

# THE DAILY

Monday, August 2, 1999

## THIS WEEK

- \* Instruction and Student Services Council meeting, Wednesday, August 4, 1:30 p.m., Boardroom.
- \* Instructional packets and books needed for fall term classes should be submitted to Printing/Graphics by Friday, August 6.
- \* Click <http://www.hometownonline.com/LCC/events.phtml?show=week> for a complete list of events at Lane for the next week, or go to Lane's home page and click on Calendars and then Events and Meetings Calendar. To add your events, e-mail or call Therese Picado, Ext. 2060.

## BOND UPDATE

**ACTIVITY ON WELDING FACILITY CONTINUES.** Excavation of the foundations for the welding facility began on July 28. At the same time, excavation of trenches that will hold drains and water and sewer lines also began. Trench excavation will take place in the flowerbed that is directly adjacent and parallel to LCC's motor pool parking in the northeast parking lot. It is expected that within this week, trench excavation will run the entire length of the flowerbed, beginning at the welding site and continuing west to the ride shelter in the northeast parking lot. This means that excavation will take place across the main vendor delivery road at the top of the hill next to the welding site, run down the hill, across the north main, pedestrian entrance, and end at the ride shelter. Already, motor pool parking has been moved straight north, towards 30th Avenue, to adjacent parking slots. Because the pedestrian path into campus from the north parking lot will be disrupted, accommodations will be provided which will continue to allow campus access from the northeast parking area. Alternative delivery routes are being developed as well. It is approximated that trench excavation will be completed the middle of August.

**PORTIONS OF ARCHIVES ARRIVING AT TEMPORARY STORAGE.** By this printing, Facilities Management will have already begun moving a portion of LCC's archives into temporary, off-campus storage due to main campus construction activities. About 1,700 boxes of materials are being moved to a building at 4912 Franklin Boulevard. This location is probably best known as the previous location of the Montgomery Ward Service Center. LCC is leasing 2,625 square feet of space that will accommodate the archives as well as office furniture. Wildish Industrial Development Corporation is the leaseholder.

**SUSAN TATAR JOINS BOND PROJECT MANAGEMENT TEAM.** Transferring experience gained from five years in the Facilities Management Department, Susan Tatar joins the Bond Project Management Team as the administrative support specialist. Among other duties, Susan will be responsible for preparing and processing all documents involved with each of the bond contracts. Those individuals interested in setting appointments or contacting Bob Mention should contact Susan Tatar at 744-4154, or Ext. 2727 if calling from campus.

**THE BOND PROJECT MANAGEMENT TEAM(BPMT)** is available during summer hours to provide information and answer any questions that may arise. All communication received by the BPMT during summer months will be reviewed regularly by the team, the architects, and the Facilities Management Committee. The BPMT can be reached at 744-4154, [nicholsn@lanecc.edu](mailto:nicholsn@lanecc.edu), or on the web at [HTTP://LANECC.EDU/CAMPSVCS/MAIN.HTML](http://LANECC.EDU/CAMPSVCS/MAIN.HTML) .

## FTE TRAINING OFFERED

Alan Bahret and Sylvia Sandoz would like to meet with instructional department managers and administrative assistants to discuss the new way the college will be calculating FTE. Please bring a copy of your spring 1999, fourth week final report to this meeting. You will have a couple of opportunities to attend and receive this information. If the dates don't work for you, contact Alan or Sylvia for instructions. Each department will need to verify and correct the spring 1999 report before it is submitted to the state on August 18. If you have questions, call Pam McClelland at Ext. 2151. Meeting times:

- 1) Tuesday, August 3, 8:30-10 a.m., Boardroom
- 2) Wednesday, August 4, 9:00-10:30 a.m., Boardroom
- 3) Monday, August 9, 1:30-3 p.m., Boardroom

## ONLINE FINANCIAL ADMINISTRATION SYSTEM TRAINING SESSIONS OFFERED

Carol Beckley and/or Tasha Drake will hold training sessions on the OFAS online financial administration system. Over the last couple of years we have added additional online reporting capabilities. We are considering eliminating the paper DERS currently distributed to budget administrators. Therefore, those who use budget and fiscal information (budget administrators and support staff) need to become more familiar with using online access to that data. Office staff need to be able to use the system to obtain budgeting/financial data. At least two people in each office should be able to do a budget transfer, run a budget/actual report, and search for data. New employees needing training and current staff wanting to review the system should plan to attend. Also, if you have fiscal information that you think you are unable to obtain online, please identify it and bring it to the training session. All training is scheduled for the Boardroom: Thursday, August 5, 8:30-10:30 a.m.; Wednesday, August 11, 1:30-3:30 p.m.; Wednesday, August 18, 10 a.m.-noon; Wednesday, August 25, 1:30-3:30 p.m.. Contact Carol Beckley, Ext. 2363, if you have any questions.

#### AFFIRMATIVE ACTION PLAN NEEDS YOUR COMMUNITY SERVICE CONNECTIONS

All staff are asked to submit information on service to community groups, service boards, youth programs, and national programs designed to improve employment opportunities for women and minorities that occurred from October 26, 1996-October 25, 1997. Submit information to Jose Ortal at [ortalj@lanecc.edu](mailto:ortalj@lanecc.edu).

#### THESE WORKSHOPS WILL HELP JOB APPLICANTS

\* PAPER PRESENTATION WORKSHOP, August 10. Are you applying for a position at Lane? A strong, well thought-out application package (Lane application, resume, cover letter) will help you qualify for an interview and, when you're hired, will provide documentation of your experience so you can be hired at the highest step possible within the position. Bring your lunch to Apprenticeship Annex 156 for this noon-1 p.m. workshop. Individual appointments are also available. Call Lynne Swift at Ext. 2503 to register for the workshop or for an individual appointment.

\* JOB INTERVIEWING WORKSHOP, August 12. This workshop will cover an approach to interview preparation that will give you a solid base of information from which to interview confidently. Bring your lunch to Apprenticeship Annex 156 for this noon-1 p.m. workshop. Individual appointments are also available. Call Lynne Swift, Ext. 2503 to register for a workshop or for an individual appointment.

#### BETTER NOW THAN LATER

The Lane County Fair is August 17-22, and Printing/Graphics would like to remind you to plan now for displays, signs and literature you need for your exhibits. Please submit concrete and complete requests to P/G by August 11 to allow time for design and production. Other deadlines to keep in mind for your printing needs are August 6 for fall term instructional packets to be sold in the Bookstore, and September 13 for materials needed for the first day of class. Remember, classes start one week earlier this year!

#### WRITING HELP AVAILABLE TO STUDENTS

Just a reminder: Any student who is taking any class that has a writing assignment has free access to the writing tutors in the Writing Center! Please inform your students that tutors are available Mondays-Thursdays from 8:30 a.m.-3:30 p.m. and Fridays from 9 a.m.-noon. Thanks.

