U CF lends helping hand to Kuwaitis

UCF will open its doors to 30 University of Kuwait students seeking a place to study while their Persian Gulf War-damaged institution undergoes repairs. The students arrive Aug. 26.

The agreement was formalized July 25 when UCF President Robert Bryant met with Abdul-Latif A. Al-Badri, vice chancellor of the University of Kuwait's Health Sciences Center, Farida M. A. Al-Awadi, dean of Allied Health Sciences and Nursing at the university, and Noida Ashton, senior academic advisor for the embassy of Kuwait in Washington, D.C.

UCF will be the only U.S. institution to have Kuwaiti students studying nursing, radiological science and medical record administration during the reconstruction period, estimated to last a year. Credits earned will be applied toward a degree at the University of Kuwait.

Belinda McCarthy, dean of UCF's College of Health and Public Affairs, said that UCF secured

Please see KUWAIT, page 3

Events listing now on PROFS

An electronic university events calendar has been established on UCF's PROFS network. Compiled by the public affairs department in the university relations division, the calendar is confined to UCF-wide events and meetings, such as commencements and faculty senate and staff council sessions, as well as cultural, fund-raising, special event and home intercollegiate athletic activities with a broad scope of campus or public participation. Sponsoring organizations are responsible for providing entries. Special interest listings, such as professional development workshops and student organization meeting schedules, are not included.

"We do not have the resources to continuously survey the campus for appropriate calendar listings," Dean McFall, director of public affairs, said. "Consequently, to appear on the PROFS calendar, campus units with events that must listing specifications must provide our office with the information. We will post events as far as three years into the future if they are planned that far in advance."

The information can be sent by campus mail to public affairs, 300, or on electronically to the DMcFall PROFS address. A PROFS user can view the calendar by calling up the process calendar screen, entering the information and pressing the "enter" key.

Next Issue Of The UCF Report is Aug. 21 • Deadline Aug. 14

Please see KUWAIT, page 3

University of Central Florida
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Orlando, Florida 32816
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Memorandum

To: Faculty, A&P
From: Barth Engert, commencement committee
Subject: Summer commencement

Commencement ceremonies are in the arena on Thursday, Aug. 8, as follows:
• College of Business Administration, College of Engineering, College of Health and Public Health, 9 a.m. Speaker will be John Hoesch, University of California, Los Angeles.
• College of Arts and Sciences, College of Education, Liberal Studies Program, 2 p.m. Speaker will be Tom Jennings, Florida State Senate.

The procession will proceed in 20 minutes prior to each ceremony in rooms 155 of the arena. Enter the arena at the first level under the central stairway. Proceed down the left corridor.

Major professor, assisting with doctoral hooding line up with the graduate candidates in the corridor to the right.

Because of very limited parking near the arena, you are encouraged to car pool to Lot F-2 (next to the arena) on a first-come basis. Unpaved parking (clutter by dry, muddy when wet) is available in temporary Lot 600. Shuttle service to the arena from Lot G-1, G-2 and G-3 will be available starting at 7:30 a.m.

To: all faculty and administrative personnel
From: Carol Wilson, student affairs
Subject: Student handbook

The student handbook, "The Golden Rule," is being distributed to all faculty and administrative personnel with the hope that information contained in the handbook will be useful in your efforts to assist students. The handbook is routinely made available to new students during orientation programs.

We will supply additional copies upon request and would appreciate you referring students who need the handbook to: student affairs, ADM 282.

To: All departments/divisions
From: John Bolt, administration and finance
Subject: Departmental compliance audit, audit recommendations

A review by the auditors of compliance with Florida Statutes, State University System rules and UCF policies and procedures has identified and made recommendations in the following areas which may require the attention of department and divisional heads. Please ensure that departmental procedures are in place to adhere to the auditor's recommendations and guidelines. Thank you for your assistance.

• Procedures established for the review of time cards should ensure that time cards support the actual payments made to employees. Hours certified for payment must agree with hours shown on the time card.
• Non-SunCom calls should be documented with an explanation of the reason for using other than SunCom for long distance calls. Department heads should review all calls listed on the monthly charge report.
• In accordance with UCF Procedures, department heads should assure that the property custodian will have five working days to find the items and/or fill out the property and inventory section of finance and accounting. However, beginning this fiscal year, departmental inventories should be completed on a timely basis and returned to their own inventory and returning the completed inventory paperwork to the property and inventory section of finance and accounting. The review should be documented through a notation on the file copy of the ledger and initialed by the reviewer.

