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Conferences Keep Campus Hopping

By Jacqueline Genovese

You've probably seen them around campus, groups as disparate as the Appraisal Institute and the Order of Franciscan Minors, convening on campus for weeklong meetings.

During the course of the summer, some 59 groups come to USD for conferences and meetings. Some, like the Franciscans, only come to Alcalá Park once, but others, like the National Ironworkers and Journeymen, have made USD a summer tradition.

"The Ironworkers have been coming here for seven years," explains Kathi Spittel, director of USD's Residential Conference Program, the program that, along with USD's Manchester Conference Center and Sports Camps, brings the various groups to Alcalá Park.

Thanks to these groups, the dining services and housekeeping departments are kept busy during the months when the majority of USD students are gone.

In addition, the bookstore, marketplace and mail center see increased business during otherwise-slow summer months. The Residential Conference Program and USD's Sports Camps generate more than $1 million.

"What's great about summer conference is that the money stays within the university," Spittel explains. In addition to providing revenue, the program provides USD students with valuable job experience. This year, 140 students applied for 13 positions as summer conference coordinators.

"The students know we treat this like a real job, and expect them to perform responsibly," Spittel explains. "Students tell us this experience helped them get jobs, because employers were impressed by what they had done here."

Employers aren't the only ones impressed with the program. Although USD does no outside advertising or marketing, groups are booked through 1995-96. "Return business makes up 75 percent to 80 percent of our business," Spittel explains. "And the rest is word-of-mouth."

Spittel is particularly excited about a group that will be visiting USD next summer. "If everything goes as planned, the Co-Workers of Mother Teresa will meet here, and that means Mother Teresa will probably be here, too."

All groups meeting at Alcalá Park must fulfill four requirements: they must have a religious or educational component; they must meet, eat and sleep on campus; they must have liability insurance; and they must pay in full before they arrive.

For more information on the Residential Conference Program, call Spittel at extension 4623.

Picnic Update

Don't forget to attend the Staff Employee Recognition Picnic on July 30. Watch the mail for your invitation, and don't forget to RSVP and pick up your ticket at the University Center box office. Tickets are necessary for entrance into the picnic.

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**Benefit Briefs**

USD employees ask questions about their retirement plan on a regular basis. Below is a list of most frequently asked questions.

1. USD’s retirement plan falls under IRS code section:
   - a) 401(k); b) 403(b); c) 404(a); d) 457(f).
2. The ability to choose from several types of investment options and control or minimize the amount of risk are characteristics of:
   - a) Defined contribution plan; b) Defined benefit plan.
3. Contributions to the basic plan are:
   - a) 5 percent employee; 10 percent USD.
   - b) Any amount from the employee; 10 percent USD.
   - c) 2 percent employee; 10 percent USD.
4. Can you split your monthly retirement contributions between approved investment companies?
   - a) Yes; b) No.
5. How frequently are you allowed to change your retirement contribution allocations?
   - a) Once a month; b) As often as you wish; c) Once a year.
6. Who do you contact if you wish to change your allocations?
   - a) The investment company; b) Human resources.
7. The IRS allows you to change your contribution rate:
   - a) Once a month; b) Once a calendar year; c) Twice a calendar year.
8. The IRS sets limits on the annual contribution. A "maximum exclusion allowance" calculation may be performed to determine if your annual contribution limit is:
   - a) $9,500; b) $12,500; c) Unique to each individual.
9. After separation of employment, you may:
   - a) Withdraw all or part of your investments;
   - b) Transfer investments to another approved plan or IRA;
   - c) Leave your investments in the current plan until retirement;
   - d) All of the above.

**When Losing is Winning**

*Continued from page one*

By Trisha Ratledge

With a combined weight loss of 261 pounds in the first 10-week session of the Weight Watchers At Work program, there is a group on campus for whom losing is winning. And the group, now in its second 10-week session, wants to expand its ranks.

Since Weight Watchers brought the At Work program to USD in March, members have been meeting on campus every Thursday at noon. "It's not a diet," says graduate career program's Tara King, "It's about changing your whole attitude." King, who has lost 13 pounds, likes the fact that the program focuses on "normal food, not prefab" and on how to prepare food for the most health benefits.