#### REMOTE ACCESS FOR WINDOWS 3.1X TO BE DISCONTINUED

As a result of Y2K preparations with our network and email system, remote access users using Windows 3.1 and 3.11 will no longer be able to access the Banyan network from home. This change will take place in approximately one week when the last Banyan server is upgraded. Banyan has dropped support for Windows 3.1x due to the fact that it is not Y2K compliant. Therefore, Computer Services can no longer support remote access for Windows 3.1x users. The minimum needed to connect from home is Windows 95 with 16MB of memory and approximately 30 MB of free space on the hard drive.

#### REMINDER: MEMORIAL GOLF TOURNAMENT

The Second Annual Memorial Golf Tournament for Bobby Foster and Lloyd Drake will be held Tuesday, August 17 at 1 p.m. at the Springfield Country Club. Price is \$75 per person. Profits will go to the Bobby Foster Scholarship Fund at Lane and to the Springfield School District Athletic program in

Lloyd Drake's name. Contact Sharon Foster at Ext. 2599 with your foursome and you will be sent a registration form; you may pay the day of the tournament.

#### REMINDER: DIVERSITY STORIES NEEDED

The Oregon Community College Diversity Institute is one of the tangible results of diversity planning efforts begun in 1995 at Lane in collaboration with the Western Institute Commission on Higher Education. We are gathering anecdotal information to gain a better understanding of past accomplishments so that future planning activities more fully meet college needs. In that spirit, current and past Lane staff and students are invited to send not more than one goal (met or unmet/stated or proposed), and one success story that was stated, proposed, or occurred any time from 1995-1999 to Jose Ortal in Affirmative Action/Diversity/Equal Opportunity, Administration 122, or JOSE C ORTAL@AFFIRM\_MA@LCC .

#### SUMMER OFFICE HOURS

- \* Academic Learning Skills, Mondays-Thursdays, 8 a.m.- 1 p.m. (after-hours call Ext. 2419).
- \* Applied Engineering office closed through August 23. Call Advanced Technology Division main office, Ext. 2379.
- \* Bookstores closed August 18-September 13. Departments may make purchases with ICOs or department VISAs. Students may purchase math review sheets Mondays-Fridays, 9 a.m.-4 p.m. Staff will process book and supply orders for fall term classes during closed periods. Main campus and Downtown Center stores re-open September 14.
- \* Business Education Center office at the DTC open 7:30 a.m.- 6 p.m. except for a 12-1 p.m. lunch hour Mondays-Thursdays; and closed Fridays,
- \* Career and Employment Services office open 9 a.m.-4 p.m. Fridays.
- \* College High/Tech Prep Office closed July and August but will check for tech prep credit registrations turned in during that time. Processing of tech prep credits takes about two weeks. Students may make appointments by calling Ext. 2521. The office reopens August 30.
- \* Computer Information Technology open 7:30 a.m.-4:30 p.m. Mondays-Thursdays.
- \* Curriculum and Scheduling open 7:30 a.m.- 4 p.m. Mondays-Fridays.
- \* The Daily publishes Mondays only during summer term. Deadline is Friday noon.
- \* English, Foreign Language and Speech open 8 a.m.-4 p.m. Mondays-Fridays.
- \* Family & Health Careers open 8 a.m.-4 p.m.
- \* Fitness Education Center open Mondays-Thursdays 6:30 a.m.-1:30 p.m., Fridays 6:30 a.m.-8:30 a.m. and 11:30 a.m.-1:30 p.m.
- \* Instructional Technology Center open Tuesdays-Thursdays 10 a.m.-3 p.m. the first week of August. Unstaffed August 6-September 8. Fall hours begin September 9: staffed Mondays-Fridays, hours to be posted. The ITC is located in CEN 421.
- \* Locker rooms open Mondays-Thursdays 7:30 a.m.-12:30 p.m.
- \* Instructional Computing Lab hours through August 14: Center 478 (Mac Lab): Mondays-Thursdays 8 a.m.-1 p.m.; Health 201: Mondays-Thursdays 7:30 a.m.-7:45 p.m.; Fridays 7:30 a.m.-4:45 p.m., and Saturdays, 10 a.m.-4:45 p.m. Downtown Center 232: Mondays-Thursdays 9 a.m.-5:45 p.m. From August 16-September 10: Health 201 Mondays-Thursdays 8:30 a.m.-6:45 p.m. The labs reopen for fall term on September 20.
- \* Mathematics open 7:30 a.m.-4 p.m. Mondays-Fridays.
- \* Social Science open 8 a.m.-4 p.m. Mondays-Fridays.
- \* Student Health open 8 a.m.-noon Mondays-Thursdays. Front office staffed in the afternoons. Closed on Fridays.
- \* Student Records open 9 a.m.- 4 p.m. Fridays, and 9 a.m.-5 p.m. other weekdays.
- \* Women's Center open 9 a.m.-3 p.m. Mondays; 9 a.m.-4 p.m. Tuesdays, Wednesdays and Thursdays; and 9 a.m.-1 p.m. Fridays.

#### JOBS OPEN TO LCC CLASSIFIED BARGAINING UNIT STAFF WORKING .5 FTE OR MORE

- \* Administrative Support Specialist, Computer Information Technology, closes 8/2.
- \* McKenzie Outreach Center Coordinator, Community Learning Center Specialist, closes 8/6.
- \* Elmira Outreach Center Coordinator, Community Learning Center Specialist, closes 8/6.
- \* Fitness Education Instructional Specialist, Health, Physical Education and Athletics, closes 8/6.

**JOBS OPEN TO THE PUBLIC:**

- \* Office Support Specialist, .800 FTE, Business and Industry Services, closes 8/2.
- \* Family and Health Careers Secretary, Administrative Support Specialist, closes 8/6.
- \* Student Advisor I, .600 FTE, Disability Services, closes 8/12.

**ADS**

**READING MATERIAL** that children under the age of 10 can read, or that their parents can read to them, are sought for a children's library sponsored by the Altrusa Club of Eugene and St. Vincent de Paul and to be located in the Ross Lane apartment complex. Books appropriate for readers up to the age of 18 and parenting books also are welcome. Drop off your donation at the Computer Services counter in the box provided or contact Altrusa member Barbara Nehring at 484-6981. (Jerry Nehring, retired, Computer Services.)

**FREE: 2 ROOSTERS.** Production Red breed. Take one or both. Nancy, Ext. 2483.

**FOR SALE: TWO PARAKEETS,** Jerry and Alfreda. Pretty and chatty. They come with their own luxurious cage, lots of toys, perches, treats and bathtub. Allergy to feathers demands they find a new home. Low maintenance, high entertainment value. \$40 takes all, but only to a good home, of course! Gibby Bridge, Lane Family Connections, Ext. 4404.

**FAMILY GARAGE SALE,** August 7, 9 a.m.-2 p.m. 4910 Center Way, at the end of East Amazon. Melanie Davis, Ext. 4408.

**2 DOGS FREE TO GOOD HOME.** One is Terrier mix, 4 years old and loves kids. The other is an 8-year-old yellow lab who loves most anyone, kids included. They are both used to being outside. We don't have the time they need and deserve. Both are neutered and licensed, rabies and boosters are current. If interested please call 689-0070. Michelle M Parish@instcomp\_ma@lcc.

