



MizzouWeekly

Booked Up

Nearly 25,000 volumes await bibliophiles at the Friends of the Libraries annual book sale Oct. 26-28.

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We Are Family

Many MU faculty and staff volunteer with Big Brothers/Big Sisters, one of 31 local United Way agencies.

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Systems Re-engineering

The Administrative Systems Project will change the way the University performs its business processes.

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Oct. 19, 2000

University of Missouri-Columbia

The general faculty meeting will be held at 3:30 p.m.

Oct. 25 in the Reynolds Alumni and Visitors Center.

Moving to Tiger country

RECORD KEEPER New MU registrar says her job touches all students

Brenda Selman's mutation into a Tiger evolved without a hitch. When the former Jayhawker started as Mizzou's registrar Oct. 9 — just days before the University's ill-fated homecoming showdown with her alma mater and former employer — she surprised a few new colleagues with her wardrobe's bold change from blue and red to black and gold.

"It's fitting that I picked that week to start," Selman says, laughing. "A staff member in an adjacent office told me that I was one of the quickest conversions he had ever seen."

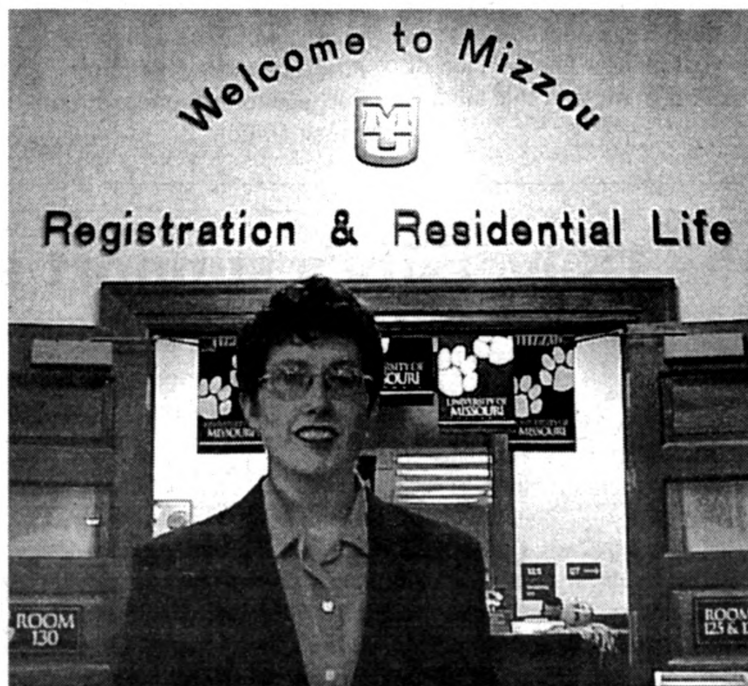
Although her school colors have changed, Selman's thoughts about the registrar's role remain the same as they did during her stint at the University of Kansas: "The registrar's office is essential to the mission of a university. It's an office that touches the lives of all students, from the time they

start until they become alumni."

Her work at KU started when she was a student. After earning a bachelor's degree in communication studies, she went on to earn a master's degree in journalism. Shortly after graduation, she was hired as the assistant director of admissions, with responsibility for both recruiting and the admissions' publications program. The job demanded a great deal of travel and after five years her family began to feel the strain of her being on the road. So when the opportunity arose for her to become KU's associate registrar, she took it and stayed in that position for 10 years.

"I came to MU to be registrar because it offered me the opportunity to build on my experiences at another institution," Selman says. She takes over for Gary Freie, former director of registration, who retired Aug. 31 after 33 years of service to MU.

"Brenda brings a wide range of impressive talents and experience to a position of



Steve Morse photo

GETTING ACQUAINTED Brenda Selman says her first goal as registrar is to become familiar with Mizzou. "My role is to serve the University community, and in order to do that, I first need to learn more about MU."

central importance to the campus, and we are quite excited about her joining us," says Provost Brady Deaton. "Gary Freie has done an excellent job, and he will be missed. We wish Gary the best and thank him for all his service to the University."

As registrar, Selman will manage and maintain student academic records, enrollment support services and the Student Information System. The

registrar plays an important role in the development, interpretation and enforcement of enrollment policies, as well as in the recruitment and retention efforts of the University.

"I am very excited," Selman says. "The opportunity to serve as the registrar at an AAU, Big 12 institution is rare. I feel very fortunate to be selected to fill this position."

See Registrar on Page 6

Campus mourns Gov. Carnahan

Early Tuesday morning, as the University and the state learned of the death of Gov. Mel Carnahan, Chancellor Richard Wallace made what he said was "the saddest request of my professional career." He ordered the MU and the state flags above Jesse Hall to be lowered to half staff in Carnahan's honor.

The bell atop Switzler Hall will ring as the University community holds a memorial ceremony for Carnahan at 5:30 p.m. Thursday, Oct. 19 on Francis Quadrangle.

The governor, a 1959 distinguished graduate of MU's School of Law, his son Randy, also an MU law graduate, and longtime aide Chris Sifford, were killed in the crash of a small plane the evening of Oct. 16.

"The Mizzou family received the news of the governor's death and that of his son Randy and Chris Sifford with great shock, sadness and a profound sense of loss," Wallace said. "Our last visit with Mel Carnahan occurred last Saturday when, once again, he came home to Mizzou. It was Homecoming, and he, Mrs. Carnahan and Randy rode in the parade, greeted friends and cheered on the Tigers at Faurot Field. Chris Sifford was with us, too, on that special day."