Weight Watchers members combine balanced nutrition with exercise and weekly group meetings to promote a gradual weight loss of no more than two pounds per week, says Marie Conners, Weight Watchers class leader. Members do not count calories, but concentrate instead on portion control and making wise choices. Weight Watchers food is available in the grocery store, she adds, but it's not required in the plans.

The At Work program is held in nine- or 10-week sessions, Conners says. As long as there are at least 16 members in the group, sessions can continue indefinitely, and new members can sign up at any time. She has invited anyone who is interested in the program to sit in on a meeting for free. (The current session meets Thursdays at noon in Serra 311 through July 22 and in the Serra Conference Room on July 29 and Aug. 5.)

"Weight Watchers brings up the knowledge that's probably been deep inside me about what I should be eating and what I shouldn't be eating," says the print shop's Carol Hawkins. "It teaches you another way of living." With 22 pounds lost so far, Hawkins is learning her lessons well.

In short, the program is about moderation, flexibility and nutrition. And about making winners out of a losing game.

**Picnic**

(Continued from page one)

As in past years, employees may wish to bring lawn chairs, blankets, beach umbrellas and suntan lotion.

Entertainment this year will include the Cambodian Youth Dancers, Ballet Folklorico, the African Drum and Dance Company and a disc jockey from Class Act Productions.

The picnic schedule is:

- **Noon*:** Picnic begins (with music)
- **Noon-2 p.m.** Lunch served
- **12:30 p.m.** Welcome, Judith Munoz
- **12:35 p.m.** Ballet Folklorico, African Drum & Dance Company
- **1:15 p.m.** Service Awards, Fred Brooks
- **1:40 p.m.** Administrator of the Year Award
- **1:50 p.m.** Employee of the Year Award
- **2-2:15 p.m.** Cambodian Youth Dancers
- **2:15-3:30 p.m.** Music, door prizes, volleyball and games

*Times approximate. Events follow one another.

The following employees who have celebrated or will celebrate a five-year anniversary between Aug. 1, 1992, and July 31, 1993, will receive their five-year service certificates at the picnic:

- Mayola Acuna, Teresa Briseno, Paul Burns, Jerry Corning, Carter Edwards, Sixto Gomez, Everett Guzman, Christopher Hernandez, Sara Martin, Doug Sanford, Robert Sparaco, physical plant; Gutierrez Aguilar, Jose Baleo, Patricia Comeau, Conceicao Dasilva, Antonio De Sousa, Thich Tran, Carol Zorola, dining services; Maria Becker, student affairs; Nancy Carter, Pardee Legal Research Center; Peggy Clark-Hunks, Barbara Mersino, School of Business; Stanley Dalton, Barbara Hughes, Chris La'o, Roger Raymond, Robert Romo, Arlene Weeks, public safety; Geraldine Eads, print shop; Carl Eging, Janet Madden, Karen Richeson, School of Law; Debra Freeman-McDowell, philosophy; Larry Gardepe, Ryan Marsh, human resources; Jacqueline Genovesi, Maria Martinez-Cosio, Thela Punneo, public relations; Joan Kears, housing; Carol Lawrence, financial aid; Charles Moeller, Susan Pillsbury, payroll; Karen Molenda, School of Nursing; Jean Pehrsson, mathematics; Marcia Rathfon, continuing education; Elizabeth Rumery, Ed Starkey, Copley Library; Reuel Shivers, registrar.
Department of the Month
Office of Telecommunications

The telecommunications staff includes: (front row, left to right) Phyliss Whitehorse, Tina Wing, June Aleman, Eileen Van Tassell, Lanny Bragg; (back row, left to right) Patrick Boyce, Tom Grant, Doug Burke, Gary Dobson, Sabas Ballesteros. (Not pictured: Lisa Kerner.)

1. Where is your department located?
   Telecommunications/print shop building behind Maher Hall.

2. What is the function of your department?
   Our primary function is to furnish the students, faculty and staff with voice, data and video services. We maintain and install most of the equipment necessary to enable communications both on and off the campus. For example, the student dorm phones, conversant telephone registration, data computer networks, Audix voice mail, closed circuit and cable TV. We also complete moves, changes and renovations, issue student PAC numbers, handle telephone billing, voice mail and operator services.

3. What is the biggest challenge your department faces?
   Keeping our many services up-to-date to meet the ever-changing "state of the art" and meeting the needs and increasing demands of the students and USD community.

