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The UCF Report

Volume 15, Number 15

The University of Central Florida newspaper for faculty and staff

March 3, 1993

Clips

UCF connector road closed until March 15

The connector road between parking lots D-2 and E-1 will be closed until Monday, March 15. The closing of the road, which runs in front of the arboretum, is necessary to facilitate the CREOL project. Signs advising of the closing have been posted.

Washington award applicants wanted

Applicants for the 1992-93 Dr. John T. Washington Commemorative Award are now being accepted at the office of minority student services. Two awards — one to an adult and one to a youth — will be presented in memory of the late UCF sociologist who devoted much of his life to community service.

To be considered for the award, a person must have demonstrated commitment and service to the African-American community along with constructive leadership and humanitarian effort. Only residents of Orange, Seminole, Osceola and Brevard counties are eligible for consideration.

There is a Friday, March 12, application deadline. Applications are available at the office of minority student services, ADM 225. For information, call x2716.

Engineering professors honored for research

College of Engineering Dean Gary Whitehouse announced the selection of three senior professors to hold the first research professorship positions in the college. Recommended by a faculty committee from nominations solicited from the 100 faculty in the college, the recipients are:

- Patricia Bishop, mechanical and aerospace engineering, named to the CAE-Link professorship at the Institute for Simulation and Training. Bishop works in the areas of heat transfer and materials processing using lasers.

- Faissal Moslehy, mechanical and aerospace engineering, named to the Martin-Marietta Aerospace professorship. Moslehy does research in applied and experimental mechanics.

- Donald Malocha, electrical and computer engineering, named to the Martin-St. Laurent professorship. Malocha has research interests in micro-electronics and communications systems.

Firm hired to help find provost

Applications expected to begin arriving soon; goal is diverse pool of finalists

The provost search committee could begin receiving additional applications as early as March 20, according to the timetable of the New York-based executive search firm retained to recommend qualified women who would be considered for UCF's second highest ranking post.

The university hired Perez-Antrom Consultants Inc. to attract a more diverse pool of finalists. Six male candidates were advanced last month, but President John Hitt and the search committee agreed to extend the search in order to achieve gender diversity in the pool of finalists.

Maria Perez, president and founder of Perez-Antrom, told the search committee on Feb. 26 that her firm would begin identifying candidates in a process that could yield

qualified female applicants as early as March 20 and no later than early April. She said her firm would contact female administrators at other institutions who "fit" the profile UCF wants in its provost, and would encourage them to apply.

Perez said she will consult with search committee members to verify that the criteria she employs to identify qualified candidates matches the standards the search committee will use in adding candidates to the field of finalists.

Meanwhile, the interviews of previously identified

Please see PROVOST, page 3

Thanking Miss America



Sharon Douglass, director of the HIV-AIDS Institute and associate health services professor, presents a red ribbon pin, signifying AIDS education, to Miss America Leanza Cornett, Feb. 25. Cornett was at UCF to speak to students about AIDS. She focused on why AIDS affects so many and discussed ways to increase education and funding.

ABCs of teaching spelled out in book

A guide to teaching, spearheaded by University of Central Florida professors, alumni and students, hit bookshelves recently.

"I Make a Difference: Making the Transition from Clinician to Educator" is a practical, "down-to-earth" guide to teaching, said associate education professor Larry Hudson, one of the book's 47 co-authors.

The book is intended to help

practicing health care workers enter the field of education. It guides them through daily activities and eases them through the culture shock of moving from health care to teaching. The book, though designed for health occupations teachers, would be useful to any new teachers, according to Hudson.

The book, which was a joint effort between the College of Education, the

College of Health and Public Affairs and educators across the nation, includes sections on clinical and laboratory instruction, curriculum development, assessment, legal issues, counseling, technology, health care industry partnerships and student characteristics.