"Mel Carnahan was a statesman of the highest order, a devoted servant of the people of Missouri, the strongest supporter public higher education could have, a great and good man, and a Mizzou Tiger," the chancellor said. "We mourn his loss to our University, our state and our nation. We will miss him greatly as we would an old and true friend. We extend our heartfelt condolences to Mrs. Carnahan, the governor's family, and the family of Chris Sifford."

Exploring insurance plan options

FOR YOUR BENEFIT

University's annual benefit enrollment change period will end Nov. 10

Each fall, faculty and staff have an opportunity to review and make changes to their University benefit plans. They can add or drop life insurance coverage and revise the amount they set aside in tax-saving flexible spending accounts for medical and dependent care expenses.

It's also a time when University employees can decide which of several medical insurance options make the most sense for them and their families. This year, the enrollment change period will end Nov. 10.

Information packets were mailed to faculty and staff beginning this week. University employees will have a chance to ask any questions about the medical plans and other benefit options at a series of open forums to be held on campus and at University Hospital between Oct. 26 and Nov. 1.

For the year that begins Jan. 1, 2001, faculty and staff will be looking at a premium increase of about 10 percent for both the HMO and the point-of-service plans. Dental insurance premiums will increase by 12 percent next year.

"The HMO plan design will not be changed," says Mike Paden, assistant vice president

for benefits for the UM System. "However, the HMO network has been expanded to include Capital Region Medical Center and affiliated physicians.

There will be some significant changes for those in the University's point-of-service plan. Boone Hospital Center and Capital Region will be added to the University POS provider network, along with a number of doctors from the community.

Earlier this year, several physician practice groups in Columbia dropped out of the University's POS provider network. MU faculty and staff have asked that those doctors be included in the network again. After lengthy discussions,

Women's Health Associates will be a network provider, Paden says. Columbia Orthopedic Group has elected not to join the network, and discussions are continuing with Columbia Surgical Associates.

Information being mailed to employees this week includes updated directories of network providers, Paden says. "It's important for faculty and staff to look at these provider directories to make sure the physician they want to use is in the network."

Paden points to another important change for next year: Employees enrolled in the POS plan can use network providers around the state, including Barnes Hospital in St. Louis and St. Luke's in Kansas City, among others. "We now have a state

See Benefits on Page 6

Calling all faculty

A meeting of the MU faculty has been scheduled for 3:30 p.m. Wednesday Oct. 25 in Columns Rooms A, B and C of the Reynolds Alumni and Visitors Center.

Russ Zguta, chair of Faculty Council, will give an update on council activities. Chancellor Richard Wallace will report on the MU budget and Provost Brady Deaton will discuss the issue of English language proficiency for faculty. There also will be an open discussion on post-tenure review, and new faculty will be introduced. A reception will follow the meeting.

Faculty approve vote on post-tenure review

At the MU Faculty Council's Oct. 12 meeting, council members voted unanimously to hold a campuswide mail ballot of faculty to consider a proposed revision to the UM post-tenure review policy.

A draft of that policy was developed by a faculty committee representing the University of Missouri's four campuses. That proposal has been discussed at a two open forums earlier this month. The post-tenure review committee will complete a final version of the document later this fall and forward those

recommendations to UM President Manuel Pacheco.

Russ Zguta, chair of Faculty Council, stressed that there will not be a faculty vote at MU until the final draft of the post-tenure proposal has been released. "Whenever the committee puts out a final, revised document we will plan the vote soon after that," Zguta said.

Judith Goodman, council vice chair, said any such vote at MU on post-tenure review "would not be an up or down vote. It would be a piece of information for President Pacheco to take under consideration."

NRC releases final report

Nuclear Regulatory Commission staff released their findings Oct. 10 about potential violations related to two events that occurred earlier this year at the MU Research Reactor. NRC staff determined that while two severity level IV violations – the lowest level under the enforcement policy – had occurred, a civil penalty, or fine, will not be imposed.

"We are in full agreement with the results of this report," said Ed Deutsch, the reactor director. "We want to thank the NRC for their careful and thorough review of these

matters and their fair result. However, we will not become complacent as a result of these low-level findings.

"This investigation has caused us to examine reactor operations and the events surrounding these two incidents. We are, and will continue to be, committed to our No. 1 priority, safety. MURR is a valuable tool in the fight against cancer and we will continue our fight with groundbreaking research and the production of radiopharmaceuticals."

Reactor officials will submit their response to the violations as requested by the NRC in 30

Redesigning the University's support systems

IMPROVING EFFICIENCY

Training is key to the success of the University's Administrative Systems Project

For several years now, most of the activity has been behind the scenes as the University worked to redesign the business processes that support its teaching, research and service missions.

Over the next several months, that UM Systemwide effort – called the Administrative Systems Project – will begin to move front-and-center as the MU campus launches extensive training programs for hundreds of staff members who will use the new business systems.

At the heart of the new enterprise is the PeopleSoft software system. The project's goal is to make the work processes simpler, faster and more integrated in three broad areas: financial services, payroll/human resources and student information systems.

Different components of the new system will be phased in gradually over the next few years. And for some business processes, the old and new systems might be up and running side-by-side for several months to make sure there are no problems.

Most faculty and staff might not notice many of changes at first. For staff who do a lot of paperwork now, there might be less of it and it will need fewer approvals from other people. Other employees might notice new ways to sign up for benefits, change addresses or access other information.

Training is a vital component of the project, and will occur on many different levels – from training modules on the different components of the new system, to extensive help-desk back-up, tutorials and online help.

