Control of sinkhole losses targeted

Friday the 13th is the date set for a sinkhole seminar at UCF which will look at how to control losses if and when Mother Nature decides to gobble up real estate.

The seminar, sponsored jointly by the UCF College of Engineering and the Florida Sinkhole Research Institute at UCF, College of Engineering and the Florida Sinkhole Research Institute at UCF, will be held on Friday, August 31st.

The seminar will be held at the UCF Conference Center, located on the UCF campus. Register by calling 339-9244 or Extended Studies, x21 23.

Registration for the seminar can be made by contacting UCF's College of Extended Studies, x2123. There is a pre-registration fee of $100. Seminar information is available from W. M. McLellan, assistant dean of Extended Studies, at 328-9344.

The initial three courses will be "American Government I," "Family Portrait: A Study of Contemporary Life," and "Teaching the Young Handicapped Child." Each of these courses will have a pre-registration fee of $100.

Four faculty members in the UCF College of Business Administration, plus a former mayor of Winter Park, will be among those attending the day-long short course.

Other topics in the seminar include preliminary site investigations to determine risk, protective design measures, sinkhole effects, and investigative and corrective measures after the fact.

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Orientation
Aug. 18 for new faculty

Nearly 30 new faculty members, who will be joining UCF at fall semester beginning Aug. 23, and their spouses will learn more about the university and its programs at a day-long orientation program Aug. 18.

After an 8:30 a.m. welcome in the Administration Building board room by President Trevor Colbourn, the new faculty will hear about such matters as payroll deductions; insurance; retirement and tourist "packages"; library services; sponsored research and Instructional Resources facilities.

A campus tour will lead to a buffet lunch in the President's Dining Room. Information on Faculty Senate, United Faculty of Florida, and promotion and tenure is planned. Posters will conclude the program about mid-afternoon.

Duane Davis returns as acting director of Pope Institute

Duane Davis, who was acting director of the Dick Pope Sr. Institute for Tourism Studies at UCF when it was created two years ago, has been reappointed to that post while a national search begins of the Dick Pope Sr. Institute for Tourism Studies at UCF when it was created.

This temporary class roll is furnished to assist you in determining which students registered for your course during Advanced and Regular Registration.

These rolls may alter due to Add/ Drop and Late Registration.

Corrected rolls will be furnished later.

The following is a check procedure.

1) Please have each student verify his social security number and the spelling of his name.

2) Be certain that each student is enrolled in the proper section.

3) If student is in the wrong section, advise him to report to the proper section.

Do not allow students to sit in your class if they are not properly registered for same.

4) Students have been issued their own class schedules printed by the computer. Ask to see this if there are other questions.

Reminder:

Courier mail pickup for Talahassee is daily at 3:30 p.m. from the six appropriately marked boxes on campus.

Pony Express service leaves UCF at 4:30 p.m. each day for overnight delivery to state buildings in the capital.

Parking decals on 2-day sale in Admin Bldg.

If they can make it to the 2nd floor information desk in the Administration Building tomorrow or Friday, faculty and staff can save steps in buying their 1982-83 parking decals.

The Police Department will have personal at the Admin info desk from 10 a.m. to noon and 2 to 6 p.m. on Thursday, and from 10 to noon on Friday, to accommodate the university staff.

If you miss the chance to buy one during these two days, you will have to drive to the Police Station to obtain your decal.

Only cash or personal check will be accepted in payment. If paid by check, be sure you have your UCF identity card or driver's license with you.

Fees this year are:

Decals A $75
B $25 year, $10 semester
C $15 year, $5 semester
D&R $13 year, $5 semester
Motorcycle (D&D) $10 year,
$5 semester
A, B and C decals will be issued one to a purchaser. These decals must be hung from the rear view mirror and transferred from car to car.

Sticker decals and decals for scooters and motorcycles will continue to be affixed permanently to the vehicle.

The new decals must be on faculty and staff vehicles by the end of the day Aug. 31—or look for a ticket.

2-day audiometries workshop in August

Audiometrists, persons licensed to dispense hearing aids and others concerned with industrial audiometries are being invited to enroll in a 2-day workshop Aug. 14-15 in Orlando conducted by the UCF College of Extended Studies.

The course, approved by the Interstate and the Council for Accreditation in Occupational Hearing Conservation (CAOH), will be directed to newcomers and those reviewing their professional certification.

Among topics to be covered are economic, legal and health implications of hearing conservation programs in industry; responsibilities and limitations of the industrial audiometrist; testing; testing techniques; ear protection and noise control, and anatomy and physiology of the auditory mechanism.

Official memoranda

To: All Faculty
From: Registrar's Office
Subject: Temporary Class Rolls, Fall Semester 1982

This temporary class roll is furnished to assist you in determining which students registered for your course during Advanced and Regular Registration.

These rolls may alter due to Add/Drop and Late Registration.

Corrected rolls will be furnished later.