Those with ties to UCF who

Please see BOOK, page 3

Next issue of *The UCF Report* is March 17 • Deadline is March 10

University of Central Florida
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Memorandum

To: University community
From: Barth Engert, commencement committee
Subject: 1993 spring commencement

Commencement ceremonies are scheduled in the UCF Arena on May 8 as follows:

- College of Business Administration, 8 a.m.
- College of Education and College of Engineering, 11 a.m.
- College of Arts and Sciences, 3:30 p.m.
- College of Health and Public Affairs, 7:30 p.m.

To: All faculty
From: Stuart Lilie, undergraduate studies
Subject: Correction of withdrawal deadline date for spring 1993

In revising the spring schedule to allow more time before classes start, we inadvertently failed to revise the withdrawal deadline. Thus the withdrawal date in the undergraduate and graduate catalogs is incorrect. The correct withdrawal deadline date is Friday, March 5. We will post this date around campus as the deadline nears. I apologize for the inconvenience, but I think you will agree that the move to delay the start of classes made for a less hectic beginning of the term.

You may also have noticed that some of the dates listed for final exams printed in the original spring 1993 schedule were off by one. April 28 should have been April 29 and April 29 should have been April 30. However, the days of the week were correct and these dates were corrected in the revised spring schedule.

I wish you the best in the spring term.

To: All departments
From: Jimmie Ferrell, Student Center
Subject: Student Center facility and equipment use charges

This memo is to inform all departments of the Student Center's facility and equipment use charges. Following is a listing of the current charges for the various Student Center facilities and equipment available. At this time, the Student Center has been waiving facility and equipment use charges. However, charges for events to take place July 1 and after will be billed accordingly to the department after the event.

Student Center facilities and equipment is reserved on a first-come, first-served basis by going to the Student Center main desk, room 203. You can also contact Tracy Balkham, x2611, to check for facility or equipment availability.

Please call Joe Sciarrino, Student Center accountant, at x2304 if there are any questions regarding the facility and equipment use charges.

When planning your activity, facility reservations must be made seven working days prior to the program to ensure that all involved personnel are prepared.

Student Center rental rates:

Room rental rates (on- and off-campus groups charging admission):

- Student Center auditorium, \$115 and \$230
- University Dining Room*, \$48 and \$96
- Student Activities Center, \$92 and \$184
- Tropical Oasis, \$25 and \$50

*Usually requires personnel charges for set-up and clean-up.

Personnel charges, if any, are usually billed after the event. However, it is best to speak to Ralph Weitzel, x2517, before the event for an estimate of personnel charges.

Item/cost:

- Tables, \$1 each
- Chairs, 10 cents (Chairs are not reserved for use outside the Student Center facilities. Portable chairs can usually be rented from the gym.)
- Risers, \$5
- Podium with microphone*, \$10
- Podium without microphone, \$5
- Table podium with microphone*, \$5
- Table podium without microphone, free
- Microphone, \$2
- Grand piano, \$15 (Tuning and moving of grand piano is responsibility of renter.)
- Spotlight*, \$5
- Sound system* (SC use), \$20
- Chalkboard (not taken off campus), \$1
- Overhead projector/screen (SC use only), \$5
- Slide projector*/screen (SC use only), \$10
- Portable screen (SC use only), \$2
- Mirror ball, \$10
- TV/VCR (SC use only), \$10
- Video projector and VCR* (SC use only), \$20
- Radio/cassette player, \$5

* Indicates student or staff technician may be required to operate equipment. Group is responsible for paying Student Center staff, if necessary. Tech staff: \$10/hour during

regular operating hours; after hours: minimum of four hours at \$15/hour.

Food arrangements must be made through Marriott Food Services prior to the event.