The MU campus has established a training center in the Parkade Center on Business Loop 70 with three small classrooms, each of which contain 15 personal computers.

"We realize that the new processes will be different for many people, and we want to recognize those issues they raise. We also realize that training is just the start of an ongoing process." — Dave Smarr, project director for the Administrative Systems Project.

Some of the training sessions are expected to begin next month, and will be preceded by campuswide general orientation sessions on the Administrative Systems Project.

Current plans call for the new system to be up and running in stages, with the general ledger portion of the finance system in place by next spring, followed by the payroll/human resources. By next July, the student recruitment and admissions modules will be in place for students entering MU in the summer and fall of 2002.

So far, the ASP implementation team has identified nearly 1,200 people on campus who will require training in the new finance systems, 400 to 500 will be trained in the payroll/human resources

applications, as well as nearly 800 people who will use the student systems.

"We think training is the most critical factor in the success of the project," says Dave Smarr, MU campus project director for the Administrative Systems Project. "We realize that the new processes will be different for many people, and we want to recognize those issues they raise."

"We also realize that training is just the start of an ongoing process. People shouldn't think of the training as a one-time thing and then they're done."

One of the key benefits will be the ability of the new system to integrate information and data now stored in many different systems around campus. "From the human resources perspective, we will have a larger database

able to capture more human resources data and operate more smoothly," says Karen Touzeau, assistant vice chancellor for human resources and a member of the campus ASP transition team.

Tom Sadowski, director of MU's Accounting Services and another transition team member, offers an example of how the new system could make the University's business processes more efficient.

"On the front end, this new system takes care of necessary business functions – getting students enrolled or getting employees paid – but then we can use that data in new ways to make our operations more efficient and provide better customer service."

Learn more about the Administrative Systems Project by visiting the project web site at web.missouri.edu/asp



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MizzouWeekly

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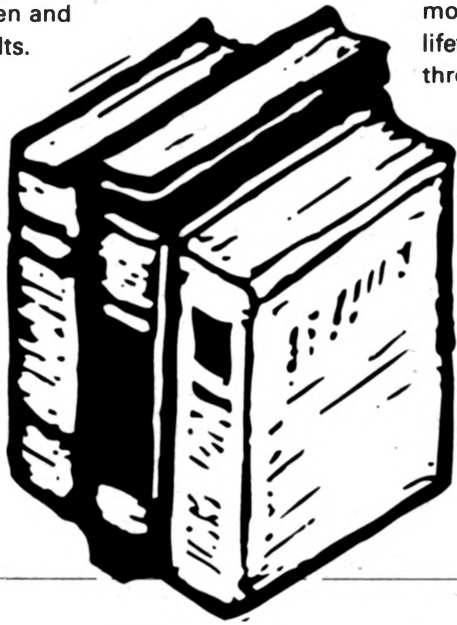
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Steve Morse

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days. This response will address, among other things, specific actions that are being taken and their results.

Library book sale boasts voluminous volumes

It would take even the most avid reader a lifetime to get through this year's offerings at the Friends of the Libraries annual book sale. Nearly 25,000 volumes will be on sale at the three-day event in the Hearnes Center Fieldhouse.



Except for rare and collectible items, the prices couldn't be better — from a quarter to two bucks.

The book sale kicks off from 6 to 9 p.m. Thursday, Oct. 26. Customers who drop by that evening pay a slight premium for the privilege of skimming the cream of the crop: \$2 for hardback books and \$1 for paperbacks. The sale continues from 10 a.m. to 8 p.m. Oct. 27 with hardbacks for a buck and paperbacks for 50 cents.

The sale's final day, from 10 a.m. to 3 p.m. Oct. 28 offers the biggest bargains with half off the regular prices. And, a few hours before the sale ends, the

prices are as low as they go. You can fill up a whole bag of books for one tiny price.

Friends of the Libraries is a volunteer organization that supports the MU Libraries and the State Historical Society of Missouri Library. Proceeds from the sale are used for library acquisitions.

A caring community

The University's 2000 United Way campaign is moving ahead. Scores of faculty, staff and retiree volunteers are hard at work to meet the University's \$450,000



goal for this year. The University campaign comprises a major portion of the Columbia Area United Way's target of raising \$2.32 million this year.

In the second reporting period which ended Oct. 13, the University campaign had raised \$167,189, or 37 percent of its 2000 goal. Last year at this time, the campaign had raised \$181,256, or 46 percent of its \$393,500 goal.

Making a difference

BIG BROTHERS/BIG SISTERS

Volunteers provide kids a shoulder to lean on

For children who have lost a parent through divorce, separation or death, an



understanding older friend can provide needed guidance and support. Through Big Brothers/Big Sisters of Boone County, volunteers strengthen the lives of more than 400 children annually via mentor relationships.

Alan Strathman's overriding reason for becoming a big brother was his desire to help make a difference in the community. "Since I like kids, I thought being a big brother would be something I would like," says Strathman, MU's director of residential academic programs. "I also hoped that I could help put a little joy in a child's life, and also serve as a positive role model."

Strathman was paired with his little brother three years ago.

Once a week, they get together, hang out and do fun stuff, he says. "We like to go to movies, play basketball and go skateboarding and rollerblading."

Strathman, like many of the volunteers, pulls double duty with Big Brothers/Big Sisters. Not only is he a mentor but he also is the faculty adviser to MU's student chapter. "We organize activities and events for children in the community," he says. "For instance the group is planning a Halloween party and trip to a haunted house for Oct 28."

