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Employee of the Year Puts People First

When Cathy Joseph looks back over the four-and-a-half years she has worked at USD, her fondest recollection is of her very first day. "When I came here, it was probably one of the best days of my life," says Joseph, a faculty secretary in the communications studies department. "I felt like queen for the day, because I really was treated like someone special."

Since that first day, Joseph — who was named USD's Employee of the Year and received the award at the Employee Appreciation Picnic in June — has spread that feeling by making just about everybody she meets feel special, too.

"Amazingly enough, it seems that a large number of our majors know Cathy, and she knows them by name," said Linda Perry, head of the communications studies department, in nominating Joseph for the award. "Students appreciate her so much that they stop by the office just to say 'Hi' to her. I'll ask if they want to see me and they respond, 'No, I'm here to see Cathy.'"

But to Joseph, the amazing part is being praised for something that comes naturally. "I really enjoy all the interaction I have with the students," she says. "I love them all, and some of them even call me 'mom.' Making sure that the students and faculty are happy is the most rewarding part of my job."

Joseph's caring attitude on the job is simply an extension of the philosophy she brings to all aspects of her life. She teaches CCD classes and is part-time coordinator of religious programs at St. Therese parish, where she worked prior to her arrival at USD. And although there are about a dozen faculty members to help in the communications studies department, they may be slightly outnumbered by the population at Joseph's home: her husband, three sons, 11 canaries, a cockatoo, a cat and a dog.

"I guess I'm just a lover of people, animals and plants, as you can see," she laughs, gesturing to the various potted beings that adorn her office. The plants are just one part of a backdrop that tells volumes about Joseph's life, including pictures of her family, friends, and another important part of her life, her horse, Shorty.

"Shorty is my eighth horse," says Joseph, (Continued on page 2)
Benefit Briefs

Student Status Verification: Health insurance companies request verification of student status each year for dependents who are attending school and are between the ages of 18 and 25. Participants usually receive the student verification form through the mail. It should be completed and returned to the insurance company immediately. Coverage may be canceled if the form is not returned in a timely manner. Be sure to keep a copy of the completed form for your records.

Membership Services: Call the following membership service numbers if you have questions about your identification card, doctors participating in the network, benefits covered, fees for service, claims or other information: PruCare, (619) 457-4337; PruNetwork, (800) 456-1036; Kaiser, (619) 528-9687; Western dental, (800) 992-3366; Fortis, (800) 709-6996, ext. 8818.

Scudder Changes Computer Systems: Effective Jan. 1, 1994, Scudder transferred USD retirement plan accounts to a new computer system. Call (800) 537-1036 to change your investment allocations. Contact Vicki at ext. 8764 if you wish to change your contribution rate.

Fall Tuition Remission: Employees must file for tuition remission benefits each semester. Applications for fall are available in human resources. Employees will receive a copy of the application after it is approved. Call Esther at ext. 8762 if you have questions about the status of your application or the benefits received.

Watch for open enrollment information in the next issue. — Vicki Coscia

Joseph

(Continued from page 1)

who rides three or four times a week. "I used to breed thoroughbreds, but now I prefer a quieter horse.”

So many responsibilities might seem daunting to some, but Joseph doesn't feel overwhelmed. “To me, you're happy if you're doing things you love," she says. "I like to be as useful as I can."

No one would question Joseph's usefulness at USD. For her first three years on campus, she acted as faculty secretary to both the communications studies and the fine arts departments, assisting more than 40 faculty. But although Perry, in her nomination, praised Joseph's hard work and dedication to all the details of her job, it always seems to come back to people.

"I never once have seen Cathy refuse to help someone out, whether they be faculty, staff, administrators or students," Perry said. "She goes far beyond the concerns of the job to concern for the individual."

While such concern certainly played a part in her selection as Employee of the Year, the true reward for Joseph goes much deeper. She proudly displays a growing bundle of letters she receives from a student and friend who graduated last year, and speaks happily of another work-study student who, before her eyes, grew from a timid freshman to a mature adult.

"I grow attached to the students, because often their families are very far away and they're a little apprehensive when they first come in," Joseph says. "I think I'm everything from a friend, to a sister, to a mom to them. It's great for me to help them and see them grow."

That attitude is also what drew her to the communications studies department. "I saw this position and thought, 'Boy do they need a mom,'" Joseph jokes. She becomes serious, however, when contemplating what she likes best about her job. "Everyone here wants to see each other excel, and they'll all help anyone at any time. I like to be a part of that, working hard to make sure the students are happy."

Joseph herself was more than happy when she was announced as the Employee of the Year. "It was a honor to get the award, and it means a lot to me to receive it while Dr. Hughes is still our president," she says. "I made my first communion in the Immaculata and went to CCD classes on this campus, and it was a goal of mine to come and work here."

"I've found my home here, and I wouldn't give up the interaction I have with the faculty and the students for anything," Joseph says. "Plus," she adds with a sly grin, "if I come to work, I don't have to clean the house."

Employee Support Boosts Achievement Fund

Thanks in part to the support of many of USD's own faculty and staff, the 1993-94 Achievement Fund experienced tremendous growth and success. The faculty/staff fund alone nearly doubled its anticipated goal, raising $31,625 in support of three programs highlighted last year.

The programs benefiting from your support are:

• The President's Discretionary Fund, a fund for student scholarships and financial aid.
• The Manchester Child Development Center Scholarship Fund, which offers financial aid for USD employees whose children attend the center.
• The Irvine Foundation Cultural Diversity Challenge Grant, a program to promote awareness and understanding of cultural diversity on campus.

