

# in edition

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## Hamilton's Watercolours Brighten and Benefit the Library

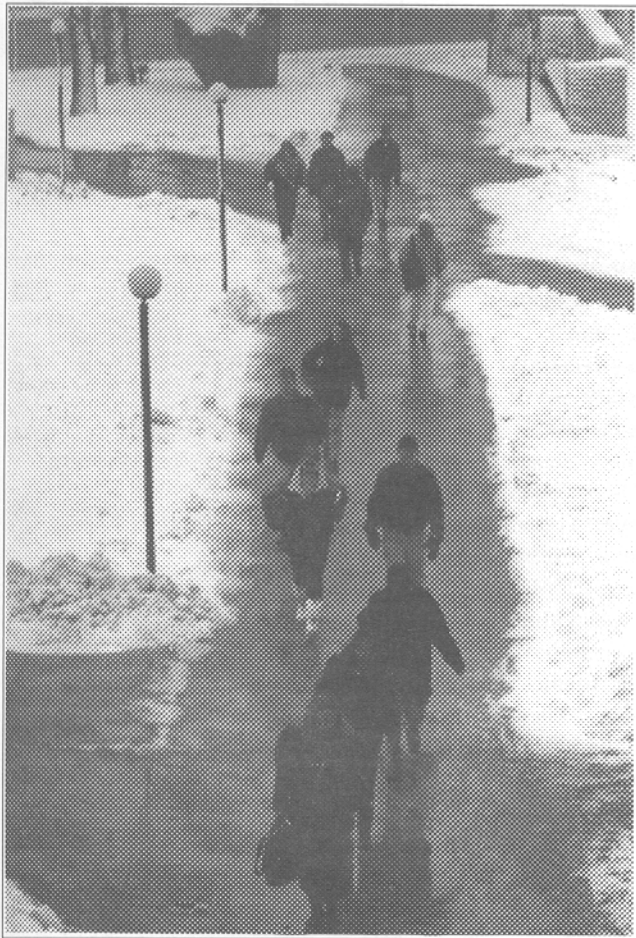
Every December, the Library mezzanine is awash with the watercolours of Kenneth Hamilton, professor emeritus of theology and literature. And each year, Hamilton donates the net proceeds from the sale of his work to library acquisitions, making it the single largest annual fundraising event orga-

nized by the library. This year, the 15th Hamilton art exhibition and sale will open at 2:30 p.m. on Dec. 5.

At 3 p.m., immediately following the opening, Board of Regents chair Bob Purves will dedicate the Kenneth and Alice Hamilton Galleria in honour of Hamilton and his late wife, Alice, also a professor emeritus at The University of Winnipeg. The dedication recognizes the outstanding contributions the Hamiltons have made to the University.

Hamilton is pleased with the honour. "My wife and I always felt that a library really is the heart of a university," he says. "We both had long years of service to the old United College and to the University. Its well-being was always very much in our hearts."

Hamilton's distinctive watercolours depict landscapes and townscapes from Winnipeg as well as places he has travelled. Different watercolour techniques are employed in the work to avoid stagnation. Hamilton is proud of the fact that he has produced a show for 15 uninterrupted years, despite the fact that one year, the left-handed artist broke his left arm. With many of the paintings unfinished, Hamilton had to learn



The world was transformed overnight when 15 centimeters of snow blanketed the campus on Nov. 17-18.

### Planning Underway to Reduce Buses on Spence St.

On Nov. 13, buses began travelling northbound on Spence Street. Winnipeg Transit's addition of two new routes contradicted the University's long-range goal to close Spence to vehicular traffic.

The University held meetings with the city prior to the implementation, attempting to halt Transit's plans. Although we were unsuccessful, we do have a commitment from Transit to develop alternative plans for next year that will reduce the number of buses to the pre-November level, as well as ensure that all buses on Spence Street travel in a southbound direction.

The University is continuing its fight to have Spence Street ultimately closed to vehicular traffic, and in the short-term, to have it designated one-way southbound.

  
The UNIVERSITY  
of WINNIPEG

See HAMILTON, page 2

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## Winnipeg Post-Secondary Awareness Project Moves Ahead

Junior and senior high school students are now being selected to participate in the Winnipeg Post-Secondary Awareness Project, which is scheduled to begin in January, 1995.

