

University of San Diego

Digital USD

Alcalá View (University of San Diego. Public Relations Office)

USD News

1992

Alcalá View 1992 08.16

University of San Diego Publications and Human Resources offices

Follow this and additional works at: <https://digital.sandiego.edu/alcalaview-1985>

Digital USD Citation

University of San Diego Publications and Human Resources offices, "Alcalá View 1992 08.16" (1992). *Alcalá View (University of San Diego. Public Relations Office)*. 77. <https://digital.sandiego.edu/alcalaview-1985/77>

This Newsletter is brought to you for free and open access by the USD News at Digital USD. It has been accepted for inclusion in Alcalá View (University of San Diego. Public Relations Office) by an authorized administrator of Digital USD. For more information, please contact digital@sandiego.edu.

alcalá VIEW

University
of
San Diego

Employee Newsletter

June 1992
Vol. 8, No. 16



Three groups of employees recently completed a Hazardous Materials Communications class sponsored by Human Resources. One group included: front row, Ramona Ramirez, Maria Perry, Shawna Stewart (instructor), Socorro Ellis, Thang Tran, Carlos Olivas; back row, Silberio Bobadillo, Alex Lailson, Jose Gonzalez, Manuel Rivera, Fernando Hernandez, Guamaro Lopez, Silberio Gonzalez, Manuel Sandoval, Juan Martinez and Ernesto Gomez. (See additional coverage on pages 2 and 3).

Campus Briefs

Change in Job Posting Policy

In an attempt to more fully support USD's recycling effort, Human Resources will begin a new method of posting job opportunities on campus.

"Instead of sending the weekly postings to every department, the postings will be placed at strategic locations throughout campus," says Assistant Director of Human Resources, Larry Gardepie.

Beginning June 22, postings will be found at the following locations:

- Human Resources (Maher 127)
- University Center (Bulletin board near Room 232)
- Legal Research Center (Bulletin board near Circulation Desk)

- Copley Library (Bulletin board at library entrance and in the binder located at the Circulation Desk)

Another way to hear about USD job opportunities is to call the Human Resources' 24-hour Job Line, ext. 4626 (on-campus) or 260-4626 (off-campus). The job line is updated every Monday.

"We understand some employees look forward to reviewing each week's posting," Gardepie explains. "We are trying to balance the best method of notifying employees of job opportunities as well as reduce the amount of paper going to the landfill."

For more information on this new posting procedure, please call Gardepie at ext. 8766 or Verdise Bradford, ext. 8761.

Get Set for Groovy Picnic

USD's staff employees will be in the spotlight on July 31. That's the date of the eighth annual Staff Employee Appreciation Picnic, a yearly event that honors employees for their service and loyalty to the university.

All employees, including USD retirees, are invited to the picnic, which is scheduled from noon to 3 p.m. on the grass field behind Copley Library.

Presentation of five-year staff service certificates and the announcement of the 1992 Staff Employee of the Year will highlight the event. Employees celebrating their 10-, 15-, 20-, 25- and 30-year anniversaries with the university will be recognized at a special tea later in the fall.

The Staff Employee Association (SEA) will present its annual Administrator of the Year award and distribute door prizes. The winner of the picnic contest will also be announced. (Watch for the contest in next month's *Alcalá View*.)

In response to staff feedback about last year's picnic, the theme this year will center around the 50s, 60s and 70s. Music will be provided by the Mud Cats, and food and fun provided by the Picnic People. On the menu this year will be barbecue chicken, hamburgers, hot dogs, slaw, chips and dessert.

The 1992 winner of the Staff Employee of the Year award will be selected on the basis of job competence, initiative, relations with others and exemplification of the values of the university. The top employee will receive a gift and personal plaque in addition to having his or her name added to the permanent plaque located in the main lobby of Maher Hall. The winner and three runners-up will be invited to a luncheon with President Author E. Hughes later in the year.

Past winners of the award include Renate Valols in 1985, Peggy Agerton and Manuel Hernandez in 1986, Gary Dobson in 1987, Alice Bruns (Continued on page 3)

CONGRATULATIONS!

Congratulations to the following employees who recently completed the Hazardous Materials Communications class sponsored by Human Resources: Juan Martinez, Ariete Balelo, Lourdes Barradas, Marcelino Aguirre, Maria Fernandes, Angelina DeAvila, Manuel Hernandez, Teresa Dionisio, Maria Gomez, Pedro Servin, Maria "Carmo" Luis, Marguerita "Maggie" Bermudez, Sarah Martin, Teresa Briseno, Joe Balelo, Sixto Gomez, Carlos Olivas, Socorro Ellis, Ramona Ramirez, Fernando Hernandez, Ernesto Gomez, Juan Martinez, Maria Perry, Alex Lailson, Jose Gonzalez, Manuel Sandoval, Manuel Rivera, Tang Tran, Silberio Bobadillo, Gumaro Lopez.

