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alcalá VIEW

University
of
San Diego

Employee Newsletter

November 1991
Vol. 8, No. 5

 Printed on Recycled Paper.



Volunteer Resources' Shawna Stewart reviews chemical names with Dining Services' Maria Perez during a Workplace Skills Enhancement class. (See story on page 4.)

Campus Briefs

Don't Miss Open Enrollment

Don't forget to sign up for your benefits during Human Resource's Open Enrollment, Nov. 19-22, from 9 a.m. to 1 p.m., and from 1:30 to 4:30 p.m., in the Maher Hall dining room.

Open enrollment is mandatory for employees who want to waive medical and/or dental coverage in 1992, and for employees wishing to participate in health and/or dependent care reimbursement accounts during 1992. Employees will also be able to change medical and/or dental carriers, add or delete dependent coverage, and begin or waive medical and/or dental coverage.

Bright pink invitations will be sent to employees who waived medical and/or dental coverage during 1991. Look for special directions posted at open enrollment. They will save you time and hopefully speed up the enrollment process.

If you are going to be out of town during open enrollment, please contact Vicki Coscia or Maggie Davison, at ext. 8764, to schedule an alternate enrollment date.

Toreros Vie for Hoop Championships

USD's men's basketball team will battle the San Diego State Aztecs for the 26th annual San Diego Collegiate Basketball Championships on Nov. 22 at 8 p.m. at the San Diego Sports Arena.

Play will move to USD the following night, when the USD Toreros take on the SDSU women's team. Tickets for the men's game are available in the Hahn University Center ticket booth. Women's game is free. For more information, call Ted Gosen at ext. 4745.

Benefit Briefs

By Vicki Coscia
Maggie Davison

USD will continue to offer the following medical and dental insurance carriers in 1992: PruNetwork, PruCare HMO, and Kaiser medical plans; Delta and Safeguard dental plans. Coverage and reimbursement levels, as well as deductibles and co-payments will remain the same as in 1991.

USD's Monthly BenUflex Allocation for 1992 is \$175.

The medical and dental rates for 1992 are as follows:

Kaiser: employee, \$130.28, employee and one dependent, \$260.56, employee and two or more dependents, \$368.96.

PruCare HMO: employee, \$150.80, employee and one dependent, \$301.60, employee and two or more dependents, \$487.60; PruNetwork: employee, \$249.56, employee and one dependent, \$499.12, employee and two or more dependents, \$640.50.

Safeguard: employee, \$6.00, employee and one dependent, \$11.50, employee and two or more dependents, \$16.40.

Delta: employee, \$18.56, employee and one dependent, \$37.12, employee and two or more dependents, \$47.72.

Subsidy Changes:
Employees meeting certain financial criteria may qualify for a subsidy to assist with dependent medical insurance premiums. **The family income level for 1992 subsidies has been increased from \$22,900 to \$25,000.**

Eligible employees must file for their dependent subsidy each year. The subsidy application and a copy of the employee's 1040 for 1990 must be received ON OR BEFORE DECEMBER 10, 1991 in order for the subsidy to be effective Jan. 1, 1992.

The subsidy rates for 1992 are as follows: income of less than \$16,000, one dependent, \$87, two dependents, \$195; income between \$16,000-\$22,999, one dependent, \$77, two dependents, \$180; income between \$23,000-\$25,000, one dependent, \$57, two dependents \$150.

Coming Up

SUNDAY



MONDAY

25

Basketball.

Men's team vs. Southern Methodist University.
7:30 p.m., Sports Center.
Fee. 260-4803.

TUESDAY

19

Open Enrollment.

Sponsored by Human Resources. Employees add, change or delete medical and dental coverage. Runs through Nov. 22. 9 a.m. - 1 p.m., and 1:30 - 4:30 p.m., Maher Hall dining room. 260-8764.

WEDNESDAY

20

Workshop.

Entrepreneurship. Taught by USD. of business law, marketing, management finance. 7-9 p.m. runs five consecutive Wednesdays. Olin Hall. Fee. 260-4848.



November 18-30

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

21

Meeting.

Ad Hoc Cultural Diversity Committee. 12-1:15 p.m., Manchester 206B. All employees welcome. 260-4297.

Alcoholics Anonymous Meeting.

Meeting for faculty and staff. Noon. Serra Hall room 317. 260-4576. Meets every Thursday.

AS Town Meeting.

Sponsored by Associated Students. Open to entire USD community. 12-1 p.m. Hahn University Center Forum A. Refreshments. Free. For more information, call Colleen Quick at ext. 4715.

