop.

NEED AN IDEA FOR A GIFT for the upcoming holidays? Y-necklaces could be the answer. Hand made with sterling silver, pearls and Austrian Crystals of garnet, amethyst, black diamond, clear, blue and emerald. To see samples call Nancy Rogers at 2611, College Finance.

WANTED TO RENT--GARAGE SPACE. Clean, dry space to shelter my beautiful 1966 Mark X Jaguar which has been displaced by construction of an addition on our house. This Jaguar purrs very quietly, is seldom unhoused in the winter, will be a very quiet tenant. Contact Dixie Maurer-Clemons at 2423 or 343-3028.

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FIREWOOD FOR SALE: Oak and madrone, \$160. Contact Training and Development Resource Center, 726-2223, or call Tony at 461-3960. Free delivery. (Darlene Tindall, T&D.)

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# THE DAILY

Thursday, November 19, 1998

## TODAY

- \* Visit <http://www.hometownonline.com/LCC/dayevents.phtml?show=.1> for a complete listing of events, or from Lane's home page, go to Calendars, then Events & Meetings Calendar.
- \* Classified Council, 8:30-10 a.m., PE 205.
- \* Phi Theta Kappa plants oak tree in honor of PTK Founder's Day, 2:30 p.m., southeast corner of main campus above the Peace Garden (south parking lot area). Contact Velma Jesser, 2157.

## "GILLIAN" PLAYS FOR JUST THREE MORE NIGHTS

"To Gillian on her 37th Birthday" plays for three more evenings: Thursday, Friday and Saturday, Nov. 19, 20 and 21, at 8 p.m. in Performance Hall on main campus. "Gillian" is a celebration of human compassion. Playwright Michael Brady's tender, romantic play is the moving account of a young widower and his daughter as they come to reconcile the loss of a loved one. Eileen Kearney of Lane directs. General public tickets are \$10 adults and \$8 for seniors and students. Special ticket price for Lane staff and students is \$7. Buy tickets now for all three plays in the 1998-99 season for \$18 ("Gillian," "Descent of Inanna," and "Skin of our Teeth"). Season subscribers enjoy priority seating as well as the discount. Call the ticket office at 2202 afternoons.

## PHI THETA KAPPA TO PLANT AN OAK TREE TODAY; EVERYONE'S INVITED

Phi Theta Kappa invites everyone to its Founders Day 80th anniversary ceremony today at 2:30 p.m. at the southeast corner of main campus above the Peace Garden (south parking lot area). PTK chapters worldwide are planting an oak tree on their campus to commemorate this event. Please join us, rain or shine. For more information, contact Velma Jesser at 2157.

## OUTSTANDING CLASSIFIED EMPLOYEE NOMINATIONS WANTED

Do you know a classified staff member who does outstanding work, is currently employed 20 hours or more per week, has been continuously employed at Lane for a minimum of one year, and has provided outstanding service directly to the college, employees, and/or students? If so, nominate this outstanding employee for Classified Employee of the Month! Nominations forms may be obtained from Vickie McKenna in College Finance, or Julie Baker, Training and Development. Nominations may be made at any time; forms not received by the 15th of the month will be considered for the following month's nomination.

## CONFIRM INSURANCE BEFORE RETIREMENT

Before retiring from Lane, it is important to change your insurance records. To confirm that all necessary forms have been completed, call Personnel Services at 2211, press 0.

## SECOND ANNUAL HOLIDAY SECRET PAL

The Classified Professional Development Team is again promoting holiday fun with Holiday Secret Pals for all Lane employees. To participate, send your name before December 2 to Susan Tatar at 2216 or e-mail. You will receive the name of another participant on December 3. Then, during the week of December 7-11, have fun being sneaky and creative. At the end of the week, reveal your identity any way you want. It's a great way to meet and get to know other staff. Spread the word! Join the fun!