The project is a joint initiative of The University of Winnipeg, Red River Community College and the Seven Oaks School Division; additional funding is being provided by the Royal Bank. The goals of the project are to promote post-secondary education as a viable option to non-traditional students and to prepare them to succeed in a university or community college program of their choice.

What makes this project unique is the coordination of three levels of education (public school system, community college and university) and the time the project spans—from grade 7 until graduation from university or college. It also promises to be cost-effective as the emphasis is on using or building upon the existing resources of the institutions involved.

According to Nolan Reilly, chair of the Early Awareness Project steering committee, the program is for “students who are under-represented in post-secondary educa-

tion, such as sons and daughters of working-class and lower-middle-class parents, persons of aboriginal origin, recent immigrants and the physically challenged.”

Reilly explains that the program will offer each participant the appropriate academic, economic and transitional support. For example, students will have opportunities to experience a college or university campus through activities such as tours, mini-lectures, academic advising and tutoring. He adds that early parental involvement is vital, especially with financial planning.

About 100-120 students in the Seven Oaks School Division will be chosen to participate. “This is one of the most difficult tasks, because not everyone will get to be involved,” says Reilly, “but we’re confident that what we learn by working with this sample of students can be applied for the benefit of all.”

Other University of Winnipeg members on the steering committee include Access Recruitment Officer Mario Jimenez, Dean of Arts and Science John Hofley, Writing Program Instructor Val Baseley, Associate Dean of Collegiate Lesley Sisler and Chemistry Professor Desiree Vanderwel.

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## Hamilton's Watercolours

*continued from page 1*

to paint using his right hand. Though at first he found it extremely awkward, he soon overcame the difficulty and is convinced no one could see a difference.

While all of the approximately 30 paintings are for sale, none can be sold until the show has officially opened. Allison Dixon, co-ordinator of interlending and document supply services in the library and the key organizer of this event, reports that this can result in entertaining mayhem at the opening. “Often, there are four or five people who want the same painting at the opening, so you’ll notice during the ceremony that people start moving in, trying to catch

[Hamilton’s] eye. The minute the show opens, it’s like a football scrum around him.” Last year, 13 of the 30 paintings displayed were sold within 10 minutes of the opening.

Dixon attests to the popularity of the Hamilton exhibit. “There’s such a good feeling surrounding this show. People come back for it year after year.”

The show runs until Fri., Dec. 9. Hours are Mon. 2:30 - 9 p.m., Tues. - Thurs. 8 a.m. - 9 p.m., and 8 a.m. - 2 p.m. on Friday. The exhibition is sponsored by the Art Committee.

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Comments, suggestions and submissions are welcome. (All material is subject to editing.) The deadline for the next issue is Dec. 5.

*in edition* is printed on recycled paper. After you have finished with this issue, please pass it along to a friend.

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## Agreement Signed with German University

The University of Winnipeg has signed a reciprocal exchange agreement with Otto-Friedrich Universtat in Germany. The Department of Germanic Studies was instrumental in establishing this agreement.

According to David Gagan, Vice-President (Academic), the agreement was signed in mid-October after a year of negotiations. It allows for an equal, limited number of students from both universities to study abroad. The exchange is not specific to any field of study. As well, a faculty exchange agreement exists to allow research and teaching relationships to develop between the universities.

Bamberg, Germany, located just south of Munich, is a medieval town of considerable appeal. Like The University of Winnipeg, Otto-Friedrich Universtat is situated downtown, and boasts an annual enrolment of 7,000 to 8,000 students. Its arts and science programs are strong, as is its faculty of theology. Business Computing is among the specialized programs the two schools have in common.

There are currently two students from Otto-Friedrich attending The University of Winnipeg. One is studying English; the other is a student of business computing. The University of Winnipeg expects to send its first students to Bamberg next year.

