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alcalá VIEW

University
of
San Diego

Employee Newsletter
June 1993
Vol. 9, No. 9

Congratulations!

Congratulations to the 37 employees who were recognized at a May 5 ceremony for completing the 1992-93 Workplace Literacy and GROW (Gaining Responsibility and Opportunities in the Workplace) programs.

Students met once a week for 90 minutes over the course of the year, and those who participated in 80 percent of the classes were recognized with certificates of achievement.

This year students used computers to compile a book of class goals during the spring semester. They wrote the text on computers, took accompanying photos, and created books which that presented to their supervisors.

Shawna Stewart, coordinator of the workplace literacy program, said the use of computers was a big hit. "It was a wonderful way for the students to work through any fear they may have of computers, and work on their writing and spelling skills."

Following is a list of employees who received certificates:

Conversational English Level I

Gomg Tran, general services; Vicente Martinez, Robert Miramontes, Manuel Sandoval, grounds; Gumaro Lopez, Law School; Joe Tavares, dining services.

Conversational English Plus Level II

Jesus De La Torre, Armando Laguna, Ernesto Gomez, Cornelio Gonzalez, Jose Gonzalez, Robert Acuna, grounds; Mayola Acuna, Isabel Oliveria, Ramona Ramirez, Luis Anjo, general services.

Combination Class Level II & III

Hoang Sang, Teresa Sang, Ariete Balelo, Carmo Luis, general services; Eugenia Silva, UC operations.

Bridge Class Level III

Juan Martinez, Raul Miramontes,



Director of dining services Rudy Spano congratulates Julio Hernandez on completing the Workplace Literacy program. (Photo by Carl Boals.)

Sixto Gomez, Carlos Olivias, Enrique Plasencia, grounds; Fernando Hernandez, building maintenance; Esther Aguilar, Julio Hernandez, Oscar Flores, Isaias Nunez, dining services; Armando Medina, Maria Perry, UC operations.

GROW Program

Calvin Brown, Victor Lopez, dining services; Kily Jones, UC operations; Cipriano Marquez, general services.

Celebrate Diversity at Employee Picnic

USD employees will be recognized on Friday, July 30, at the ninth Staff Employee Recognition Picnic, an annual event that honors staff employees for their service and contribution to USD.

All employees, including USD retirees, are invited to the picnic, which is scheduled from noon to 3:30 p.m. at the grass field behind Copley Library.

Presentation of five-year staff service certificates and announcement of the 1993 Staff Employee of the Year will highlight the event. All employees celebrating 10-, 15-, 20-, 25- and 30-year anniversaries will be recognized at the Annual Service Awards Celebration in November.

The Staff Employee Association will present its annual Administrator of the
(Continued on page two)

Benefit Briefs

By Vicki Coscia

Are you planning a trip out of the San Diego area this summer? If you have Kaiser insurance, "Travel Kits" are available in human resources. The kit includes information and instructions on how to obtain emergency medical services while traveling.

Employees participating in PruNetwork or PruCare should keep their membership service number handy in the event of an emergency. Notifying the medical group immediately of an emergency situation will ensure proper payment of the approved services. PruCare participants may call the number on the back of their identification card: PruNetwork participants should contact PruPass at 1-800-824-0947 **ONLY IF ADMITTED TO HOSPITAL.** Medical care under this plan can be obtained without prior authorization.

Tuition Remission summer update. Human resources is pleased to announce that there were sufficient tuition remission benefits available to fund all of the summer applications received by the March deadline. A waiting list has been established for benefits requests received after the deadline. Unused funds will be assigned immediately to the next individual on the list.

For fall benefits, part-time students are requested to file their applications for fall tuition remission benefits on or before Aug. 1, 1993. Applications received after the published registration deadline will be assessed a \$60 late registration fee. See applicable university bulletin for deadline information.

Special note: The federal law that excluded the employee's first \$5,250 of graduate tuition remission benefits expired June 30, 1992. Graduate tuition remission benefits received after June 30 are considered reported income subject to federal and state tax withholdings. The tax withholding rate is estimated at 30 percent of the total benefit. Taxes will be withheld in paychecks issued during the months the benefits are earned, or from the time the Office of Student Accounts notifies payroll that benefits have been posted.

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Burkes Enjoy Roman Holiday

By Jacqueline Genovese

When Barbara and Tom Burke traveled to Italy over spring break, they had a list of "must see" sights: the Sistine Chapel, the Catacombs and St. Peter's Basilica, just to name a few.

They toured all of those places and more, but it was one unexpected visit on the trip that still moves Career Services Counselor Barbara Burke to tears.

"We knew we were going to have an audience with the pope," she explains, "but an audience includes eight to ten thousand people. So I didn't expect to get very close to him."