## SEXUAL HARASSMENT TRAINING OFFERED

There are four spaces left in sexual harassment training on Friday, Dec. 4 from 8:30 a.m.-noon in the Boardroom. The University of Oregon's Cris Cullinan will be the trainer. To reserve a spot, call 7775.

## CLOSURE

Financial Aid will be closed Friday, Nov. 20, for in-service. Students may go to the Students First! Center for assistance.

## ADS

THE ISCP OFFICE AND STUDENT ACTIVITIES are still seeking donations for Thanksgiving food baskets. There are several needy Lane student families who may go without food for the holidays. Please consider donating non-perishable food items or household paper products. Or, make it easy on yourself - donate cash - we'll do the shopping for you. All donations may be dropped off at CEN 414 by noon on Monday, Nov. 23. Please help us make a memorable holiday for those less fortunate than ourselves. Call Colby or Pat at 2165 for more information.

HOUSEHOLD GOODS/FURNITURE SALE: Must sell this Saturday. Call for directions to my house: 684-9101, Jennifer Von Ammon, EFL&S. Microwave, \$25. Nordic Track Pro, \$175. LaZBoy sofa (burgundy with dark green stripe), \$225. Queen Anne style settee (antique style, ivory with burgundy stripe) \$300. Wicker and iron coffee table, \$50. Black birdcage, \$50. Large lamp, \$15. Smaller ceramic lamp, \$10. Cordless AT&T phone, \$20. Cordless Casio phone, \$20. Wicker/oak bar stool, \$30. Small white armoire (hangs on wall, has glass doors, 3 drawers) \$75.

WANT TO BUY: Do you have a HI-8 camcorder in your closet? If it's a Canon A-1 or an L2 in good condition, I might be interested in buying it. Call Merry Caston, EFS, 2749.

FOR SALE: Approximately 370' of 4" x 6' dog eared cedar fencing. 1982 Buick SkyLark 4 door, 4 speed. \$200. 1981 rebuilt transmission \$150. Call Gordon 935-0522. (Teresa Vitus, Bookstore.)

WANTED: SHIPPING CONTAINER for large dog. Must be airline approved. Brody Tyler, Applied Engineering, home 687-8354.

CLASSIC 1970 PORSCHE 914. Good daily driver or easy restoration, low mileage, just \$1975. Brody Tyler, Applied Engineering, home 687-8354.

FOR SALE: MAYTAG GAS DRYER. Excellent condition. \$500 new; asking \$175. Bob Baldwin, Purchasing, 2574 or 683-5132.

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# THE DAILY

Friday, November 20, 1998

## TODAY THROUGH THE WEEKEND

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\* Financial Aid closed today for in-service. Refer students to Students First!

## DAILY THANKSGIVING SCHEDULE

The Daily will publish on November 23, 24 and 25, but not on November 26, 27 or 30. The daily schedule will resume on December 1. Deadline for submissions is always noon of the day before publication.

## STUDENTS FIRST! SERVICE REPRESENTATIVE POSITIONS FILLED

The college is pleased to announce the staff members selected for the Students First! Service Representative positions. They are: Marcia Bell, Mary Binford, Zendra Cates, Cecilia Combest, Judy Eisel, Margaret Kimble and Morgan Soderberg. They will begin working in the Students First! Center on December 7, following one week of team training beginning on November 30. Lane thanks all of the excellent staff members who applied for these positions, the members of the Bridge Team who provided integrated services for Lane's students since early September, and the many members of the college community who worked together to make Students First! a reality.

## UNITED WAY CAMPAIGN COMING TO A CLOSE

With your support, Lane has raised \$22,000 to date. You have proven how much you can do to offer hope and provide a better quality of life for those who need help in our community. If you have not returned your personalized gift card, please do so today. Your gift in any amount will touch the lives of one in three people in our community. Make dropping YOUR card in the campus mail mark the beginning of your Thanksgiving preparations and the end of our campaign! Never underestimate the power of your caring. - Lori Bumgardner, 2312

## BUDGET REDESIGN PRESENTATION FOR ALL INTERESTED STAFF

Two Budget Redesign Forums have been scheduled: today from 3:30-4:30 p.m. in the Boardroom, and Wednesday, Nov. 25 from 10-11 a.m., also in the Boardroom. The Budget Strategies Group will present an overview of the preliminary work on redesigning the college's budgeting system. All interested staff are invited.

