

# UPDATE

DENTON/DALLAS/HOUSTON

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*Volume 21, Number 1, August 24, 1998*

## **READY, SET...RUN!!!**

We're off and running again! Welcome back for the fall 1998 semester -- particularly to new faculty and staff who join TWU during this busy time...meeting new students and welcoming new opportunities during the 1998-99 academic year. A "quick list" of facts, deadlines and other information is provided below to make the beginning of this year run as smoothly as possible:

- Dr. Richard Nicholas (student life), who was selected as new vice president by Dr. Carol Surles (president's office), will assume that permanent post on Tues., Sept. 1.
- Dr. Jean Pyfer (Health Sciences), who was selected as dean by Dr. Beverley Byers-Pevitts (academic affairs), will start in that permanent position, also on Sept. 1.
- Surles has appointed Byers-Pevitts as provost, in addition to her vice president's title, and also announced the appointment of Dr. Kathryn Stream (Houston Center) as vice provost for health affairs.
- Dr. Rudy Rodriguez (reading and bilingual education) has been appointed executive assistant to the president for community relations and diversity by Surles.
- Several new department chairs are starting this fall: Dr. Hugh Burns (English, speech and foreign languages); Dr. Don Edwards (mathematics and computer science); Dr. Daniel Miller (psychology and philosophy); Dr. Linda Sluder Schertz and Dr. Charlotte Keefe, shared responsibility in their department (early childhood and special education); and Dr. Paul Uselding, visiting professor and interim chair (business and economics).
- Fall assembly is scheduled today at 10:30 a.m. in the auditorium of the Multipurpose Classroom Laboratory Building. Dr. Carol Surles will deliver her fifth fall address to the faculty, looking ahead to administrative challenges, a busy academic year and issues that members of the campus community will face during the coming months, including strategic planning.
- Faculty Development Day will be held Tues., Aug. 25, from 9 a.m. to 4 p.m. in various locations on campus; lunch is included. (See separate article in this issue of *TWU Update*.)
- TWU faculty and members of the Council of Chairs, the Academic Council and executive staff are invited to attend a picnic hosted by Dr. Carol Surles (president's office) at University House on Tues., Aug. 25, at 5 p.m.
- Labor Day is *not* on the holiday list for this academic year. TWU *will* hold classes, and offices will be open in order to schedule days off during other parts of the year.
- Annual parking decals for the 1997-98 academic year expire on Aug. 31; the department of public safety will begin writing tickets Sept. 1 for vehicles with expired stickers or no stickers. Parking stickers are available through the department of public safety at 1215 Oakland Ave.

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**RUN!, *continued***

Payment for employees can be made in cash for the entire amount due before Sept. 1 or through payroll deduction. Forms for payroll deduction must be completed and delivered to the TWU department of public safety's office no later than Sept. 15; however, please note that new decals must be on windshields no later than Sept. 1 to avoid receiving a parking ticket. Additional parking decals are \$5 each and must be paid for in full when purchased.

Faculty and staff annual decals (fall, spring, summer) for non-exempt employees are \$90 (or \$7.50 per month from September through August) and for exempt faculty and staff are \$97 (or \$8.08 per month from September through August).

Other decal options are offered. Effective fall 1998, non-exempt faculty and staff will pay \$89 for an academic decal (fall and spring), \$87 for an academic decal (spring and summer), \$81 for one semester (fall or spring) or \$77 for summer only. Exempt employees will pay \$95 for an academic decal (fall and spring), \$93 for an academic decal (spring and summer), \$98 per semester (fall or spring) or \$82 for summer only. Student parking fees for fall 1998 are \$40 for an annual decal (fall, spring, summer), \$39 for an academic decal (fall and spring), \$37 for an academic decal (spring and summer), \$31 for one semester (fall or spring) or \$27 for summer only.

For details, call the TWU department of public safety at ext. 2925.

- Faculty and staff scannable ID cards should be made in the housing office.
- Calendars from the Denton Area Teachers Credit Union now are available in the office of public information. Stop by ACT 2 to pick up calendars; items must be picked up in person and signed for by each office or department. For details, call Johnna Shelton at 8-1-3456.
- Departmental telephone directories will be available from the office of public information in September. Campus telephone books (which include individual faculty, staff and student listings) are issued through the office of student life and the Student Center; they will arrive later in the fall.

And -- last but not least -- the first day of class is Mon., Aug. 31. Welcome back!