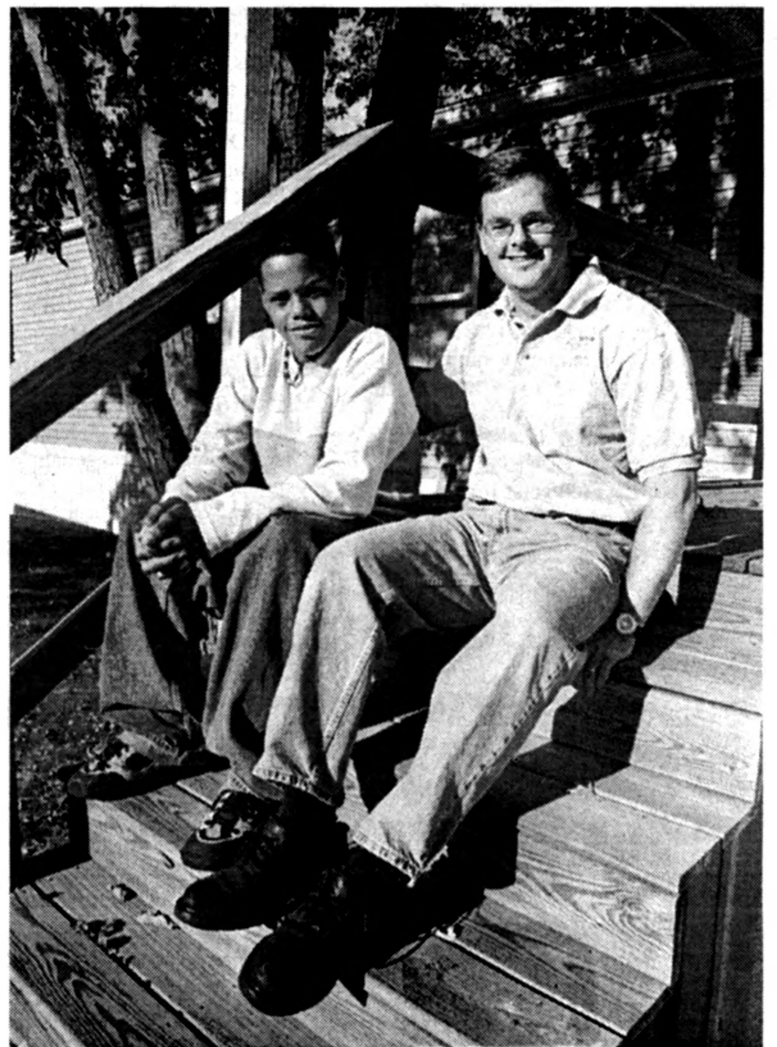
Big Brothers/Big Sisters is one of 31 agencies supported by the local United Way. "One-third of our budget comes from United Way, and with it we are able to match more at-risk kids with caring adults," says Georgalu Swoboda, executive director of Big Brothers/Big Sisters. "Child experts indicate

that the majority of children who grow up to be stable, productive adults have had a consistent mature adult role model in their lives."

Research on 1,000 Big Brother/Big Sister matches across the country shows that matched children, compared to children who did not have mentors, are: 46 percent less likely to start using drugs, 27 percent less likely to start drinking, 52 percent less likely to skip a day of school and 33 percent less likely to engage in violent behavior.

In Boone County, 150 boys and girls ages 6 to 14 are waiting to be paired with mentors. "Whether volunteers have one or five hours to give a week, we can use them," Swoboda says.

The opportunities for volunteering are flexible. Other than the traditional one-on-one support, husbands and wives can volunteer for the couples match program, and anyone wanting to share their love of sports may sign up to be a sports buddy. A relatively new program that Swoboda says may be more suited to MU's staff members is school-based mentoring, in



Steve Morse photo

WE ARE FAMILY The Big Brothers/Big Sisters program encourages mentor relationships between mature role models and youth from single-parent families. Alan Strathman and his little brother, Brandon Burton, get together weekly for sharing friendship and fun.

Do you have symptoms of a runny nose along with nasal congestion, a cough or a sore throat? If so, the University of Missouri Health Care is studying an investigational anti-viral medication that may provide relief.

D. Paul Robinson, MD, assistant professor of child health, is conducting a clinical research study for people over the age of 18 who have had these symptoms for less than 24 hours. Participants will receive study medication, related tests and medical examinations at no cost. Financial compensation is available.

If you have these symptoms, please call the Office of Clinical Research at (573) 882-4894.

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which mentors commit one hour a week during the school year tutoring at a child's school. "If any staff are interested in this program, we could set up something at a school close to campus," she says.

Volunteers have the option of starting their own programs, too, says Chris Bouchard, a Big Brother/Big Sister board member and a big brother. He says his little brother needs to develop reading skills, so Bouchard, who is a proram specialist for the state office of the Small Business Development Center, plans to start a reading program for anyone especially interested in tutoring and helping kids excel in this subject.

Bouchard is one of the new breed of volunteers Swoboda says she is seeing more of — the empty and the soon-to-be empty nesters. "We are a good target; we have more free time and are looking to fill a void in our lives," he says.

Their stability is just as meaningful. "Many of these kids have a lot of turmoil in their families and having that person that is around for years on end to count on is very important," Bouchard says.