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## Distinguished Historian to Speak

The University of Winnipeg, the Canadian Friends of the Hebrew University, the Jewish Historical Society of Western Canada and the Adult Education Institute of the Jewish Community Council are pleased to present a talk by distinguished historian Norman F. Cantor entitled "Writing Jewish History." Cantor, an alumnus of The University of Winnipeg and author of the recently released *The Sacred Chain—The History of the Jews*, will speak on Dec. 15 at 7:30 p.m. at the YMHA Jewish Community Centre, 370 Hargrave Street. Admission is \$2. Refreshments will be served.

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## Wesmen Player Wins Aboriginal Youth Achievement Award

When Kevin Chief arrived at the Oct. 20 banquet to accept his aboriginal youth award for athletic achievement, he was expecting a small affair like the basketball banquets he had attended in the past. Instead, the Wesmen player found himself at a gala event jammed with more than 600 people, all there to honour the accomplishments of seven young aboriginals including himself.

The Aboriginal Youth Achievement Awards were presented by Anishnaabe Oway-Ishi Inc., an aboriginal youth employment centre which provides career and life skills. The awards were designed to counter the pervasive media stereotype of native youths as gang members and troublemakers. In addition to the athletic award Chief received, achievers were honoured for academic, artistic, cultural, business, community work and personal excellence. This was the first year the awards were given, but their tremendous success guarantees a future for the program.

Chief, a second year justice and law enforcement student at The University of Winnipeg, earned the award for his outstanding contribution to the Wesmen basketball team.

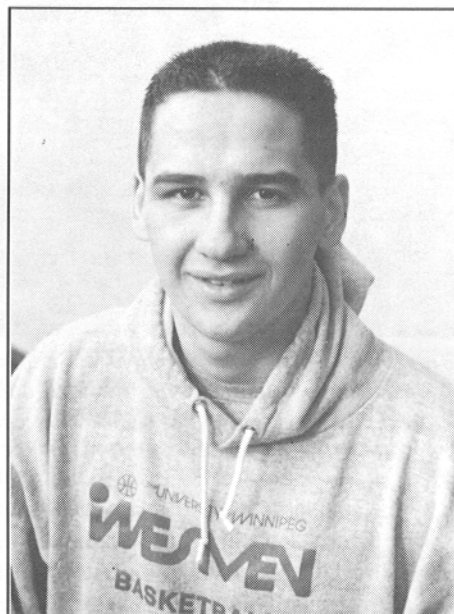
Chief has been playing basketball since grade seven. The game has had a very positive impact on his life. He is careful to name each of his school coaches—Ozzie Filippin at Isaac Newton Junior High and Neil Taylor, Scott Martin and Greg Bouchard at Tech Voc High School—as all critically influenced his youth.

"They all helped me in my game and in my life," he says, adding that he is proud to consider them friends now. His admiration extends to Bill Wedlake, coach of the Wesmen men's basketball team, whom Chief calls "a great coach, one of the best in the country."

"My marks weren't the greatest coming out of high school, but he gave me the opportunity to prove myself," Chief explains. "I really respect him as someone I can talk to. He's got a great personal relationship with all the members of the team."

Wedlake feels that Chief's contribution to the sport extends beyond his prowess on the court to include his dedication, leadership and contagious positive attitude.

"Kevin is a tremendous role-model. He's worked very hard to reach this level of achievement," Wedlake relates. "He's just one of the finest people you'd want to meet."



*Kevin Chief was awarded an Aboriginal Youth Achievement Award in recognition of his outstanding contribution to the Wesmen.*



## Scholarship Recipients Meet High Standards



*This year's Sir William Stephenson Scholarship recipients, Albert Moore, Melanie Mae Richard and Arlan Winston Gates (pictured from left to right), have each demonstrated an ability to effect positive change in their community.*

The standards used to select the three annual recipients of the Sir William Stephenson Scholarship are exceedingly high. In addition to excellent academic achievement, recipients must possess superior leadership qualities and show promise that they will contribute in a meaningful way to society. This year's scholarship winners, Melanie Mae Richard, Albert Moore and Arlan Winston Gates, meet this demanding criteria. Through their diverse activities, each has demonstrated an ability to effect positive change in their community.