• Student assistants/departmental employees should be consulted and recommended to the department by the review.

• Leave records of departmental employees should be compiled and recorded with the Departmental Leave report provided by the personnel office on a biweekly basis.

• The completing of payroll certification forms and the pick-up and distribution of payroll warrants should be segregated so that the same employee does not perform both tasks.

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• Department heads should establish procedures for the prompt removal of terminated employees from authorization lists and for changing access codes and safe combinations, when appropriate. Documentation for these changes when they occur should be maintained on file for audit review.

Official Ballot

To spotlight the UCF employee of the month

I nominate (name) (campus address) to be UCF employee of the month. (Nominee must have been a University Support Personnel System employee at least two years.) Any employee, including faculty and A&P, may nominate a candidate on the basis of job performance, dependability, attitude, etc. A name submitted remains in the pool of eligible candidates for one year.

Signed, (name) (campus address, phone)

Cut ballot and return to personnel, ECM. (Mark envelope "confidential.")

To: All departments
From: Bob Leonard, bookstore
Subject: Bookstore hours

Listed below are the bookstore hours for the fall term. Please note that the bookstore will be open on Saturday, Aug. 17 and 24.

- Aug. 15, 16, 20-22, 27, 30 to 7 p.m.
- Aug. 17 and 24, 11-3 a.m.
- Aug. 21, 22, 26 and 27, 8:30 a.m.-8 p.m.
- Aug. 23 and 30, 8:30 a.m.-3 p.m.

Normal hours will resume in September 8:30 a.m.-7 p.m. Monday and Thursday; 8:30 a.m.-5 p.m. Wednesday, Thursday and Friday.

To: University community
From: Dan Hedekker
Subject: Board or Regents meeting, June 27

The Board of Regents conducted its annual budget session on June 27 at the Florida State Conference Center in Tallahassee, following is a summary of its activities of particular interest to UCF.

• Chairman Charles Edwards welcomed Interim President Robert Bryan and announced the board search committee for the president of UCF. Chaining the BOR committee will be Carolyn Roberts of Ocala, vice chair is Jon Myole. Also serving are regents DuBois Auclay, Alex Courtellis, Pat Groover and student regent Ross Wolf. The campus/community board committee will be appointed by the chancellor in short order. Edwards and Chancellor Charles Reed both indicated that they hoped the related issues would be completed by Christmas.

• Edwards recognized Wolf (UCF '91) for his service as student regent. His term expires in September. FSU President Stiger was also recognized upon his retirement.

• In his opening remarks, Reed provided a brief "state of the systems" report, saying that the SUS had prepared more budgets in the last year (six in all) due to reductions than ever before. The total cut for the SUS was $94 million. He emphasized the impact of these cuts, stating that general revenue support for the SUS had fallen from $6,400 per student in 1986-87 to $5,000 in 1991-92. On top of that, he will ask the SUS to "set aside" 5 percent of the general revenue budget ($650 million) to start the 1992-93 budget year in anticipation of further reductions. Reed stated that the 10th university site selection committee will complete its work and report by the September 1992 meeting in Fort Myers.

• Reynal Cieler Brown was elected chairman of the BOR for 1991-92 and Courtellis was elected vice chair.

• Under the action agenda for the program and planning committee, the board spent some time discussing the mission statements for the 10th university and also approved 1991-92 funded enrollment levels at the institutions. The finance and facilities committee approved policy guidelines and allocations procedures for the 1991-92 E&G budget in the board of regents and the reduction plans for 1991-92. Also approved were distribution of 1991-92 PECO funds for remodeling, renovation, maintenance, asbestos abatement, maintenance enhancement, etc. All of these figures are either generated by formula or specific requests from the institutions. There usually is very little discussion or disagreement over these figures.

• The board considered the 1992-93, 1993-94 "three year" PECO project priority list. This is a significant list because it includes several major projects for UCF. Commissioner Betty Castor moved that projects which were forward funded in last year's legislative session be moved up to reflect their priority. Included in that list were the computer science building at UCF. The "five year list" has not been formally published but only reflects the institutions' specific requests with very little modification by the board except to establish priorities. The "three year list" is the most important list for practical and political reasons and is also approved by the board as a guide for allocating federal and state funds. There usually is very little discussion or disagreement over these figures.