When the Burkes arrived at the auditorium to take their places, they discovered that they had front row tickets — right in front of Pope John Paul II's chair, and they were among the small group of people who had the opportunity to shake the pontiff's hand.

Dean of Students Tom Burke was impressed by the pope's strength. "He's a powerfully built man, it's hard to believe he's 73, and he has a very firm handshake. I said, 'Good morning, holy father, I'm Tom Burke from San Diego,' and the pope said, in perfect English, 'You're an American. Blessings to you and your family.' Then I kissed his ring."

Barbara Burke's greeting was a little different. "It was St. Patrick's Day, and I know the pope's not Irish, but I wished him a happy St. Patrick's Day, and he said, 'It's a good day!' His eyes were so alive and warm, and he had such a glow about him. Meeting him and shaking his hand truly was a gift, a miracle."

Meeting the pope wasn't the only surprise for the Burkes on their Roman holiday. At the Vatican they ran into two members of their San Diego parish, a grandmother of a USD student, and Dr. Brodish, who volunteers in USD's health center. They also had dinner with former USD employee Sister Annette Schmelling, RSCJ, who is studying in Rome in preparation for her final vows.



Barbara and Tom Burke met Pope John Paul II when they traveled to Italy.

Both Burkes say they were moved by the love the people had for the pope: "Three hundred people from Spain stood up and sang this beautiful song to him," Barbara Burke explains, "and a group from Japan burst into tears after he addressed them in Japanese."

The Burkes left a small gift for the pope. "In honor of St. Patrick's Day, we brought him a green USD sweatshirt," Barbara Burke says with a smile. "It might come in handy one day when he's skiing."

Picnic

(Continued from page one)

Year award. (Watch intercampus mail for nomination forms.)

This year's picnic theme is "A Celebration of Difference," and employees are encouraged to wear ethnic dress of their choice. (A token of appreciation will be given to all those who participate.)

Entertainment will include presentations by groups of various ethnic backgrounds and diverse music played by a disc jockey.

Picnic People will provide the food, which will include a German sausage bar, hamburgers, fried rice, Greek salad, chips and salsa, and cookies.

The 1993 Staff Employee of the Year will receive a \$200 gift certificate or cash and a personal plaque in addition to having his or her name added to the permanent plaque in the main lobby of

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Department of the Month

Bookstore



The bookstore staff includes (front row, left to right) Kathy Curtis, Michael Boyce, Deni Strand, Cathy Heath, Ana Schafer, Julie Dodge and Ron Padua. (Back row, left to right) Dean Schleisman, Cary Dorris, Jan Rance and Glen Jones. Not pictured: Marcia Butler, Dee Porter, Vicki Cobbs, Brian Lavin, Carey Jones and Jeffrey Compton. (Photo by Judy Williamson.)

1. Where is your department located?

Loma Hall, first floor.

2. What is the function of your department?

Our primary function is to ensure that all required course materials are in stock on time (and at the lowest possible price), thus supporting the needs of students and faculty. We also provide supplemental goods and services to the USD community.

3. What is the biggest challenge your department faces?

In order to maximize our goal of excellence in service delivery our challenge is to keep all lines of communication open with students, faculty, staff and visitors to our university. Feedback is vital to our department.

4. How has your department changed over the last 10 years?

I came to USD nine years ago as one of six full-time employees, with two student positions (our sales were \$1.3 million). We now have 16 full-time employees and provide approximately 25 part-time student positions (1992 sales were \$4.1 million). In August 1992 we moved from an 8,000-square-foot store to our new Loma Hall facility of 20,000 square feet. We now offer an extensive general and trade book department, a full-service computer

department, as well as a broader mix of office supplies, gifts, etc.

5. What is one thing you would like the campus community to know about your department and its functions?

Not only are we here to provide service to the community, we enjoy promoting USD as a name and an image. We have a talented, enthusiastic staff that works hard to meet your needs and expectations.

Picnic

(Continued from page two)

Maher Hall. The winner and three runner-ups will be invited to the Annual Employee of the Year luncheon with President Author E. Hughes in December.

Look for your invitation in campus mail in early July. In order to be eligible for door prizes and to receive a ticket, you must RSVP. Tickets will be mandatory for attendance, and will be available at the University Center box office. Please remember the picnic is for employees only. For more information, call Calista Frank at ext. 4594.

Benefits Briefs

(Continued from page two)

Scudder now offers three new investment choices for your consideration. They include The Balanced Fund, The Value Fund and the The Pacific Opportunities Fund. There are a total of 20 investment choices offered by the Scudder plan. A prospectus for each fund is available in human resources.

TIAA/CREFF and Scudder quarterly performance comparisons for March 31, 1993, are available in human resources. For Valic performance information, call 1-800-448-2542.

USD Job Opportunities

You can read about USD job opportunities in the following areas: career services, Copley Library, human resources, Law School administration, Legal Research Center, physical plant, Sports Center, University Center and the bulletin boards located near rooms F114, O329, CH337.