4. How has your department changed over the last 10 years?
   The department was created in February 1983. We had three operators and one technician and the equipment was obsolete. By the spring of 1984, we had installed a new ATT telephone switch, a data broadband system and started the upgrade for the campus alarm systems. We also installed our first student dorm telephones. By the fall of 1984, we had a complete telephone system to serve the whole campus. We helped to initiate the dual-purpose I.D. card for food service and security, along with many other installations of alarm systems. The continuous expansion of the broadband system to the present-day computer local area networks allows for interfacing with academic computing and data processing. Our ongoing process of upgrading office telephone equipment from key stations is 90 percent complete. In January 1988, the telecommunications department was transferred from physical plant to form a new department with data processing called information systems. At present, we have five employees in the technical portion, three in the business office and three operators. This fall is our 10th anniversary for service to the student dorms and USD community.

5. What is one thing you would like the campus community to know about your department and its functions?
   To be aware that there is more to the telephone than just being able to pick up the instrument and call someone. We have a complex and sophisticated communications network for all of our voice, data and video needs. These systems are on the same level with the best currently in use in the outside world.

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Benefit Briefs
(Continued from page two)

10. The IRS could impose a 10 percent penalty if you withdraw your investments before the age of:
   a) 59-1/2; b) 62; c) 70-1/2.
   a: 0; b: 0; c: 72.
   Answer: 70-1/2
   — Vicki Coscia

USD Job Opportunities
You can read about USD job opportunities in the following locations: career services, Copley Library, human resources, Law School administration, Pardee 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
Call now to reserve a place at the July 20 lunchtime workshop "Dealing with Anxiety." Watch your mail for the flier describing the Aug. 24 workshop, "Conflict Resolution."

Human resources, in conjunction with the College Work Study (CWS) program, will be offering training on general office procedures to work-study students assigned to office settings. A questionnaire will be mailed to CWS supervisors to determine the topics that will be covered.

Remember to check the human resources bulletin board for current activities and programs. Also call me at ext. 2621 with ideas for programs.
   — Calista Frank

SEA Strands
If you have services or goods to donate for door prizes at the July 30 Staff Employee Recognition Picnic, please contact Stephanie Gabriel at ext. 4819...

Our May hot dog sale raised $45.50 for the SEA general fund. The tally isn't in yet from the June 30 sale, but thanks to all the hungry employees who made these events successful...

Here is a list of the SEA committees and their chairs. Any staff employee is welcome to join a com-
(Continued on page four)
Survey Nets Positive Results

The Alcalá View drew mostly positive reviews from the employees who participated in May’s readership survey.

The changes in the View — removing the calendar, returning to once-a-month publication, and the Department of the Month feature — received favorable marks overall.

Several respondents suggested additional story ideas, including USD history tidbits, intercultural exchange of information, new employee programs on campus and a survey of employees on worldwide issues.

Most respondents requested more stories on fellow employees and more pages per issue. (Due to budget constraints, we are limited to a four-page newsletter for the time being.)

Below is a breakdown of the responses to the survey: (Percentages are based on actual responses. Not all surveys were complete.)

1. I am:  
   - Staff: 69%  
   - Administration: 28%  
   - Faculty: 3%  
   - Other: 0%

2. The Alcalá View’s format changed this year. On a scale of 1 to 5, rate the changes: 5 indicates very good, 1 indicates poor.  
   - Taking out calendar and mailing Update: 59%  
   - Once-a-month distribution: 66%  
   - Department of the Month: 76%  
   - Human interest stories: 69%

3. Do you think the Alcalá View helps keep employees informed about what’s happening at USD?  
   - Yes: 76%  
   - No: 3%  
   - Yes and No: 21%

   Comments: “More effective and in-depth coverage needed...Alcalá View keeps me informed on many issues...Benefits column needs to be less technical and more personal...I’m not fully informed, but it’s nice to receive the Alcalá View...Would like to see a regular SEA section.”

4. Rate the Alcalá View in the following areas:  
   - Writing: 52%  
   - Photography: 34%  
   - Design: 38%  
   - Art: 32%  
   - Printing: 34%

5. Rate your interest in the types of articles published in the Alcalá View.  
   - General campus news: 62%  
   - Employee Features: 48%  
   - Benefits: 48%  
   - Passages: 17%

Classifieds

For sale: '83 Honda Civic, silver, four door. Runs great, $1,000. Call Judy at ext. 4684.