The following is a check procedure:

1) Please have each student verify his social security number and the spelling of his name.

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82 UCF alumni directory available

President Trevor Colbourn obtains a first-copy preview of the 1982 UCF Alumni Directory from Joe Reglar Jr. (left), of Barnett Banks of Central Florida) and Jerry McGarty '71, who helped underwrite cost of the directory.

Pre-ordered directories have been mailed. Alumni, faculty and staff may purchase a copy by forwarding $10 to the Alumni Relations Office (ADM 360) or calling 222-333 for information.

(Photos by Richard Spencer)
You can add minutes to your hours

By PATRICIA BOLEN '82

Do you ever feel there's not enough time to get everything done? William Callarman offers a solution to the problem of effectively managing time. His seminars on time management teach people how to manage their time and use it more effectively. They learn step-by-step how to manage their time, and he conducts each seminar year round from a 45-minute speech to a two-day seminar in which time management is just one part of the program.

"Time management as a subject becomes of more careful attention in the 50's, but it really caught fire quite recently," said Callarman, of UCF's Management Department. And for the past six years he has directed the Management Institute in the College of Business Administration.

He cited two reasons for the heightened interest: increased involvement in work and in volunteer civic and religious organizations, and the emphasis on increased productivity.

"One of the keys is that people are so much more involved today," he said. "They realize that they have to pick and choose, and they guard their time carefully. Another key is the great concern people have over productivity."

Callarman suggests four steps in the time management process:

1. Know how you are spending your time.
2. Know how you want to spend it.
3. Plan the use of your time, and
4. Follow that plan.

A person finds out how he is spending his time by keeping a log of his activities for a few days. Next, he determines how he wants to spend that time.

Then he plans the use of time by setting long-term, intermediate, and short-term objectives, by establishing priorities, and by organizing tasks and delegating responsibilities. The final step, follow the proposed plan.

"The time log helps identify such time-wasters as procrastination (probably the most common), jumping from one task to another, failure to do first things first, lack of self-discipline, inability to say "No," "socializing," or failure to delegate work," Callarman said.

"One of the most critical points, when identifying time-wasters, is the question, "What is I doing now the best use of my time?"

If the person's answer is yes, "he's on target in meeting his goals, but if his answer is no, "he's engaging in time-wasting."

Callarman stresses that time management does not save time, but a careful utilization of time.

Although he shares tips—and sometimes slogans—at the seminars, Callarman emphasizes that to manage time well, a system is needed. And that system can be tailored to fit different personal styles.

"I share basic principles, but with variations to fit the particular group," he said. "Certain portions of the program won't fit all, but everyone can determine 'What are my priorities?' Technology helps me with some tasks, and following the plan may vary, but the process itself will fit any organization or individual."

Microsoft Word handles the objective raised by some persons, that using time-management principles will keep the person from enjoying life.

"If they manage time wisely, they'll have more opportunities," he said. "I find just making a daily 'To Do' list that's divided into three categories 'Must Do,' 'Should Do' and 'Could Do,' and assigning a priority value to each item on the list, very helpful."

He also recommends three blocks on time management: About time and the Time Trap, both by R. Alec Mackenzie, and How To Get Central Of Your Time and Your Life by Alan Lakein.

Callarman said the need to manage time cuts across all occupations. A partial list of the organizations, which have invited him to share time management principles with them, includes diverse groups.


He also conducts seminars locally. Orlando area secretaries came to UCF's "Women's Week" on campus last October. He also made a presentation on time management during UCF's "Women's Week" on campus last fall.

Callarman became interested in time management when he was a consultant with the Pepsi Cola Co. Management Institute. He made his first presentation in 1972.

He said the seminars have been helpful to him because they are a constant reminder to him to use his time effectively.

William Callarman has 4 keys to better managing one's time

Your agency personnel officer should have this information as soon as it is prepared. This bill also included active individuals of a bomb disposal unit as members of the Special Risk Class.

Legislators approve only 3 of 34 state retirement bills proposed

This was an unusual legislative session for retirement. Only three of the 34 retirement bills introduced were passed and signed by Gov. Robert Graham. These bills are summarized below.

New Special-Risk Administrative Class Created

(Chapter 82-169, Laws of Florida)

This bill creates a new special-risk administrative class for elected county officers who are members of the Special Risk Class. The new class would include county officers who are members of the Special Risk Class who are elected to their positions.

Special-Risk Class

(Chapter 82-114, Laws of Florida)

This bill provides for the creation of a new special-risk class for elected county officers who are members of the Special Risk Class. The new class would include county officers who are elected to their positions.

Retirement Annuities for Teachers

(Chapter 82-242, Laws of Florida)

This bill provides for the creation of a new retirement plan for public school teachers who are members of the Special Risk Class. The new plan would provide for higher retirement annuities for teachers who are members of the Special Risk Class.