**FOR SALE: FORLORN LOVE BIRD** flew the coop to seek his mate, leaves behind white cage. Purchased new, only used two weeks. Will hold two small birds or one medium sized bird. Many clever openings, easy to clean. Was \$47 new, will sell for \$25. Pamela Soine, T&D, Ext. 2892.

**TRUCK FOR SALE:** 1978 Toyota pick-up with canopy. 200k miles. New muffler and exhaust pipes. Runs well, but needs brake work front and back. \$300 OBO. Call Stacey at 685-9173.

**EARTH, WIND AND FIRE TICKETS:** I have two tickets for the Earth, Wind, and Fire concert Friday at the Lane County Fair. Fourth row, so some lucky fan will have great seats. Will sell at face value. Call Stacey Kiser at 685-9173.

**CAREER AND EMPLOYMENT SERVICES** would like to trade their 48" diameter round table (with a blue Formica top) for one of the same size (but preferably with wood grain Formica). If interested, contact Vicki Doughty, Counseling, Ext. 2055.

**HOW TO USE THE DAILY:** The Daily is the employee newsletter of Lane Community College 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. Deadline is noon of the working day before publication. Submissions must include a contact person for more information. Ads are free and limited to staff. Opinion pieces, political advocacy, personals, and business ads are prohibited. Health and bereavement notices must be approved by the subject, a family member, or a close personal friend. Items will be repeated up to three times per term, upon request. Submissions are subject to editing for brevity and Associated Press style. E-mail items to DAILY@INSTADV\_MA@LCC (in-house) or DAILY@LANECC.EDU 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, Editor, (541) 747-4501 Ext. 2591. 08/02/99.

# THE DAILY

**Monday, August 9, 1999**

## THIS WEEK

- \* Paper Presentation workshop, Tuesday, August 10, noon-1 p.m., Apprenticeship Annex 156.
- \* Online Financial Administration System training session, Wednesday, August 11, 1:30-3:30 p.m., Boardroom.
- \* Job Interviewing workshop, Thursday, August 12, noon-1 p.m., Apprenticeship Annex 156.
- \* Click <http://www.hometownonline.com/LCC/events.phtml?show=week> for a complete list of events at Lane for the next week, or go to Lane's home page and click on Calendars and then Events and Meetings Calendar. To add your events, e-mail or call Therese Picado, Ext. 2060.

## A BRAND NEW VISA CARD

All existing department VISA cards will be canceled as of September 30! New VISA P-Cards become effective October 1, 1999. (Please refer to green, two-page memo dated August 2 that was sent to budget authorities.) We have scheduled the following two information/input sessions in the Boardroom: Tuesday, August 17 at noon-1 p.m. and Wednesday, August 18 at 2-3 p.m. Please plan on attending one of these meetings. We will share additional information and also allow time for discussion. All interested persons are welcome! Refreshments will be available! -Linda "Sue" McDonald, Ext. 2613

## BOND UPDATE

CAMPUS SERVICES ADDITION BIDS PUBLISHED THIS WEEK. Newspaper advertisements regarding bids for the Campus Services addition have been published. Contractors can obtain copies of construction documents from which they are able to work up their bids. All bids must be submitted at an official bid opening on September 2, 1999. Construction activity is able to commence pending a bid award by the Board of Education at their September 15 meeting. The Campus Services addition will be constructed east, towards Eldon Schafer Drive, from the east end of the current Campus Services building where shipping and receiving are located. New facilities will house Printing/Graphics and Laundry Services.

LTD TEMPORARY ROUTE AND LOADING ZONE TO REMAIN THROUGH AUGUST. Excavation on LTD's route next to the Industrial Technology building has been completed and the excavation site filled and covered with gravel. However, the route will not be paved until pavement of the parking lots takes place in late August. Until that time, LTD will continue to use the temporary route and loading zone in the front, west parking lot next to the fountain.

MOVEMENT OF ARCHIVES COMPLETED WITH MUCH HELP FROM GROUNDS DEPARTMENT. Over the past two weeks, staff from the Grounds Department assumed the majority of the responsibility for moving portions of the archives to temporary storage on Franklin Boulevard. Assisting in the move were staff from Housekeeping and General Services. The Bond Project Management Team would like to publicly thank all those individuals who helped to make the move of archival materials successful.

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#### ADVANCED TECHNOLOGY AT THE FAIR

The Advanced Technology Division will have a booth in the Hall of Technology at the Lane County Fair. They will offer a wide range of learning modules from the professional technical programs for hands-on experience. They invite everyone who will be at the fair to stop by and visit. For more information, call Denine McMurren at Ext. 2379, or check out the Fair's web site: [www.atthefair.com](http://www.atthefair.com).

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#### CLOSURE

\* College Finance will be closed Monday, August 16th, from 11:30 a.m.-2 p.m.

#### SUMMER OFFICE HOURS

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- \* Applied Engineering office closed through August 23. Call Advanced Technology Division main office, Ext. 2379.
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#### JOBS OPEN TO THE PUBLIC:

\* Student Advisor I, .600 FTE, Disability Services, closes 8/12.

#### ADS

FOR SALE: TWO MACINTOSH EXTERNAL HARD DRIVES with SCSI cables.

These hard drives have selectable SCSI ID switches and active SCSI termination. 1.1 Gig: \$160.00. 800 MB: \$140.00. Call Bruce at Ext. 2436, or email to [siggsonb@lanecc.edu](mailto:siggsonb@lanecc.edu).

FOR SALE: PUREBRED BEAGLE with papers. Four years old, indoor dog, trained, good with children, neutered with shots. \$50.00 to good home; kennel for \$10.00. Call Sandra Jones at Wildish building, 683-8043, or evenings at 342-6013.

IN SEARCH OF: SOMETHING TO SIT ON! I need a couch that is hunter green, burgundy, or navy in color, preferably. A love seat will do. Also, I want a tall artist's stool with a back, preferably on wheels. If you have anything or know of anybody selling one, please call Ext. 4405. -Catherine Cowles, Lane Family Connections

FOR SALE: SHREDDER/BAGGER. Sears Craftsman with 6 hp engine. \$125. Call 942-1883 or email [forsd@lanecc.edu](mailto:forsd@lanecc.edu) with questions. (Dave Fors, Ext. 4219)

FOR RENT: TWO BEDROOM APARTMENT in duplex near UO, on bus line to LCC. Looking for quiet, non-smoking tenants. Drive by 910 East 19th (corner of Kincaid). Do not disturb current tenants. Available after Sept. 1. Barbara Meininger (Math), 343-2664.

FOR RENT: One bedroom apartment in quiet triplex. Washer, dryer, lawn care, water, sewer and garbage provided. University/LCC neighborhood. \$450 per month. Call Dee at 726-5570, Pam at 343-8322, or Sandy Cutler at 726-2250 (OSBDCN).