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• The board also received a report of its audit and athletic committee on several legislative, internal and system-wide audits that had been completed. UCF had several routine audits included but there were no major discrepancies found or reported.

• In action under the consent agenda, the board approved tenure nominations for several institutions including UCF. Also approved were several board rules including fees, fines and penalties for various student related activities for 1991-92. The consent agenda also included approval for flexibility/ planning of new degree programs at UCF in physical therapy and pre-elementary education. UCF's affiliation with the American South Athletic Conference was approved and the Intercollegiate Athletic Equality Report for 1989-90 were accepted.

To: Deans, directors and department heads
From: Linda Bonta, finance and accounting
Subject: Property and inventory control

Several changes have been made in the way furniture and equipment inventories will be taken this year. In past years each department had been responsible for taking their own inventory and returning the information to the property and inventory section of finance and accounting. However, beginning this fiscal year, property and inventory control will be taking the inventory for most departments with the exception of some of the larger departments using optical scanning equipment (larger departments will need to "check out" this equipment).

You may have noticed the bar code decals that have been placed on furniture and equipment. Property and inventory control personnel will scan the equipment, upload the information to a PC and return a missing items report to the property custodian. The property custodian will have five working days to find the items and/or fill out the appropriate paperwork to accurate the inventory. Smaller departments, except they will do their own scanning and the time limitations

Please see MEMORANDUM, page 7
The search for UCF's new president took another step last week when the 35-member search advisory committee was named.

Gary Whitehouse, dean of the College of Engineering, will chair the committee of university and community representatives, Board of Regents Chairman Charles Edwards announced. The committee will assist the BOR in selecting Steven Altman's replacement. Its role will be to review applications and nominations and conduct interviews with candidates selected for campus visits.

Besides Whitehouse, 10 other members of UCF's faculty will serve on the committee, along with representatives of student, staff, alumni and community groups.

Committee members are: Dale Bandy, accounting professor; Tandy Barrett, a member of the Governor's Education Task Force; Christian Bauer, engineering professor; Martha Bell, associate education professor; Carolyn Brochu, Staff Council president; William Brown, president of Cablevision of Central Florida; Van Canada, senior vice president of Barnett Bank of Volusia County; Joyce Clamptit, associate vice president for administration and finance; Glenn Cunningham, Faculty Senate chairman; Jason Dibona, Student Body president; Thelma Dudley, retired Orange County teacher; Russ Duncan Jr., chairman and chief executive officer of Sun Bank.

Others are Jose Fernandez, history professor; Margaret Ferrante, administrative assistant at the Daytona Beach campus; Orlando Mayor Bill Frederick; M.A. Garcia III, president and CEO of Dwayne Restaurants Inc.; John Gill, commercial loan officer at NCNB National Bank; Sharon Graham, associate finance professor; J. Charles Gray, senior partner of Gray, Haziz and Robinson; Cheryl Green, assistant social work professor; Rose Joels, education professor; Valerie King, psychologist at the Counseling and Testing Center.

Additionally, appointees include: Wrinkworth Graham, Alumni Association past president; Thomas Lang, attorney at Honigman Miller Schwartz & Cohn and chairman of Knight Boosters, Inc.; Joyce Lille, associate political science professor; Edward O'Connor Jr., executive director of Spaceport Florida Authority; Sarah Pappos, associate vice president of academic affairs and director of the Daytona Beach campus; Tico Perez, partner at McGeO and Perez, P.A., and president of the UCF Alumni Association; former regent Joan Ruffner; Jacob Stuart, Greater Orlando Chamber of Commerce executive vice president.

Others are Jim Tieriac, managing partner of Amat, Tieriac, Roberts; Eismennger and Woodman, Richard Tucker, psychology professor; Rick Walsh, vice president of General Mills Restaurants Inc. and Robert Westrick, associate vice president for academic affairs and director of the Fremont campus.

Regent Carolyn Roberts chairs the regents selection committee, which will recommend a candidate to the Board of Regents. Other members of the selection committee are: DuBose Ausley, Alec Courtier, Pat Greener, James Heekin, Jon Movie and student regent Ross Woli.

