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Alcalá

August 1999, Vol. 15, Issue 11

A newsletter for the employees of the University of San Diego

View

Pedal Patrol is Revamped

By John Titchen

Sitting in his Hughes Center office, public safety officer Mike Thiem flicked a switch on his "patrol vehicle" and filled the room with an earsplitting siren and flashing lights.

Thiem hadn't managed to park a standard police-issue Ford Crown Victoria squad car in his office. Instead, it was a mountain bike tricked out with police equipment.

Earlier this year, the Department of Public Safety officially launched a bike patrol, which allows three uniformed public safety officers to hit the streets and paths of

Alcalá Park on two-wheeled vehicles.

"One of the best things about these

"One of the best things about these bikes," says Thiem, "is that it gets us out in the community on a more personal level. You're not driving around in a car with this shell around you. You're out in the middle of things, seeing things up close, meeting people and talking with them."

The university started assigning public safety officers to mountain bikes in 1995, but the practice was sporadic. After extensive research, Thiem took the initiative to propose, implement and run a rigorous training program for campus officers. The department now boasts five fully equipped mountain bikes and employs three full-time officers who spend at least 60 percent of their work week on bike patrol. Two part-time officers and two supervisors are also trained to use the bikes.

Each bike is custom built and costs at least \$1,500. Thiem starts with state-of-theart lightweight frames and then adds a siren and lights, water bottles, top-of-the-line



(From left to right): Ché Hill, Mike Thiem, Mike O'Deane, Tom Lowry and Mark Jones are specially trained to patrol the campus by bike.

brakes, a first-aid kit and other law enforcement necessities. Each officer will eventually be outfitted with navy blue shorts and shirts that are designed for comfort while cycling. Officers wear white helmets, wraparound glasses and gloves. Badges and name tags will be made of plastic.

"The less metal we wear the better," says Thiem, "in case of an accident."

Officers also will wear the standard belt with Mace, handcuffs, baton, radio and handgun.

"We're still really just getting this off the ground," says Thiem. "The main thing we want people to know is that we're out there. We are approachable and friendly and helpful. We don't want to be intimidating."

Thiem and the other officers attended a state-run police academy, where they learned to properly mount and dismount the bikes, brake at high speeds, ride down stairs and use the bikes in pursuit and traffic control. They also learned how to use their weapons while mounted.

In September, Thiem will attend a session (Continued on page eight)

Box Office Offerings

The Hahn University Center box office has more these days than just discount movie tickets. All of the special passes listed below are available to employees.

Magic Mountain: Adult, \$19.50; child, \$18.

Hurricane Harbor: Adult, \$14.50; child, \$12.

Sea World: Adult, \$33; child, \$26

San Diego Zoo: Adult, \$22; child, \$13.

Legoland: Adult, \$28; child, \$22

Movie theaters: Pacific, \$5; UA, \$5; AMC, \$4.50; and Edwards, \$4.75.

Bus passes: With USD ID, \$45; senior/disabled, \$12.50; youth, \$25.

Trolley passes: 13 pack of \$1.75 Quick Trippers, \$16.90; 13 pack of \$2 Quick Trippers, \$19.50.

The ticket office is open 10 a.m. to 5 p.m., Monday through Friday. For more information, call ext. 4901.

Fresh Air Parking Permits

No need to wait until January to make resolutions. The beginning of a semester is near and a free parking permit is available if you just make a few changes in your commute plans. The Fresh Air Commuters Club and Department of Public Safety is offering a special parking pass to employees who use alternative transportation at least 80 percent of the time. The Fresh Air permit allows holders to park on campus

(Continued on page seven)

Benefits Brief

Fall Tuition Remission:

Human resources must receive a tuition remission application for part-time students no later than 10 days before the first day of class. Late fees may be charged for applications received after the deadline. Tuition remission forms are available in the human resources office.

Leave of Absence Reminder:
Supervisors should contact
human resources when an
employee has been absent
over three days. This requirement is the result of state law
which mandates that the
employee be made aware of
entitlements of the Family &
Medical Leave Act.

Health Net Mail Order Rx: To maximize savings on maintenance prescription drugs, Health Net offers a mail order prescription service through Walgreen's Healthcare Plus. A single \$5 co-pay for generic or \$10 for brand name medications can provide you with up to a 90-day supply. Forms are available in human resources.

Sunscreen Reminder: Even the best sunscreen will not protect you if you don't apply an ample amount. Physicians recommend using at least an ounce for maximum protection. Another easy way to remember is to use a handful of sunscreen 15-30 minutes before exposure. An SPF of 15 or more is recommended.