WANTED: READING MATERIAL that children under the age of 10 can read, or that their parents can read to them, are sought for a children's library sponsored by the Altrusa Club of Eugene and St. Vincent de Paul and to be located in the Ross Lane apartment complex. Books appropriate for readers up to the age of 18 and parenting books also are welcome. Drop off your donation at the Computer Services counter in the box provided or contact Altrusa member Barbara Nehring at 484-6981. (Jerry Nehring, retired, Computer Services)

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# THE DAILY

August 16, 1999

## THIS WEEK

\* Lane County Fair, August 17-22. Stop by Lane's booth and the Advanced Technology booth in the Hall of Technology.

\* Facilities Management Committee meeting, Thursday, Aug. 19, 3-5 p.m., Boardroom.

## MOSKUS APPOINTED TO AACC COMMISSION

President Jerry Moskus has been appointed to chair the AACC Commission on Learning and Communications Technologies. This group of 30 plus community college presidents and other administrators recommends policy to the AACC on satellite networks, student services for distance learning, accreditation of distance learning, FCC issues, and distance learning curricula.

## IN MEMORY

Hal Davis, construction technology instructor at Lane since 1966, passed away on August 13 from a cerebral blood clot. He was 65. Hal was the heart of Lane to the students, colleagues and community members who knew him. He earned many awards in his career, including Innovator of the Year for 1993. Hal fostered the construction technology program's partnership with St. Vincent de Paul and Habitat for Humanity which allowed students to help build homes for low-income families. He continued to teach part-time following his retirement in December 1997. A memorial service will be held today at 2 p.m. at Musgrove Family Mortuary; internment will be private. The family would welcome cards or letters sent to 3820 University Street, Eugene OR 97403.

## BOND UPDATE

**WATER LINE WORK.** During the course of campus construction, there will be occasions when work will be done on water lines. In order for work to occur, water mains that feed smaller lines are shut off. After work has been completed, the water mains are reopened. In so doing, the pressure of the water rushing through the pipes may result in several normal and safe scenarios. First, the pressure might 'descale' minimal amounts of iron from the sides of the pipes. Secondly, if the pipes have been altered, the rushing water could pick up trace amounts of iron residue from the new junctures. And finally, when water lines are reopened, it is quite possible that no iron residue whatsoever will enter the system. However, if the water picks up trace amounts of iron, it will generally be flushed out of the system in a few days from the date of work by incoming water from EWEB. Additionally, Facilities Management can open campus fire hydrants in order to help wash out any residue that might be in the system. Even so, it is possible that for one or two days after water line work, some persons may detect a bittersweet, astringent taste, or the water may have a rusty cast if allowed to stand exposed to air. Nevertheless, the water is perfectly safe to drink, to use in food preparation and for general use. In order to assure that work on water lines would produce no ill affects, Facilities Management recently had Analytical Laboratory and Consultants, Inc., test water samples after work was completed on water lines in the site preparation area of the Science addition. As anticipated, all tests were free from any contaminants.

THE BOND PROJECT MANAGEMENT TEAM (BPMT) is available during summer hours to provide information and answer any questions that may arise. All communication received by the BPMT during summer months will be reviewed regularly by the team, the architects, and the Facilities Management Committee. The BPMT can be reached at 744-4154, [nichols@lanec.edu](mailto:nichols@lanec.edu), or on the web at <http://lanec.edu/campsvcs/ie/hpbond.htm> .

## OUTLINE OF IN-SERVICE ACTIVITIES

\* September 7 and 8: Leadership Institute for Division Chairs reporting to Vice Presidents Warford and Spilde at Triangle Lake

\* September 8 and 9: Faculty Connections (new faculty orientation and mentoring)

\* September 10: First actual day of inservice - Division work and activities

\* September 13: College closed until 1 p.m. Activities include:

- 8:15 - 9:15 a.m. - President's Address (Gymnasium)

- 9:30 - 10:15 a.m. - Groundbreaking Ceremony and refreshments (outdoors near the fountain)

- 10:30 a.m. - 12:30 p.m. - Faces of America (Performing Arts)
- \* September 13: LCCEA meeting - TBA
- \* September 14: 8:30 - 3:00 SLI activities
- \* September 15: 8:30 - 3:00 SLI activities
- \* September 16: 2:00 - 4:00 Social/Welcome Back

#### SELF DEFENSE WORKSHOP RESCHEDULED

September 1 from noon-2 p.m. is the rescheduled date and time for Self Defense From the Inside Out, with presenter Nadia Telsey. The presentation will feature techniques designed to help us learn to shift our internal attitudes about ourselves and our ability to take charge of a dangerous situation. Learn to increase your self-confidence and assert yourself more freely without alienating others. Site TBA. Call to register on voice mail box 7775.

#### ANOTHER NORTON ANTIVIRUS SOFTWARE DONATION OBTAINED

Instructional Technology Support Services Division Chair Bob Vogel has solicited a second donation from SYMANTEC for 600 copies of Norton AntiVirus software for Macintosh computers. The donation is valued at \$15,129. This donation complements the previous 2,180 copies each of Norton AntiVirus and Y2K software solicited earlier this year.

Currently, 250 copies will be assigned to support the Instructional Computing laboratories Mac stations, CLCs, outreach centers, and 350 copies will be assigned to Computer Services to support staff and other Mac-related stations.

This is a most timely donation in the light of the number of requested Mac computer stations through the bond instructional equipment monies. This donation will save several thousand dollars that would have been needed to provide this level of computer virus protection.

#### ARCHIVES PROVIDES RETRIEVAL SERVICES TO OFF-SITE STORAGE

About half of the college records stored by the Archives have been moved temporarily to an off-campus site (the other half will also be moved to this off-campus site in the near future as construction on the main campus progresses). The Archives will continue to provide retrieval services to those departments that have records in this new storage site. We will be retrieving records twice a week, on Tuesdays and Thursdays. The procedures remain the same: call or email the Archives with any records request or questions. Contact: Elizabeth Uhlig, Ext. 2466.

#### ADDITIONAL INFO/INPUT SESSION ON NEW VISA CARD TO BE HELD AT IN-SERVICE

All existing department VISA cards will be canceled as of September 30. New VISA P-Cards become effective October 1. (Please refer to green, two-page memo dated August 2 that was sent to budget authorities.) Information/input sessions will be held Tuesday, August 17 from noon-1 p.m., Boardroom; Wednesday, August 18, from 2-3 p.m., Boardroom; and another session will be offered during in-service week. Please plan on attending one of these meetings. We will share additional information and also allow time for discussion. All interested persons are welcome! Refreshments will be available! - Linda "Sue" McDonald, Ext. 2613

#### CLOSURES

- \* College Finance will be closed Monday, August 16, from 11:30 a.m.-2 p.m.
- \* The Women's Center will be closed on Tuesday, August 17, in order to staff the Lane booth at the Lane County Fair.
- \* Student Health is closed the week of August 16. The front office only will be staffed beginning August 23, and clinical services will resume September 20.
- \* The Counseling Department will have in-service on Thursday and Friday, August 19-20 and our full-time staff will be unavailable. During that time, our part-time staff will provide services in the Counseling & Advising Center and the Career Information Center. The Testing Office will be available ONLY for Family & Health Careers testing.

#### ADS

ANNUAL DAY LILY SALE: Friday, August 20 12-2:30 p.m. This year's sale will be held on the west side of the track bowl directly behind Childcare. Grounds, Ext. 2567.