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**REGENTS HEAR REPORTS, VOTE APPROVALS**

The TWU board of regents held its quarterly meeting last Thurs. and Fri., Aug. 20 and 21, at the TWU Institute of Health Sciences Dallas Center at Parkland. During the meeting, regents heard a number of reports, authorized the creation of a new center, approved the naming of the Dallas Education Building as Faye Pannell Hall (following the May 31, 1998, closing of the housing facility of the same name) and learned more about initiatives under way that reflect work on the university's strategic plan.

***Institutional Advancement***

Kathleen Gigl (institutional advancement) provided regents with a report that showed the evolution, over

one decade, of the office of institutional advancement...milestones and progress.

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## **REGENTS, *continued***

Gigl discussed structure and substantive change among the divisions of institutional advancement: development, alumni relations, public information and governmental relations. She stressed the continuing need for both human and financial resources as the university moves forward with a strategic plan that focuses on heightening the image and enhancing the reputation of TWU. Communication and follow-up are two key elements in a multi-faceted effort.

She also announced that each component in the division has committed its time and talent to the support of a comprehensive fundraising campaign (not a capital campaign, which focuses on facilities). "A comprehensive campaign gives us the opportunity to redefine who we are as an institution of higher education in Texas, the United States and the world," said Gigl. "The objectives are two-fold: to gain private support and to raise the image of the institution. First, we must position ourselves to raise funds to implement the campaign and to ensure our success as an institution by clearly stating our objectives and by linking our funding goals to each objective."

Gigl stated that a comprehensive campaign would involve several phases over a six-year period. A feasibility study to consider whether TWU successfully could wage such a campaign is necessary, and regents discussed with Gigl the need to hire a consulting firm, as well as the role of the TWU board of regents, the TWU Foundation board and others in such an effort.

In other areas, Gigl reported that development had brought in approximately \$1.46 million (excluding monies from the Mattie Mae Glover Wilkinson estate) -- about \$100,000 more than the same time last year. The university's annual fund campaign -- Help Keep the Promise -- is up about 10 percent as well. The new format for the *TWU Times* was released this summer with its July issue, and an external version of the president's document *Pioneering Our Future* recently went to the printer and will be used to cultivate friends and fundraising by Dr. Surles as well.

## ***Finance and Administration***

Dr. Brenda Floyd (finance and administration) presented reports on personnel additions and changes, gifts and grants, contracts and agreements, allocation of federal funds (an update of last year's final amount as well as the 1998-99 figures), renewal and extension of insurance for automobiles, property and other university business needs -- all of which were received by the board. Regents also approved a contract for new laundry services for students in Denton, Dallas and Houston (new machines, renovated facilities and a scholarship donation), as well as the third-quarter internal audit report, the 1998-99 annual audit plan and the name change in Dallas. (Faye Pannell was the first dean of the TWU College of Nursing in Dallas.)

Dr. Dana Gibson (controller's office) provided a report on the university's investments through May 31, 1998, and an interim financial report through July 31, 1998. In response to the regents' request from their last meeting, Floyd presented a map that reflected properties in Denton that the university holds and would like to acquire, in keeping with TWU's master plan. She added that the university is still looking at vending contracts -- specifically food machines. Finance and administration staff also already have and will continue to prepare reports and data for the upcoming legislative session.

## ***Academic Affairs***

Dr. Beverley Byers-Pevitts (academic affairs) introduced a number of staff and faculty who presented reports or requests related to enrollment management, student research, faculty research,

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## **REGENTS, *continued***

strategic planning, the proposed School of Management and other areas. During that session, regents approved a waiver of tuition and fees for students attending courses selected by the university that are fully funded by the federal government or other sources; and approved continuing TWU's automatic admissions policy for applicants to the university as first-time freshmen students who graduated from an accredited public or private high school (in Texas) with a grade point average in the top 25 percent of the applicant's high school graduating class.

Regents heard a report from Dr. Charlotte Sanborn (kinesiology) for the TWU Center for Research on Women's Health. She mentioned that the center had brought in approximately \$1 million in grants this past academic year; has received a new NIH grant for research involving 4th- and 5th-grade elementary school students in Denton; delivered more than 100 presentations last year; was moving forward with the Pioneer Project (a longitudinal study on women's health); is developing partnerships (the YWCA of Dallas and its Welfare to Work project; the Baylor College of Medicine's Center for Excellence on Women's Health, for example); and other activities.