Congratulations to the following employees who recently competed the Dining Services Session II Workplace Literacy class: Ana Almeida, Connie DaSilva, Pureza Garces, Maria Naranjo, Jose Tavares, Ramiro Torres-Plasencia.

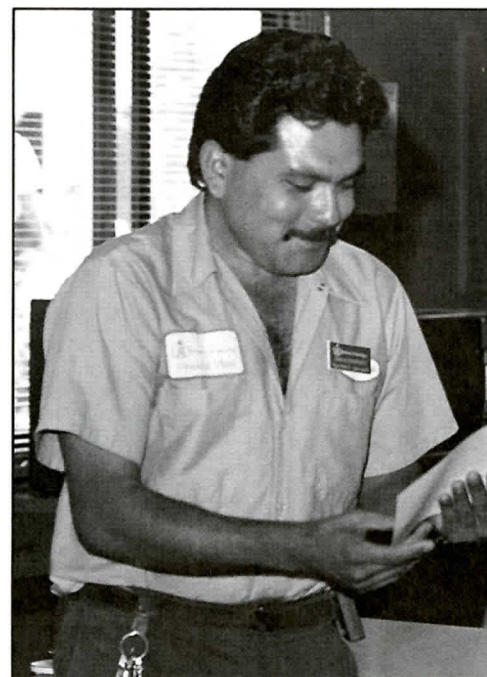


Manuel Vaz, custodial lead, General Services, receives his certificate from **Roger Manion**, director of Physical Plant.

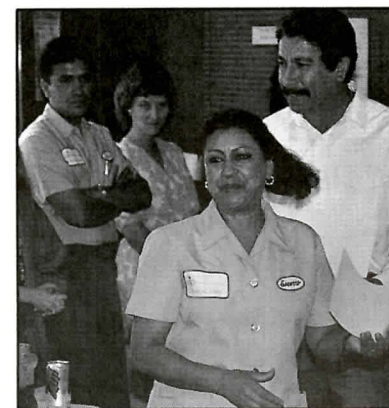
Congratulations to the following employees who recently completed the university's first GANAS class (Gaining Awareness and Applicable Skills): Isaias Nunez, Esther Aguilar, Lilia Guterrez, Oscar Flores, Noel Vazquez, Juan Aguilar, Armando Medina.



Maria Perry, lead custodian, University Center, receives congratulations from **Greg Zackowski**, director of operations and special events.



Santos Rodriguez, pool maintenance specialist, Special Services.



Socorro Ellis, custodian, General Services.

A Special Thank You

We would like to thank all those involved with the Literacy in the Workplace Program. Thank you for giving us the opportunity to attend the program during work hours.

Special thanks to Shawna for her patience and kindness.

We wish you all the best in the future.

—Your students

Coming Up in June

3

Wednesday

Certificate in International Business. "Import & Exporting Strategies. One course in a seven-course certificate program. Richard A. Powell, president, International Marketing Associates and Priscilla E. Rogers, president, Per Design International. Continues Wednesdays through June. 6:30-9:30 p.m., Manchester Executive Conference Center. Fee. 260-4644.

7

Sunday

Sports camps. Camps for boys and girls, ages 7-17. Weekly sessions available for both resident and day campers. Programs include boys basketball, soccer, basics tennis, girls volleyball, baseball, softball, Ed Collins tennis, girls basketball, football and competitive swimming. Continues through August 14. USD campus. Fee. 260-4593.

11

Thursday

Conference. Family Business Institute. "Letting Go-Choosing a Successor." Phil Smart Sr., Phil Smart Inc. and Timothy J. McDevitt, attorney. 7:30 a.m.-4:30 p.m., Manchester Executive Conference Center. Fee. 260-4644.

17

Wednesday

Institute for Quality and Productivity. "The Bottom Line is Employee Involvement-Suggestion Systems in Action." Allan Sjöholm, awards coordinator and Barbara Collier, senior staff development specialist, San Diego County. Industries in Partnership with USD and SDSU. 7:30-9:30 a.m., Manchester Executive Conference Center. Fee. 260-4644.

18

Thursday

USD Mini Management Series. "Understanding Strategic Planning — For Managers and Subordinates." Strategic planning expert Tom Morris, USD School of Business. 6-9 p.m., Manchester Executive Conference Center. Fee. 260-4644.

27

Saturday

Two-day workshop. Institute for Christian Ministries. "Professional Ethics." Professor Ellen Colangelo. Continues Saturday, July 11. 9 a.m.-4 p.m., Olin Hall 128. Fee. 260-4784.