On the Lighter Side: Recent graduates of USD's spring Weight Watchers group have tallied a loss of 253 pounds among the 16 of them. A new group will be forming this fall! Contact Alicia Gallegos-Butters at ext. 8761 for more information.

- Debbie Anderson

Library's Very Own Treasure Hunter

By Jill Wagner

When Bill Hall moved into his Scripps Ranch home 10 years ago, he needed something to cover the blank walls. He settled on original oil paintings. His originals.

Hall, the 1999 Staff Employee of the Year, pulled out photographs from his worldwide travels and painted copies of the scenes on large canvases. He hung the colorful artwork throughout his house.

Hall's favorite painting is one of the Bahamas. His favorite trip — if a guy who loves to travel so much can actually have just one — is searching for remote Indian ruins, cliff dwellings and rock art in the Southwestern United States.

"It's like a treasure hunt," he says excitedly.

What Hall does for fun is not unlike what he does for a living as a Copley Library assistant in charge of interlibrary loan. When a student or faculty member can't find a book or article in the Copley stacks, Hall searches for it at other locations. He uses computer databases to locate the material and then requests a temporary loan from the library that owns it. The packages that arrive through the mail, and sometimes over the Internet, can come from just about anywhere in the world.

"Some things we can order over the computer and have in an hour," says Hall, explaining that when he took over the loan section 10 years ago, he had to look up resources in hardcover books and make all the transactions through the mail.

As tenacious as he is in his travel adventures — Hall once hiked rim to rim of the Grand Canyon in one day, despite a heat wave that spiked temperatures to 116 degrees — he is equally dedicated to his work. The 23-year USD employee exhausts every avenue to find the needed item.

"Bill is a legend on campus for his concern for others and his basic human decency," says **Ed Starkey**, university librarian, who nominated Hall for the Employee of the Year award. "In the 11 years that I have been here, I have received more unsolicited comments from library users on how he helped them than I have received for any other employee."

Hall credits his ability to get along so well with people to a childhood spent moving from one Navy base to the next. As soon as



Bill Hall has worked for 23 years in Copley Library. He is the 1999 Employee of the Year.

his father was reassigned, the family of seven packed their belongings and headed for a new town.

"I couldn't even tell you how many schools I went to," Hall says. "After a while, it was always easy for me to meet people."

The family was stationed in San Diego twice, and when Hall reached college age in 1969, he knew exactly where he wanted to go. Hall studied Spanish at the San Diego College for Men and remembers working for the Sacred Heart sisters at the College for Women.

"I worked for physical plant as an undergraduate, and we'd get jobs from the nuns to do things like polish furniture with toothbrushes," he says, laughing sweetly at the memory. "The sisters followed us around and watched everything we did."

Intending to become a teacher, Hall completed the coursework at USD for a master's in education, but never took the final tests. He didn't particularly enjoy student teaching, but loved his job in Copley Library, where he worked as a graduate assistant. In 1976, he was hired full-time.

"Teaching is pretty abstract," he says.
"You don't see any results from the help you give people. At the library, I can see results."

About six times a year, on a Saturday, Hall gets the opportunity to see the results of weeks of planning when hundreds of peo-

(Continued on page eight)

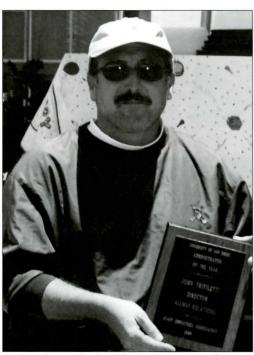
The Picnic in Pictures

Husbands, wives and children turned out in record numbers for the 15th annual Employee Appreciation Picnic, which celebrated USD's 50th anniversary.

What a year it was for the spouses and kids to see the fun USD employees can have when given a chance to lounge in the sun or run around in the grass. Hula hoopers were out in force, and the relay teams sported some truly creative T-shirts. Prodigious amounts of birthday cake were consumed and several touching photo displays honored the outstanding work of faculty, staff and administrators.

There was no shortage of laughter while watching the annual relay race between divisions. Those sombreros, with the fringe flying to and fro, made for a wacky scene. Just a little trivia: Burke's Brigade, the student affairs team, is the first to win back-to-back titles in the annual President's T.E.A. Cup competition.

In the following pages is the Alcalá View's annual picnic photo spread and acknowledgment of each person and sponsor who contributed to the day.