Dr. Michael Droge (biology) presented a report on the office of undergraduate and graduate research support -- established this past year -- and submitted a request, based on activities, needs and interdisciplinary cooperation, to re-name that office the TWU Center for Student Research Support (which was approved by the regents). David Peat (enrollment management) presented his strategic plan for undergraduate and graduate admissions, reporting goals and objectives for current and new staff in his division. They will focus on two key groups for recruitment: female undergraduate transfer students and female graduate students -- although recruitment activities will include traditional, first-time-in-college students and others as well.

## ***Student Life***

Dr. Richard Nicholas (student life) updated regents on several construction projects. He said that Jones Hall is on-line and ready for students to move in this fall while Guinn Hall is under renovation, six floors at a time. The Guinn Hall construction includes infrastructural improvements (plumbing and HVAC), plus in-room work, painting and other items. Food service construction includes: the Guinn commons area, which should open to students in mid-September; Chik-Fil-A, which has been completed and opened in early August; and some "facelifts" in the Garden Room and Underground in the Student Center. Pioneer Cafe will continue to serve customers until the other facilities open; campus housing is filled for the fall semester

Other items Nicholas discussed included the possible expansion of student health services to Hubbard Hall (the design is under way), with a projected occupancy date of fall 1999; construction of an intramural playing field in the northwest corner of Lowery Woods (and possible addition of a softball field in that same area); changes in summer orientation (a shorter, more academically intense session in the summer and the addition of Pioneer Camp in late August for the students' social integration into campus life); the appointment of Jamie Teal as director of conference services; Welcome Wagon Days (activities for all students joining TWU or returning to campus); and the establishment of Wellness Services, which now includes both the Wellness Center and recreational sports, under the direction of Dr. Linda King; the addition of a health educator to the student life staff; and a report on United Students

Association activities. Nicholas also announced plans to establish a new Center for Student Development, which would combine the finances and staffs of student activities and student development under one director.

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## **FACULTY DEVELOPMENT DAY HAS SOMETHING FOR EVERYONE**

Faculty Development Day, scheduled Tues., Aug. 25, from 8:30 a.m. to 4:45 p.m. at several locations on campus, will provide new and returning faculty with an opportunity to meet one another, learn about the functions of different components serving TWU and find out more about teaching and professional development. "We want to invite all faculty to participate," said Dr. Clay King (nutrition and food sciences), one of three organizers who planned the event. "Some sessions are limited in terms of space, but we believe that there is something for everyone on the schedule that day."

Refreshments will be served from 8:30 to 9 a.m., ACT 2, followed in that same location with an information fair and tabletop exhibits staffed by university personnel through 10:30 a.m. Central information and the registration desk will be located on ACT 2 from 8:30 a.m. to 2 p.m. Three main tracks have been scheduled with three to four sessions in each: teaching/research process; hot topics (diversity, funding, Renaissance education and shared governance); and assessing self and peers.

The luncheon address by Dr. Robert Diamond is titled "How to Prepare for Peer Review"; everyone is invited but must register. The day's activities will end with a barbecue for all faculty at University House, the president's home. For details, call King at 8-1-2652 or e-mail him at [f\\_king@twu.edu](mailto:f_king@twu.edu). Other organizers included Dr. John D'Angelo (Library and Information Studies) and Dr. O. Jayne Bowman (Occupational Therapy, Houston).

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## **HOLIDAY SCHEDULE EXPLAINED**

The department of human resources recently released a two-year holiday schedule for the university, based on the number of days dictated by the state of Texas for agencies and public institutions of higher education. Among the dates is a change in the university's approach to spring break.

"Over the past several years, TWU employees took three days of forced vacation during spring break and received two holiday days that week," said Dr. Brenda Floyd (finance and administration). "Now employees may take those vacation days during that week, or they may choose to take them during another period of the year...because those days are each individual's days to take. They no longer are forced to take those days during spring break. We also made that change because we were responding to requests from employees to have Labor Day and Memorial Day off. In addition, we want to be able to continue to do business on the university's behalf during a time when other operations continue to function."