He makes an urgent plea for male mentors, as 65 percent of the children on the list are boys. "We have a high need for male role models. Whatever can be done to encourage people to

calendar



Concerts & Plays

Thursday, October 19

THEATER SERIES: *We Were Dancing* will be performed at 8 p.m. tonight, Oct. 20-21, and at 2 p.m. Oct. 22 in Rhynsburger Theatre. For ticket information, call 882-PLAY.

Monday, October 23

SYMPHONIC CONCERT: The Royal Dutch Band, a symphonic concert band from the Netherlands, will be joined by the Columbia Community Band and will perform at 7 p.m. in Jesse Auditorium.

Wednesday, October 25

MIDDAY GALLERY EVENT: Tenor Adamilson Abreu, a music graduate student, will perform "A Vocal Performance of Schumann's 'Dichterliebe' op. 48" at 12:15 p.m. at the Museum of Art and Archeology in Pickard Hall.

Friday, October 27

STUDENT RECITAL: Show-Me Opera Scenes will be performed at 8 p.m. tonight and at 3 p.m. Oct. 28 in Whitmore Recital Hall in the Fine Arts Building.

HEARNES CENTER

CONCERT: Wyclef Jean, with

De La Soul and Black Eyed Peas, will perform at 8 p.m. in the Hearnes Center. For ticket information, call 1-800-CAT-PAWS or visit any MetroTix locations.

Courses

Saturday, October 21

CRAFT STUDIO WORKSHOPS: A number of five-week workshops begin today through the week of Oct. 23. The following classes are held in 203 Brady Commons: pot throwing, handmade tiles, raku, watercolor, stained glass, black-and-white photography and alternative photographic processes. Call 882-2889 for cost and registration information.

NEW DADS WORKSHOP: "Boot Camp for New Dads" will be held from 1-4 p.m. at the University Physicians Medical Building, 1101 Hospital Drive. Cost: \$10. Registration is required, call 882-6973.

Tuesday, October 24

HUMAN RESOURCES WORKSHOP: "Tax Deferred Annuities" will be presented today in Room 20 of the Academic Support Center and

Nov. 7 from 9-11 a.m. in 146 Heinkel. Registration is required, call 882-2603.

LIBRARY WORKSHOP:

"Public Policy Resources, Including Congressional Universe" will be presented from 3:30-4:30 p.m. in the electronic classroom II on the second floor of Ellis Library.

CRAFT STUDIO WORKSHOP:

"Candlemaking" will be presented from 4-6 p.m. today, from 6:30-8:30 p.m. Nov. 7, and from 4-6 p.m. and 6:30-8:30 p.m. Dec. 5 in 203 Brady Commons. With questions, call 882-2889.

Wednesday, October 25

LIBRARY DATABASE

WORKSHOP: A workshop on searching the Internet for health-related information will be offered from 10-11:30 a.m. today, and from 3:30-5 p.m. Nov. 14 and Dec. 18 in the Health Sciences Library. To register, call 882-6141.

CHILDBIRTH CLASS: "For Big Kids Only," a program to help children ages 2-10 prepare for a new sibling, will be held from 6:30-8:30 p.m. in Mezzanine, University Hospital and Clinics. Registration required, call 882-6973.

Exhibits

ART FOR LIFE: An exhibition of works, including basketry, drawing, fiber arts, mixed media, paintings, photography, pottery, stained glass and woodworking, by staff members

and volunteers will be on display in the lobbies of University Hospital and Clinics and Ellis Fischel Cancer Center. A children's art show also is on display at University Hospital.

BRADY GALLERY: "Ocean Currents," an exhibit of ceramic sculpture by Kristin Zuppa will be on display through Oct. 26. The opening reception will be held from 4-6 p.m. Oct. 20 in the gallery. Brady Gallery, located in 203 Brady Commons, is open 10 a.m.-5 p.m. Monday-Friday, 1-4 p.m. Saturday and 1-6 p.m. Sunday.

MUSEUM OF

ANTHROPOLOGY: The museum's exhibits focus on Native American cultures and the history and prehistory of Missouri. The museum, located at 100 Swallow Hall, is open from 9 a.m.-4 p.m. Monday to Friday.

MUSEUM OF ART AND ARCHAEOLOGY:

Special Exhibits:

- ◆ "Art of Devotion from Gandhara" is on display through Dec. 10.
 - ◆ "Jaguar's Realm: Ancient Art from Mexico to Peru" is on display through February 2001.
 - ◆ "Prints from Rubens' Medici Cycle" is on display through May 2001.
 - ◆ "Revolutionary Visions" is on display through June 2001.
 - ◆ "Wrapped Creatures: Animal Mummies from Egypt" is on display through August 2001.
- The museum, located in Pickard Hall, is open from 9 a.m.-5 p.m. Tuesday-Friday, 6-9 p.m. Thursday and noon-5 p.m. Saturday and Sunday.

STATE HISTORICAL SOCIETY:

- ◆ "Art with an Attitude: The Best of John Darkow," a display of works by a Columbia editorial cartoonist, is on display in the gallery until Dec. 22.
- The gallery is open from 8:30 a.m.-4 p.m. Monday-Friday and is closed on Saturday.
- ◆ "Persuading the American Public: Poster Art from World War II" is on display in the

north-south corridor.

- ◆ "St. Louis Post-Dispatch Editorial Cartoon Collection: The 1940 Election Trail" is on display in the east-west corridor. The corridors are open from 8 a.m.-4:30 p.m. Monday-Friday and 9 a.m.-4:30 p.m. Saturday.
- UNIVERSITY ARCHIVES:** The University Archives offers a number of online exhibits that document the history of MU. Links to the archives' exhibits are located at www.system.missouri.edu/archives/exhibitlist.html

Films

Thursday, October 19

MUSEUM FILM SERIES: *Barton Fink* will be shown at 7 p.m. in Ellis Auditorium.