All three enjoyed successful high school careers, and each received a Governor General's award upon graduating. Richard earned the highest academic standing in both biology and peer tutoring. Moore was valedictorian of his graduating class, as well as Student Council president. Gates was also Student Council president at his high school. Implementing recycling programs, spearheading a division-wide environmental ethics committee and collecting food for Winnipeg Harvest and the Christmas Cheer Board were among the Council's accomplishments during Gates' term.

At the University, Gates has participated in many extra-curricular pursuits. His contributions to *The Uiter* have earned him a reputation as a fair and balanced reporter. He has been the chair of the UWSA Board of Directors and served two terms as a student representative to Senate. Currently, Gates is a member of the Board of Regents and the President's Advisory Committee on Sexual Harassment.

Moore, too, has immersed himself in diverse activities while attending University. He is presently involved in the Physics and Biology Clubs, and in the Chemistry Co-op program. His athletic activities include baseball, volleyball, badminton, karate and curling. Moore is a founding member of the University's Downtown Jazz Band, and volunteers for both the Music at Noon and Virtuosi concert series.

Music also plays a large role in Richard's life. She has received medals for highest standing in piano, which she

loves to teach as well as perform. She plays in a jazz band and enjoys singing and dancing. Outside of music, her interests are as diverse as playing hockey and collecting insects. A great deal of her energy is directed toward providing academic and emotional support to other students. In addition to tutoring, she established a program for first-year biology students to ease the transition to university life. Richard is currently helping to implement a "Parents in University" network designed to assist single parents.

All three recipients have ambitions for the future. Richard plans a career in teaching and research with a focus on inherited diseases. Gates plans an academic career which he hopes will combine teaching, research and administration. Moore, whose 1994 NSERC research award allowed him to spend the summer in a University chemistry lab, is keenly interested in scientific inquiry, but has not decided on a specific field.

### Scholarship has Recognized Excellence for 10 Years

The Sir William Stephenson Scholarship Award has benefitted students of distinction for 10 years now.

In 1984, Sir William Stephenson donated \$100,000 to The University of Winnipeg to establish a scholarship fund. The scholarship was intended to reward students whose academic prowess was matched by superior leadership qualities, and who possessed the potential to make a worthwhile contribution to society.

Past award winners have met, and perhaps surpassed, the expectations that are part of this scholarship. Here is what a few of them have gone on to accomplish:

- James Butler received the Sir William Stephenson Scholarship in 1988. After graduating from the University in 1990 with a BA (General), Butler, who is visually-impaired, attended McGill University's Bachelor of Medicine program. He completed the program in 1994 and now works at Montréal General Hospital as a radiation oncologist.
- Arash Abizadeh, a 1990 recipient of the scholarship, graduated in 1992 with a BA (Honours) in economics and two gold medals. He was awarded a Rhodes Scholarship to study at Oxford University in England, where he completed a M Phil in political science. This year, he was accepted by Harvard to pursue a PhD in political science.
- The first mature student to receive the Stephenson Scholarship, Debra Maureen Blair, graduated in 1990 with a gold medal in women's studies. Since that time she has been involved with many women's organizations, including as a partner and managing owner of Women Working, Inc., a private vocational school established to train women in non-traditional and professional careers.

## Former Wesmen Star Takes on New Coaching Role

Ruth Burchuk (BA '86), the new coach of The University of Winnipeg's women's volleyball team, was once a Wesmen player herself.

"I played for them for five years," says Burchuk. "I played a lot of sports during my school years, but volleyball was always my first love."

As a member of the Wesmen in the 1980s, Burchuk played on four national championship teams. She was named the Canadian Interuniversity Athletic Union (CIAU) Player of the Year twice, and was selected as an All-Canadian five times. She was also chosen Manitoba Female Athlete of the Year in 1985 by the Sportswriters and Sports-casters Association.

Since retiring from the national team in 1989, Burchuk has served as a program coordinator for the Saskatchewan Volleyball Association and as a sports psychologist with the national team.

Her new position at The University of Winnipeg is her first coaching job and she thinks it is rather unusual to be here with no previous experience: "Usually you start with a young inexperienced team and grow together, but this team is a contender for the championship. They are talented and fairly experienced players."