The schedule was released during the summer -- later than the traditional spring semester -- because administrators and staff were working on developing a two-year schedule and, eventually, will have a five-year calendar available, updated annually, according to Floyd. Employees will continue to schedule vacation dates with their supervisor's approval. Here's this year's schedule:

**1998-1999 Holiday Schedule:** Wed.-Fri., Nov. 25-27, Thanksgiving holiday; Thurs.-Fri., Dec. 24-25, Christmas holiday; Mon.-Thurs., Dec. 28-31, holiday; Fri., Jan. 1, New Year's Day holiday; Mon., Jan. 18, Martin Luther King holiday; Mon.-Tues., March 15-16, spring break holiday; and Mon., May 31,

Memorial Day holiday. The second year's schedule for 1999-2000 was printed in the July 27, 1998, issue of *TWU Update*.

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## **APPLICATIONS FOR REP AVAILABLE**

Applications for grants from the new faculty competition for TWU's Research Enhancement Program now are available from the office of research and grants in Denton and Houston. Tenured or tenure-track full-time faculty in their first, second or third year of appointment at TWU are eligible to submit a proposal for support for either research or a creative activity. Projects will be conducted from Jan. 1 to Aug. 31, 1999; awards may be made up to \$6,000. This year, for the first time, the new faculty competition involves two deadlines. Proposals from second- and third-year faculty are due by Oct. 15, 1998; proposals from first-year faculty must be submitted by Nov. 2, 1998. For more information, contact Dr. Sondra Ferstl (research and grants) at 8-1-3376 or send e-mail to Sferstl@twu.edu.

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## **ACCOUNTING PROCEDURE SIMPLIFIED**

The controller's office at TWU has implemented a change in procedure that will help simplify interdepartmental business. Beginning immediately, TWU departments no longer must do purchase orders or blanket purchase orders for central supplies, the supply storeroom, the motor pool, printing, duplicating, copy cards or the mailroom. According to Dr. Dana Gibson (controller's office), information technology services has automated the charges for these goods or services so that departments will be billed online immediately.

"From now on, all that the department has to do is to request the goods or services from the billing department, and the remainder will be handled automatically," Gibson said in an Aug. 14 memo. "Each department will require your authorization for the account that should be billed when the goods or services are requested. ITS also is working with our Houston Center, and they should be online as well during the next few months." For details, call 8-1-3531.

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## **NEWSBRIEFS**

**Information and news about activities, programs or TWU people may be sent to Ann Hatch (public information), editor, either through campus mail or by e-mail to s\_hatch@twu.edu. The weekly deadline to receive information is Tuesday at 5 p.m. for the following week. Student information for the "People" section is not published unless it is submitted by or in conjunction with a faculty member and that faculty member's related activities.**

*Reminder: As part of Pioneer Camp, the Student Center will present a job fair on Wed., Aug. 26, from 10 a.m. to 2 p.m., SC 2nd floor lobby. The program, which is free to all interested persons, will involve a number of prospective employers. Call 8-1-3641 for details.*

*A reception celebrating the appointment of Dr. Rudy Rodriguez (reading and bilingual education ) as executive assistant to the president for community relations and diversity will be held on Wed., Sept. 9, from 4 to 5 p.m., ACT 2 foyer. The campus community is invited.*

***A retirement reception*** for Dr. Frank Longoria (English, speech and foreign languages) will be held on Thurs., Aug. 27, from 3:30 to 5 p.m., ACT 2. The campus community is invited.

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**NEWSBRIEFS, continued**

**Reminder: TWU's student health services** will sponsor a university-wide immunization clinic on Fri., Aug. 28, from 11 a.m. to 2 p.m. (adjacent to Redbud Theatre). "We are offering this service as part of the state and national effort to increase the number of adults vaccinated against preventable diseases," said Carole McGregor (student health services). The Denton County Health Department will be on site to provide low-cost immunizations for measles/mumps/ rubella (MMR), \$5; and tetanus/diphtheria (Td), \$5 -- cash only, please. "Each year in the United States, as many as 50,00 to 70,000 people die needlessly from vaccine-preventable diseases or their complications," added McGregor. "Immunize! -- it's great health advice."

**A grand opening event for Chik-Fil-A** will be held on Thurs., Aug. 27, at 11 a.m. in the Student Center. A ribbon cutting and free samples of Chik-Fil-A products will be offered. Be there! All TWU faculty, staff and students are invited; corporate representatives will attend.