## CAMPUS PUBLIC SAFETY HAS A NEW AFTE -HOURS EMERGENCY NUMBER

Campus Public Safety has a new after hours emergency number. It is 942-6455. If you are on campus after hours and need to contact Campus Public Safety you can either call 5555 which will be forwarded to the answering service, who will then contact the officer on their radio; or call 942-6455 directly and have an officer contacted.

## AAWCC HOLIDAY SILENT AUCTION AND POTLUCK

The AAWCC invites members and nonmembers to the Holiday Silent Auction Potluck on Wednesday, Dec. 2 at 6 p.m. at the home of Jane Scheidecker. This event is sure to spark holiday spirit with delicious food, good friends, and an exciting assortment of auction items. Auction proceeds benefit the chapter's Leadership Award Scholarship Fund. RSVP to Lisa Parker at 2179 or [parkerl@lanecc.edu](mailto:parkerl@lanecc.edu).

## THIRD CONFLICT RESOLUTION WORKSHOP ACCEPTING REGISTRATIONS

Conflict Resolution 103 is a chance to practice conflict resolution skills and develop strategies for handling discord in your life at work or at home. It will be held on Wednesday, Dec. 2, from 2-5 p.m. in PE 205. Register now by calling 7775. We will have refreshments and a relaxed approach to an unrelaxing subject. Trainers: Sydney Kissinger and Christine Krygier.

#### WORK UP YOUR HOLIDAY APPETITE WITH THE CRANBERRY BOG RUN/WALK

Just a friendly reminder to all that the Cranberry Bog Run/Walk is Monday, Nov. 23 at noon! The distances are approximately five kilometers for runners and two miles for walkers. The start will be on the track; however, the course will not be revealed until race day. Certificates will be presented to 1st, 2nd, and 3rd in the following categories: overall male and female, overall male and female staff, predicted time male and female, predicted time male and female student, and overall male and female two person team. For more information, stop by the Athletic Office in PE 204, or call 2293. See you at the start, rain or shine!

#### PORTLAND BUS TRIP REGISTERING RIDERS

The annual holiday shopping trip to Portland sponsored by the Classified Professional Development Team and LCCEF, open to all employees, is set for Saturday, Dec. 12. Cost is \$20 and includes charter bus fare and Portland Museum of Art entrance fee. Stops include the museum, Lloyd Center, Oregon Zoo, OMSI, Powell's Books, NW 23rd shopping district, Pioneer Square/downtown district, and others. The sign-up deadline is Wednesday, Dec. 9. See the e-mail attachment to today's Daily named PORTLAND in Word for Macintosh, or call Gloria Vanderhorst at 2308 or Alen Bahret at 2247 for more information.

#### SECOND ANNUAL HOLIDAY SECRET PAL

The Classified Professional Development Team is again promoting holiday fun with Holiday Secret Pals for all Lane employees. To participate, send your name before December 2 to Susan Tatar at 2216 or e-mail. You will receive the name of another participant on December 3. Then, during the week of December 7-11, have fun being sneaky and creative. At the end of the week, reveal your identity any way you want. It's a great way to meet and get to know other staff. Spread the word! Join the fun!

#### ADS

VINTAGE OSAA state volleyball T-shirts are available to all students and staff at the exchange window of the men's and women's locker room. They're hot, and only \$5!

OCCA SEEKS PUBLIC INFORMATION OFFICER: The Oregon Community College Association is recruiting for a public information officer to start as soon as possible. Layout and design. Excellent written and verbal skills. Two years related experience and/or education. Call OCCA at 503/399-9912. Position closes December 11 at 5 p.m. (Joan Aschim, IA).