"What do you think of these? Pretty nice plaques, wouldn't you say?" John Trifiletti and Debbie Gough are co-winners of the 1999 Administrator of the Year award.



What a fine looking team! Burke's Brigade is the first ever back-to-back winner of the President's T.E.A. Cup competition.

From Party Planner Calista Davis

What a wonderful birthday party it was! The picnic could not have succeeded without the help of numerous USD employees.

Thank you to the Staff Employees Association and members of the SEA recognition committee: Kily Jones, Liz Macias, Theresa Waldhoff and Joan Wolf. Thanks also to June Aleman, R.T. Ronk and Patrick Boyce for creating the "Happy Birthday" phone message.

Thank you Ernie Salazar, Carlos Olivas and Samuel Robles, who provided plants and prepared the picnic grounds. Without Thu Tran, Mark Draper, Carter Edwards and Josue Leyva, we never would have been set up. Thank you to Terri Miller for making sure we had all the electricity we needed.

A special thank you to **Silvia Patterson** and **Nancy Olsen** for their patience and making sure everyone got paid, and to **Judy Williamson** for tracking down photos of each employee of the year. Many thanks to Copley Library Technical Services for allowing their area to be used as a birthday present building factory. Plus a big thank you to **Julia Longstaff** for helping with set up and special deliveries.

Much gratitude to the 50th anniversary committee for buying the caps and T-shirts, and to public relations for designing and getting the items ordered. What great party favors!

As always, I must thank my human resources colleagues for all their help and support:
Judith Muñoz, Vicki Coscia,
Sue Barton, Debbie Anderson,
Nina Scuito, Judy Sanchez,
Alicia Williams, Alicia
Gallegos-Butters, Bob Brown,
Reuben Mitchell, Thom Barnett,
Brad Patterson, and our student workers, Madonna
Morena and Ericka Francois.
What a wonderful group!

This year we were fortunate to have the soda donated by Coca-Cola and the beer by Karl Strauss Breweries.

Most of all, I thank those (Continued on page four)

Calista

(Continued from page three)

individuals who help year after year and really make the picnic a success, the picnic committee: Rudy Spano, Greg Zackowski. Scott Gill. John Martin, Will Polimadei, Lou Magaña, Jill Wagner, Becky Gilbert, Kim Rodriguez, Cris Ruffo, and filling in this year, Matt Enyedi and Gary Becker. Without this great bunch of people, the picnic would not have happened.

Can't wait for next year. See you there!

Picnic Prize Winners

This year's birthday bash came complete with door prizes that included movie passes, T-shirts and cash.

Congratulations to the employees who won the following items:

Antonio De Sousa and Steve Glover, baseball cap and Tshirt from Wavelines Surf Shop.

Gretchen Veihl, two tickets to "Pretty Fire" at the La Jolla Playhouse.

Sam Peralta. Debbie Anderson and Esiguio Covarrubias. Domino's Pizza certificate donated by USD dining ser-

Andrea Letzring, John Trifiletti, Kimberly Yohe, Marjorie Zhou and Mark Bertolero, gift certificate for a free personalized children's book from Greggy's Creations.

Andres Ramirez, \$10 gift certificate for Sportmart.

Anna Cain, \$200 gift certificate to San Diego Fitness & Racquet Center.

Beverly Thomas, Restaurant Secrets Cookbook from Entertainment Book, Inc.

Brenda Andreotti and Terry Mignogna, one month pass to San Diego Fitness & Racquet Center.

Carol Norman. Cleo Gonzalez, Delia Lencioni, Guadalupe **Huidor**. Julia Longstaff. Tonis Manriquez, Mary Kowit and Paciano Tovar, two AMC movie passes, donated by UC operations.

Conley Robinson, one complimentary bowling certificate to Kearny Mesa Bowl.

Happy Birthday, USD!

1999 Employee Appreciation Picnic



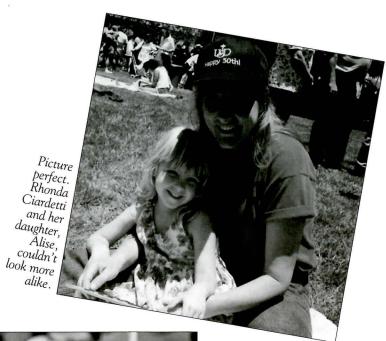
"Hi. My name is Dan. What's

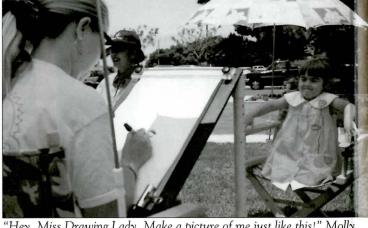
snapping a photo?

yours?" Think physics professor yours: Trunk physics projessor Daniel Sheehan knew someone was



"OK, now let me get this straight. I'm supposed to run down there and do what with that sombrero?" Marie Minnick and Rudy Spano attempt to figure out the relay





"Hey, Miss Drawing Lady. Make a picture of me just like this!" Molly DiFede's daughter, Sarah, poses for the caricaturist.