FOR SALE: 1973 FORD F250 Camper Special pickup truck w/canopy, CB, other extras. Second owner, all service records. Body in excellent shape, runs well. \$1,300 or best offer. Scott Williams/Social Sciences, phone 607-0094 or e-mail to [williamsss@socsci\\_ma@lcc](mailto:williamsss@socsci_ma@lcc).

NEARLY READY FOR ADOPTION! Mr. Airport Kitty! Very "CC" (cute and cuddly). Will soon have all his shots and neutered. This is a sweet young male (orange tabby) that someone dumped here at the airport near the Flight Technology building. I can not take him home, but I will pay for all his shots, neutering and first bag of food. I am hoping a fellow animal lover will be able to provide a good home for him. If interested, please give me a call at Ext. 4303 from 7 a.m.-4 p.m. M-F. Peggy, Flight Technology Dept.

WASHER & DRYER in working order. Asking just \$35 to take it off my hands because I got new stuff! You cart it off, and have no more need for those coin operated machines...! Call Catherine Cowles, Lane Family Connections, at Ext. 4405 or 688-7229.

NEED COMFORTABLE DOUBLE BED in good condition with frame. Will consider queensize if price is right. Call Lacy McKenzie at Ext. 2979 or 607-2729. [LACY B MCKENZIE@coun\\_ma@](mailto:LACY B MCKENZIE@coun_ma@).

WANTED: Swing-set in good condition. Darlene Baker, College Finance, Ext. 2614

FOR RENT: Unique three-level, one-bedroom apartment (in home, not complex) peaceful setting near Hendricks Park. Available September 1st, \$600/mo., \$400 dep., 1-year lease. Must see to appreciate. Call Barbara Thorson (Counseling) at 302-9726 for appointment to view.

HOME TO SHARE IN WEST EUGENE. Employed, nonsmoker or willing to smoke outside. Private bath, must have own bedroom furniture, room is unfurnished. Recreation facilities available, pool, Jacuzzi, weight room and much more. Parking is limited, one vehicle only. Please call Lacy McKenzie (Counseling) at 607-2729 or at LCC at Ext. 2979. Available after September 5. \$400 per month and \$200 deposit.

TWO BEDROOM APARTMENT FOR RENT in duplex near UO, on busline to LCC. Looking for quiet, non-smoking tenants. Drive by 910 East 19th (corner of Kincaid). Do not disturb current tenants. \$635 per month, plus deposit. Available after Sept 1. Barbara Meininger (Math) 343-2664.

FOR RENT: One bedroom apartment in quiet triplex. Washer, dryer, lawn care, water, sewer and garbage provided. University/LCC neighborhood. \$450 per month. Call Dee at 726-5570, Pam at 343-8322, or Sandy Cutler at 726-2250 (OSBDCN).

HOW TO USE THE DAILY: The Daily is the employee newsletter of Lane Community College 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. Deadline is noon of the working day before publication. Submissions must include a contact person for more information. Ads are free and limited to staff. Opinion pieces, political advocacy, personals, and business ads are prohibited. Health and bereavement notices must be approved by the subject, a family member, or a close personal friend. Items will be repeated up to three times per term, upon request. Submissions are subject to editing for brevity and Associated Press style. E-mail items to [DAILY@INSTADV\\_MA@LCC](mailto:DAILY@INSTADV_MA@LCC) (in-house) or [DAILY@LANECC.EDU](mailto:DAILY@LANECC.EDU) 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, Editor, (541) 747-4501 Ext. 2591. 08/16/99.

# THE DAILY

August 23, 1999

## BOND UPDATE

ELECTRICAL CONNECTION TO REQUIRE POWER SHUT-DOWN. Power will be turned off for about 24 hours to Forum Building, Industrial Technologies, and Apprenticeship and Annex Buildings, either during the weekend of August 28-29 or September 4-5. The exact date will be announced upon determination. The shut-down will allow Lane electricians to run electrical lines to the transformer that will supply power to the Child Care center.

WORK ON ALL-WEATHER GRAVEL LOTS NEARS COMPLETION. An earlier than anticipated start date has allowed contractors to finish the developmental portion of the additional all-gravel parking lots. Shortly, gravel lots will be completed with the installation of concrete wheel stops by Facilities staff.

THE BOND PROJECT MANAGEMENT TEAM (BPMT) is available during summer hours to provide information and answer any questions that may arise. All communication received by the BPMT during summer months will be reviewed regularly by the team, the architects, and the Facilities Management Committee. The BPMT can be reached at 744-4154, [nicholsn@lanecc.edu](mailto:nicholsn@lanecc.edu), or on the web at <http://lanecc.edu/campsvcs/ie/hpbond.htm>.

## LEARNING COMMUNITIES FACULTY SET UP INFO BOOTH

Learning Communities faculty will host an information booth for students outside the second floor of the Center Building from 10 a.m.-2 p.m. each weekday from August 23 through September 9. Please send students their way for direct instructor-to-student contact as well as printed information about course offerings this fall and throughout the year. Free popcorn, too!

## JOIN INPUT SESSION AUGUST 26 FOR NEW LEISURE & LEARNING PROGRAM

Lane employees are cordially invited to help design a new program, the Center for Leisure & Learning, intended for students of the baby boom generation and older. An open orientation and input meeting will be held Thursday, August 26, from 9 a.m.-noon, in the main campus cafeteria. U.S. Senator Gordon Smith and other leaders will attend. A continental breakfast will be provided. For more information, contact Peggy Hudson in Continuing Education at Ext. 2906.

## SELF DEFENSE FROM INSIDE OUT RESCHEDULED

Wednesday, September 1 from noon-2 p.m., is the rescheduled date and time for Self Defense From the Inside Out, with presenter Nadia Telsey. The presentation will feature techniques designed to help us learn to shift our internal attitudes about ourselves and our ability to take charge of a dangerous situation. Learn to increase your self-confidence and assert yourself more freely without alienating others. Site TBA. Call to register on voice mail box 7775.

## ISSC CANCELED

Instruction and Student Services Council will not meet on Wednesday, September 1.

## FALL IN-SERVICE BROCHURES TO BE SENT

Fall in-service brochures will be distributed to department secretaries for staff distribution on September 10. We will not do an all-staff off-campus mailing this year. If you have questions, please contact Julie Baker, Ext. 2199

## PRINTING/GRAPHICS DEADLINE

September 13 is the deadline to submit materials needed for the first day of class to Printing/Graphics. Remember, classes start one week earlier this year!

## DAILY TO RESUME DAILY SCHEDULE SEPTEMBER 13

The Daily publishes Mondays only during summer term and will resume Monday through Friday publication on September 13. Deadline is always noon of the day before publication. Submissions must

include a contact person for more information. Ads are free and limited to staff. Opinion pieces, political advocacy, personals, and business ads are prohibited. Health and bereavement notices must be approved by the subject, a family member, or a close personal friend. Items will be repeated up to three times per term, upon request. Submissions are subject to editing for brevity and Associated Press style. E-mail items to DAILY@INSTADV\_MA@LCC (in-house) or DAILY@LANECC.EDU ; fax to (541) 744-3989; deliver to Administration 212; or mail to The Daily, Lane Community College, 4000 E. 30th Ave., Eugene OR 97405. The Daily is published by Institutional Advancement. For more information, contact Joan Aschim, Editor, (541) 747-4501 Ext. 2591.