Your efforts as teachers, mentors, aides, role models and friends have been and will continue to be an important part of the personalized quality education that USD offers. Today more than ever, the university depends on private funding sources to meet the challenges of maintaining these standards of quality.

With the kickoff of the 1994-95 Achievement Fund, USD looks forward to strong support once again from the faculty and staff. Watch your mail for further information.

If you have any questions regarding the Achievement Fund, please feel free to contact Amy Roediger in the Annual Fund office at ext. 4724, or drop by Guadalupe Hall, room 202.
Department of the Month

Provost Office

The staff of the Provost Office includes (left to right): Peggy Agerton, Debbie Gough, Sister Sally Furay, Sister Maureen Cronin, Josie Vella, Elaine Elliott, Yolanda Castro, Donald McGraw and Margaret Farrell.

1. Where is your department located?
   Maher Hall, rooms 208-216.
2. What are the functions of your department?
   The Provost Office is involved in the review of the academic and academic-related needs of the various segments of the university, short- and long-range planning of programs, space allocation and enrollment projections. We keep abreast of developing trends in higher education, monitor compliance with internal and external policies and regulations, and develop and monitor annual budgets.
   Other duties include involvement in the appointment of new faculty and academic professional employees, the creation of various academic publications and the administration of the Irvine Cultural Diversity Grant. We compile institutional statistics, complete reports for regional and professional accreditation and respond to inquiries from higher education institutions, corporations and individuals.
   We work directly with the President's Office, the academic deans, deans of academic services and graduate and continuing education, the directors of academic computing, volunteer resources, sponsored programs (formerly grants and contracts), the NROTC unit and the university librarian.
3. What is the biggest challenge your department faces?
   Doing all the above with fewer resources.
4. How has your department changed over the past 10 years?
   In addition to getting larger and busier, we have become more efficient. Computerization has helped, but basically the office works well because we have a very competent team of employees who are knowledgeable and care a great deal about the institution, its employees and its students.
5. What is the one thing you would like the campus community to know about your department and its functions?
   There are really two things that we have to keep in mind at all times. This department is responsible for providing leadership in determining the academic direction of the institution, and for making sure that all university constituencies are involved in planning and setting policies. Keeping abreast of developing trends in higher education is one of our biggest challenges.

New Hires

Welcome to the following employees who recently joined the USD community:
- Valerie Ashley, law school;
- Mary Doyle-Hirschenbein, School of Nursing;
- Susan Higgins, athletics administration;
- Mary Jane Tiernan, graduate admissions;
- James Dalessio, law school;
- Arthur Deighan, heating and utilities;
- Silvia Patterson, controller;
- Suzanne Stone, legal research center;
- Pamela Teune, law school;
- Kathleen Wolski, printing and duplicating.

Congratulations to the following employee who recently received a promotion:
- Bridget Ingram, from master teacher to coordinator of child development center at the Manchester Family Child Development Center.

USD bids farewell to Jose Balelo of dining services, who will retire this fall.

Classifieds

For Sale.
- Three desks (oak pedestal, small pine rolltop, black with chair), clean box-spring and frame, dining table (oak with walnut veneer), six-light fixture, two strollers. Call Dr. Rothman, ext. 4856.
- Bunk beds, solid wood, mattresses included. $100. Black leather motorcycle bag, large. $80. Call Susan, 697-6703.

USD Job Opportunities

You can read about USD job opportunities in the following locations: career services, Copley Library, development, Hahn University Center, housing, human resources, law school administration, legal research center, physical plant, Sports Center, student employment and the bulletin boards located near rooms F114, L337 and O329.

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

Congratulations to Diane White, who won the Staff Employee Association's parking sticker drawing. Thanks to all who participated.

Our Laughlin turnaround trip will be Saturday, Oct. 8. Watch for fliers for details.

Cool breezes and shade trees made the first Day on the Bay a success. We enjoyed volleyball, bocce ball, swimming, rollerblading and, of course, the food.

About 25 people made the trip to Viejas casino. We had one $500 bingo winner.

Scrip from Vons and Ralphs continues to be sold at the Hahn University Center ticket window. If you would like Lucky's scrip sold, please call one of the officers listed below with your request.

Funds brought in by the SEA are given to the Staff Children's Scholarship Fund at the Manchester Family Child Development Center. If you know of another area of need on campus that the SEA can lend support to, please contact the SEA officers for consideration.

SEA officers are Kay Norton, ext. 2033; Diane West, ext. 2614; Laura Nottoli, ext. 4629; and C.C. Costanzo, ext. 6701.

— Lillian Flynn

Fall Mass Schedule

Founders Chapel

Monday-Saturday
7 a.m.
Monday-Friday
12:20 p.m.

The Immaculata Parish

Monday-Saturday
8 a.m.
Saturday (Vigil Mass for Sunday)
4:30 p.m.
Sunday
9 a.m. and 11 a.m.

Reconciliation

The Immaculata Parish
Saturday
3:30 - 4:15 p.m.

Campus Ministry Offers Prayer Breakfast

All USD employees are invited to gather for Campus Ministry's biannual prayer breakfast on Monday, Oct. 17, from 7:30 to 8:30 a.m. The event begins with a buffet breakfast, followed by prayer and a short talk by Father Tom Weston, SJ, a noted lecturer, counselor and spiritual guide.

Father Weston will reflect with participants on “how tilling the soil of our own spiritual garden leads to a blossoming of our relationships with God, ourselves, other people and the Earth.” Father Weston will describe ways to help people slow down enough to be present for the miracle of their own lives.

Reservations for the event must be made by Monday, Oct. 10. Call Campus Ministry, ext. 4735, or Sister Irene Cullen, ext. 2265, for more information or to make reservations. There is no fee. Late reservations are subject to space availability.

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