Lectures & Seminars

Thursday, October 19

NUTRITIONAL SCIENCES SEMINAR: Tom Thomas, professor of nutritional sciences, will present "Role of Exercise in Minimizing the Effects of Fat Ingestion" at 4 p.m. in 209 Gwynn Hall.

Friday, October 20

CAMPUS WRITING LECTURE: Tobias Baskin, associate professor of biological sciences, will present "Putting Words in Their Place: Making Choices for Clearer Writing" from 2-4 p.m. in N208 Memorial Union.

Saturday, October 21

SURGERY GRAND ROUNDS: Boris Kuvshinoff, assistant professor of surgical oncology, will present "Management of Hepatocellular Carcinoma" at 9 a.m. in MA217 Acuff Auditorium in the Medical Sciences Building.

Monday, October 23

MICROBIOLOGY SEMINAR: Joachim Reidl from the Center for Infectious Diseases at the University of Wuerzburg will present "*Haemophilus influenzae*

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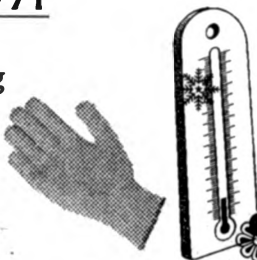
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and *Vibrio cholerae*: Host/Pathogen Adaptation, Bacterial Physiology and Surface Structures" at 1 p.m. in M615 Medical Science Building.

Wednesday, October 25**PHARMACOLOGY**

SEMINAR: Steven Nothwehr, assistant professor of biology, will present "Protein Sorting in Eukaryotic Cells: Mechanisms of Membrane Protein Localization to the Yeast Trans-Golgi Network" at 2 p.m. in M558 Medical Sciences Building.

Thursday, October 26**MICROBIOLOGY SEMINAR:**

Susan Biggins from the Fred Hutchinson Cancer Research Institute will present "The Role of the Ipl1/aurora Kinase in Chromosome Segregation and the Spindle of Checkpoint" at 1 p.m. in M615 Medical Science Building.

NUTRITIONAL SCIENCES

SEMINAR: Leona Rubin, associate professor of veterinary biomedical sciences, will present "Role of Exercise in Minimizing the Effects of Fat Ingestion: Porcine Studies" at 4 p.m. in 209 Gwynn Hall.

Friday, October 27**RESEARCH WORKSHOP:**

Jeremy Miner, a national grantmanship consultant, and Lynn Miner, dean of the graduate school at Marquette University, will present a workshop on planning and writing grant proposals from 9 a.m.-4 p.m. in E125 Veterinary Medicine Building. Registration is required, visit requests@research.missouri.edu for information.

RURAL SOCIOLOGY

FORUM: Ed Hassinger and John Holik, professors emeriti of rural sociology, and Ken Benson, professor of sociology, will present "A Look at Rural Sociology Past: Wanderings, Lingerings and Arrivals" at 3:30 p.m. in the Memorial Union's Stotler Lounge III.

Meetings**Wednesday, October 25****GENERAL FACULTY**

MEETING: A meeting of the MU faculty will be held at 3:30 p.m. in the Columns Rooms A, B and C of the Reynolds Alumni Center. Chancellor Richard Wallace will discuss the MU budget and Provost Brady Deaton will discuss the English language proficiency of faculty.

Thursday, October 26**STAFF ADVISORY COUNCIL**

MEETING: The Staff Advisory Council will meet today at 1 p.m. in S206 Memorial Union. Additional meetings will be held Nov. 9 and Dec. 14.

Special Events**Thursday, October 19****MUSEUM FLASHLIGHT**

TOUR: "Video Visions" a flashlight tour for families with children between the ages of 7-12 will be held from 6:30-7:30 p.m. at the Museum of Art and Archaeology.

Thursday, October 26**LIBRARIES BOOK SALE:**

The annual Friends of the Libraries book sale will begin from 6-9 p.m. today, and continue from 10 a.m.-8 p.m. tomorrow and 10 a.m.-3 p.m. Saturday at the Hearnes Center Fieldhouse.

retirees**ASSOCIATION**

All University retirees are invited to a mixer sponsored by the University Club and the MU Retirees Association. The event will be held from 4-6 p.m. on Monday, Oct. 23 at the Reynolds Alumni and Visitors Center. This event is open to all retirees and offers a chance for earlier retirees to welcome those who have recently retired. The cost is \$5 per person. For reservations, call 882-2586.

classifieds**RESORTS**

Lake Ozark rental cottages: family fun, fishing, boating, indoor pool/spa, fireplaces, housekeeping cottages, A/C, TV, boat rentals, 1000 ft. lakefront. DOGWOOD ACRES RESORT. 1-800-841-1896.

CONDO FOR SALE

Quiet upper unit faces woods, screened in porch, 2 BR walk-in closets, 2 BA, vaulted ceiling in LR. Great

location, easy access to MU and mall. 447-3227.

The classified advertising section is open to faculty and staff members and retirees.

Home phone number required.

No campus numbers will be printed.

Rates: 30-word maximum \$7.50

Deadline: Noon Thursday of week before publication.

No refunds for cancelled ads.