Management class scheduled for fall

The Center for Executive Development begins a management development program with the first of eight workshops on Sept. 11. The curriculum is divided into eight separate Wednesday sessions — one day every other week. Each is 8:30 a.m. -4:30 p.m. in the College of Business Administration.

The series is led by UCF's top management, marketing and finance professors, and begins with the first segment of a two-part workshop, titled "The Role of the Manager as Leader." Other topics to be addressed include management roles, marketing functions, marketing program development, financial principles, personnel management, planning and decision-making.

The program is designed for managers, trainees, technicians, sales representatives and employees wanting to grow in their positions. Each participant is awarded a Certificate of Professional Management upon successful completion of the series.

For information, call 284-2266.

Students inducted into UCF society

In its largest summer induction ever, more than 200 kindergarten to 12th grade students in Orange and Seminole counties were recognized for academic excellence and cultural accomplishment by the UCF McKnight Programs in Higher Education and former executive of the McKnight Center for Excellence and inducted into the McKnight Achievers Society, July 20.

Israel Trillo Jr., president and CEO of the Florida Endowment Fund for Higher Education and former executive of the McKnight Programs in Higher Education, addressed students and their families during the induction ceremony.

More than 4,500 African-American students in Florida, selected as young role models within their communities, have been inducted into MAS the past five years. The Central Florida area MAS program is administered through the UCF McKnight Center of Excellence in Orlando, one of 10 such centers throughout Florida. The center's programs are designed to help minority students define and reach their educational and career goals.

Police peddle new way to fight crime

The UCF police department and the Institute of Government hosted two workshops in July to train policemen to patrol on mountain bicycles. UCF police will start patrolling the campus on bikes this fall.

The training sessions were conducted by Sgt. Paul Grady of the Seattle Police Department. He is an organizer of the bicycle patrol concept. The sessions were open to officers in Florida, and interested officers to go into areas that a car cannot.

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For information, call 284-2266.
Larry Andrews, mathematics professor, will be working as a consultant for the U.S. Army Atmospheric Sciences Laboratory to collaborate with other scientists on a project. He will be in White Sands, N.M., Sunday, Aug. 4-11. He will be collaborating with senior scientists at the Royal Signals and Radar Establishment in Malvern, England, Saturday, Aug. 17-25. From England, he will travel to Florence, Italy, to attend an international conference on optical propagation to present two papers (one on graduate engineering science and mathematics professor Ronald Phillips).

Associate English professor Beth Barnes presented a paper titled "ideology and efficacy of Satire: Oldham's Literary Response to the Polish Plot," at the Conference on Literature and Politics of the 17th Century, March 8.


Thomas Clarke, senior scientist at the Institute for Simulation and Training, has received a contract from the Defense Advanced Research Projects Agency to develop a wide-field of view head-mounted display. This project, Optimal Virtual World Development of a Small, Low-Power, Visual Display that uses variable size pixels. This display system will consist of image warping algorithms based on group theory and differential geometry, together with special optics that give a variable resolution image matched to human eye characteristics. The project will be funded for $360,000 for three years. IST personnel and students will be employed.

Admissions director heads West

Rob Sheinkopf, who served for more than three years as director of admissions, will resign Aug. 1, to take a position at Loyola Law School in Los Angeles as director of admissions and assistant dean. He first began working at UCF in 1973 as an admissions counselor, a position he held for three years. In 1982, he was recruited back to UCF by the assistant director of admissions. He was later promoted to associate director and became director in 1988. The university has been more than just a place of work for Sheinkopf. He received his master's degree from UCF in 1985. Recently, a press release was named in his honor in recognition of his support of the baseball team.

Sheinkopf is an active member of UCF's Athletic Booster Board of Directors and Alumni Association.

Employee of the month

"My life is fulfilled," Avdya Montgomery, head accountant in payroll, said. After all, she is happy at her job and has three healthy children at home. "We work together," she said, adding that she has not only the support of her children, but of her family. Montgomery, who has spent her life in the Sanford/Oviedo area, has a strong sense of family and community.

She started at the university in January 1985, working in purchasing for two years. Then there was a job opening in payroll. "I didn't think I would get it," Montgomery said. Winning the job in purchasing and Mary Stines in payroll were friendly, and "I think Winnie put in a good word for me," Montgomery said with a smile. Winnie Brock in purchasing and Mary Stines in payroll were "the best," she said. Montgomery is quick to give credit for her education about payroll procedures and techniques to Stines, Mickie Brown and Susan Fantelas, who worked with her when she began there as a fiscal assistant II. Montgomery often said to Stines, "I couldn't do my job." Today, Montgomery sits in Stines' old chair, in the "head office."