To: Provost, vice presidents, faculty, deans and directors
From: Carol Wilson, student affairs
Subject: President's Leadership Council applications

It is time to select members of the President's Leadership Council for 1993-94. In addition to recognizing exemplary students who have demonstrated outstanding accomplishments in the areas of leadership, scholarship and service, the President's Leadership Council has been established for the dual purpose of serving the university while educating and developing each PLC member. The council serves UCF as official student ambassadors, both on and off campus, at events such as Board of Regents visits and Freshman Honors Convocation. Through specially designed programs, meetings and presentations, and through interaction with campus and community leaders, PLC members receive specialized training in leadership, administrative and public relations skills. Each selected PLC member will receive a service scholarship for two semesters.

Please encourage qualified students to apply. Applicants should be of junior standing or higher (at least 60 hours completed at time of application), with a cumulative GPA of 3.0 or above and should have demonstrated leadership ability through campus and community involvement. A completed application and two letters of recommendation are required.

Additional information and applications are now available in the student affairs suite, ADM 282. They are due Tuesday, March 16, at 5 p.m. in the student affairs suite. If there are any questions, please contact my office at x2851.

To: All faculty
From: Bob Leonard, bookstore
Subject: Textbook orders for summer

I have forwarded text requisitions for the summer term to your department chairs.

We realize that this may seem a little early but it does take us time to process almost 1,000 different titles. If it was not possible to return your request by Feb. 26, please send them in as soon as possible.

Please fill out a separate text request form for Brevard and Daytona campuses as these are sent to and ordered by the respective bookstores.

In order for us to know which books to keep and which to return to the publisher, it is necessary to have a text request for each course. We do not keep books that are not being used the next term.

The text forms that were sent were for books that you used for summer 1992. It also includes the actual enrollment for that term. If these are not correct, delete and add the correct title in the blank space on the form. Please make sure that the correct section is on the form; also include A, B, or C terms.

We want to thank you for your cooperation and if you need any additional information, please call Marilyn or Sandy in the bookstore.

To: All faculty
From: Stuart Lilie, Learning Resource Council
Subject: Instructional development grants

Once again the university has grant money available to faculty for instructional development projects. The grants are to enhance the teaching-learning process. Typically grants range from \$250 to \$2,000. Grant monies are to fund direct project costs such as graphic supplies, videotape, production facilities, and student assistants. Unfortunately, funds cannot be used for equipment, faculty salaries, or purchase of commercially produced film, tapes or slide programs. The Learning Resource Council will select which grants are to be awarded, and applicants will be notified by April 12. Project funds must be spent or encumbered by July 1, and the project completed by Aug. 1.

Procedure:

• Pick up a grant proposal form from the office of instructional resources (LIB 107) of office of undergraduate studies (ADM 210).

• Fill out the form, including a brief description of what you expect to accomplish and what materials and assistance you will need. Be sure to have your chair sign the proposal.

• To assist with the grant application process, staff from instructional resources will be available to discuss the type and scope of projects to be funded and to assist in preparing an itemized budget.

• Submit the grant form with your proposal to the office of instructional resources by 4 p.m. on March 24.

To: All faculty and staff participants in the spring graduation exercises
From: Jean Williams, bookstore
Subject: Rental of academic regalia for faculty of the graduation exercises on May 8

The university bookstore will assume the responsibility for the rental of academic regalia for the forthcoming graduation exercises.

Enclosed is a rental questionnaire that is to be completed and returned to the bookstore prior to Monday, March 15. No orders can be accepted after this date.

Rentals must be returned to the bookstore upon completion of ceremony. This is a must in order for the pick-up to go as scheduled.

Rental charges are as follows and payable in advance with orders:

- Master's cap and gown, \$12 plus 72 cents tax — \$12.72
- Master's hood, \$12 plus 72 cents tax — \$12.72
- Doctor's cap and gown, \$14 plus 84 cents tax — \$14.84
- Doctor's hood, \$14 plus 84 cents tax — \$14.84

No refunds will be made after 5 p.m. on March 15.