#### KLCC ADDS KLFO IN FLORENCE

KLCC has improved service to Florence listeners with a new transmitter and licensed radio station, KLFO 88.1 FM. As with KLCO in Newport, KLFO simulcasts KLCC programming. KWAX used to hold the frequency and has moved to 92.7 FM in Florence.

#### HOME-USE-ONLY APPLIANCES NOT SUITABLE FOR OFFICES

College electricians advise staff that appliances such as microwaves which are labeled "for home use only" are not suitable for work spaces. Appliances without that label are acceptable.

#### NEW CLOSURE ANNOUNCEMENTS

- \* DISABILITY SERVICES closed September 1 through 3 for staff in-service.
- \* TRAINING & DEVELOPMENT closed the week of August 23 due to construction. Offices located in Apprenticeship Annex will operate from temporary locations during the closure. If you need to reach staff normally housed in Appr. Annex 131 of the Training & Development department or the Dislocated Worker Program, try e-mail first. Due to an influx of calls that will be routed to our main office number, if you do not receive a response to your e-mail, we ask that you call 726-2223 only as a last resort. Thanks in advance for your flexibility.

#### SUMMER OFFICE HOURS

- \* ACADEMIC LEARNING SKILLS open Mondays through Thursdays, 8 a.m.- 1 p.m. (after-hours call Ext. 2419).
- \* BOOKSTORES (main campus and downtown) closed through September 13. Departments may make purchases with ICOs or department VISAs. Students may purchase math review sheets Mondays-Fridays, 9 a.m.-4 p.m. Staff will process book and supply orders for fall term classes during the closure.
- \* BUSINESS EDUCATION CENTER at the DTC open 7:30 a.m.- 6 p.m. except for a 12-1 p.m. lunch hour Mondays through Thursdays; closed Fridays.
- \* BUSINESS TECHNOLOGIES open 7 a.m.-4 p.m., Mondays through Fridays, during August.
- \* CAREER AND EMPLOYMENT SERVICES open 9 a.m.-4 p.m. Fridays.
- \* COLLEGE HIGH/TECH PREP closed through August 27. Will check for tech prep credit registrations. Students may make appointments at Ext. 2521.
- \* COMPUTER INFORMATION TECHNOLOGY open 7:30 a.m.-4:30 p.m. Mondays through Thursdays.
- \* CURRICULUM AND SCHEDULING open 7:30 a.m.- 4 p.m. Mondays through Fridays.
- \* ENGLISH/FOREIGN LANGUAGE/SPEECH open 8 a.m.-4 p.m. Mondays through Fridays.
- \* FAMILY & HEALTH CAREERS open 8 a.m.-4 p.m.
- \* FITNESS EDUCATION CENTER open Mondays-Thursdays 6:30 a.m.-1:30 p.m., Fridays 6:30 a.m.-8:30 a.m. and 11:30 a.m.-1:30 p.m., during summer.
- \* INSTRUCTIONAL TECHNOLOGY CENTER unstaffed through September 8.
- \* LOCKER ROOMS open Mondays through Thursdays 7:30 a.m.-12:30 p.m. during summer.
- \* INSTRUCTIONAL COMPUTING LABS hours through September 10: Health 201 Mondays through Thursdays 8:30 a.m.-6:45 p.m. Regular hours begin September 20.
- \* MATHEMATICS open 7:30 a.m.-4 p.m. Mondays through Fridays.
- \* SOCIAL SCIENCE open 8 a.m.-4 p.m. Mondays through Fridays.
- \* STUDENT HEALTH open 8 a.m.-noon Mondays through Thursdays. Front office staffed in the afternoons. Closed on Fridays.
- \* STUDENT RECORDS open 9 a.m.- 4 p.m. Fridays, and 9 a.m.-5 p.m. other weekdays.
- \* WOMEN'S CENTER open 9 a.m.-3 p.m. Mondays; 9 a.m.-4 p.m. Tuesdays, Wednesdays and Thursdays; and 9 a.m.-1 p.m. Fridays.

ADS

COMPUTERS! New systems. 233 MHz chip with 32 MB RAM, CD ROM, sound card, 4.3 gig hard drive, keyboard, mouse, extensive software. Your pick of the three...\$425

VINTAGE, EXTRA-LONG BUFFET, DRESSER. Nice for storing dining room table stuff! Beautiful design from Africa. Asking \$80. Call Catherine Cowles (Lane Family Connections) at 688-7229.

EXOTIC BIRD FOR SALE: Green-cheeked conure, very loving and sweet. Needs loving and attentive family. \$300 includes cage and accessories. Call Andrea Lucas in Affirmative Action at Ext. 2040.

1985 HONDA FT500 MOTORCYCLE: Runs great. New brakes, chain & tire. \$700 OBO Edna Grass, Financial Aid, 343-4390.

WANTED: SEASONED FIREWOOD. Looking to buy a cord of seasoned firewood, cut and delivered. Call Melanie Brown in Curriculum/Scheduling at Ext. 2362.

DEADLINE FOR THE DAILY is noon of the day before publication. E-mail items to DAILY@INSTADV\_MA@LCC (in-house) or DAILY@LANECC.EDU ; fax to (541) 744-3989; deliver to Administration 212; or mail to The Daily, Lane Community College, 4000 E. 30th Ave., Eugene OR 97405. The Daily is published by Institutional Advancement. For more information, contact Joan Aschim, Editor, (541) 747-4501 Ext. 2591.

# THE DAILY

**Monday, August 30, 1999**

## THIS WEEK

\* LEARNING COMMUNITIES information booth for students is open outside the second floor of the Center Building from 10 a.m.-2 p.m. through September 9.

\* SELF DEFENSE FROM THE INSIDE OUT with Nadia Telsey, Wednesday, September 1, noon-2 p.m. Site TBA. Call to register on voice mail box 7775.

\* CANCELED: Instruction And Student Services Council for Wednesday, September 1.

## BOND UPDATE

**BOND PROJECT SIGNS ERECTED SOON.** The first week in September, bond project signs are scheduled to be erected near LCC's two main entrances. The signs, designed by Funk & Associates Marketing Communications of Eugene, will convey information to those individuals passing by the college on 30th Avenue, as well as those entering campus via Eldon Schafer Drive and Gonyea Road. The billboard size signs will provide information that thanks the general public for their support, provides a gauge for construction progress, encourages safety, and presents the new, official name and icon of the bond project. Moreover, as individual projects enter construction, official bond signs will be positioned at each site indicating the project under construction, the primary contractor and the associated architectural firm. All individual project signs will also echo themes and colors of the larger, main entrance signs.