**Reminder: Be "Reckless!"** -- Enjoy a weekend-only restaging of TWU's Summerfest 98 production of *Reckless* by Craig Lucas, scheduled in Redbud Theatre on Fri. and Sat., Aug. 28 and 29 at 8 p.m. on Sun., Aug. 30, at 2 p.m. A special midnight performance will be presented on Saturday night, too. Tickets are \$10 for general admission; \$7 for students, senior citizens, and TWU faculty and staff; and \$5 for TWU students. Call 898-2020 for tickets.

**Temporary workers, GRAs, GTAs, GAs, on-call or employees in grant-funded positions** must be re-appointed for any portion of an appointment that extends beyond Aug. 31, 1998 (this also includes visiting and adjunct faculty). Each department must complete a PTF form to re-appoint anyone in the listed categories; PTFs must be submitted to human resources by Sept. 2.

**Reminder: SPSS Windows**, a software program for statistical analysis, will be the subject of a training workshop at TWU on Fri. and Sat., Sept. 25 and 26, from 8 a.m. to 5 p.m., both days, SH 312. Enrollment is limited to 20 faculty members (only one faculty member per department or school), and applications will be accepted in the order in which they are received. If space remains, additional faculty from a department or school will be admitted. For more information, contact Dr. Carolyn Bednar (nutrition and food sciences) at 8-1-2658.

**The supply storeroom** will be closed on Mon., Aug. 31, for inventory; last purchase requests should be submitted by Fri., Aug. 28, at 9 a.m. Regular hours, 9 a.m. to 3 p.m., begin Sept. 1.

**Reminder: TWU's annual graduate assistant orientation** will be held on Fri., Aug. 28, from 8:30 a.m. to 12:30 p.m., CFO 205. This program primarily is for all new graduate teaching and research assistants, but returning students also may attend if they wish. Departments hiring new assistants were asked to forward those students' names by Aug. 19 to Adele Petty (Graduate School). Petty can be reached at 8-1-3402 or by e-mail at [s\\_petty@twu.edu](mailto:s_petty@twu.edu).

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**Carolyn Barnes** (public information) and Larry Lauer, associate vice chancellor for marketing and communication at Texas Christian University, have co-authored a chapter, "Communicating about Violence on Campus: An Integrated Approach," in a new book titled *Violence on Campus: Defining the Problems, Strategies for Action*, printed by Aspen Publishers.

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**TWU PEOPLE**, *continued*

Congratulations to **Kim** (student development) and **Brad Lahart** following the birth of their son, **Dawson James**, on Aug. 17 at Harris Methodist Hospital in Fort Worth. Dawson, who weighed in at 3 lbs. and 14 oz., and mom are well; he will remain in the hospital for about two more weeks.

*Please submit "People" items (faculty and staff only) to Ann Hatch in public information by campus mail or by e-mail to s\_hatch@twu.edu!*

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**THIS WEEK AT TWU: AUGUST 24 - 30, 1998**

**Aug. 24-28**

Blagg-Huey Library open 7:30 a.m.-6 p.m.; bookstore open 8 a.m.-5 p.m.; Wellness Center open 6 a.m.-10 p.m.

**Mon., Aug. 24**

- Fall faculty assembly, MCL auditorium, 10:30 a.m., followed by lunch.

**Tues., Aug. 25**

- Faculty Development Day, ACT 2 et al, 8:30 a.m.-4:45 p.m.
- Faculty picnic, University House, 5 p.m.

**Wed., Aug. 26**

- New faculty orientation.
- Pioneer Camp, various locations, all day.
- Job Fair (free), Student Center, 10 a.m.-2 p.m.

**Thurs., Aug. 27**

- Retirement reception for Dr. Frank Longoria, ACT 2, 3:30 -5 p.m.
- Chik-Fil-A grand opening, SC 2, 11 a.m.

**Fri., Aug. 28**

- Drama: *Reckless*, Redbud Theatre, 8 p.m.
- University-wide immunizations (low cost for faculty and staff), student health services, 11 a.m.-2 p.m.

- Orientation for graduate assistants, CFO 205, 8:30 a.m.-12:30 p.m.

**Sat., Aug. 29**

- Blagg-Huey Library open 9 a.m.-6 p.m.; bookstore closed; Wellness Center open 8 a.m.-6 p.m.
- Drama: *Reckless*, Redbud Theatre, 8 p.m. and midnight.

**Sun., Aug. 30**

- Library closed; bookstore closed; Wellness Center open 1-6 p.m.
- Drama: *Reckless*, Redbud Theatre, 2 p.m.

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