Mizzou Weekly Classifieds. Make check payable to University of Missouri and send to Jessica Patton, Mizzou Weekly, 407 Reynolds Alumni and Visitor Center, Columbia, Mo. 65211

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Access 2000 Advanced Forms, Reports, & Queries
11-02, 11-14
Access 2000 Charts, Macros, & Active X
10-27
Access 2000 Customization, Internet, & Replication
10-19, 11-29

Excel 2000

Excel 2000 Fundamentals
10-25, 11-06, 11-16 11-20
Excel 2000 Formatting
10-30, 11-29
Excel 2000 Printing & Graphics
11-02, 11-10
Excel 2000 Charts
10-31, 11-28
Excel 2000 Advanced Functions & Formulas
10-18, 11-17
Excel 2000 Database & Security Features
10-26
Excel 2000 Macros & Customization
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Word 2000

Word 2000 Fundamentals
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Word 2000 Document Formatting
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Word 2000 Workgroup Features
10-17
Microsoft Word Productivity
11-30

Essentials

Windows '98
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Electronic File Management
10-24, 11-10
Fundamentals of Windows & Internet Browsers for PeopleSoft
11-08

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Outlook 2000 E-Mail
10-18, 11-01, 11-17, 11-30
Outlook 2000 Calendar
10-23, 11-08, 11-21
Outlook 2000 Journal, Notes, & Tasks
10-31, 11-07, 12-01
Outlook 2000 Customization
10-25

PowerPoint 2000

PowerPoint 2000 Fundamentals
10-27, 11-16, 11-27
PowerPoint 2000 Graphics
10-17, 11-03, 11-08, 12-01
PowerPoint 2000 Online Features & Customization
10-20, 11-22

Image Manipulation

Photoshop I
10-17, 11-07, 11-30
Photoshop II
10-25, 11-15
Photoshop III
11-03

Web Page Authoring

HTML I
10-24, 11-08, 11-21
HTML II
11-01, 11-13, 11-28
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11-16
Netscape Composer
11-03, 11-10, 11-21

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SPSS (3 part series, please register for all 3 parts)
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Perl Programming
z10-30, 11-13, 11-27
CGI with Perl
10-23, 11-06

For more information, contact 882-6006
or visit the URL below:
<http://iatservices.missouri.edu/training/>

**Parking & Transportation Services**

Turner Avenue Garage

Level 2

882-4568

The decks in Conley Avenue Garage will be resealed the weekends of October 21 & 22 and October 28 & 29. All cars must be out of the garage on these dates or you may park on the top floor ONLY of Conley Avenue Garage if you have business on campus during these weekends.

Thank you for your cooperation during this improvement. Please contact Parking and Transportation at 882-4568 with questions.

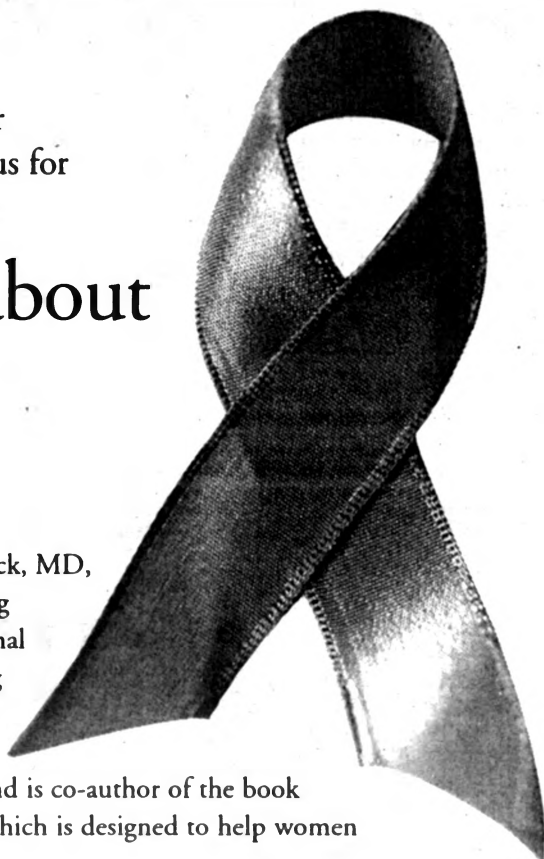
web.missouri.edu/~mubs/parking/parking.html

In recognition of Breast Cancer Awareness Month, please join us for

Straight talk about breast cancer

with Suzanne Braddock, MD

Breast cancer survivor Suzanne Braddock, MD, will give a unique perspective on coping and surviving breast cancer. The national speaker will lead a discussion regarding treatments and choices of women with breast cancer. Dr. Braddock is a dermatologist from Omaha, Neb., and is co-author of the book "Straight Talk about Breast Cancer," which is designed to help women recently diagnosed with breast cancer.



Ellis Fischel Cancer Center Main Lobby

Friday, Oct. 27

5 p.m. – Reception with hors d'oeuvres

6 p.m. – Presentation

Seating is limited

For more information, please call (573) 882-8511.

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REGISTRAR from Page 1

Before setting any goals for her office, Selman says she'll spend some time getting to know the campus and its students. "I want to use my knowledge of what a good registrar's office does and then make sure we are applying that at MU. Every school is different. For me personally, the first thing is to learn what the University community needs from the registrar's office and then respond to that. From what I can tell in my short time here, students are very pleased with the current student services we

offer. The challenge is to keep them happy."

Keeping students happy is a formidable task that often goes unnoticed. "Every office plays a role in recruiting and retaining students," Selman says. "The key piece is to make sure that you're giving customer service and that you have a good system so that students are not distracted from focusing on their studies. If something as routine as requesting a transcript becomes too challenging, then students are going to be dissatisfied and that can contribute to students leaving."

