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Alcalá View

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HALLOWEEN- BUSINESS AS USUAL



Pictured above are some of the USD employees who refused to dress up for Halloween. Starting at top row, left to right: Millie Gunther, Karen O'Krey, Jackson Muecke, Fran Swank, Jan Johnston, Jill Schaefer, Cheryl Congleton, Rubi Payne, Barbara Walsh, Mary Lehto, Pat Quinn, Mike Soroka, Linda Hammer, Kathy Law and the guests at the Student Employment Center.

PROFILE

Sr. Annette Bourret *HER NEW POSITION: COORDINATOR OF GRADUATE ADMISSIONS*



Photo by Sandra Edelman

by Joan Murry

At least one office on the main floor of Founders Hall remains lighted in the early evening hours — long after the close of the business day. Sr. Annette Bourret, in her newly created position as Coordinator of Graduate Admissions, finds many of her most successful contacts are made during this part of the day.

As part of the responsibilities of this position, Sr. Bourret is investigating the many files that crowd her office in order to pursue contacts with potential graduate students. The files are made up of the applications of prospective students who did not enroll as planned or who, for various reasons, withdrew from graduate studies.

Personal contacts are made

with these potential students to encourage them to return to USD graduate school. Such contracts, in addition to providing input regarding future enrollment projections, generate a tremendous amount of good will. According to Sr. Bourret, "the persons called are very surprised and really appreciate the personal touch."

The Coordinator of Graduate Admissions is also responsible for processing all current applications to Graduate School and to the School of Continuing Education. This includes acknowledging the receipt of all applications and recording and checking them to determine if all the required materials were received. Once a file is complete, it is forwarded to the appropriate dean or administrator where a decision on

admission is made.

Sr. Bourret looks back on her 14 years at USD as providing valuable experience. Since arriving in 1966 to assume the post of Director of Financial Aid (College of Women), she has served as Director of Admissions (College for Women), as Director of Financial Aid, and as Director of Admissions for USD. Assessing Sr. Bourret's contributions to USD, Dr. Patricia Watson (Director of Educational Development Center) remarks, "if you look at the increases in enrollment while Admissions was under her directorship — that says it all."

Sr. Bourret has been Coordinator of Graduate Admissions since September 1, 1980 and works under Dr. Raymond Brandes, Dean of the School of Graduate and Continuing Education.

Involved in educational administration since 1951, Sr. Bourret was principal for the Convent of the Sacred Heart in Seattle. Prior to that appointment, she taught elementary and secondary school for seven years. Sr. Bourret adds that she does not miss teaching since she "learns something new every single day about the educational process and about interacting with people." In addition, she comments, "the structure of this particular position provides insights into ways to serve all students more effectively."

Sr. Bourret has enjoyed all the changes at USD since the merger of the men's and women's colleges in 1972 and looks forward to becoming more involved in other aspects of student recruitment at the graduate level.

Around Campus

by Sue Howell

QUESTION: What is the craziest thing you have ever done on Halloween?



Tom Van Zant
Financial Affairs
Come to work!

Katie Albright

Law School Admissions

Having no control over it, I went from a marvelous Halloween party into labor. My oldest is now 22.



Bill Pickett
University Relations

Getting into my hot tub at 2:00 in the morning with Jackson and Chris Muecke dressed as pumpkins. It wasn't as much fun as I had thought it would be.

A LOOK INSIDE THE USD CABINET

by Michael Reynolds

In the policy-setting structure at USD, the key group may well be the University Cabinet. This 17-member body is, according to Dr. William L. Pickett, a "nexus for communications and sometimes decisions on a wide range of policy and management issues, including USD's 10-year Plan."

The Cabinet is chaired by University President Author E. Hughes, who decides which issues shall be sent on to the Board of Trustees for final ratification. The University budget is among the most prominent decision areas the Cabinet is called upon to approve, prior to its being sent to the Trustees.

The Cabinet is charged with long-range planning for the University's future, including consideration of such areas as: enrollment levels, staffing, the capital campaign, and physical improvements. The Cabinet also focuses its attention on areas of potential concern, such as the reported decline in the high-school age group, and retention of students.

The agenda for each meeting is

essentially open, and frequently items such as parking fees, allocation of computer time, and the use of USD facilities by outside guests are also discussed, with final decisions being reached at the Cabinet level.

Members of the cabinet are appointed by Dr. Hughes ex officio; other University personnel may be invited to attend Cabinet meetings from time to time. Meetings are held approximately twice per month; however, the schedule is flexible, with allowance being made for the need to have a greater number of meetings near the beginning of the academic year.