Picnic

(Continued from page 2)

and Peg Conard in 1988, Bea Elmore in 1989, Helen Picado in 1990 and Bonnie "Jean" Ritenour in 1991.

Previous winners of the Administrator of the Year award include Dr. Pat Watson in 1985, Dr. Jack Pope in 1986, Mal Rafferty in 1987, Dave Navarro in 1988, Jack Boyce in 1989, John Sutherland in 1990 and Ed DeRoche in 1991.

Look for a flyer in campus mail to sign up for the picnic. This year tickets will be issued only to employees who RSVP, and tickets will be mandatory for lunch. Tickets will be available from the university center ticket window. For more information,

Memorial Fund

When **Liz Jacobs'** 21-year-old brother Jerry "Bear" Jacobs passed away in April, he left behind a wife and two small boys, ages 2 1/2 years and nine months.

Now Jacobs, who is the recruiting coordinator for the Career Services Center, is searching for ways to help her brother's family.

As one of 11 children, Jacobs says she knows the value of family, and has been helping her sister-in-law and nephews as much as possible. She is now turning to the USD community for help. Jacobs has established a memorial fund to provide monetary support for her brother's family.

If you are interested in contributing, please contact Jacobs at ext. 4654, or through intracampus mail at Serra 300.

Classifieds

For Sale. Black laquer dining room table and four chairs with white seats. Excellent condition. Call Susan at ext. 2063.

New Babysitters Club Launched

USD is launching a new "Babysitters Club" for all employees with children between the ages of 5 and 12.

If you have a teenager between the ages of 13 and 17 who would be interested in earning extra money and being trained for this exciting program, let us know!

The service will be county-wide, and a directory of babysitters' names and phone numbers will be available from Human Resources in mid-June. The directory will also contain information about various summer programs and camps throughout San Diego. For more information, or to sign your teenager up, call Shawna Stewart at ext. 4377.

Passages

Deaths

Benjamin Bratton, father of Professor Darrell Bratton, Law School, in May.

Charles Swanke, father of Dr. John Swanke, a long-time member of the Department of Philosophy, in May.
Elected

Rick Hagan, director of housing, was elected president of the California Association of College and University Housing Officers (CACUHO) at their annual conference in April. Hagan will be the first CACUHO president from a private college since 1970.

New Hires, Promotions

Welcome to the following employees who recently joined the USD community:

Stephanie A. Gabriel, administrative secretary, Development; Lisa C. Kerner, telephone operator, Copley Library; Cipriano G. Marquez, custodian, Housekeeping Services.

Congratulations to the following employees who recently received a promotion or reclassification:

Donna P. Mills, from bindery operator to bindery supervisor, Printing and Duplicating; Gloria E. Rodriguez-Tisdorn, from telephone operator to clerical assistant, Telephone Resale Services.

Benefit Briefs

By Vicki Coscia

Delta participants are allowed two visits in a 12-month period to have their teeth cleaned. The period (12 months) starts from the first time a participant has his/her teeth cleaned. Check with the dentist about eligibility before making this year's cleaning appointment. Delta will not cover this procedure at the contract rate if it doesn't meet their time requirements.

Summer reminder...Kaiser Travel Kits are available in Human Resources.

Do you have dependents covered under both you and your spouse's indemnity/PPO medical plan to insure maximum coverage? Do you know which plan is primary? The primary plan is determined by the birth of you or your spouse, whichever is earliest. Any expenses not covered by the primary contract would be submitted to the secondary carrier for reimbursement.

Maternity/parental leaves of absence will be granted for up to four months. Leaves beyond four months are at the discretion of the department. The length of a medical leave will be granted based on the doctor's recommendations and approval by the employee's supervisor.

The university will coordinate the employee's pay, both accrued sick and then vacation hours, with State Disability Income benefits. The combination of SDI and USD income enables the employee, on approved leave, to receive the equivalent of their full salary.

There are three advantages to this: 1) Coordinating uses less sick/vacation hours per payday, thus extending the length of time an employee can receive a full check equivalent. 2) SDI benefits are not considered reportable income for tax purposes. 3) Because of the coordination, the reduction in gross pay places the employee in a lower tax bracket. Since SDI is net of taxes the whole effort gives the employee between 10 to 15 percent more spendable income. Look for more information about staff leaves in the next issue of *Alcalá View*.



A sad day in Maher Hall. Physical Plant's Robert Sparaco pulls dead goldfish from the pond in back of Maher Hall. Sparaco had taken care of the fish for the past two years — they died after some students living in Maher Hall poured detergent in the pond.



University of San Diego

Publications Office
Maher Hall
Room 274