To: Faculty and staff
From: Richard Astro, provost
Subject: Founders' Day

We are currently finalizing plans for the annual Founders' Day Honors Convocation at which we will recognize many of the outstanding achievements of our faculty and student body. As identified in the catalog, this year's ceremony is scheduled for Wednesday, April 7. The event will be held at 10:15 a.m. in the visual arts auditorium.

Please see MEMORANDUM, page 3

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, EOM. (Mark envelope "confidential.")

News to Note

PROVOST, continued from page 1

finalists are proceeding. The first interview occurred this week with Richard Jarvis, vice president for academic programs and research at the State University of New York. The other already-selected finalists are Mississippi State dean of engineering Robert Altenkirch; Ohio State's Roy Koenigsnecht, graduate school dean; UCF's College of Engineering dean Gary Whitehouse; Dalmas Taylor, provost at the University of Vermont; and John Idoux, vice president for academic and student affairs at Lamar University in Texas.

'Sometimes the person you want is not out there looking for a job.'

-- Maria Perez

Perez stressed the need to "court" potential candidates. "Sometimes the person you want is not out there looking for a job," she said. Consequently, she said, universities seeking candidates have

to redouble their recruitment efforts.

Ronnie Clayton, search committee chair, said there is no set number of finalists who will be invited to campus for interviews. The committee hopes to select a provost by the end of April.

Perez-Antrom works mostly with colleges and universities and not-for-profit agencies. It is currently conducting searches for several institutions. The service will cost UCF an estimated \$1,400 a day for about 10 days for research, interviews and expenses.

BOOK, continued from page 1

worked on the book with Hudson are: College of Education faculty members Steve Sorg, Richard Cornell, Roberta Driscoll, Larry Holt, Carol Darling and Cindy Woodley; College of Health and Public Affairs faculty members Tom Edwards and O.J. Drumheller; students Phyllis Olmstead, Richard Dietzel, Michael McCumber, Richard Merriam and Lois Drumheller; and alumni Maxine Hudson and Ann Barron.

Hudson, Olmstead and Nancy Raynor, of North Carolina State's department of education, edited the book.

All royalties from the book have been pledged toward a scholarship for Health Occupations Students of America and for the new Health Occupations Educators to attend attend the National American Vocational Association convention.

MEMORANDUM, continued from page 2

A faculty committee, co-chaired by Jayne Richmond, a fellow with the American Council on Education, and William Johnson of the College of Education, is working to make the event particularly meaningful. Our speaker for the day will be Stephen Becker, a novelist, translator and essayist who recently retired from the university. We will recognize our outstanding teachers, advisors, researchers and librarians. We are also presenting special Founders' awards to a select group of students who have excelled in their work at the university.

Additionally, we will recognize those members of our faculty who have completed 20 years of service as well as those who are retiring this year. Graduating seniors who have completed honors thesis and who rank in the top 1 percent of their class will also be recognized.

Classes will be canceled between 10 a.m. and noon on April 7 so that people who wish to attend can do so. I invite you to join us as we honor the academic achievements of our colleagues and students.

To: Faculty/staff

From: Joanne Piersall, recreational services

Subject: Aerobic classes

We have had a fairly good response from the faculty/staff to participate in our aerobic program. I am so glad to see people taking an interest in their own well-being. Keeping that in mind we have added some changes I would like to keep you informed about. First, we now offer on Tuesdays and Thursdays at 5:45 p.m. aerobic classes exclusively for faculty/staff, alumni and research park employees (with UCF/CFRP recreation card). Classes are held in the exercise room in the arena. A fee of \$20 needs to be paid at the cashiers' office to purchase your aerobic ID card which is required for all classes. The better the response we get, the more classes we can add. Second, spouses and children (18 years old or out of high school) of faculty/staff are now able to attend the classes after paying the \$20 fee and receiving their own ID card. Lastly, after spring break, aqua aerobics will begin. This is also a great class to begin an exercise program.

Engineering Week



President John Hitt cuts a ribbon to kick off the College of Engineering's Engineering Week, Feb. 15-20. Hitt is flanked, from left, students Lonnie Hayes and David Siegel and Dean Gary Whitehouse.