Burchuk says in some ways this could make her job easier, but on the other hand it could create pressure to



*Ruth Burchuk enjoys the challenge of coaching the women's volleyball team.*

maintain standards. "There is a lot to adjust to and incorporate into my work, but it certainly is exciting to coach such a group," she adds.

Her husband Mike coached the Wesmen women's volleyball team from 1980-89; he left to coach the national team in Regina. In 1992 the national team and the Burchuks moved back to Winnipeg. Ruth played on the junior and senior national teams for a while until 1989, when she decided to leave and have a family.

The Burchuks' son, Evan, will be three years old in December. Currently he is enrolled in preschool at The University of Winnipeg. "I feel very happy about Evan being so close and it is so convenient," Burchuk comments.

Although this is Burchuk's first experience with coaching, she feels fortunate because of the support she receives at The University of Winnipeg and at home.

Going home and being with a two-year-old doesn't give you a lot of time to relax and recoup, but living with a coach helps. "My husband is very supportive. We definitely know how to work together."

Burchuk says she finds her job very challenging, but then adds with a smile, "I love it and feel very much at home at The University of Winnipeg."

### *Holiday Gifts In the Spirit of Giving*

When you give the following, your gift does more than thrill the recipient—it helps fund our University's valuable programs and services.

#### **Degree Frames**

These impressive 12" by 15" frames are custom-built to fit a degree parchment. The black frame and red matting with The University of Winnipeg's seal embossed in gold create a striking effect. Perfect for any graduate—past, present or future. Proceeds help fund scholarships and the good work of the Alumni Association.

Pick-up \$40 Delivery \$46  
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#### **Library Books**

With your donation of \$25 or more, a book will be placed in our library in the name of someone special. A commemorative bookplate bearing your recipient's name will be placed in the volume, and a copy will be sent to the recipient. Perfect for the holidays, or to mark any significant milestone.

**For more information on these gifts,  
please call 786-9711.**



*Wesley Hall as it looked in 1903, seven years after it opened.*

## Are the Walls of Wesley Crumbling?

The next time you walk past Wesley Hall, pause and take a good look at the the base of the building. Look up at the roof line. No doubt you will see that the walls of Wesley appear to be crumbling.

The exterior of Wesley has changed significantly since it first opened. The parapet cupolas are gone; sills have disappeared. Most significantly, the forces of nature—wind, rain, sun, and extreme and variable temperatures—have ravaged the structure for nearly 100 years. Ash from the old Wesley furnace and ivy that covered the building until its removal in the '50s have also taken their toll.

Steve Coppinger, associate vice-president (finance and administration), explains the visible crumbling. In 1984, loose concrete mortar joints were replaced, and an attempt was made to restore parts of Wesley to its original condition. The replacement of the joints was effective in helping to prolong the life of the building. However, rebuilding some of the stone was unsuccessful. It is the material that was added to the exterior that is now coming loose. (The condition of the building is monitored regularly, and any loose material is removed by Physical Plant as a safety precaution.)

Coppinger offers assurances that the University has no intention of allowing Wesley to deteriorate. Currently, a detailed study is underway to develop specifications for the removal of the loose material and preservation of the existing stone. Once the study is complete, plans will be put in place to ensure that Wesley Hall continues to be the University's flagship on Portage Avenue.



*Sharon August, University Relations, graduated this fall with a BA in English.*

## Alumni Assistant Joins Alumni Association

On convocation day, Sharon August of University Relations is usually behind-the-scenes, helping the Alumni Association raise money through the sale of degree frames to new graduates.

But at this fall's ceremony, August, an administrative assistant (alumni and special projects), wasn't coordinating the frame-selling table; she was at centre stage, picking up her bachelor of arts in English.

Receiving this parchment (which is now encased in an association frame, of course!) has initiated August into a group that she has served for the past five years.

As a resource to the Alumni Council, August assists with fundraising projects, special events, reunions and meetings. She believes that the alumni are important to the University, not only as enthusiastic supporters but also as a source of guidance to University decision-makers. "They bring a valuable perspective to the campus," she notes.

In her studies, August has taken a wide variety of courses, and has come to appreciate the University from a student's point of view. "There's a nice feeling in the classroom here," she says. "The professors are available and approachable."