FOR SALE: 4 STUDDERED TIRES, P205/65R15 Polar Trac steel belted radials. Used only a few days on a Nissan Maxima. Paid \$360, will take \$180 (half). Already mounted on wheels. Carole Barr, College Finance, 2605, or evenings 685-9278.

HOLIDAY RAFFLE TICKETS are on sale now at the Bookstore. Terrific prizes! Prizes include 2 sets of nine Beanie Baby Bears (Princess, Erin, Peace, Glory, Fortune, Valentino, 1998 Holiday Teddy, Halo, and Curly) 2 sets of three Beanie Babies (Zero, 1998 Holiday Teddy, and Santa); 1 set of Beanie Babies (Halo, Santa, 1998 Holiday Teddy, Zero, and Looney). We will also raffle a Sharp 13" color TV w/remote; Dome tent; Krups Latte machine; and two Native American Prints. Tickets are \$1 each or 6 for \$5. Free delivery of raffle tickets to departments. Tickets are also available at the DTC Bookstore. The drawing will be held December 16 at 2 p.m. Refreshments will be served at 1:30 p.m. Don't miss Santa and Santa's Helper from 1:30-2 p.m. Free Christmas gift wrapping for items purchased at the Bookstore November 16-December 23. Donations are welcome! All proceeds from the raffle and donations will be used to assist Lane students during the holiday season.

FOR SALE: OAK COMPUTER DESK. \$40. Roka Walsh, IC, 2751, or 686-4455

HOUSEHOLD GOODS/FURNITURE SALE: Must sell this Saturday. Call for directions to my house: 684-9101, Jennifer Von Ammon, EFL&S. Microwave, \$25. Nordic Track Pro, \$175. LaZBoy sofa (burgundy with dark green stripe), \$225. Queen Anne style settee (antique style, ivory with burgundy

stripe) \$300. Wicker and iron coffee table, \$50. Black birdcage, \$50. Large lamp, \$15. Smaller ceramic lamp, \$10. Cordless AT&T phone, \$20. Cordless Casio phone, \$20. Wicker/oak bar stool, \$30. Small white armoire (hangs on wall, has glass doors, 3 drawers) \$75.

THE ISCP OFFICE AND STUDENT ACTIVITIES are still seeking donations for Thanksgiving food baskets. There are several needy Lane student families who may go without food for the holidays. Please consider donating non-perishable food items or household paper products. Or, make it easy on yourself - donate cash - we'll do the shopping for you. All donations may be dropped off at CEN 414 by noon on Monday, Nov. 23. Please help us make a memorable holiday for those less fortunate than ourselves. Call Colby or Pat at 2165 for more information.

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## THIS WEEK

- \* Cranberry Bog Run/Walk, today, noon, start on the track. For more information visit PE 204 or call 2293.
- \* Budget Redesign Forum, Wednesday, Nov. 25, 10-11 a.m., Boardroom. The Budget Strategies Group will present an overview of the preliminary work on redesigning the college's budgeting system. All interested staff are invited.
- \* Visit <http://www.hometownonline.com/LCC/dayevents.phtml?show=.1> for a complete listing of events, or from Lane's home page, go to Calendars, then Events & Meetings Calendar.

## ROGER HALL WILL RUN FOR RE-ELECTION

Board of Education Chair Roger Hall told The Daily on Friday that he has reconsidered an earlier decision and will run for reelection to his At-Large seat in March 1999. "The board is in the midst of restructuring and I just don't want to walk away from that," he said. "We need continuity." Five of the seven seats are up for election in March including both At-Large seats and Zones 2 (north Lane County/Junction City), 3 (northeast Lane County/Springfield) and 5 (most of Eugene). For more information about the board election, contact Tracy Simms at 2889.

