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Number 42

For Employees of the College

September 5, 1982

TWO-YEAR COLLEGE CONFERENCE SCHEDULED

The annual Utah Community and Technical College Conference will be held on Utah Tech's Redwood Road campus on Monday, September 20.

All five two-year colleges in the State System of Higher Education, plus LDS Business College and Stevens Henager College, will be participating in the event.

Featured speakers will be <u>Dr. Madeline C. Hunter</u> from the University of California at Los Angeles; and <u>Dr. Larry J. Blake</u>, President of the North Carolina Department of Community Colleges. In addition there will be a panel reacting to Dr. Blake's presentation. One of the panel participants will be <u>Geoff Brugger</u>, UTC/SL'S Dean of External Programs.

The traditional "Regents Awards for Excellence in Teaching" will also be presented

The conference will get under way at 9 am in the Calvin L. Rampton Technology Building auditorium, with registration beginning at 8:30 am.

Dean Ann Erickson has represented the college on the conference planning committee.

NEW PIX FOR PERSONNEL DIRECTORY

Planning of a new college Personnel Directory is under way. College and Public Relations Director Jay Williams notes that the reference book is being re-designed to a larger format. It will not be an update of the current book.

"We have scheduled a professional photographer to be on campus from 1 till 6 pm, September 22nd, and from 9 am until 1 pm the following day." All pictures will be taken in Parlor A of the College Center.

Everyone who works for the college in any capacity other than temporary part-time will be listed in the book. Those unable to have their pictures taken during the two days noted should call public relations, extension 4272, immediately to make other arrangements.

According to Jay, "Deans of the various schools at the college will schedule specific hours for their faculty so as to prevent long lines and allow the photographer ample time."

QUICK JOTTINGS . . .

- * Parking to be allowed only on west side of perimeter road in front of Admin. Building.
- * Redwood Road widening project is almost complete.

ALL COLLEGE GET-TOGETHER PLANNED

Dr. and Mrs. Orville D. Carnahan will head the reception line at an informal evening social for college employees and their partners on Monday, September 20, prior to the start of the school year.

The event will allow the President to visit briefly with all staff, faculty and support personnel throughout the college. The 400 plus work force seldom has the opportunity of chit-chatting with the college chief.

The College Center's Copper Room, on the Redwood Road Campus, will be the site for this year's event which starts at 7 and continues through 9 pm. An informal buffet will be served. Al Richardson, who heads-up the Center's Food Services, promises a buffet to be remembered. Dress will be casual.

UTC's THIRD CAMPUS AT COTTONWOOD

At least 3 teachers will be based at Cottonwood high school this Fall quarter, instructing UTC's business classes there.

Utah Tech's east-side business students will appreciate the convenience of Cottonwood. They can get both business and general education classes at that location.

No smoking will be permitted. Parking should not be a problem.

OPEN ENROLLMENT OPPORTUNITY FOR HEALTH CARE

Open enrollment for the medical and dental plans is scheduled for September 15 through October 15. Representatives from the three medical plans (Educator's Mutual Insurance, Educator's Health Care, and Family Health Plan) and from Pre-Paid Dental Services, Inc. will be on campus the week of September 20 to explain their programs and answer questions. Meeting times are being arranged, and you will be notified of exact dates and times.

Open enrollment is your opportunity to enroll in a medical plan or the dental plan if you have not already done so, or to change from your current medical plan to one of the others. If you wish to make any insurance changes or to enroll in the Pre-Paid Dental Plan, please come to the Personnel Services Offices between September 15 and October 15.

You will receive information about each of the insurances through campus mail the week of September 20th. Call extension 4210 for further details.