In her job, August has heard many of these same comments from alumni and admires their commitment to the University: "The Alumni Council is made up of people from all walks of life, but what they have in common is a very strong attachment to the University. Because they have such a strong feeling for the school, they are willing to volunteer their time back to it."

Like many other alumni, August hopes the University can remain accessible to non-traditional students like herself. "It's really nice to finish," says August. "Balancing a job, classes and family life was hectic, but the support I received from everyone has been tremendous."



## The Lean, Green Office Machine

# Keep Cash Under Control

Many employees are involved, to various degrees, in dealing with money received by The University of Winnipeg, in the form of cash, cheques, Visa and Mastercard. These employees must ensure that the money is reconciled to a source document and that it is kept safe until it can be deposited.

But we must understand that no matter how many controls are in place, if someone has a basic core of dishonesty, a way will always be found to take money for a short time. It is only a short time because it is noticed somewhere along the way and then Security Services Director Dave Shakespeare and/or Operations Auditor Carol Halko is called in to resolve the matter.

If an employee notices that money is missing, they *must* call either security or the operations auditor so that the situation is investigated.

### Tips on Safeguarding Monies:

1. Money received must be kept in a non-visible and secure location. A cash register, a locked drawer, or a safe are all acceptable. These locations should be locked at all times. Even leaving for "a moment" gives someone a chance to grab a handful of money.
2. Counting and reconciling money must be done away from public view, which means away from other employees of the University and external clients.
3. When reconciling the money for deposit to the source document, follow these steps:
  - Count out the required float dollars and change first and set aside.
  - Count the cash in the denominations.
  - Tape the cheques by the figures first and then by the written out form to ensure that both amounts are the same.
  - Tape the Visa and Mastercard together or separately if you have a registered breakdown.
  - Reconcile to your source documents, which could be either cash register tapes and/or receipts.
  - If the monies and the source documents do not balance, look for the discrepancies. Do this immediately to jog the memories of the employees taking the money in case something peculiar took place on their shift.
  - Deposit the money daily. If you do not do a daily deposit, lock the money in a secure place. It is not a wise idea to leave money in a department—you would be amazed to find out how quickly others know about the "hiding spots."
  - Proper controls state that those taking in the money should not be the same people reconciling and making the deposit. Whenever possible, this control should be implemented.
4. Restrictively endorse cheques received with a "For Deposit Only - University of Winnipeg" stamp on the back of the cheque.
5. If your department takes money in but does not have a cash register, receipts must be written for money received. This way you will have a source document for processing and for reconciling purposes.
6. If your department receives money that belongs to a different department, take it to that department immediately so that it is not forgotten or lost in the paperwork of your department.
7. When you have a large deposit to take to the Controller's Office and feel uncomfortable with transporting it by yourself, call the Security Office for an escort. Please notify them ahead of time so that they can make proper arrangements.
8. During peak times, when you are receiving a high volume of money, take the excess out of the cash register, place it in a dated envelope, and put it into a safe or locked drawer. This way, if there is a robbery, only a small amount of money will be taken.
9. No matter how busy you are, controls must be in place and must be used.
10. When employees leave, and on a periodic basis, change the safe combination and the lock on the drawer where you normally keep the money. Give the combination or the key to a few select people who need to have it. The whole department should normally not need access. Do not post the combination or hang up the key in a public area for all to see.
11. Do not lock the register or the drawer and leave the key dangling on the drawer.



Come enjoy the laughs as comedian/impressionist Jim Williamson pokes fun at Christmas in Winnipeg, Dec. 7 - 16 at Venue VIII atop Mother Tucker's. See "Coming Events" for details.

# COMING EVENTS

"Coming Events" is compiled by University Relations. If you are planning a campus event, please let us know. Send the information (in writing) to Lois Cherney, University Relations, Room 4W15. Basic details about your event are required: what, when, where, sponsor, price of admission (if any) and the name of a contact person. Submissions must be received at least 10 working days before the event.

FRI., DEC. 2

- **Women's Basketball**—the Wesmen host the Manitoba Bisons at 7:30 p.m.