Energy tip:

It only takes a quarter to check whether air is leaking in or out from a door. If the quarter slips under the door easily, weather sealing is needed. But it takes a dollar to check for leaks around a refrigerator door. Shut the door on the dollar bill. If it can be pulled out easily, cool air is escaping.
A special bi-weekly report from the UCF Library of excerpts of newspaper articles dealing with important issues and developments in higher education.

LACK OF STATUS HARMs TEACHING—(by Fred M. Hockinger) The New York Times, 7/20, p. 4, C.

"Most of the ablest college graduates whose first job is teaching leave the profession within five years. For them, teaching is merely a stepping stone to other fields. The graduates most likely to remain teachers are those with the fewest career options and those who prefer job security and working hours most compatible with family life and their children's schedules. The long-range effect of this trend will be a continuing downward slide in the quality of teaching in the nation's schools, unless steps are taken to make teaching more competitive with other 'human services' occupations. These conclusions emerge from a study, made public yesterday, that was supported by the National Institute for Education, the research arm of the Department of Education. The study's authors, Dr. Phillip Schlechty, an associate dean of the University of North Carolina at Chapel Hill, and Victor S. Vance, a graduate student, conclude that 'the relative position of teaching and the status structure of American occupations has declined over the past 30 years so that its status, as a white collar job, is even more marginal than in the past. Specifically, they say, teaching no longer attracts the highly able and minority youths who once considered it a preferred profession.'


"Five years ago New York State's Office of Education decided that holders of doctoral degrees in the humanities and social sciences needed business school training to find jobs outside academia. It persuaded New York University's Graduate School of Business Administration to launch a short, intensive summer program in 1978, financed originally by money from the state and a two-year grant from the National Endowment for the Humanities. In 1980, N.Y.U. agreed to continue the course on its own. The program is going strong. Already, 213 Ph.D.'s have been retooled, not including this year's group of 62. About 90 percent take well-paid jobs in business. The program has been copied by several other institutions. The current N.Y.U. class includes nine of its own Ph.D.'s plus six from Columbia, five from Yale, five from Princeton, four from the University of California and four from foreign universities including Edinburgh and Warsaw. The remaining hold graduate degrees from other universities around the nation. Several of these are applications of the program at the University of Michigan, the dramatic new building, a kaleidoscope of sight and mirrors and sky, is as financially as an architectural feat. It cost 295.5 million, and not a penny of the price was borne by the taxpayers. The dye is to a law complex, Terrance Sandalow, dean of Michigan, has suggested, is a metaphor for the institution he heads. With the exception of a tacky aluminum addition built in excess of 1950's, the law school was built with private funds. While tax money may have helped keep it functioning, private contributions have given Michigan what Dean Sandalow calls its 'margin of excellence.' It is this increment that has made it, by common consensus, the top state law school in the country, rivaled only by such private institutions as Harvard, Yale, the University of Chicago and Stanford."

ARMY, SIX UNIVERSITIES SQUARE OFF OVER POLICY ON HOMOSEXUAL RIGHTS—The Miami Herald, 7/24, p. 9.

"The Army reportedly has threatened economic sanctions against at least six major universities because their law schools are openly admitting gay and lesbian students. The San Francisco and Stanford law schools have continued to admit and retain gay students, however. The Army, for its part, has said it has obtained a letter from the Army's judge advocate general, Maj. Gen. Hugh Claussen, warning of steps that would be taken unless the anti-discrimination policy is changed. The dooms of the law schools at Harvard, Yale, the University of California at Los Angeles, Columbia, New York University and Wayne State University confirmed receipt of the letter in May, the Journal said Friday. In the letter, Claussen threatened to forbid officers and civilian Army lawyers from attending the schools. The Journal said Claussen added that he also was considering taking action so that 'no Defense Department contracts be awarded to your universities as long as our officers are denied the ability to recruit on campus.' Reserve Officer Training Corps units also could be removed from the universities, the publication quoted the letter as saying. The Journal said some of the schools had yet changed their sex discrimination rules as a result of the letter.

DEFICITS LEAD TO CLOSING OF EISENHOWER COLLEGE—The New York Times, 7/23, p. 3-B.

"Eisenhower College, plagued by financial problems during most of its 16 years, has closed permanently, its administrative offices said yesterday. The school, which has operated Eisenhower since 1979 as one of its 10 colleges, said it lost 95.7 million in three years. The institution of the school, Fredrick B. Rostow, its president, said, 'It's too bad that the time has come.' richard Roosevelt, the National Institute of Education provided about $4 million to develop and refine the concept of the A.O.U. and then wouldn't give us the last million and a half to send money to get up and going. However, that is life and we'll have to wait until some visionary millionaire takes over the idea. As for 'Sunrise Semester,' CBS said that last year only 42 of its approximately 200 affiliated stations carried the program and only 47 students were enrolled for credit."