**SCIENCE ADDITION SITE-PREPARATION NEARS COMPLETION.** By the end of August, site-preparation for the Science addition and adjoining fire-line relocation will be completed. Already, the area to the west of the Science building has been cleared and prepared for reinforced foundation slabs. Work is currently focused in the area adjacent to the south parking lot wall where additional foundations for the Science addition will be positioned. Site-preparation will be completed with work on the west side of the building.

**THE BOND PROJECT MANAGEMENT TEAM (BPMT)** is available during summer hours to provide information and answer any questions that may arise. All communication received by the BPMT during summer months will be reviewed regularly by the team, the architects, and the Facilities Management Committee. The BPMT can be reached at 744-4154, [nicholsn@lanecc.edu](mailto:nicholsn@lanecc.edu), or on the web at <http://lanecc.edu/campsvcs/ie/hpbond.htm>.

## ATTEND COTTAGE GROVE CAMPUS OPEN HOUSE

The Cottage Grove campus will have an open house on Tuesday, September 14 from 4-7 p.m. Activities will include building tours, refreshments, displays and exhibits by some of the faculty. Building tours are scheduled for 4:15 p.m. and 6 p.m. Come join us as we begin our third year at our River Road facility. Directions and maps to the Cottage Grove campus can be found on the Cottage Grove Web site.

## WANTED: IDEAS ABOUT CLASS SCHEDULE

Institutional Advancement is launching a full-scale review of the college class schedule with the creation of an E-mail box to make it easy for staff (and others) to communicate their ideas. The review is the first step in making the schedule easier to use and will include content, format and delivery methods. A review team and timelines will be announced soon. In the meantime, please take a few minutes to look through the fall schedule. Tell us what you like and don't like, suggestions for improvement, and good ideas you've seen in other class schedules. If you are on the college's E-mail system, type in Class Schedule in the StreetTalk directory. From other E-mail systems, use the address: [class\\_schedule@lanecc.edu](mailto:class_schedule@lanecc.edu)

## FIBROMYALGIA CLASS OFFERED

Fibromyalgia: Myofascial Tender Point-Trigger Points will explore the basics on how to locate, identify and treat painful trigger points along with specific maps to distinguish FMS tender points, strain/counterstrain points, accupressure points. Discussion will include the variety of self-care strategies, resource material and treatment options. The class is free. Call Geri Meyers at Ext. 2296 for more information.

#### FALL IN-SERVICE BROCHURES TO BE SENT

Fall in-service brochures will be distributed to department secretaries for staff distribution on September 10. We will not do an all-staff off-campus mailing this year. If you have questions, please contact Julie Baker, Ext. 2199

#### DAILY TO RESUME DAILY SCHEDULE SEPTEMBER 13

The Daily will resume its Monday through Friday publication schedule on September 13. For more information, contact Joan Aschim, editor, Ext. 2591.

#### PLAN NOW FOR FIFTH ANNUAL OREGON DIVERSITY INSTITUTE

You are invited to the Fifth Annual Oregon Diversity Institute, Changing Faces: Connecting Cultures, October 27-29, at Salishan Lodge in Gleneden Beach (south of Lincoln City). This year's program features keynote speakers, breakout sessions, sharing circles, and discussions of presentations on institutional projects. Participants will have ample opportunity to discuss activities, programs, challenges, and successes related to diversity taking place at their particular colleges and universities. Through your active participation, willingness to share your expertise, knowledge and experiences, participants will leave the institute with an increased knowledge of key issues and an increased commitment to strengthening diversity on Oregon post-secondary campuses. The Institute sponsored by Oregon Community Colleges. For more information please contact Adrian Rodriguez, Ext. 2852.

#### COLLEGE ONLINE PROCEDURE SYSTEM CONTINUALLY UPDATED

COPS, the College Online Procedure System, is constantly being updated to provide the most current information possible. Please note the following new procedures:

- \* Volunteers - <http://lanecc.edu/cops/volunteer.htm> ;
- \* Workload Limits for Hourly Classified Employees - <http://lanecc.edu/cops/wrkloadc.htm> ;
- \* Procedures: Annual Review - <http://lanecc.edu/cops/prorev.htm> ;
- \* Employment References - <http://lanecc.edu/cops/empref.htm> .

Revisions have been made to:

- \* Injury Investigation and Reporting--now titled Occupational Injuries and Illnesses - <http://lanecc.edu/cops/injury.htm> ;
- \* Travel/Expense Reimbursement - <http://lanecc.edu/cops/travel.htm> .

The COPS website is <http://lanecc.edu/cops/index.htm> . Please make yourself familiar with its contents. There is a wealth of information just a click away. As always, the COPS team welcomes your feedback. You can email us at [cops@lanecc.edu](mailto:cops@lanecc.edu) .

#### VISA CARDS TO BE CANCELED

Reminder: All existing department VISA cards will be canceled as of September 30. The new P-card program becomes effective on October 1. Another information/input session on the new VISA Card has been scheduled for Wednesday, September 15, from 2-3 p.m. in the Boardroom, for those of you who missed one of the other sessions. Refreshments will be available.

#### SUMMER OFFICE HOURS & CLOSURES

- \* Academic Learning Skills (formerly Study Skills) office hours beginning September 1, Mondays through Fridays, 8 a.m.- 4 p.m.
- \* BOOKSTORES (main campus and downtown) closed through September 13. Departments may make purchases with ICOs or department VISAs. Students may purchase math review sheets Mondays-Fridays, 9 a.m.-4 p.m. Staff will process book and supply orders for fall term classes during the closure.
- \* BUSINESS EDUCATION CENTER at the DTC open 7:30 a.m.- 6 p.m. except for a 12-1 p.m. lunch hour Mondays through Thursdays; closed Fridays.
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- \* CURRICULUM AND SCHEDULING open 7:30 a.m.- 4 p.m. Mondays through Fridays.
- \* DISABILITY SERVICES closed September 1 through 3 for staff in-service.
- \* ENGLISH/FOREIGN LANGUAGE/SPEECH open 8 a.m.-4 p.m. Mondays through Fridays.



- \* FAMILY & HEALTH CAREERS open 8 a.m.-4 p.m.
- \* FITNESS EDUCATION CENTER open Mondays-Thursdays 6:30 a.m.-1:30 p.m., Fridays 6:30 a.m.-8:30 a.m. and 11:30 a.m.-1:30 p.m., during summer.
- \* FOODSERVICES closed all day Tuesday, September 7 for in-service activities in preparation for the year ahead.
- \* INSTRUCTIONAL TECHNOLOGY CENTER unstaffed through September 8.
- \* LOCKER ROOMS open Mondays through Thursdays 7:30 a.m.-12:30 p.m. during summer.
- \* INSTRUCTIONAL COMPUTING LABS hours through September 10: Health 201 Mondays through Thursdays 8:30 a.m.-6:45 p.m. Regular hours begin September 20.
- \* MATHEMATICS open 7:30 a.m.-4 p.m. Mondays through Fridays.
- \* SOCIAL SCIENCE open 8 a.m.-4 p.m. Mondays through Fridays.
- \* STUDENT HEALTH is closed for clinical services until September 20. The front office is staffed and is taking calls for fall term appointments.
- \* STUDENT RECORDS open 9 a.m.- 4 p.m. Fridays, and 9 a.m.-5 p.m. other weekdays.
- \* WOMEN'S CENTER open 9 a.m.-3 p.m. Mondays; 9 a.m.-4 p.m. Tuesdays, Wednesdays and Thursdays; and 9 a.m.-1 p.m. Fridays.