Information booths and exhibits flood the College of Engineering building during Engineering Week.

Call for more information. If you have any questions, please call Joanne Piersall, x2033.

To: University community

From: Ashmun Brown, university attorney

Subject: Copyright statement

Two reminders:

1. Materials bought or credited with state funds remain the property of the state and are not to be used for personal gain or profit. This includes computer and audio visual materials (television tape, recordings, graphic slides, overheads, photographs, renderings, displays, etc.) created by university personnel specifically for credit courses and/or supplied to faculty for class preparation use.
2. The university adheres to all copyright laws regarding the production, display, and use of computer hardware and software as well as print and audio visual materials. Please see the university copyright statements of the specific departments responsible for creating, dispensing, and distributing such materials.

To: Faculty, College of Arts and Sciences

From: Charles Micarelli, department of foreign languages and literature

Subject: chair search

A search committee has been established to fill the position of chair of foreign languages and literatures. The search is internal and will be college-wide. The successful candidate will be a senior tenured faculty member in the College of Arts and Sciences and must hold the doctorate in a modern foreign language which is presently being taught at the university. A strong record of teaching, scholarship, publication and service is required. Some experience in administration is desirable. The deadline for consideration is Monday, March 15. The committee must receive a faculty application form, a curriculum vitae, and three or more letters of recommendation on or before the deadline date.

Please direct all inquiries and application materials to Charles Micarelli, department of foreign languages and literatures.

Classified

For sale

Bass boat, 15-ft Cimmaron, 75 hpm, needs little floor work. \$2,800 or best offer. x5085 or 657-2662.

Camera, Pentax 6x7 cm (w/ mirror lockup). Body, \$350; 105mm lens, \$75; 165 mm lens, \$195. All items together, \$550. 699-9322 or 658-5069.

Car, '85 Volvo 240 DL, 87,000 miles. Maintenance record. Excellent condition. Sun-roof, stereo cassette, new tires. \$4,000. 678-9383.

Flute, Artley with case, good condition, \$185. x2501 or 366-7780, evening.

Golf clubs, Wilson, \$50. x2855 or 249-0853 after 5 p.m.

Golf clubs, Z-best Ping Zing Clones. Brand new 1-PW. Apollo Spectre steel shafts, R-flex, Ping-style line grips. \$295. Jon, x2645 or 422-2308.

Microfiche viewer, DataMATE. \$85. x5515.

Miscellaneous, Ludwig snare drum, \$100. Antique sofa, \$250. Full-length leather coat, \$25. Synth fur collar and cuff raincoat, \$10. Round din. table and 4 curved-back chairs, \$50. Etagere with tick glass shelves and antique white framing, \$40. All firm. Mary, x4663.

Novatron lighting system, 440WS power pack, \$200; standard flash head, \$60; 2-stop reducing head, \$75; 2 stands, \$35; case, \$35. All items together, \$350. 699-9322 or 658-5069.

Piano, excellent condition. \$975 or best offer. Susan, 658-6804.

Slide projectors, Kodak Ektagraphic III-A with autofocus, dark screen shutter, EC-1 remote control, zoom lens, deluxe tray with cover. Retail for more than \$600 each. \$95 each. Chief 3-tiered slide projector micro-set stacker stand with roll, pitch, yaw adjustments. Retail for \$400 plus. \$60. Jon, x2645 or 422-2308.

Sofa, bustle back, neutral colors, beige, gold, light green stripes w/ nubby texture. Excellent condition w/ matching love seat. No children household. \$350 or best offer. Doug, x5491 or 678-8055 after 5:30 p.m.

Vacuum cleaner, Kirby Heritage II model, 18 mo. old. Includes all accessories. Excellent condition. \$175. 699-9848 or 658-5069.