"Smaller is better" is the motto these days at the University of Michigan. Facing with severe budgetary problems induced by the rise in prices and faculty salaries, the University of Michigan Law School, things have never been better. The law in the middle of the Law Quadrangle, ravaged by generations of touch football players and Frisbee throwers, has recently been resodded; the slate walkways between the Legal Research Building, the Lawyers Club and Hutchinson Hall have been relaid. In 1979, the University of Michigan law school, the school has already eliminated its geographic department, and the departments of art, natural resources and education could be the next to go. As a result of the experience, President of the University of Michigan law school, the school has never been better.
made months ago. Joining thousands of Georgia students wondering whether they will have enough money to attend college, the finance board last week did not forward money to the colleges for the three campus-based financial aid programs: Pell Grants, National Direct Loan Program and State Student Loan. Student aid would have been determined earlier under a new formula. The Education Department has released only tentative estimates of awards, but no final figures and no money. Precise figures for the fall are not available in Georgia and across the nation are not available. But the number of students awaiting awards in the state’s 33 public colleges ranges from 300 at Clayton Junior College to 4,800 at the University of Georgia. Private-school students have also applied. Together, the state’s colleges probably will receive less than 50 percent of the $320 million they received last year under these programs, Donald Paxton, executive director of the Georgia Student Finance Authority, said. Financial and director has been told that about half the money will arrive in two weeks and that the rest will not be available until September. That may be after fall quarter begins, and too late for some students who need funds at that time, according to financial aid officers across the state.


In August, students’ thoughts turn to books, classes, notes— and expenses. For those facing the costs of a higher education, a few organizations in Jacksonville still have scholarship or loan money to help struggling college students get by in the 1982-83 year. The best place to look is the private schools with the larger endowment funds. The private tuition is usually lower than the public schools because the money comes from the schools themselves, says Lucille Cray, supervisor of guidance programs in the Duval County School System. Many schools provide scholarships, and some are unrestricted. Some scholarship money is earmarked only for students studying dentistry or hotel management at a certain school, but it’s worth checking.


Tuition Florida business schools, including a Tampa business college, were named yesterday to the Florida Certification Secretary T.H. Bell as being among 528 educational institutions statewide that would be barred from receiving further federal student loans. The schools average 25 percent. Most of the 528 were trade schools... But six of the 12 Florida schools on the list were tax-supported academic institutions: Daytona Community College, the nation’s largest community college, and Florida A&M, the state’s only predominantly black public university; while public institutions from this state on Bell’s list was Tile Community College in Cocoa, Daytona Beach Community College, Florida International University in Miami and Florida Atlantic University in Jacksonville.

UM DRAWS SMARTEST FRESHMEN IN DECADE—(by George Stein) The Miami Herald, 7/24, p. 1-B.

The University of Miami’s plans for attracting the best and brightest students appear to have paid off. Preliminary figures released yesterday by the university show the entering freshman class at UM likely to be the smartest in more than a decade. At Florida International University, UM’s cross-town competitor, scores also were up for the class that will be FIU’s second group of freshmen. The UM scores reverse a one-year decline in Scholastic Aptitude Test (SAT) averages that spurred admissions officials into undertaking a vigorous publicity campaign in Miami for the class at UM likely to be the smartest in more than a decade. Because of the enrollment decline that would be barred from receiving further fed­eral student loans, the schools average 25 percent. Most of the 528 were trade schools... But six of the 12 Florida schools on the list were tax-supported academic institutions: Daytona Community College, the nation’s largest community college, and Florida A&M, the state’s only predominantly black public university; while public institutions from this state on Bell’s list was Tile Community College in Cocoa, Daytona Beach Community College, Florida International University in Miami and Florida Atlantic University in Jacksonville.

MASTER PLAN COULD CALL FOR INCREASING TUTION—The Orlando Sentinel, 7/23, p. 3.

"A tuition increase that would accelerate faster than inflation appears likely to become part of the master plan now being discussed by the Board of Regents,” a report document shows. The document, prepared by the Regents’ staff and titled “Master Plan Strategy Issues,” was presented to board members at their meeting in Orlando Thursday (July 22). “Additional support from the students toward their education can reasonably be expected,” the document states. The students as a primary beneficiary of higher education should pay an appropriate amount for that benefit.” The document refers to the student as a “consumer” of higher education; a "higher level of student support for public institutions is needed because the money for lower and middle income groups,” the proposal says. If tuition increases, financial aid policies will have to be adjusted, the document notes.

REGENTS TAKING MORE TIME TO COMPLETE MAS­TER PLAN—(by Larry Keen) The Gainesville Sun, 7/24, p. 6.

"Something in the making of huge hypothetical budgets, future enrollment projections and educational programs such as ‘lapse,’ ‘crossover’ and ‘TIE’ caused the state Board of Regents to make an important decision Friday—it will take more time, effort and a special August meeting of the board to finish a master plan for Florida’s public universities, the document states. The university is essentially a pay and we need to know the ramifications of what we are doing,” said Cecilia Bryant, a regent from Jacksonville. ‘Everything we do has effects on something else.’ The master policy for Florida’s public universities has been the top project for the regents since earlier in the year, when a kickoff conference in Tangerine saw the regents discussing socio-economic issues that will impact higher education in the future. Since then the board aimed at a September deadline by narrowing topics, calculating likely numbers and even managing to induce each of the state’s nine public universities to describe its role in the master plan.