Other members of the cabinet include:

Mr. Jack Boyce, Vice President for Financial Affairs
 Dr. Raymond Brandes, Dean of the School of Graduate and Continuing Education
 Dr. Gilbert Brown, Special Assistant to the President
 Mr. Thomas Burke, Vice President for Student Affairs and Dean of Students

Dr. James Burns, Dean of the School of Business Administration

Sr. Maureen Cronin, Assistant to the Provost and Secretary to the Cabinet

Dr. Edward DeRoche, Dean of the School of Education

Fr. Laurence Dolan, Director of the Campus Ministry

Sr. Sally Furay, Vice President and Provost

Dr. Irene Palmer, Dean of the School of Nursing

Dr. William Pickett, Vice President for University Relations

Dr. C. Joseph Pusateri, Dean of the College of Arts and Sciences

Mr. Thomas Van Zant, Controller
 Dr. Pat Watson, Director of Academic Services

Dr. Donald Weckstein, Dean of the School of Law

Mr. John Zeterberg, Director of Physical Plant

USD FORMS ADE ALLIANCE

by Lorraine Watson

USD, like most university campuses, has an abundance of committees — student committees, faculty committees, task oriented committees, staff committees. Within this environment, the birth of a new committee does not normally draw much attention. However, a very special new committee has formed consisting of students and employees interested in providing information and support related to alcohol and drug use. The ADE (Alcohol, Drug, Education) Alliance is chaired by Gaye Soroka, Special Pro-

jects Coordinator for Student Affairs. In regard to alcohol use, Gaye feels that "it's important to remember that most students and employees have already made a decision whether to drink or not to drink. What does happen here, particularly with students, is some decision-making on how to drink, and that's what we want to affect."

Alcohol and drug abuse continue to be a significant societal problem. Organizations such as AA, Alanon, Operation Cork, and many others are actively involved in abuse prevention. USD's ADE Alliance does not aspire to this level of intervention and support.

The goal of the committee is rather to enhance the development of responsible attitudes toward the use or non-use of alcohol and drugs among members of the campus community. Additionally, ADE seeks to increase the amount and quality of support and referral available to the USD community.

Plans toward these ambitious goals include a Student/Faculty Forum in November, survey on the use of alcohol and report of the results, as well as workshops and programs designed to heighten awareness of the use and misuse of alcohol and drugs.



STAFF EMPLOYEE ASSOCIATION

S.E.A. BOARD MEETING - 10-15-80

P. Agerton, President Pro Tem, opened the meeting in the absence of a President. Options were discussed as to the most expedient method of filling the presidential vacancy. After discussion it was decided that nomination from the Board would take place. Motion was made to appoint Maureen Herrill President, such term to run until the next election. Motion carried.

As Herrill had to vacate the office of Vice President, a motion was made to appoint Dave Navarro as Vice President. Motion carried.

Committees were formed and appointments made. The names of the Committee members will be published in the next edition.

Maureen Herrill and Debbie Gough were appointed as S.E.A. representatives to the Budget Committee meetings.

★★★★★★NEXT MEETING - TUESDAY- November 25, 2 p.m. Serra★★★★★★

MOVIE REVIEW

by Sandra Edelman

THE ELEPHANT MAN. The extraordinary humanity of this true story overshadows the film's artistic flaws — primarily ones of balance in editing and scripting. Impeccable performances by John Gielgud (who probably never gave a peccable performance in his life) and Anthony Hopkins, as

Frederick Treves, the doctor who saves the life of John Merrick, the "elephant man." It's in the character of Treves that the scriptwriters missed their bet, failing to follow up on Treves' moral dilemma about his motives in taking Merrick under his wing — a conflict suggested in a single

Share your experiences and ideas with other USD employees by writing the Personnel Office. **Alcalá View** in no way endorses any of the services, businesses, or ideas presented.

FUN PLACES TO GO: Wild Animal Park. Admission about \$6.50 with discount card (includes tram ride). Don't miss the Canine and Bird shows! If possible, bring lunch; food expensive.

CLASSIFIEDS

WANTED — Cabin in the mountains. Sleeps at lease six. For 3-day weekend in January. Contact Lorraine X4594.

BABYSITTING WANTED — Responsible 13 yr. old desires eveing babysitting jobs. within 3-mile radius of USD. Contact Fran, X4305

quick scene but which, if threaded through the film, could have added some needed philosophical weight. John Hurt (Caligula in the PBS "I, Claudius" series) plays Merrick and has been getting raves. With an actor under so much latex, it's almost impossible to measure the quality of his performance; my own hunch is that he doesn't deserve the plaudits: the role's physical appearance are so super-charged that merely passable acting could be taken for superior. At last there's a producer who refuses to use day-glow color willy-nilly; the black-and-white is a relief to the bombarded eye of the filmgoer, and contributes to the evocation of dark life in dark Victorian London. If you feel your sensitivity quotient dropping in the Computer Age, this is a film which will raise it.

GUESSWORK

by Fran Swank

Give the word for the definition. Place the letter in the corresponding number below to find our message.

1 A Donated	12	8	14	20	
2 B Lane	4	2	18	1	
3 C Bees make it	7	19	26	22	5
4 D Door opener	10	27	24		
5 E Important people (Abbrev.)	21	15	3	11	
6 2000 pounds	6	25	16		
7 G Wedding band	23	13	9	17	

1B	2B	3E	4B	3E							
6F	7C	8A	9G	10D	11E	12A	13G	14A	15E	16E	17G
18B	19C	20A	21E	22C	23G	24D	25F	26C	27D		



Alcalá View

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Overall content of the newsletter is determined by the Editorial Board, which holds open meetings each month. Articles written express the opinions of the author. We welcome contributions. The Editor reserves the right to edit copy for space and content.