Future's so bright, gotta wear shades. Jo Powers and Kathleen Johnson grab some lunch together.



Loca Ladies. (Left to right): Kathe Myrick, Olivia Gil-Guevara and Coreen Petti cheer for their University Relations team.



"Here dude, you take this thing. I don't want it anymore." Felix Leyva passes the Golden Sombrero to Mario Casillas for the final sprint to the fin-

Cristina Castro and Leonora Hunter, two tickets to a Padres Game donated by Colorama.

Danny Rillera, baseball cap and T-shirt from Planet Hollywood.

Danny Marines. Ramona Rameriz and Ruey Shivers, free guest pass for two to the Whaley House Museum.

Frank Orlando and Traci Merrill, two free guest passes to the San Diego Automotive Museum.

Fred Rocha, an organizer from Office Depot.

Georgia Belaire and Rebecca Flynn, two complimentary passes to the Aerospace Museum.

Jim Gump. Julie Ellenburg and Patricia Luczale-Trevino. \$25 donated by Valic.

John Cunningham, Sharon **Bunton** and **Theresa Dionisio**. \$100 certificate for San Diego Fitness & Racquet Center.

John Gilmer, voucher good for two guests to see "Cymbeline" at the Old Globe Theatre.

Jose Tavares, dinner and dance for two on Harbor Excursion, donated by USE Credit Union.

Joy Aleman and Matt Envedi. two complimentary passes to the San Diego Zoo.

Julie Hoyle and Margie Carroll, \$25 gift certificate for USD dining services.

Kathleen Kramer, one week free at any USD Sports Camp.

Leticia Coffinberry, \$75. donated by Valic.

Linda Sola and Nick DeTuri. two complimentary passes to the San Diego Wild Animal Park.

Liz Harman, USD sweatshirt. Lou Magaña, complimentary tickets for two to Coronado Playhouse.

Mariana Djaja, two tickets for the Horton Grand Theatre. donated by USE Credit Union.

Mary Ann Kennedy, bowling party for a group of four at Sunset Bowl.

Patty Cortez and Rodney Miller, \$50, donated by Valic. Phil Plouffe, large USD teddy bear from USD Bookstore.

Trivia Contest Answers

One thing about an anniversary year, all kinds of fun facts and historical trivia are unearthed as folks across campus plan events, coordinate exhibits and write stories about USD. For example, if Bishop Charles Francis Buddy's design plans had unfolded according to his wishes, Marian Way would have never been a through street. San Diego's first bishop and a USD founder had grandiose dreams for a football stadium in the center of campus, right about where Colachis Plaza is today.

As for other historical tidbits, following are the answers to the questions posed in the June *Alcalá View*:

- 1. The exact date of USD's groundbreaking was May 1, 1948.
- 2. San Diego Mayor Harley E. Knox turned the first shovelful of earth at the ceremony.
- 3. Between 1954 and 1957, the College for Men was located at University of San Diego High School.

4. The Legal Research Center was originally named after the Knights of Columbus.

- 5. Prior to 1962, USD sports teams were known as the Pioneers.
- 6. Harmon Hall was originally called The House of Studies of Sons of the Sacred Heart.
- 7. When the Staff
 Employees Association was
 founded it was first named
 Backbone of the Administration.
- 8. The Hahn University Center's most popular video game from 1988 to 1992 was Ms. Pac-Man.
- The only three days the UC closes in the year are Christmas, Thanksgiving and Easter.
- 10. The football stadium was constructed in 1961, the year the program was dropped. Football was reinstated as a club sport in 1969.

This Takes the Cake

Mayonnaise is hardly a typical ingredient for a birthday cake. But then again, can you picture Vice President and Provost Frank Lazarus in the kitchen, apron tied around his waist, whipping up a chocolate cake?

The "Bake a Cake and Eat it Too" contest at this year's employee picnic was full of such surprises. A cake entered by the registrar's office had mayonnaise in it, and Lazarus wowed the judges with his first ever chocolate cake (we don't know if he actually wore an apron, though).