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## HIGH SCHOOL FACULTY INVITED TO LANE

The annual High School Faculty Assembly is planned for Wednesday, Dec. 9 on main campus. Each year approximately 40 high school counselors, teachers and vocational advisors visit campus for an update on Lane's programs and services. Tables will be available for distributing brochures, literature and hand-outs for attendees. If you have materials to share, please send 100 copies to Paloma Amabisca in Admissions no later than Monday, Dec. 7. For more information, call 2688.

## ENTREES ON THE CAFETERIA MENU FOR WEEK OF NOVEMBER 23

### MONDAY

#### Traditional:

Baked Ham; Chicken Enchiladas; Meat Loaf  
Soup: Beef Barley

#### Vegetarian:

Stuffed Squash; Lasagna Rolls  
Soup: Corn Chowder

#### International:

Best of the Orientals  
Soup: Cook's Choice

### TUESDAY

#### Traditional:

Peppercorn Roast Beef; Chicken Stir Fry; Coriander Cod  
Soup: Cream of Chicken Almond

#### Vegetarian:

Mushroom Puff Pastry; Spinach Bread and Butter Casserole  
Soup: Classic Minestrone

#### International:

Best of the Orientals  
Soup: Cook's Choice

### WEDNESDAY

#### Traditional:

Turkey Dinner  
Vegetarian:  
Cook's Choice  
Soup: Cook's Choice  
International:  
Best of the Orientals  
Soup: Cook's Choice  
Happy Holiday!

#### STRESS MANAGEMENT TRAINING DECEMBER 3

Join fellow staffers for a training in stress management on Dec. 3 from 9-11 a.m. in APR ANX 156. Learn how to recognize the signs of work and life stress and how to manage it. Training will include a video, "Handling Workplace Pressure" and discussion. Relaxing exercises that can be done in an office environment will be included. Instructor is Shan Ambika of Health and PE. Sponsor is the Classified Professional Development Team. The training is open to all staff. Please preregister at voice mail box 7775.

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Campus Public Safety has a new after hours emergency number. It is 942-6455. If you are on campus after hours and need to contact Campus Public Safety you can either call 5555 which will be forwarded to the answering service, who will then contact the officer on their radio; or call 942-6455 directly and have an officer contacted.

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#### ADS

HOLIDAYS ARE COMING! Put your orders in for oranges, grapefruits and satsumas. They come in 20-lb., 28-lb. and 40-lb. Boxes. My daughter, Springfield High cheerleader, is taking orders through Nov. 30. We will deliver when the orders come in. To place your order or if you have questions, call Marsha Ekberg at ASLCC Child Care Co-Op at 2025, or evenings call Teresa at 747-6414. Don't miss out; place your order now.

FOR SALE: QUEEN SIZE mattress and box spring, 6" foam, nicely covered, 2 years old, excellent condition, was \$400 new, asking \$175. Robert Sposato, Study Skills, 2072.

STUDIO SALE: "Useful Pots" studio sale featuring pottery, handbound journals, signed books, handpainted cards and gifts. November 27, 28 & 29; December 5 & 6; 10 a.m.-4 p.m. At home of Kathy Lee, 2620 W. 22nd, Eugene (take W. 18th to Hawkins Lane, then Trillium to W. 22nd.). Elizabeth Uhlig, Archives, 2466.

FOR RENT-SHORT TERM. Mid-December to late-March. Beautiful furnished house. \$800/month, less if you can take care of the cats. On 4 wooded acres with view. Call Lisa Anderson for more info at 484-6785. (AHS, 2292).

"TIS THAT TIME OF YEAR once again. Student Activities has planned another Holiday Fair, December 2, 3 and 4 in the cafeteria. Vendors will sell their handcrafted and imported items. Most of the vendors that have booked with us sell at Saturday Market and that makes for a wonderful gift selection. We also have a harpist scheduled to play in the cafeteria on December 2 and 3 from 12-2 p.m. On Friday, Santa Clause will once again make the rounds. Hope you can find some time to do some holiday shopping. Any questions, call Tina in Student Activities at 2336.