Miscellaneous

Free dogs, toy poodle, apricot, a real cuddle pup, approx. 5 years, needs loving home. Schnauzer, poodle mix, personality plus, 40 lbs., approx. 5 years. Both darling dogs. Mick, x3266.

Housesitter, San Francisco teacher on sabbatical wants to housesit in Winter Park/Maitland. Will be in area March 1-Sept. 1. Judith, 644-8352.

Lease, 1/2 English thoroughbred mare. Showing second-level dressage. Oviedo area. Carol, x2598.

Vacation rental, ski, hike and property-shop in North Carolina mountains at 4,000 feet. Fully furnished chalet. Ideal location near Asheville on Blue Ridge Parkway. Fireplace. 10-hour drive. \$350 week. Call 647-0823 or 678-9383.

Calendar

Courses

Personnel services is offering the following. For information, call x2771.

- Wednesday, March 3, **Key to Successful Retirement**, 10-11 a.m.
- Thursday, March 4, **Sexual Responsibility**, 10-11 a.m.
- Wednesday, March 10, **Insurance and Estate Planning**, 10-11 a.m.
- Thursday, March 11, **Bulk Mail Tips and Techniques**, 10-11:30 a.m.
- Monday, March 15, **Forms, Forms, Forms**, 9-11 a.m.
- Tuesday, March 16, **New Employee Orientation**, 8:45 a.m.-2 p.m.
- Wednesday, March 17, **Travel Procedures**, 9-11 a.m.
- Wednesday, March 17, **Your Retirement Programs**, 10-11 a.m.
- March 18, **Departmental Ledgers**, 9-11 a.m.
- March 23, **Purchasing Procedures**, 10-11 a.m.
- March 24, **Understanding Social Security**, 10-11 a.m.
- March 24, **Purchasing Procedures**, 2-3 p.m.
- March 30, **New Employee Orientation**, 8:45 a.m.-2 p.m.

Instruction and research support is offering the following. For information, call x2713.

- Wednesday, March 3, **Introduction to CMS**, 9-11 a.m.
- Thursday, March 4, **Introduction to SPSS**, 9-11 a.m.
- Tuesday, March 9, **BITNET & Internet**, 9-11 a.m.
- Wednesday, March 10, **Introduction to Lan**, 2-4 p.m.
- Thursday, March 11, **Introduction to SAS**, 9-11 a.m.
- Tuesday, March 16, **Introduction to LAN**, 9-11 a.m.
- Wednesday, March 17, **Intermediate LAN**, 2-4 p.m.
- March 23, **Intermediate LAN**, 9-11 a.m.
- March 24, **Advanced LAN**, 9-11 a.m.

The Institute of Government is sponsoring the following. For information, call 423-6335.

- Thursday, March 11, **Advanced Reading and Comprehension Skills**, 9 a.m.-4 p.m.
- March 18, **Advanced Reading and**

Comprehension Skills, 9 a.m.-4 p.m.

The Center for Executive Development is offering the following. For information, call x2446.

- Thursday, March 4-May 6, **Effective Contract Administration**, 6-9 p.m.
- March 18-19, **Supervising and Managing People**, 8:30 a.m.-4:30 p.m.

The Real Estate Institute is offering the following for those wishing to renew real estate licenses. For information, call x1200.

- March 13 and 14, main campus, 8:30 a.m.-4:30 p.m.
- March 20 and 21, UCF/Brevard (Cocoa), 8:30 a.m.-4:30 p.m.

Exhibits

Through March 26, the UCF gallery of art will present **Revelations, paintings and sculpture** by Nancy Jay, Kristin Eyfells and Cheryl Bogdanowitsch.