Lecture.

Co-sponsored by the college of Arts and Sciences and the American Institute of Physics. "The Subtlety of Nature: Predictability and Chaos," presented by Dr. Harry L. Swinney from the University of Texas at Austin. 7-9 p.m., Hahn University Center Forum A. Free. For more information call Dr. Greg Severn at ext. 6854

Holy Hour.

Sponsored by Campus Ministry. 7-8 p.m. Founders Chapel. 260-4485.

28

Thanksgiving Holiday.

22

Basketball.

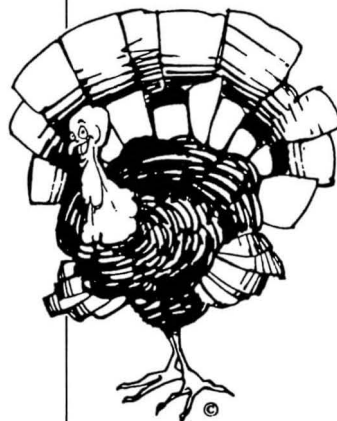
Men's team vs. San Diego State University. 8 p.m. San Diego Sports Arena. Fee. 260-4803.

29

Thanksgiving Holiday.

Basketball.

Men's team vs. U.C. Santa Barbara. 7:30 p.m., Sports Center. Fee. 260-4803.



23

School of Law Symposium.

"Federal Sentencing Guidelines: A Revolution in Criminal Justice." 9 a.m. - 1 p.m. Hahn University Center, Forum A and B. Fee. 260-4394.

Volleyball.

Women's team vs. Cal State University, Northridge. 5 p.m., Sports Center. Free. 260-4803.

Basketball.

Women's team vs. San Diego State University. 8 p.m. Sports Center. Fee. 260-4803.

College Bowl Tournament.

Student teams will compete in a "Jeopardy" like setting. 9 a.m. to 8 p.m., Hahn University Center Forum A, 107, 220. Volunteers needed to help with the event. For more information, call Carrie Cwaik at ext. 8764.

Turkey Reminder

Are you looking forward to the Thanksgiving holidays but not to the hours it takes to prepare a traditional turkey dinner? Then USD's Catering department has the answer for you.

Dining Services' Nona Janus wants all employees to know that her department is "cooking up a storm" for the Thanksgiving holidays. Employees can order a complete dinner for 4 for \$50 (dinner includes whole roasted turkey, choice of stuffing or whipped potatoes, choice of cranberries or sweet potato souffle, gravy, rolls and pumpkin pie), or order just one or two items from a menu that includes Southern Pecan Pie and Butternut Squash and Apple Soup.

Orders must be in by 3 p.m., Thursday, Nov. 21. Orders will be available for pick-up between 10 a.m. and 5 p.m. on Wednesday, Nov. 27.

For more information call Nona at ext. 4560.

Faculty/Staff Dining Room Menu

(All meals are served with the soup of the day, a vegetable, and an assortment of desserts. Menu is subject to change.)

Monday, Nov. 18

California Chicken, Beef Stew

Tuesday, Nov. 19

Baked Ham and Yams, Turkey Pot Pie

Wednesday, Nov. 20

Roast Beef, Macaroni and Cheese

Thursday, Nov. 21

Pot Roast, Fried Chicken

Friday, Nov. 22

Seafood Platter, Chef's Special

Monday, Nov. 25

Pasta bar, Baked Cod

Tuesday, Nov. 26

Mexican Plate

Wednesday, Nov. 27

Beef Stroganoff/Noodles, Fish Florentine

Classifieds

Childrens' Software wanted for use on Apple IIe computer. Please contact Tedi Kostka ext. 4821.

Skills Enhancement Program Opens Doors

By Jacqueline Genovese

One day last year, **Rudy Spano**, director of dining services, was thinking about USD's volunteer literacy program.

"I remember thinking it was wonderful that we were helping adults and children in the community, but I realized we could be helping people right here in the USD community too," Spano explains.

Spano took his idea to **Judy Rauner**, director of volunteer resources, and Rauner in turn discussed the idea with her graduate assistant, **Shawna Stewart**, who runs volunteer resources' literacy programs.

The result was creation of the Workplace Skills Enhancement Program, a program designed to help USD adult employees improve their English skills.