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HOLIDAY ART SALE: Porcelain angels, fused glass, pottery, jewelry, and gourmet foods are a few of the items nineteen artists will present at my sixth annual holiday sale. Join us Friday, Dec. 4th from 4 to 7pm and Saturday, Dec. 5th from 10am to 4pm. Call Cheryl Kempner (Study Skills) at 2844 for a map to 4270 N. Shasta Loop.

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# THE DAILY

Tuesday, November 24, 1998

## THIS WEEK

\* Budget Redesign Forum, Wednesday, Nov. 25, 10-11 a.m., Boardroom. The Budget Strategies Group will present an overview of the preliminary work on redesigning the college's budgeting system. All interested staff are invited.

\* Southwest Tip Off Tourney, Nov. 27 and 28. Come and watch the Lane Community College Women's Basketball Team "tip-off" the season at home at the Tip-Off Tournament. Game times are 6 and 8 p.m. in the Main Gym. Please call 726-2215 for more information.

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## HP3000 WILL BE UNAVAILABLE OVER THANKSGIVING

In order for Computer Services to perform annual archive processing, the HP3000 will be unavailable over the Thanksgiving holiday period, from 7:30 p.m. Wednesday, Nov. 25 until 8 a.m. Monday, November 30.

## CALL FOR LEARNING COMMUNITIES PROPOSALS

The Learning Communities Project Team invites all faculty to submit applications proposals for learning communities to be offered spring and summer 1999 and throughout the 1999-2000 academic year. Curriculum development pay or reassignment (release) time may be available to faculty whose proposals are accepted. Meeting the November 30 proposal deadline will assure successful applicants of appropriate time as well as inclusion, when applicable, in the 1999-2000 annual schedule. If you did not receive an application form in your mailbox, or if you would like another, or for more info., contact Susan Swan, EFL&S, 2142.

## SCANNING WORKSHOP

Wednesday, December 2, 1998, 2 -3 p.m., the Instructional Technology Center (CEN 421) will be holding open hours to teach you how to scan images or text. If you would like to participate call Roka, Inst. Comp., 2751.

## SECOND ANNUAL HOLIDAY SECRET PAL

The Classified Professional Development Team is again promoting holiday fun with Holiday Secret Pals for all Lane employees. To participate, send your name before December 2 to Susan Tartar at 2216 or email. You will receive the name of another participant on December 3. Then during the week of December 7-11, have fun being sneaky and creative. At the end of the week, reveal your identity any way you want. It's a great way to meet and get to know other staff. Spread the word! Join the fun!

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the answering service, who will then contact the officer on their radio; or call 942-6455 directly and have an officer contacted.

#### ADS

**RAFFLE TO BENEFIT THE CENTRAL AMERICAN "RELIEF FUND."** The Latin American Intercultural students of the UO offer as a prize a fully catered - in your home - meal for 6 people. (They will cook what you like...do the shopping, cooking, serving, and clean-up for 6). The goal is to raise at least \$3,000. The funds will go to the people and their aide not administrative costs. We will get full accounting of where the funds went and how it was used. Drawing on December 6, at Newman center. Tickets are 3 dollars and two for \$5. For raffle tickets, contact Bill DelGaudia, Multi-Cultural center, 2276.

**FOR SALE:** 1984 VOLVO DL WAGON, 160,000 miles, 60,000 on motor, all receipts, perfect interior, straight body, good paint, automatic, air, central locks, 15" turbo wheels, roof rack, snow tires on spare wheels - \$4000. Cindy Dietz, Family & Health Careers, 2519 or 686-1375.

**FOR SALE:** 1990 FORD FESTIVA, 93,500 miles, stick shift, cassette, 40+ mpg, great commuter car, \$1300/obo. For more info. call Bill DelGaudia, Multi-Cultural center, 2276 or 343-8579.