The following will be on display in the library in March:

- **Islamic Culture and Civilization**, by Sherif El Haddad, through March 8.
- **Facilitating Consumer Health Education and Advocacy Through Recreation and Physical Education**, by Carole Jackson, through March 8.
- **Health for the Children of La Szursa**, by Barbara Judkins, March 8-31.
- **March is Women's History Month**, by Phyllis Hudson, March 8-31.
- **William Shakespeare: The International Playwright**, by Joanna McCully, March 8-31.
- **Faculty Publications**, College of Education, by Larry Hudson, March 8-31.
- **Helping People Through Social Work**, by Kenneth Kazmerski, through March 31.
- **Private Lives and Public Roles**, by Cheryl Mahan, through March 31.

Lectures

- Thursday, March 4, **Peter Hilton**, distinguished professor of mathematics at State University of New York at Binghamton, will be the speaker in the

mathematics department's Distinguished Visiting Lecture Series. His talk is "**Almost Finitely Generated Groups**," and will be in Phillips Hall 409, 11:30 a.m.

The following brown bag lectures will be held.

- Wednesday, March 17, "**Discover a New World: Women's History**," by Shirley Leckie, in the Student Center, noon.

Miscellaneous

• Wednesday, March 3, the College of Education dean's student advisory committee will host an **education showcase** in the lobby of the education building, 3-5 p.m. For information, call x2835.

• Wednesday, March 3, the Campus Wellness/Health Resource Center will sponsor **Expo '93**, on the UCF Green, 11 a.m.-2 p.m. For information, call x5841.

• Monday-Wednesday, March 8-10, UCF will host the 15th **Conference on Computer and Industrial Engineering** at the Holiday Inn in Cocoa Beach. Cost is \$125. For information, call x6108 or x2204.

Seminars

• Friday, March 12, the Institute of Government and the Florida Energy Office will present **Florida Energy Initiatives** at the Radisson Plaza Hotel, 9 a.m.-4 p.m. Cost is \$35. For information, call 423-6335.

User services is offering the following. For information, call x5117.

- Friday, March 5, **Introduction to dBase III+**, 9 a.m.-4 p.m.
- Monday, March 8, **Intermediate WordPerfect 5.1**, 9 a.m.-4 p.m.
- Friday, March 12, **Advanced Disk Operating System**, 9 a.m.-4 p.m.
- Monday, March 15, **Introduction to WordPerfect 5.1**, 9 a.m.-4 p.m.
- March 18, **Introduction to Personal Computers**, 9 a.m.-noon.
- March 19, **Introduction to the Disk Operating System**, 9 a.m.-4 p.m.
- March 22, **Advanced WordPerfect 5.1**, 9 a.m.-4 p.m.

The biology department is offering the following. All will be in BIO215.

- Tuesday, March 16, **Interactions Between Submersed Macrophytes and Epiphytic Algae in the Wekiva River**, by Keith Fisher, UCF.

The University Behavioral Center is sponsoring the following. For information, call 282-0853.

- Tuesday, March 9, **Relaxed Parenting**, 6:45-8:30 p.m.
- Tuesday, March 16, **Revitalizing Your Life Through Goals**, 6:45 p.m.-8:30 p.m.
- March 23, **Cutting the Apron Strings**, 6:45-8:30 p.m.

Workshops

The Small Business Development Center is offering the following. For information, call x5554.

- Wednesday, March 3, **Geo-Thermal Energy Teleconference**, 10:30 a.m.-1:30 p.m.
- Thursday, March 4, **Business Plan Writing**, 8 a.m.-noon.
- Monday, March 8, **Government Contracting Basics**, 9 a.m.-noon.
- Tuesday, March 9, **Results-Oriented Interviewing**, 9-11 a.m.
- Thursday, March 11, **Recordkeeping & Taxes**, 9 a.m.-noon.
- Tuesday, March 16, **Developing a Coordinated Ad Campaign**, 9-noon.
- March 18, **Introduction to International Business**, 9 a.m.-noon.
- March 18, **Product Innovation**, 9 a.m.-noon.

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 25000, Orlando, FL 32816, (407) 823-2504. Publication of announcements and official memoranda about university policy and procedures in *The UCF Report* constitutes official notice to faculty and staff.

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