"I was employee of the month in May of '86. I thought that was it," Montgomery said with a laugh. "I couldn't believe it when Linda Vail, chair of the personnel committee, called me." Montgomery's friend Jackie Swinton wasn't surprised, though. "People really think a lot of you," Swinton told her.

"I was so happy when she heard the news was of her father, who passed away in December. "He was so proud of me, and so excited when I was employee of the month last time," Montgomery said.

"Payday is the hardest day," said Montgomery. "Just when you think you're over the biggest bump, here comes payday," she said. "My mother always said: If you're going to do something, do the best you can, and it pays off."

Montgomery also believes in trying to lighten the pressure of the job with laughter. "Let's just laugh it off," she advises her co-workers. Her theory: "There's more to life than this. If it's no fun where you work, your work suffers for it." Montgomery is "a hard worker." A gold metallic plaque with the 23rd Psalm printed on it sits atop Montgomery's computer terminal. It was a gift from her children for Mothers Day. "I keep it there because you get just a put sometimes. You have to have something to lift you up from those rough spots," Montgomery said.

Sanford Full Gospel Church has named Montgomery for Montgomery on Sunday mornings, and a secretary spot on the usher's board. Her mother is president, and all her brothers and sisters are on the board. Montgomery was graduated from the University of New Orleans, and three sisters — all live in Sanford, not far from their mother. Montgomery is a native Floridian and had lived in Sanford all her life until moving to Orlando. She graduated from Seminole High in Sanford, class of '76, the bicentennial year. After graduation she married and went to Seminole Community College for a year and a half. Montgomery's first thought when she heard the news was of her father, who passed away in December. "He was so proud of me, and so excited when I was employee of the month last time," Montgomery said.

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Assistant mathematics professor Roy Choudhury delivered a paper at the Society for Industrial and Applied Mathematics in Washington, D.C., July 8-12.

Mathematics professor Lokanath Debnath will attend the American Mathematical Society summer meeting in Maine, Sunday, Aug. 4-11, to present a paper. He will also promote the International Journal of Mathematics and Mathematical Sciences, a UCF-based journal. He plans to finalize the dates for the Southeast Section meetings of the American Mathematical Society, which has already been proposed to be held at campus in the next two years. He also delivered a colloquium lecture at the Florida Institute of Technology, May 31.


Director of engineering graduate affairs Fred Gunnerson was to present a paper at "Vapor Explosions and Nuclear Reactor Safety" at the International Colloquium on the

Please see KUDOS, page 5
Kudos, continued from page 4


Associate English professor Judith Hemsemeyer read selections from her poetry and translation of Akhamatova, sponsored by the University of Utah and the Salt Lake City Arts Council, Feb. 27. She read translations at the Ellen Lafarge Poetry Reading Series, March 19. She published two poems in The Snake's Face Review.

Assistant Professor of the Small Business Development Center Kathie Holland presented "Effectively Utilizing Volunteers and Working with Professionals" at the Region IV Conference of Small Business Development Centers in Atlanta.


Assistant English professor Katherine Keller presented a paper, titled "Using Immigrant Narrative in the Freshman Composition Classroom," at the College English Association meetings in San Antonio, Texas, April 20.


Assistant English professor Barbara Murray presented a paper, titled "Emily Dickinson's Third 'Master Letter': Intimacies of Intimacy, Ignorance and Control," at the Florida State University Conference on Women, Gender and Creativity in Miami on March 22.

Stu Omans, English professor, presented the keynote address, titled "The Imocness of Evil: Creating Visual Images in A Production of 'Macbeth'," at the Conference on Literature and Politics in the 17th Century in Orlando, March 7.

Professor awarded Fulbright grant

Dianne Davis has been awarded a Fulbright grant to the Higher Institute in Faro, Portugal. It has been announced by the J. William Fulbright Scholarship Board and the U.S. Information Agency.

Davis, an associate marketing professor for the. second year, will travel abroad for the 1991-92 academic year under the Fulbright Program. Established in 1946 under Congressional legislation introduced by former Arkansas Sen. J. William Fulbright, the program is designed to "increase mutual understanding between the people of the United States and the people of other countries."