Money, and the perennial argument about how much state funding should go to each university, has come up again at the down the master planning process. Included in the stack of planning paperwork is the $114 million estimated cost of implementing special education programs endorsed by the regents. The sight of such vast, if conjectural, sums caused the regents to wonder how it would be distributed among the universities. ‘It is so much easier for the students established institutions that have their basic programs in place to realloc­ate funds for other uses,” said Betty Anne Stam, a regent from Orlando. The developing institutions have their prob­lems getting the basic programs in place.


"Florida State University officials expect that fall enrollment to drop by about 1,000 students—a decline that could cost Tallahassee merchants up to 63 million in student bus­ness next year. FSU officials said Wednesday that the expected enrollment decline would occur in the freshmen and sophomore classes, which they expected to have 760 to 800 fewer students next year. University administration officials said the expected decline is an outgrowth of FSU’s effort to improve its academic standards. Paul Elliott, associate vice president for academic affairs, said the enrollment decrease is largely a result of FSU’s decision to become ‘selectively smaller’ by tightening admissions requirements. ‘It represents a new direction for Florida State. We have been basically an open university, within board of Regents rules, and the new direction is to attract top students,’ Elliott said. Last November, FSU announced that its admissions policy for in­state residents would be strengthened to attract the best students. ‘Everything we do has effects on some­thing else.’ The master policy for Florida’s public universities has been the top project for the regents since earlier in the year, when a kickoff conference in Tangerine saw the regents discussing socio-economic issues that will impact higher education in the future. Since then the board aimed at a September deadline by narrowing topics, calculating likely numbers and even managing to induce each of the state’s nine public universities to describe its role in the master plan.


"Course offerings at USF will be substantially decreased in the fall, Academic Year as a result of insufficient legis­lative funding for faculty, according to several college deans and other USF officials. ‘We are very unhappy to have to implement it (the cuts), but as an agency of the state government, we have to live within the budget provided to us,’ said Greg O’Brien, vice president for academic affairs. According to O’Brien, whose office oversees the academic offerings at USF, efforts have been made to minimize the damage for the fall since many students have already, registered for many fall courses. ‘But students must plan for bare-bones offerings for the spring semester,’ O’Brien said. He added that he would like to work together with Student Govern­ment and USF academic advisors to help enable students, especially those in structured degree programs, to register for the courses they need. University officials have not yet determined which courses will be affected by the cuts.

UF WANTS STATE TO WAIVE RULE SO THAT ORDERS CAN BE PAID—(by Roxana Kopelman) The Alligator, 7/15, p. 6.

"UF officials are seeking an exemption to a state rule that could cost them nearly half a million dollars. The rule states that all money not spent by June 30 reverts to the state— that includes equipment already ordered but not delivered and paid for by the deadline. UF officials said Wednesday that they have $460,000 in outstanding purchases. Neither UF nor state officials could say how much of that money the state will allow the university to keep for the ordered purchases not yet delivered. I would hope that, unless there is something I don’t know about, expenditures would be limited,’ said Carl Blackwell, director of the controller’s office. ‘We must get some certainty about the fiscal System’s budget. Blackwell expressed a bit more optimism about receiving exemptions to return unspent money than state officials. Glenn Robertson, Gov. Bob Graham’s assistant director of budgeting and planning, could not say Wednesday when decisions are to be made and what other universities have in receiving approval for undelivered goods to drop by about 1,000 students—a decline that could cost Tallahassee merchants up to 63 million in student bus­ness next year. FSU officials said Wednesday that the expected enrollment decline would occur in the freshmen and sophomore classes, which they expected to have 760 to 800 fewer students next year. University administration officials said the expected decline is an outgrowth of FSU’s effort to improve its academic standards. Paul Elliott, associate vice president for academic affairs, said the enrollment decrease is largely a result of FSU’s decision to become ‘selectively smaller’ by tightening admissions requirements. ‘It represents a new direction for Florida State. We have been basically an open university, within board of Regents rules, and the new direction is to attract top students,’ Elliott said. Last November, FSU announced that its admissions policy for in­state residents would be strengthened to attract the best students. ‘Everything we do has effects on some­thing else.’ The master policy for Florida’s public universities has been the top project for the regents since earlier in the year, when a kickoff conference in Tangerine saw the regents discussing socio-economic issues that will impact higher education in the future. Since then the board aimed at a September deadline by narrowing topics, calculating likely numbers and even managing to induce each of the state’s nine public universities to describe its role in the master plan.