**FOR SALE:** 1986 TOYOTA CELICA GTS COUPE, 114,000 miles, one owner, air, cruise control, tilt wheel, stereo; power windows, locks, lumbar support. \$3995. Garry Oldham, Soc. Sci., 2194 or 484-1913

**HOUSEHOLD ITEMS FOR SALE:** Queen size metal bed frame, bird cage, nordic track pro, lazboy sofa, coffee table, lamp. My living quarters are shrinking, so I must sell these! Jennifer Von Ammon, EFL&S, 684-9101.

**FOR SALE:** SOLID BIRCH DESK made by LCC cabinet program. \$40.00. Tricia Hahn, 2395 or 485-3665.

**MOVE INTO SNUG HOME!** Three-bedroom duplex with garage, fenced yard, family room, and a great laundry room. Quite street, near bike path and river. Our long-term renter just got a great job in Portland. Available in January. \$750/month. For more info. call Duane Partain, Industrial Tech., 2531 or 345-2420.

**IN SEARCH OF DRY FIREWOOD,** prefer hardwood (madrone, maple, oak.) Maybe you have some sitting around that 's taking up too much room and you'd like to sell it. Contact LaRosa at 2722 or 342-7332. Thanx.

**WANTED FOR CRAFT STUDIO** at Oregon State Penitentiary- leather: cow, elk, deer, etc. If you have any pieces- large or small and would like to donate them to the Native American crafters in prison, please notify Mary Schreiber, Health and Physical Education, 2263. Thank you.

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## THE DAILY

Wednesday, November 25, 1998

### TODAY THROUGH THE WEEKEND

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### LAST DAILY UNTIL DECEMBER

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### MAIL PROCEDURE CHANGES FOR HOLIDAY

Due to the Thanksgiving holiday, main campus staff are asked to bring their outgoing and intercampus mail to the Mailroom on Monday, Nov. 30, between 12 noon and 3:30 p.m., in lieu of regular morning mailroom pickup and delivery services. Downtown Center staff will receive usual service. For more information, call Angie Tretnoff in the Mailroom at 2575.

### HP3000 DOWN OVER THANKSGIVING

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### STRESS MANAGEMENT TRAINING DECEMBER 3

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### ITC SCANNING WORKSHOP FULL

The ITC scanning workshop for Wednesday, Dec. 2 is full. Look for another one next term or call Roka at 2751 for individual training.

### ITC HOLDS FORUM ON TEACHING WITH TECHNOLOGY

The Instructional Technology Center is holding a forum entitled "Teaching with Technology," Tuesday, December 1 from 2-3 p.m. in Center Building 421. Go to the ITC web page at <http://sliunix.lanec.edu/~rokaw/ITC.htm> or call Roka at 2751 for information.

### LEGISLATIVE CONTACT CLARIFIED

Vickie Totten, executive director of the Oregon Community College Association (OCCA), has requested that her office be notified when a formal meeting with a legislator about community college issues has been scheduled. Call the OCCA at 503/399-9912. This will keep the OCCA abreast of advocacy efforts across the state and help the OCCA to be more effective in their lobbying efforts.

#### ASLCC ORGANIZES HOLIDAY GIFT GIVING PROGRAM

ASLCC Student Government invites staff and students to participate in the "Holiday Gift Tree" program. From Monday, November 30 through Thursday, December 17, felt ornaments with gift requests from needy families will be available on the holiday gift tree in the second floor of the Center Building across from the Library and Student Resource Center.

All gifts should be wrapped and the felt ornament attached to the gift to allow for proper distribution.

Please return the gifts to Bette Dorris, Student Government Office, Center Building 479, 2365 or to Tina Jaquez or Barbara Delansky, Student Activities Office, Center Building 202, 2336.

Also, Student Government needs other unbreakable ornaments to decorate the tree. To donate, please call Bette at 2365 or Jeff at 2038 for pickup.