The eight entries — some baked by groups, others by individual employees — included chocolate, vanilla and spice cakes with festive decorations to celebrate USD's 50th anniversary.

Ericka and Madonna's Plain Butter Cake, baked by two work-study students in human resources, ran away with first prize. The registrar's office won second place with Grandma Shirley's Chocolate Mayonnaise Cake and third place went to Outdoor Adventures' Pete Ryan and his wife, Teglene, for their Pumpkin Cake with Cream Cheese Frosting.

Congratulations to all the entrants, whose baked goodies disappeared faster than the free

Ericka and Madonna's Plain Butter Cake

Ingredients:

- 1/2 cup shortening (butter)
- 1 cup sugar
- 2 eggs
- 2/3 cup milk
- 2 cups flour (sifted)
- 3 teaspoons Watkin's baking powder
- 1/4 teaspoon salt
- 1 teaspoon Watkin's vanilla

Directions:

Cream shortening, add sugar gradually. Blend thoroughly. Beat eggs well, add to first mixture. Mix in flour, salt and baking powder, combine alternately with milk. Add vanilla last. Bake in layer tins for 25 minutes at 375 degrees.



Grandma Shirley's Chocolate Mayonnaise Cake Recipe

Ingredients:

- 4 tablespoons Hershey's cocoa
- 2 cups sifted flour
- 1 cup sugar
- 1 teaspoon baking soda
- 1 teaspoon baking powder
- 1 cup mayonnaise
- 1 cup cold water
- 1 tablespoon vanilla

Directions:

Combine cocoa, flour, sugar, baking soda and baking powder. Add and blend in mayonnaise, water and vanilla. Bake at 350 degrees for 15-20 minutes.

White Frosting for Grandma Shirley's Cake

Ingredients:

- 1 teaspoon salt
- 2 egg whites
- 1/4 cup sugar
- 1 teaspoon vanilla
- 3/4 cup light Karo syrup

Directions:

Mix together salt, egg whites and sugar. Beat until thick and frothy (10 to 15 minutes). Add vanilla and Karo syrup. Beat until smooth and silky (10 minutes).

MFCDC Earns National Ranking

Parents looking for a safe, nurturing environment for childcare now have another reason to consider the Manchester Family Child Development Center. The center recently received accreditation from a national childcare association, an honor given to fewer than 10 percent of early childhood programs nationwide.

Accreditation from the National Association for the Education of Young Children signifies that Manchester provides a safe environment that promotes the physical, social, emotional and intellectual development of its young students.

USD's center is one of 33 in San Diego to receive accreditation.

"The process was long and facility. intensive, but we are proud to have our program recognized," says Jacqueline Corey Kennedy, the center's coordinator, who announced the achievement to parents and staff at the center's 10th anniversary celebration in June. "We've worked very hard to provide quality, affordable childcare."



(From left to right): Jacqueline Corey Kennedy, Sister Sally Furay, Doug Manchester, his daughter Sally Manchester and her daughter, celebrate the child development center's 10th anniversary. As provost in 1989, Sister Furay spearheaded the opening of the center and Doug Manchester, a board of trustees member, made the lead gift of \$250,000 to build the childcare

While seeking accreditation, the center underwent a self-study, collecting information from parents, teachers, administrators and classroom observations. Early childhood professionals made an on-site visit and a national team of educators reviewed the findings. Accreditation is valid for three years.

Roulette, Riverboats and Retail **Outlets Await You**

In the mood for playing the tables, boating on the river or doing a little outlet mall shopping? The Staff Employees Association can offer it all in a 24-hour turnaround trip to Laughlin, Nev.

The SEA social committee will organize

the bus trip for employees, friends and family if at least 30

people are interested in the event. In previous years, the

trips included games with prizes on the ride to Laughlin, a buffet lunch at one of the casinos and plenty of hours to explore the town just across the state line.

Typically, the bus leaves campus early on a Saturday morning and returns 24 hours later. The social committee suggested planning the trip for the weekend of Oct. 22 (fall holiday weekend).

SEA representatives will be canvassing their areas to see who is interested, so think about trying your luck at the slots and let your rep know.

Parking Permit Raffle

Warm up for that Laughlin trip right here on campus by entering the SEA parking

permit raffle. An anonymous donor provided funds for

SD STAFF EMPLOYEES ASSOCIATION three \$120 faculty/staff permits to

be given away.