Complete articles are available from the Reference Department, UCF Library, Orlando, Florida, 32816.
Orientation Aug. 22 for frosh families

Families of incoming UCF freshman are being invited to attend a "Parents/Spouse Orientation" here on Sunday, Aug. 22. The program will begin at 1:30 p.m. in the Education and Gymnasium Complex.

The special program will include an overview of UCF's academic and counseling programs by faculty, information from students on the President's Leadership Council and Orientation Team, and a question-and-answer session. An informal reception will follow the program.

Clases are scheduled to begin at UCF on Monday, Aug. 23.

New grad school test series set

The College of Extended Studies again will offer evening test-review courses starting this month for persons planning to take the law school admissions test, the graduate record examination or the graduate management admission test.

All courses will be conducted at St. Richard's Episcopal Church, 5151 Lake Howell Rd., Winter Park. All will begin at 7 p.m. for three hours. Each course will consist of six weekly sessions.

The first offering is a LSAT review course starting Aug. 23. The $95 registration fee includes textbook. Instructors are David Hernandez (Educational Services) and Ransford Pyle (Public Service Administration). A second course starts Oct. 28.

The GRE review course, which begins Aug. 30, will be taught by K. Phillips Taylor (Communication). The fee, with text, is $75.

The first of two GMAT review courses begins Sept. 13. Taylor will be the instructor. The $75 fee includes text. A second course will begin in February 1983.

Additional information on these review courses is available from Extended Studies, x2123.

UCF aerial photo now color poster

The Emphasis and Alumni Relations offices have received an overwhelming response to the full-color cover of the April/May 1982 Emphasis, which is an aerial view of the campus. Many people hung the covers on their walls, and others stopped by the Emphasis office to ask if a similar poster were available.

In response to those requests, the Alumni Relations Office has had full color copies of that cover printed on 16"x20" glossey poster paper. Copies now are available from the Alumni Relations Office for $2 each. The posters can be mailed to your home for $3. To order your copy or for more information, call x233 or stop by the Alumni Relations Office (ADM 350).

Definition of education:
The best provision for old age.

—Aristotle

Boxes, boxes, boxes of books gift of Boys Club of Orlando

Our University Library has had many books donated to it, usually in small portions from a half dozen to several cartons.

But 400 boxes???? More than 17,000 volumes!!!

That's the "gift" the Boys Club of Orlando made to UCF recently and required a university truck to transport and considerable space in the library acquisitions area for sorting and processing.

As explained Florence Glazier, gift and exchange assistant, the books are part of a book publisher's donations to the Boys Club, which sold as many of the titles as it could.

"We were given the remainder," Glazier said. "We have checked the volumes, all of which were unused, selected what we desired, then offered other area public libraries what they wanted.

"The remaining duplicate volumes will be offered at 80 cents each to the public in the on-going book sale operated Mondays and Thursdays (2-4 p.m.) in the library lobby. Proceeds are used by the library for purchase of new reader material and facilities.

Contract-bidding seminar under way

The Small Business Development Center is presenting a three-evening seminar, ending Friday, on "How to Bid on Government and Private Contracts." Being held at Valencia Community College, West Campus, topics include basic procurement procedures used by government agencies, sources of contract information, typical bid packages for construction, supply, and services; how to prepare and submit a bid; how to obtain bidding; basic basic considerations for goods and services; current and projected contracting opportunities; and Info-Bid, a free computerized listing service of federal, state, and local contracting opportunities.

The program is co-sponsored with the Orlando Area Chamber of Commerce, UCF Management Institute, VCC and the Small Business Administration.

Herbert C. Towle (Electrical Engineering) attended the 1982 Biennial Conference for the Chairmen of Ph.D. Granting Computer Science Departments, held in Snowbird, Utah, July 11-14.

Philip R. Maynard (Radiologic Sciences) presented a lecture, "Teaching and Learning Style," at the Annual Conference of Association of University Radiologic Technologists (AURT), July 9, in New Orleans, La. He was elected secretary-treasurer of the AURT.

Homer C. Greiber (Computer Science) made a presentation, "Undergraduate Computer Science Education—A Review," at the Second Annual Summer Instructional Computing Conference, July 14, at Valencia Community College East Campus.

M. Jo Geren Edwards (Radiologic Sciences) gave a speech, "Magic Through Minutes: A New Look at Time Management," at the 15th annual meeting of the Association of University Radiologic Technologists, July 8, in New Orleans, La.
Sharon Darling:
August employee of the month

If music and singing came naturally to her, Sharon Darling could disassociate the early added stimulus she got from the songs her great-grandmother used to sing to her.

This musical talent she nurtured while a member of the vocal jazz ensemble at Maynard Evans High School from which she graduated, in the top 15 of a 600-member senior class.

Eight years ago this month, Darling started working as a student assistant in the office of Robert Kersten, dean of Engineering. Nine months later she went full-time career service in addition to remaining a full-time student.

She also took on another full-time job— in March 1977 she married David Darling, whom she had met while singing in that Evans ensemble. David’s work became the family’s part-time student.