Under the program, about 5,000 grants are awarded each year to students, teachers and scholars so they can study, teach and conduct research and undertake curricular development there.

He is one of approximately 1,800 U.S. grantees who will travel abroad for the 1991-92 academic year under the Fulbright Program.

Student receives Gardner scholarship

UCF student Mary Ellen Jones was named the recipient of the Dwight D. Gardner Scholarship from the national Institute of Industrial Engineers. Jones, a graduate of Titusville High School, was selected for the award from among industrial engineering students nationwide.

Jones was nominated for the scholarship by William Swart, chair of the industrial engineering department. The IIE then selected Jones to apply key ingredients to its career stage 3.7 grade point average and is vice president of the industrial engineering honor society at UCF.

Other efforts made by Mayrott included the development of a National Local Users Group Council "roadmap" during the chapter's fall 90 seminars and symposium program. The document listed every local users group with contact names and numbers, as well as a roster of sessions the groups presented at the symposium program. She also was responsible for obtaining and distributing directories of technical articles to newsletter editors of the local users groups.

The Digital Equipment Computer Users Society was founded 30 years ago to promote the exchange of information-processing-related information. There are about 45,000 members in the U.S. chapter. The society presents national seminars and symposium programs on a semianual basis.

Solar Energy Center employee selected society's rookie of year

The U.S. Chapter of the Digital Equipment Computer Users Society recently presented Florida Solar Energy Center computer program analyst Laurie Mayrott the Leadership Rookie of the Year Award, in recognition of "exemplary contributions" she has made to the chapter's efforts to gain national leadership positions.

During the past year she was elected to the chapter's National Local Users Group Council and has served as the southern regional coordinator. She hosted the first-ever joint meeting of the Southern Regional Local Users Groups and the chapter's Special Interest Group Council.

"Her organizational skills and agenda planning were key ingredients to its success," said Bill Bradly, chapter president.

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Alpha Pi Mu. She is also active in the UCF chapters of IIE, Tau Beta Pi and the Society of Manufacturing Engineers. Jones was a four-year member of the UCF crew team, serving as co-captain her junior year and captain as a senior.

She will use the $1,500 IIE scholarship for her final semester this fall.

In addition to the IIE scholarship, Jones won a grant from the Florida Space Grant Consortium to research payload processing for the space shuttle. She began that project in May with UCF assistant professor Mary Davis.

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Al Pofer, director of the Small Business Development Center, presented "Non-Traditional and Innovative Sources of Financing for Small Business" at the Region IV Conference of Small Business Development Centers in Atlanta, June 12. He recently received certification as an economic development finance professional from the National Development Council.


English instructor Susan Straschofer presented a paper, titled "Collaborative Writing," at the Florida Technical Writing Conference, March 1.


Gary Wolf, music professor, presented a solo evening recital at the American Matthay Piano Festival in June 22 at Wellesley College in Massachusetts. He gave a masterclass on June 23 at the festival. Wolf was presented in a solo piano recital by the American Music Center, July 2. He gave a masterclass that day as part of the festival series.

Associate communication professor Ed Wycoff was master of ceremonies for the annual Florida meeting of The Executive Group meeting at the Disney Yacht Club. The group was comprised of 300 Florida CEOs. He will be master of ceremonies for the national convention of the Civil Air Patrol in Washington, where President George Bush is expected to be the featured speaker.
Stars of all kinds show up for USPS banquet

Tasty food, good music and a heap of prizes were all featured at the University Support Personnel System 19th annual Awards Banquet, July 12. This year, 126 staff members received five-, 10-, 15- and 20-year awards for service to UCF.

And Christine Huffman, an administrative assistant in undergraduate studies, was named UCF's Employee of the Year. As winner, Huffman received a certificate and several prizes, including a voucher from Continental Airlines for two round-trip airline tickets.

More than 225 people attended the banquet, which had the theme “Hollywood Knights” and featured stand-up figures of movie stars from the '40s and '50s. Table arrangements were top hats with black, silver and red balloons and confetti on mirror bases. Some people even dressed as movie stars.

After comments by President Robert Bryan, gifts were presented to Staff Council Advisor Mark Roberts and retiring council president Mike Smith. The incoming president is Carolyn Brochu. “Oscars” were presented for best set designer (Kathy Winstead), best supporting actress (Linda Hagie) and best committee advisor (Barbara Pope).