...Librarian Alex Stecker has purchased tickets for a late Fall visit to Hawaii. ... Welding instructor Dave Westley performed magnificently with the Utah Symphony, firing a cannon for the "1812 Overature." ... Word Processing chief Nancy Matthews has been teaching basic computer concepts (DP 101) to Snowbird management -- at Snowbird. Life ain't all that hard! ... General Education math instructor Ralph Bown has edited a section of the revised Scott, Foresman text "Business Mathematics." ... Fall Quarter class schedules for day and evening have been printed in quantity -- 20,000 copies. And there's an External Programs schedule listing approximately 150 classes, too. ... Machine Shop instructor Herb Van Os recently mentioned in passing that two new lathes have been delivered -- made in China. ... The college's Professional Staff Association has concluded its election of officers: Susie Archer is now president, with Larry Landward as vice-president. ... President Carnahan and the college's vice-presidents last week held a retreat. The rest of us didn't realize until too late they were all off-campus, and we came to work as usual. What we need are better communications! ... From the Downtown Campus we learn that Bill Howitz has been appointed Budget and Accounting specialist for the Skills Center operation. ... And we were sorry to learn that Kathy (Nielsen) Walker had been in a car accident, but fortunately is making a good recovery. She has pins "n" things in her hip to hold her all together. ...While George Miyatake has been vacationing in Washington State salmon fishing, his buddy Paco Salazar has spent his off-time playing second fiddle shingling the roof of his house. ... Ruth Peterson is mighty pleased about a new car she's got. ... If you come to work on Monday, you're either very confused or dopey enough not to realize it's Labor Day, a national holiday. But it should signal you that the week begins return to the regular school year working schedule: Monday to Friday, with hours from 8 am to 4:30 pm for the regular non-teaching staff.

SOME EVENING CLASSES WILL START LATER

Subsequent to printing the Fall Quarter class schedules, there has been realization that some evening classes are listed as starting at an hour inconvenient for many business people to achieve.

Ann Erickson, Dean of the School of Technology and General Education, confirms there is concensus among the deans that those classes listed as beginning at 5 pm should in fact start 5:15 pm. Classes programmed for 7:30 pm will now start at 7:45 pm.

Five o'clock is, of course, the hour at which many business people complete their regular work day. Even allowing minimal travel time to Utah Tech's campus, in many instances, would deter those potential students from taking 5 pm classes. Thus the new 5:15 starting time. The 7:30 pm classes are moved to 7:45 because most 5:15 classes will finish at about 7:35 pm.

Other class starting/ending times are unaffected.

COLLEGE CENTER TO GET NEW CHAIRS AND SIGNS

In an effort to keep the College Center facilities contemporary, the C.C. Board, some while back, approved expenditures for purchase of chairs for the Copper Room which will be more in harmony with the decor of that area. They have been ordered, and C.C. Director <u>Curtis Smout</u> is anxiously awaiting delivery.

Professional signage throughout the College Center has also been contracted for, and it is expected many of those ID's will be installed soon.

The College Center gets year-round use with lots of potential students filling admission requirements and getting registered during the between-quarters periods, in addition to heavy use of the meeting rooms.

With the Womens' Resource Center coming more into sharp focus this year, there will undoubtedly be a greater flow of lower level traffic, also.

EXTERNAL PROGRAMS COVERS THE WATERFRONT

Geoff Brugger, Dean of External Programs and Continuing Education, is gearing up for a large Fall quarter enrollment in his area. "The responsibility in External Programs," he says, "is to provide supplementary individual classes in the vocational and general education areas which will enhance people's skills and knowledge. We will be providing classes in everything from Aircraft Electrical Troubleshooting to a class for Therapeutic Recreation Technicians, and from Pipe Welding to Success Qualities for Women.

"I anticipate," he continues," that there may be great interest in the two television classes we will be promoting this season -- on The Art of Being Human, and Contemporary Health Issues."

He anticipates that the special classes offered in physical education will also be popular. They include: Beginning Karate, Scuba Diving, Rock Climbing, Bowling, and more. Most of these provide one credit each which can be applied to the new Associate of Science degree as a P.E. elective.

More than 150 classes are being offered this quarter, according to Brugger. External Programs has a degree of flexibility not available in the regular Day School program. For example, while most External classes are run during evening hours, some are held during the day.

Again, under the External Program umbrella, it is possible to work with business and industrial groups and set up single classes at short notice to meet special needs.

This year, too, General Education classes in English, Math and Psychology are being taught in some area high schools -- including Cottonwood, Highland, Granite, and Murray.

Registration is being handled by mail until September 24, then in person until October 8th.