Eight years ago this month, Darling started working as a student assistant in the office of Robert Kersten, dean of Engineering. Nine months later she went full-time career service in addition to remaining a full-time student.

All that was too much for me,” she explained. “And then I had a son, Michael, who is two-and-a-half.”

He is taking night classes in business management and minoring in computer science,” Darling said. “In the daytime he works in our family’s business repairing, installing or renovating ‘windows or stairs.’

The 39-year-old young mother, who for the past 5 years has been secretary to Marvin Wanielista (chairman, Civil Engineering), is singing now in the choir and church ensemble at North Park Baptist Church.

Darling has been passing along her musical interest to the children’s choir, which she has taught for the past 3 years.

Does she have any spare time?

“Some,” she admits. “I get in a little needlepoint, but David and I really like to go to the beach, where Michael always has a great time.”

Mary’s moving—so are 40 others

On Aug. 23, Mary Pierce will be leaving the stairs, halls and rooms of Phillips Hall for those in the Education Building when she and more than 40 Building Services coworkers shift to different campus buildings.

According to William Turner, Building Services superintendent, his crew has the option of staying in their same building for a consecutive second year and this year most opted. So this year practically all are being reassigned.

“This regular shifting enables us, on a moment’s notice, to make up special crews to handle temporary situations, problems, or emergencies in any building on campus,” Turner explained.

Behind Sharon Darling: dozens of photos of son Michael

Grant opportunities

Development of Materials to Help Ensure National Distribution of Teacher-made Materials (ED)—To develop and implement a strategy for identifying and defining commercial standards which can be used to assess the commercial potential of educational materials. Due Sept. 1.

Ethics and Values in Science and Technology (NSF)—Preliminary proposals on 1) issues in the education and professional contacts of scientists and engineers; 2) obligations and constraints associated with institutions and organizations; 3) issues associated with new developments in science and technology; 4) changing ethical and social values; and 5) decision-making processes involving science and technology. Due Sept. 1.

Division of Social and Economic Science (NSF)—Supports basic and applied disciplinary and multidisciplinary research in economics, geography and regional science, history and philosophy of science, law and social sciences, political science, sociology, measurement methodology, decision and management science, and regulation and policy analysis. May consider proposals for doctoral dissertation support, research conferences, the acquisition of specialized research equipment, group international travel and data resources development. Due Sept. 1.


Social and Behavioral Sciences (March of Dimes)—The MOC Birth Defects Foundation invites research proposals to investigate medical, psychological, social and familial factors affecting the psychosocial development of infants and children with birth defects for the first eight years of life. Due Sept. 1.

Student Health Grants (Metropolitan Life Foundation)—Grants of up to $25,000 will be made to colleges and universities for developing or expanding an organization, program, material and/or facility directed toward the health information and service needs of the student population. Due Sept. 1.

Air Force Office of Scientific Research—Major research initiatives for FY 1983 and FY 1984 are a) autonomous guidance through artificial intelligence, manufacturing science, aerodynamics of low-speed aircraft and ship, aerodynamics of energy-efficient aircraft; defense against chemical agents and spacecraft power and propulsion, structures and materials, image understanding and survivability. No due date.

Behavioral and Social Sciences (U.S. Army Research Institute)—Theme for current and future research efforts are mapping and maintaining the force training for combat effectiveness, man systems integration, organizational cohesion and commitment and operational effectiveness of military units. No due date.

For further information, please contact Nancy Morgan, x2871.

The UCF Report

The UCF Report is the University of Central Florida's official publication, whose purpose is to inform the University community through announcements, official memoranda, and items of general interest.

Publication of announcements and official memoranda about University policy and procedures in The UCF Report constitutes official notice to faculty and staff. The UCF Report is the University's official newspaper for the regular academic year and biweekly during the summer sessions, at a cost of $1.00 per issue, or 7.5 cents per copy, paid for by the Office of Public Affairs, ADM 395-J, x2504.

Copy submitted on or before Thursday noon of the week before publication receives handling and space priority. Copy is accepted after this deadline but is subject to editing or delay until the succeeding publication date.

Editor: Bill Averill
Editorial Assistant: Jackie Wartell
Photographer: Tom Nenel
Composer: Jaims Wohl
OFICIAL To Spotlight the UCF Employee of the Month

I nominate __________________________ to be UCF SPOTTLIGHT EMPLOYEE OF THE MONTH for September, 1984. (Nomination must have been employed for at least one year. If you are interested in nominating an AES personnel member, you may also nominate a career service person for this award. Rationale for nomination: job performance, dependability, attitude, etc.)

Cut out ballot and return to Dennis Cannon, ADM 230, by August 31.

Sign

THE University Club
(University Driving Room's new name)

Employee opportunities

UCF is an Equal Opportunity/Affirmative Action Employer

For resume of current openings, call Career Opportunity Line, 275-2778

Clerk Typist III (University Counseling & Testing Center). Graduation from high school and two years of typing and/or clerical experience. Written and typing exams. $12,288.80-14,873, $383.60. 08/19.