In addition, job information is listed on USD's 24-hour Job Line at ext. 4626, (off-campus 260-4626). For more information call Patrick Noma at ext. 8761.

Training Tracks

By Calista Frank

On Wednesday, June 23, from 2 to 4 p.m., human resources will sponsor a workshop titled "Dealing With Difficult People." Marie Crowle, Ph.D., a postdoctoral fellow in psychology at Mercy Hospital, will give practical and useful suggestions for dealing with difficult people in both professional and personal settings.

This workshop always fills up fast, so be sure to RSVP early. Call ext. 4594 for location and reservation information.

On July 9, Nordstrom will again present its popular lunchtime program, "Dressing Better for Less." Yoe Kusumoto of Nordstrom's Personal Shopper Service will demonstrate ways to creatively use a core wardrobe and enhance it with a variety of accessories. Call ext. 4594 for location and reservation information.

SEA Strands

By John Frazier

Do you have a problem with your job? Want to get the word out about an event to the entire university? Have a great idea for a "FUNd" raiser? Have a question about benefits?

These are just some of the reasons for the Staff Employee Association. All employees are welcome to attend our meetings the third Wednesday of each month from 2 to 3 p.m. Meeting places change, so ask your building representative or check the minutes that circulate in your area for location information...

Sandi West has taken over for Perla Bleisch who stepped down as SEA secretary. Many thanks to Perla for the fine job she did for the employees...

Do you like to cook? We recently discovered a batch of USD cookbooks which will be available at the bookstore for only \$5.

For more information about the Staff Employee Association, call John Frazier at ext. 4567.

Passages

Retirement

J. Lucile Stevens, administrative secretary, legal clinic, after 16 years, in May.

Births

A boy, Riley Daniel, to Susan Snyder, head coach, women's volleyball, and Ky Snyder, director, athletic development, on April 14. Baby Riley weighed in at 7 lbs., 7 oz.

Deaths

Raymond A. Blanchette, father of Cary Blanchette, director of planned giving, in April.

Francisca Gonzales, mother of Leticia Garcia, lead custodian, Law School, in April.

Walter Schwebel, father of Nancy Carter, director, Legal Research Center, in April.

Dominic Stroik, father of Richard Stroik, assistant professor, department of foreign languages and literature.

Classifieds

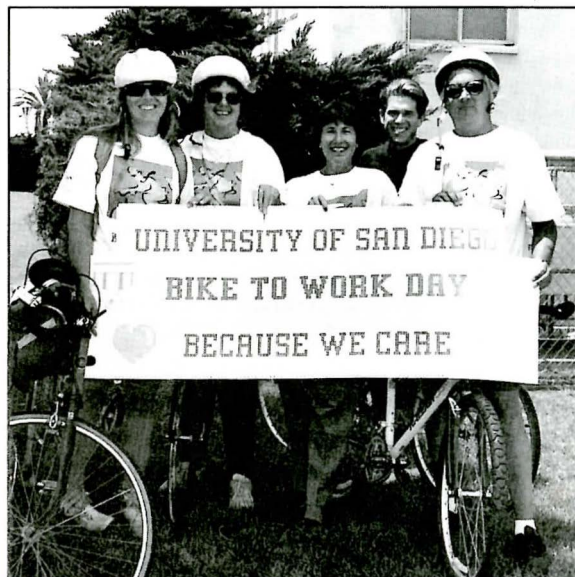
Babysitter wanted for 6-month-old. Spanish-speaker preferred, possible live-in. Call Susana Mahady at 531-8785, ext. 235.

Preschoolers Celebrate Commencement



Strains of "Pomp and Circumstance" filled the air April 27 at the Manchester Family Child Development Center as 20 5-year-old students graduated from the center. One hundred forty family members and friends gathered for "A Very Special Evening," which included a submarine sandwich dinner and a silent auction of the children's framed art. The 1993 graduating class included (from left to right): Gautam Wilkins, Carleen Ryan, Chaz McKinnon, Camron Proctor, Katelyn Frank, Yusef Shafi, and Jessica Tsai. Graduates not pictured: Anna Ramos, Michael Saravo, Louis Wonnell, Cortney Ingram, Ana Smith-Hinkley, Jason Greer, Rachel Webb, Scott Gump, Forel Davies, Vincenzo Ellis, Kayce Blanchette, Conrad Hack. (Photo by Calista Frank.)

Ten USD employees and 4,000 other San Diegans participated in CalTrans' "Bike to Work Day" on May 7. Participants received free T-shirts for their efforts. USD bikers included (from left to right) Cheance Adair, Grace McElhaney, Eldrin Rowe, Greg Zackowski, Frank Holcomb. Riders not pictured: Greg Harkless, Mark Trafton, Roger Manion, Ray White, Del Dickson.



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