This year’s USPS banquet chairperson was Linda Vail.

“I think the banquet was enjoyed by everyone there,” Vail said. “I hope it continues to grow over the years, and even more staff members can participate and enjoy it.”

News To Note

Susan Pantelias, from the UCF Foundation, draws names of door-prize winners from a basket held by banquet chairperson Linda Vail.

Carol Balboni, a nurse in health services, dances with her husband, Ken, during the banquet. The couple are dressed like Joel Grey and Liza Minnelli.

John Bolte, vice president of administration and finance, right, poses with 20-year awardees, from left, Anne Ryder, James Rouse, Gladys Yost and Dennis Peacha.

President Robert Bryan and Shirley London, from building services, share a moment during the banquet. London was one of those honored for five years of service to UCF.
News To Note

BOR approves changes at area campuses

The Board of Regents has approved UCF's request for a change in site designation of the Brevard and Daytona Beach sites. Roy McNair, executive vice chancellor, has informed President Robert Bryan.

"As requested, the Brevard and Daytona Beach Sites are authorized to be designated as branch campuses," he wrote in a letter to the president. The request was reviewed by the Board of Regents office of academic programs and the office of budgets to evaluate any impact on future programmatic and facility needs for the university at the sites.

MEMORANDUM, continued from page 2

may need to be extended.

Finance and accounting personnel have been issued identification cards to identify them as authorized property and inventory control personnel. Every effort will be made to notify you area prior to personnel arriving to conduct the inventory and every effort will be made to keep disruptions to the work area to a minimum. Please ensure the department's property custodians is available to answer questions and feel free to have someone accompany them while they are in the area. If upon notification of an impending visit you feel that the time is inconvenient, contact Larry Fread, x3165, to schedule another time. Your cooperation in this matter is appreciated.

To: All departments
From: Peggy Smith, purchasing
Subject: Typewriter maintenance phone change

Deltech Business Machines (Bid No. 9221 GA), 1886 Clematis Lane, Winter Park, 32792, has changed its phone number to 679-8386. It services IBM Selectm I, II and III.

To: 12-month faculty and A&P staff
From: John Belle, administration and finance
Subject: 1991-92 employee contracts and calculation of biweekly payments

The 1991-92 fiscal year includes an additional day because 1992 is a leap year (i.e. 1991-92 will have 262 work days instead of 261). As a result, SUS guidelines for 1991-92 contract administration require biweekly salaries to be calculated by dividing the annual contract salary by 26.2 instead of 26.1. This will result in a reduction in biweekly pay for A&P and faculty on 12-month contracts and will be effective on Aug. 8 with the new employment contracts. This reduction in the biweekly payment is attributable to two factors:

• The computation of the biweekly pay for 12-month faculty and A&P staff annual salaries will be based on 26.2 (instead of 26.1) biweekly pay periods. The total pay for the year will, of course, be the full contract amount, including any increase received in January, since payment will be made over the full 262-day period.

• In contrast to previous occasions in which the annual employment contract periods for 12-month employees have included a leap year, the Legislature provided no general salary increase on Aug. 8 which would offset the reduction. Instead, the general salary increase for SUS A&P and faculty employees for fiscal year 1991-92 will become effective on Jan. 1.

While the Aug. 8 salary adjustment is regrettable, 12-month faculty and A&P staff are paid on the basis of an annual contract salary and not on an hourly or biweekly contract basis. The SUS guidelines, therefore, require use of the 26.2 divisor in order to maintain the correct salary payment as established in your annual contract.

Newcomers

Carmen Beache, data entry operator, comes to UCF from Los Angeles, where she was a data entry operator for the Department of Water and Power. She and her husband, Ed, have two children. Her hobbies include swimming and reading.

Maria Teresa Donate, student affairs coordinator, will be coordinator of the student activities functions at the Brevard campus. She will be involved in planning, development, implementation and supervision of all the student affairs programs. Before coming here she was director of admissions at Inter American University in Puerto Rico. She and her husband, Ricardo, have three children. Her hobbies include swimming, sewing and reading.

Patricia Hanbury, senior secretary in sponsored research, comes to UCF from Scarritt Graduate School where she was administrative assistant to the director. She and her husband, Ron, have one child. She enjoys photography and animals.