Tickets are \$1 and can be purchased from any SEA representative or by calling Josie Vella at ext. 4784.

If a winner already has purchased a different type of permit, \$120 cash will be awarded.

Fresh Air

(Continued from page one)

up to 12 times a semester. On the other days, try the bus, trolley or Coaster, ride a bike, walk or even rollerskate to work.

Permits will be available at the next Fresh Air Club meeting, noon to 1 p.m., Sept. 3, in UC104. Questions? Call Greg Zackowski at ext. 4796 or Jill Wagner at ext. 2551.

Carpool Partners

Looking for a carpool partner but not sure who on campus lives in your area? You're not alone. The Fresh Air Club has been contacted by several employees searching for someone to share the ride to work and cost of a parking permit.

To help people connect with each other, the club is gathering names for a database. To be part of the Carpool Corps, send your name, campus extension and area of town you live in to Jill Wagner at jwagner@acusd.edu or call ext. 2551.

Passages Deaths

Frank Gennero, father of Don Gennero, lab manager in the biology department, in June.

William J. Whitcomb, husband of Professor Therese Whitcomb, former director of institutional design, in July.

Psst...

Bits and Pieces from the Readers

West Point Field has long been a hot fireworks watching spot, and this year was no exception, with hundreds of spectators perched on the hill. Just across Marian Way, at Casa de Alcalá, President Alice B. Hayes was at home waiting for the July 4 festivities to begin.

When fireworks lit up the sky above Mission Bay, the president headed to her backvard for a better view. As she walked through the patio doors, she was shocked to see nearly 30 strangers hanging out on her lawn. In

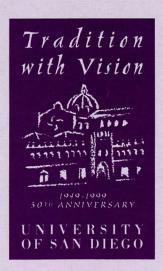
(Continued on page eight)

Psst...

(Continued from page seven)

previous years, Hayes says, people have snuck onto her private driveway to see the fireworks display, but never has anyone had the nerve to sit in her yard.

She decided to make the best of it and commented to some of the visitors how nice the fireworks looked. They ignored her. The silence was a bit unnerving, Hayes says, so that's when she retreated inside and locked the door.



Alcalá View

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Pedal Patrol

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from which he will graduate a full-fledged instructor in the art of using a mountain bike for law enforcement. He plans to institute a strict training program at USD.

"I'd like to see this expand even further," says Thiem. "The use of these bikes is a worldwide trend. It's cheaper, more environmentally friendly and it's a good way for the officers to stay in shape. It's fun."

Getting the program started has gone smoothly, except for one challenge — finding a bike to fit 6-foot-8, 290-pound officer Mark Jones.

"Look at the size of this bike," says the 5-foot-9 Thiem with a laugh, easily holding aloft Jones' mammoth but lightweight bike. "We had to look all over for something that would fit him."

Thiem's dream is to hire more officers specifically for the bike patrol. To start, an

Bill Hall

(Continued from page two) ple come to Alcalá Park to take standardized tests.

On a volunteer basis, Hall organizes the events where tests — such as the CBEST for teaching credential candidates — are administered to up to 500 people. Hall is so thorough in his planning that he has one classroom designated for latecomers, so those people who come racing up Marian Way behind schedule don't miss the test.

It's that kind of thoughtfulness that earned Hall the respect of his colleagues and this year's award.

"Bill is one of the most pleasant, dignified and charitable individuals I have ever met," Starkey says. officer with EMT training recently was brought aboard to serve as a bike officer/paramedic.

Thiem says the advantages of using a bike patrol on the small USD campus were immediately noticeable.

"These bikes often allow us to get to a scene faster," he says, "and we don't have to take up a parking space to do it. We can get places more quietly with less attention. And they're cheaper and don't use any gas. A fully-equipped squad car runs about \$35,000. Think about the money we're saving and how environmentally sensitive these bikes are. It's natural."

New Hires and Promotions

Welcome to following employees who recently joined the USD community:

Ann Buerster, School of Business Administration; Steve Debry, public safety; Stephen Elliot, Transborder Institute; Saeed Hesami, student affairs; Delia Lencioni, media services; Manuel Perez, print shop; Andrea Saltzman, academic computing; Karen Sharpe, Copley Library; and Lisa Wipff, financial aid.

Congratulations to the following employees who recently received promotions or reclassifications:

Maria Rivera, custodian special services lead in custodial services; Rosie Rodriguez, executive assistant 1 in the School of Education's foreign program; and Cecilia Varela, customer service assistant in the print shop.



Office of Publications Maher Hall 274