Clerk Typist IV (Registrar's—two positions). Hours for one position will be 11:30 a.m. to 4:30 p.m. $8,420.80-11,192, $280.80. 08/19.

Liberary Assistant II (Library). $10,419.12-13,572, $399.20. 08/19.

Personnel Technician I (Personnel). Prefer responsible clerical experience. Written exam. Variable schedule—must work some nights and weekends. $8,184.96-10,440, $313.60. 08/18.

Clerk III (Register's). Graduation from high school and two years of progressively responsible clerical experience. Written exam. 48,960-80,160, $328.08. 08/19.

Treaty Plant Operator II (Water Sewage Plant). Graduation from high school and two years of experience in the operation of a sewage treatment and/or water purification plant. Prefer operator's certificate and knowledge of treatment of waste. Must have necessary mechanical knowledge for repair and general operation of equipment of a sewage treatment plant and lift station. Subject to shift hours and shift days. $11,003.76-14,386.52, $431.68. 08/19.

Secretary IV (Small Business Development Center). Graduation from high school and three years of secretarial and/or clerical experience. Written and typing exams. Friler dictaphone and/or shorthand. $110,419.12-13,572, $399.20. 08/19.

OPTS Temporary

Clerk Typist II (Registrar's—two positions). Hours will be 11:30 a.m. to 7 p.m. $4,380.80-5,616, $153.36. 08/19.

Library Technician II (Library). $11,450.35-14,200, $437.20. 08/12.

Personnel Technician I (Personnel). Prefer responsible clerical experience. Written exam. Variable schedule—must work some nights and weekends. $8,184.96-10,440, $313.60. 08/18.

Notice to applicants

The University of Central Florida is currently experiencing a hiring freeze that will severely limit the number of available job opportunities immediately.

The University will continue to publish the weekly UCF Position Vacancy Listing and to update the Career Opportunity Line (Phone Number 275-2778). However, only critical positions that have received special approval will be placed in active recruitment.

The Personnel Division will continue to accept applications for employment in all classifications and all applications will continue to remain active for six months following date of application.

In the event a critical position is placed in recruitment, all applicants who meet the advertised minimum qualifications for the position will automatically be considered for consideration for the position. The most appropriately qualified applicants will be contacted regarding the referral (if required) and departmental interviews.

Personnel will also continue to administer Student Employment examinations. Medical examinations are not required, but continuous basis. However, a priority for testing appointments will be given those most appropriately qualified applicants seeking employment in positions placed in active recruitment.

Casey Besselaar, holds a B.S. degree from the University of Pennsylvania, and an M.S. and Ed.D. degrees from Boston University.

Cheryl Bennett (clerk typist II, Financial Accounting). Graduation from the University of Florida and over 20 years of general operation experience in the operation of a word processing machine. She holds a B.S. degree in Accounting.

Marianne L. Costello (tem. stenographer). Graduation from the University of Florida with a B.A. degree in Accounting. A resident of Winter Park, she enjoys sports.

Kathryn J. Mendenhall (secretary IV, Small Business Development Center). Graduation from the University of Central Florida with a B.S. degree in Business Administration. A resident of Winter Park, she enjoys sports.

Lori E. Reiter (account clerk II, Business Office). Graduation from Palm Beach Community College with a B.S. degree in Accounting. She holds a B.S. degree in Business Administration from the University of Florida. She enjoys sports.

Patricia A. Soto (temporary secretary). Graduation from the University of Florida with an A.A. degree in Business Administration. A resident of Winter Park, she enjoys sports.

Rita E. Smith (temporary secretary). Graduation from the University of Florida with an A.A. degree in Business Administration. A resident of Winter Park, she enjoys sports.

Rita E. Smith (account clerk II). Graduation from the University of Florida with a B.S. degree in Accounting. A resident of Winter Park, she enjoys sports.

Rita J. Walker (temporary secretary). Graduation from the University of Florida with an A.A. degree in Business Administration. A resident of Winter Park, she enjoys sports.

Suzanne A. Williams (account clerk II). Graduation from the University of Florida with a B.S. degree in Accounting. A resident of Winter Park, she enjoys sports.

Teresa A. Wilson (temporary secretary). Graduation from the University of Florida with an A.A. degree in Business Administration. A resident of Winter Park, she enjoys sports.

Teresa A. Wilson (account clerk II). Graduation from the University of Florida with a B.S. degree in Accounting. A resident of Winter Park, she enjoys sports.

Uma Iyer (temporal secretary). Graduation from the University of Florida with an A.A. degree in Business Administration. A resident of Winter Park, she enjoys sports.

Vera J. Zapata (secretary IV). Graduation from the University of Florida with a B.S. degree in Accounting. A resident of Winter Park, she enjoys sports.