#### MENTORS SOUGHT

Committed Partners for Youth, a local non-profit agency is seeking mentors for it's programs targeting at-risk youth. During the program you not only have the chance to make new friends but can also take advantage of a white water rafting trip, a climb at Crux's Rock Gym, a challenge at the Spencer's Butte ropes course and various other fun activities. Information sessions are held Tuesday and Wednesday evenings at 6 p.m. Call 344-0833 for more details. - Lawrence Gillespie, Black Student Union

#### FAIR THANKS

A very sincere "Thank You" to the following people and departments who helped with the Lane Community College booth at the Lane County Fair. Without your help, the overall success of the booth would have not been possible. There were many positive comments on the booth from fairgoers, administration and staff. I look forward to working with you again next year.

For set-up and implementation of the booth: Admissions; The Daily; Facilities Management and Planning Carpenters, Custodians, Painters and Telephone Services; Institutional Advancement; Media Arts and Technology.

For donating Prizes for the booth drawing: Continuing Education-one free class; Performing Arts-tickets for two to a performance; LCC Foundation-one free three credit class; LCC Bookstore- a \$25 gift certificate; Culinary Arts-four free lunches to the Renaissance Room.

For those who staffed the booth: Jill Bradley and the Women's Center staff; Scott Salsedo-Athletics; Carol "Sue-Sue" Kading-Student Resource Center; Bob Baldwin-Purchasing; Mark Robersshaw-Student Activities; Belva Jones-Instructional Computing (Downtown Center); Frank Merrill-Native American Program Coordinator; Carol Sirois-Student Records; Barbara De Filippo-Social Science; Bill Sweet-Denali; Stephanie Raglin-TRIO; Sharon Mc Carroll-Adult Basic and Secondary Education; Gail Baker-Learning Communities (Science); Katie Morrison-Graham-Learning Communities (Science); Miriam Castellon-Office of Instruction and Student Services; Beth Naylor-Family and Health Careers; Robin Noble-Student Activities; Mike Noble-Photo I.D. Director; Colby Sheldon-International Students; Donna Pruitt-Adult Basic and Secondary Education; Eileen Welch-Adult Basic and Secondary Education; Bill DelGaudio-Cooperative Education; Marsha Ekberg-Child Care Co-op; Annie Monroe-Adult Education (Downtown Center); Scott Brooke- ASLCC Student; DJ Chesterman-ASLCC Student; Debbie Roach-Campus Public Safety; Ayanna Moriguchi-Student Activities (Black Student Union); Yvonne Robinson-Assessment and Testing; Mary Messal-Business Development Center; Christina Newman-Adult Basic and Secondary Education; Debra Mac Neil-Student Activities (Clothing Stash); Kari Mendoza-ASLCC Cultural Director; Bette Dorris-ASLCC Legal Services; Jerry Sirois- Academic Advising; Linda Allen-Financial Aid; Lois Frichtl-Cottage Grove Center; Angela Hajicek-ASLCC/Student; Kay King-Family and Health Careers; Pam Soine-Training and Development; Joyce Godels-Family and Health Careers; Bettina Kropp-Cooperative Education; George Alvergue-Board of Education Member; Dental Hygiene Program.

Again, Thank You for a job well done! - Tina Jaquez, Student Activities

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

- \* Administrative Coordinator/Arts Division Closing: 8/31/99
- \* Lead Custodian/Facilities Management & Planning Department Closing: 9/2/99
- \* Students First! Service Representative/Students First! Center Closing: 9/7/99

#### ADS

HAVE: Four 2-drawer file cabinets. NEED: Two 4-drawer file cabinets. Will trade or buy. Chocolate incentive. ALSO NEED: 26" x 54" desk. Contact Roxanne Flowerday, ALS, Ext. 2440.

AVAILABLE SEPTEMBER 1: Unique, three-level apartment (1 bdrm. + loft) near Hendricks park. \$600 per month + utilities, \$400 security deposit, one-year lease. Perks: Washer/dryer (share with one other unit), free expanded basic cable. For more information, contact Barbara Thorson, Social Science, 302-9726.

FOR SALE: Men's roller blades, size 10-1/2 to 11. Comes with knee, wrist and elbow pads. Excellent condition, used only a few times. \$75 OBO. External Iomega zip drive, nearly new, \$60. Call Jana Nelson (Math) 689-6846.

WANTED: Stationary bike for patio use, generally good condition. Jana Nelson (Math) 689-6846.

UMAX ASTRA 610P SCANNER for sale. \$50. Contact Elizabeth Uhlig, Archives, Ext. 2466.

FOR RENT: One bedroom duplex, has washer/dryer hookup. 18th & Chambers area. No pet/smoking. \$425 plus deposits. Call Cathy at 302-9896. (Melanie Davis, LFC, Ext. 4408.)

FOR SALE: ADORABLE, FRIENDLY 2-year old male Beagle. House trained, neutered, cute, cuddly, and tri-colored. \$100 OBO. Call 461-8646. (Geri Meyers, Counseling.)

FOR SALE: 1996 Yamaha Virago 535cc motorcycle. 4000 miles. Excellent condition. Red and chrome. Low saddle. \$3,500. 484-6785. (Lisa Anderson, ABSE.)

JOHNNIE WALKER SCOTCH WHISKEY antique-remake signage---great for the back wall of your bar or game room. Three dimensional! Asking \$22. Call Ext. 4405 (Catherine Cowles, Lane Family Connections).

VINTAGE EXTRA-LONG BUFFET, DRESSER. Nice for storing dining room table stuff! beautiful design from Africa. Asking \$80. Call Catherine Cowles (Lane Family Connections) at 688-7229.

ONE BLACK STOOL with silver bullet studs. Just \$5. Call Ext. 4405 (Catherine Cowles, Lane Family Connections).

233 AMD COMPUTER. 32 MB RAM, CD ROM, sound card, video card, 4.3 gig hard drive, keyboard, mouse, extensive software. Parting with, as I am also a multimedia student requiring capacity for large graphic files. Asking \$425. Checked for Y2K compliancy! Call Catherine Cowles (Lane Family Connections) at 688-7229.

HOW TO USE THE DAILY: The Daily is the employee newsletter of Lane Community College 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. Deadline is noon of the working day before publication. Submissions must include a contact person for more information. Ads are free and limited to staff. Opinion pieces, political advocacy, personals, and business ads are prohibited. Health and bereavement notices must be approved by the subject, a family member, or a close personal friend. Items will be repeated up to three times per term, upon request. Submissions are subject to editing for brevity and Associated Press style. E-mail items to DAILY@INSTADV\_MA@LCC (in-house) or DAILY@LANECC.EDU 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, Editor, (541) 747-4501 Ext. 2591. 08/30/99.