After Spano and **Dean Tom Burke**, vice president for student affairs, contributed the necessary monetary support, Stewart launched the program in August with some 19 dining services employees. The program consists of two parts — a class taught by

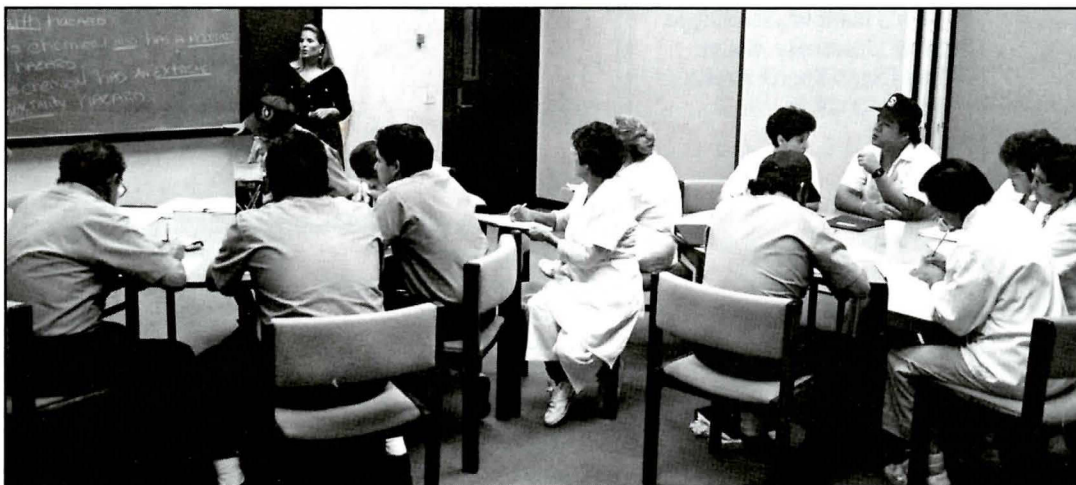
Stewart that meets on Tuesdays and Thursdays from 1:30 to 2:30 p.m., and a lab, staffed by student volunteers, that employees attend on their own time to work on personal goals such as GED requirements and citizenship papers.

The program received a boost when Spano agreed to allow employees to attend class during work hours. "So many of these employees have families they need to take care of, and it's hard for them to attend a class that is after or before work," Stewart explains.

Dining Services' **M. Esther Aguilar** is one of those employees. A single mother of two, Aguilar says she is grateful that the program is offered during the day. "If I took the class at Mesa College, I would have to leave my kids alone at night," she explains. "This is really good, and the class helps a lot."

Stewart and Spano recount a story about one employee who received a certificate for completing the first four weeks of the class. "He came up to me, clutching the certificate and said 'Rudy, I'm going to get a better job, now that I have this certificate!'" Spano explains with a smile.

Spano and Stewart hope to offer the program campus-wide. For more information, call Stewart at ext. 4798.



There are currently 19 employees enrolled in the Workplace Skills Enhancement Program. The program's directors, Rudy Spano and Shawna Stewart, hope to extend the program campus-wide.



University of San Diego
Publications Office
Maher Hall
Room 274

Unicamente Para Mujeres

USD tiene disponible un programa muy especial para todas las mujeres que trabajan aqui. Gracias al Hospital Mercy, a **Maria Martinez-Cosio**, sub-directora de relaciones publicas, y **Calista Frank**, gerente de entrenamiento y reconocimiento, el servicio para mujeres de MercyCare está disponible para todas las empleadas que se interesen. Cuando usted ingresa en el programa de MercyCare, su tarjeta de membresía le da derecho a participar en los siguientes beneficios sin ningún costo.

- * Línea telefónica disponible 24 horas con personal de enfermeras tituladas.
- * Una serie de conferencias sobre Salud de la Mujer.
- * Mamogramas y exámenes a precios muy especiales.
- * Boletín informativo "Women's Health Today."
- * Referencias médicas gratis.
- * Grupos de apoyo.
- * Guardería para niños durante las conferencias.
- * Folletos de salud gratis y biblioteca que presta Videos de Salud.
- * Estacionamiento pagado durante citas, exámenes médicos, conferencias y visitas al hospital.
- * Acceso fácil al grupo de Servicios para la Mujer en el Hospital Mercy y Centro Medico.

Es fácil ingresar. Llene la forma que le proporciona Recursos Humanos. Para obtener mas información, llame a **Esther Nissenon**, ext. 8761.

Passages

Deaths

Father Patrick Arnold, S.J., former assistant professor, theological and religious studies, in October.

Harold Francis Weston, father of **Franklin Weston**, senior reference librarian, Pardee Legal Research Center, in October.