Patricia Kenty, business reference librarian, comes to UCF from Tampa, where she held the same job in the Tampa-Hillsborough County Public Library System. The South Florida and FSU graduate enjoys travel, photography and English theater.

Roseline Salce Kraus, assistant director, will be counseling small business owners in the Small Business Development Center. She recently graduated with a masters of business administration degree from UCF. Her hobbies are cycling, running and outdoor activities.

Louise Nuckolls, office manager in psychology, was a Realtor with Charter Realty in Oviedo before coming to UCF. She graduated from here in 1981, and her hobbies are biking, photography and furniture refinishing.

Matthew Taylor, assistant director of the physical plant, will be assisting the director for administrative services. He was the director of fiscal operations at Columbia State Community College in Tennessee before coming to UCF. He and his wife, Judith, have two children. He enjoys golf, bowling and racquetball.
House, redwood 3/2 in Stillwater. 2 mi. north of UCF. Ceramic tile, security system, fireplace, screened porch, custom window treatments. cul-de-sac. Terry, x2661.


Original bead creations, necklaces, earrings and bracelets. Gold, silver, glass and other interesting beads available. Kevin, x71-7795, or Dolores, x5554.

Photo equipment, two bulk film loaders, one new in box, stainless steel tank film developer. $25 or make offer. Mike, x2501, or 366-7780, evening.

Piano, Baldwin, console, 1980, excellent condition. $900 or best offer. 830-4324, after 6 p.m.

Playpen, with pad and canopy cover. $15. x2439.

Puppies, AKC Golden Retrievers. Ready for good homes. Females $250; males $225-$250. x2119 or 438-5369 after 5 p.m.

Puppies, Labrador Retrievers, females, chocolate and black, shots wormed. AKC registered. $200. 363-6572.

Puppy, bloodhound, champion parents. $90-925.

Sofa bed, $75 or best offer. Dining table with 4 chairs, $90 or best offer. Kim, x8000.


Storage trunk, the good old kind, wooden hangers, drawers, solid condition, $50 or offer. Mindy, x2901, or 366-7781, evening.

Swag lamps, one white wicker, one brown canvas. Good condition. $15 each or offer. Mindy, x2001, or 366-7780, evening.

Townhouse, 3/2 in Gainesville. 2.5 miles from UF. 5 years old, no qualifyling, assumable FHA mortgage. 950-980, 385-566.

Volkswagen mini, '74, 24 ft., sleeps 6, loaded, 360 eng., boxed. $800. 365-8514.

Winnebago mini, '74, 20 ft., sleeps 6, loaded, 360 eng., box. x400, 277-7677.

Wanted

Place to rent, good student needs room in apt. or house close to campus. Chuck, x2477, or 366-3645.

Volunteers, to donate one of two hours a week delivering food to needy families for ORKITCH, a local charity organization. Kathy, 365-7265.

Miscellaneous

Lawn care, residential and commercial, reasonable prices, dependable. 282-6938.

Live music, Club SpaceFish Cafe. Wed. and Sat. nights. Areas best progressive original bands. 336 W. Church St. 943-5757.


Tying service, fast, economical, professional. Same day service available for resumes, papers, etc. x6642.


Courses

Personnel services is offering the following courses. For information, call x2271.

• Monday, July 31, CPR for Citizens. 8:30 a.m.-12:30 p.m.
• Tuesday, Aug. 6, New Employee Orientation, 8:30 a.m.-2 p.m.
• Tuesday, Aug. 20, New Employee Orientation, 8:30 a.m.-2 p.m.

Exhibits

The following items will be on display in the library through July:

• Islamic Civilization: Art and Culture, by Abdi-Rizak Ibrahim Duerr. The collection contains 1272 books covering almost every aspect of science, fantasy and adventure. Many of these books are no longer in print. This extensive collection contains literary works by H.P. Lovecraft, Robert Howard, August Derleth, Edgar Rice Burroughs and others.

• Memoranda about university development are on display in the library through July.

• The Small Business Development Center is sponsoring the following seminars. For information, call x5053.

The UCF Report

The UCF Report is a publication of the department of public affairs, division of university relations, University of Central Florida, P.O. Box 25060, Orlando, FL 32816, (407) 823-5794. Publication of announcements and official memorandums about university policy and procedures in The UCF Report constitutes official notice to faculty and staff.

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Irene LeBlanc, Editorial Assistant
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