MON., DEC. 5

- The **15th annual exhibition and sale of watercolours by Kenneth Hamilton**, professor emeritus of theology and literature, will open at 2:30 p.m. on the Library Mezzanine. At 3 p.m., immediately following the show's opening, an official ceremony will take place to dedicate the mezzanine area as the **Hamilton Galleria** in honour of Hamilton and his late wife, Alice. The show will run through Fri., Dec. 9, and is open Mon. until 9 p.m., Tues. - Thurs. 8 a.m. - 9 p.m., and 8 a.m. - 2 p.m. on Friday. All net proceeds go to library acquisitions.

WED., DEC. 7

- **Bake Sale**—The University of Winnipeg Women's Auxiliary will hold a Bake Sale from 10 a.m. to 2 p.m. in Centennial Hall by the cafeteria. Handicrafts will also be sold. All proceeds go toward a scholarship fund.

- University President Marsha Hanen invites all faculty and staff to attend the annual **holiday reception** from 3 - 4:30 p.m. in Riddell Dining Room.

WED., DEC. 7 UNTIL FRI., DEC. 16

- Noon Hour Theatre presents **Dancer, Prancer and Prunes; The True Story of Christmas**. Writer, actor, impressionist and comedian Jim Williamson, a graduate of the University, teams with modern dancer D-Anne Kuby to create this fun-filled look at Christmas in the 'Peg. Set design is by University of Winnipeg student Jason Robbins. Showtimes are Wed., Thurs. and Fri. at 12:10 p.m. and again on Fri. at 5:30 p.m. at the new Venue VIII atop Mother Tucker's, Donald at Ellice. Tickets are \$5.00 for the show, \$10.70 for lunch and show. Tickets are available at the door, or call 942-8940 (reservations for show only) or 943-5538 (reservations for lunch and show).

THURS., DEC. 8

- The **University Senate** will meet at 2 p.m. in Room 1L11.

FRI., DEC. 9

- **Lectures close** in the Faculty of Arts and Science.

- **Music at Noon**—The University of Winnipeg Chorus, directed by Paul Trudinger, will perform "Festival of Lessons and Carols," 12:30 - 1:30 p.m. in Eckhardt-Grammatté Hall.

CONTINUING UNTIL THURS., DEC. 15

- **Donate-a-Book**, feed a child's mind!—Bring your new and used books for donation to the Education Program's literacy initiative for inner city schools. The books will go to our neighbourhood elementary school, Sister MacNamara. Donations will be received in the Education Program office, Room 3C02.

MON., DEC. 12 TO TUES., DEC. 20

- **Final Examinations** in the Faculty of Arts and Science.

TUES., DEC. 20

- The History Students' Association presents an **historical Medieval Feast** in the Faculty and Staff Club. Feasters are encouraged to wear costumes with historical themes, and are welcome to prepare a performance. Dinner is at 7 p.m.; cocktails are at 6:30. Tickets are \$5.00 and may be purchased through Arlan Gates at 888-2482, Kevin Rodkin at 339-2513 or 786-2514, or from Linda Gladstone in the History Department, Room 3A34.

WED., DEC. 21

- **University closed** to comply with provincial government's directive to reduce public sector salaries.

THURS., DEC. 22 TO SUN., JAN. 1

- **University closed** for holiday season.

TUES., DEC. 27 TO FRI., DEC. 30

- **The Wesmen Classic**—men's basketball at Duckworth Centre.

SAT., DEC. 31 TO MON., JAN. 2, 1995

- **The Wesmen Classic**—women's basketball at Duckworth Centre.

**1995**

MON., JAN. 2

- **University re-opens.**

TUES., JAN. 3

- **Lectures resume** in the Faculty of Arts and Science.

## Reminder to Faculty

*The University Experts Media Guide & Speakers Bureau* has proven successful in increasing public awareness of the fine work being done on our campus. In order to compile a comprehensive, up-to-date version, the University Relations Department needs the help of all faculty.

If you have not already done so, please return your *Experts Guide* survey to University Relations as soon as possible. Your involvement in the project is voluntary; however, if you do not wish to participate, it would be helpful to receive a response indicating this.

If you have questions about this project or require a survey form, please call Leslie Vryenhoek at 786-9172.