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#### ADS

FOR SALE: 1) Canon EF series zoom lens in excellent condition, 35 to 80mm, f4.0-5.6, complete with skylight filter and lens cap. 2) Canon Speedlight 166A electronic flash unit, with case. These two items added to a Canon EOS body will make a great inexpensive starter system for somebody wanting to get into 35mm photography. Asking \$50 for lens and \$35 for Speedlight, or \$75 for both. John Bredesen, KLCC, 485-6869

WANTED: I'm still looking for an HI-8 Camcorder to buy. If you have a Canon A-1 or L2 in good condition, give me a call. Merry Caston, EFL&S, 2749.

RAFFLE TO BENEFIT THE CENTRAL AMERICAN "RELIEF FUND:" The Latin American Intercultural students of the U of O offer as a prize a fully-catered, in-your-home meal for 6 people. (They will cook what you like and do the shopping, cooking, serving, and clean-up for 6.) The goal is to raise at least \$3,000. The funds will go directly to the people in need and we will get full accounting of where the funds went and how they were used. Drawing on December 6, at Newman Center. Tickets are \$3 and two for \$5. For raffle tickets, contact Bill DelGaudia, Multi-Cultural Center, 2276.

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**HOLIDAY ART SALE:** Porcelain angels, fused glass, pottery, jewelry, and gourmet foods are a few of the items nineteen artists will present at my sixth annual holiday sale. Join us Friday, Dec. 4 from 4 to 7 p.m. and Saturday, Dec. 5 from 10 a.m. to 4 p.m. Call Cheryl Kempner (Study Skills) at 2844 for a map to 4270 N. Shasta Loop.

**FOR SALE:** 1986 TOYOTA CELICA GTS COUPE, 114,000 miles, one owner, air, cruise control, tilt wheel, stereo; power windows, locks, lumbar support. \$3995. Garry Oldham, Soc. Sci., 2194 or 484-1913

**HOUSEHOLD ITEMS FOR SALE:** Queen size metal bed frame, bird cage, Nordic track pro, Lazy Boy sofa, coffee table, lamp. My living quarters are shrinking, so I must sell these! Jennifer Von Ammon, EFL&S, 684-9101.

**FOR SALE:** SOLID BIRCH DESK made by LCC cabinet program. \$40.00. Tricia Hahn, Social Science, 2395 or 485-3665.

**IN SEARCH OF DRY FIREWOOD:** Prefer hardwood (madrone, maple, oak.) Maybe you have some sitting around that 's taking up too much room and you'd like to sell it. Contact LaRosa, Women's Program, at 2722 or 342-7332.

**WANTED FOR CRAFT STUDIO AT OREGON STATE PENITENTIARY:** Leather-- cow, elk, deer, etc. If you have any pieces -large or small- and would like to donate them to the Native American crafters in prison, please notify Mary Schreiber, Health and Physical Education, 2263.

**HOW TO USE THE DAILY:** The Daily is the employee newsletter of Lane Community College. It is published by Institutional Advancement Mondays through Fridays during fall, winter and spring terms, and Mondays only during summer and term breaks, unless otherwise announced. The Daily is e-mailed mornings by 9 a.m. Deadline is noon of the day before publication. Submissions must include a contact person for more information. Ads are free and limited to staff only. Opinion pieces, political advocacy, personals, and for-profit business ads are prohibited. Health and bereavement notices must be approved by the subject, a family member, or a close personal friend. Repeat placements may be requested up to three times per term. Submissions are subject to editing for brevity and Associated Press style. Submit items to THE DAILY@INSTADV\_MA (in-house) or DAILY@LANECC.EDU (external); or fax to 541/744-3989; or mail to The Daily, Lane Community College, 4000 E. 30th Ave., Eugene OR 97405. For more information contact Joan Aschim, 541/747-4501 Ext. 2591.

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