BENEFITS from Page 1

network of providers for all UM System employees including the Columbia campus," he says.

Changes in the POS plan address several issues raised earlier this year by MU faculty and staff, Paden says. "This is the administration's response to those concerns."

There's another fundamental change to the POS plan, Paden says. Currently, the only POS option available to University employees is a plan called the UM POS Health Care Plan. That plan will end and be replaced next year with the UM Choice Plus POS Plan, already available at the other three UM campuses.

"The significance of the Choice Plus approach is that employees don't have to select a primary care physician any longer, and they don't have to use a primary care physician for referrals; they can go directly to a specialist if they prefer," Paden says.

The University encourages employees enrolled in the POS to continue seeing their primary care physician for health care. "But it's not mandatory," Paden says. "So many people need specialty care and want to go directly to a specialist that we created this avenue for them."

He points out, however, that under the POS plan employee co-payments for office visits to a specialist are \$20 — an increase of \$5 from this year — while the co-pay to see a primary care physician is \$10.

There will be several other changes in out-of-pocket expenses for faculty and staff in the POS plan. For an inpatient stay at a network hospital, the employee co-pay will increase from \$100 to \$200. Co-payments for physical, occupational and speech therapy will go up from \$15 to \$20. Co-pays for mental health and chemical dependency treatments will be \$20, rather than the current 10 percent. Allergy injections will increase

from \$3 to \$5.

The POS plan also offers a second level of benefits. Faculty, staff and their families enrolled in that plan can use doctors and hospitals outside the network. After paying an annual deductible of \$400 per person or \$1,000 per family, their out-of-pocket cost will be 20 percent of the allowable medical expenses.

This second level of benefits might be attractive to employees who will be traveling, who want to insure dependents attending school out of state, or who want coverage for chiropractic care, which isn't covered under the highest level of benefits.

Open enrollment meetings for University benefit plan

During the annual enrollment change period, Faculty and Staff Benefits is holding a series of open meetings to discuss changes in the University medical insurance plan design and to answer any questions about employee options under the benefit plan. Meetings will be held at the following times and locations:

Columbia campus meetings

- ◆ Oct. 26 at 11:30 a.m. and 1:30 p.m. in Room 7 Hulston Hall
- ◆ Oct. 27 at 9:30 a.m. and 2:30 p.m. in Room 7 Hulston Hall
- ◆ Nov. 1 at 12:30 p.m. at Fisher Auditorium in Gannett Hall
- ◆ Nov. 1 at 3:30 p.m. in the Memorial Union Auditorium

University Hospital and Clinics meetings

- ◆ Oct. 26 at 8 a.m. in M105 University Hospital and Clinics
- ◆ Oct. 26 at 10 a.m. in Room 707A Ellis Fischel Cancer Center
- ◆ Oct. 26 at 2 p.m. in Columbia Regional Hospital conference room
- ◆ Oct. 30 at 3 p.m. in Room 328 University Hospital and Clinic

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SAFE HAVEN Indoor air pollution is potentially harmful

Atiya Mahmood believes at least a third of the children in Missouri are breathing polluted air – in their own homes.

October is Indoor Air Quality Month, and Mahmood, an environmental design state specialist in the College of Human Environmental Sciences, said people should realize the potential harm from household air pollution.

There are several types of common indoor air pollution, including secondhand smoke, lead, radon, carbon monoxide, formaldehyde and biological pollutants, Mahmood said. “The biological pollutants, mold and mildew, are an important issue in our state.”

A mold called *Stachybotrys chartarum*, which has been tied to pulmonary hemorrhage in infants, has received particular attention in the news media. “People are scared about that,” Mahmood said, “but it’s not as common as some of the other molds out there. Missouri is big for mold and mildew, and they are all a big problem for people with suppressed immune systems, asthma and allergies.”

Molds commonly thrive in basements, crawl spaces and other areas where moisture is a concern, she said. “If you see mold, take action. Clean it up and take care of the moisture problem so it doesn’t come back.” A chlorine bleach solution or even just soap and water are effective cleaning agents, but Mahmood said: “If there are more than a couple of small areas covered with mold, talk to a professional about the cleanup.”

Mold can grow rapidly after flooding, she added. “Carpeting should always be replaced or professionally cleaned after a flood. Other kinds of floor

covering can help to cut down on indoor air pollution.”

Mahmood said federal agencies are getting involved in indoor pollution issues, partly as a response to growing public awareness and partly because some problems appear to be getting worse.

For example, the drive for energy efficient home construction resulted in many houses being built more tightly, with less ventilation. Also, many building products and even furniture are now made with artificial materials that sometimes emit noxious gases into the air.

Part of the trouble stems from human behavior, she said. “With

digital and communications technology, people are spending more time indoors than they used to. Children are indoors more than out, playing computer and video games.”

Some places have special problems, she said. In Missouri’s heavy lead-mining areas, for example, dust from lead chats finds its way into homes, schools and workplaces and can cause

lead poisoning, especially in children, through hand-to-mouth transfer..

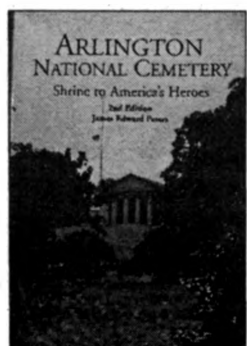
An Extension guidesheet “Healthy Homes: Improving Indoor Air Quality” is available free on the web at <http://muextension.missouri.edu/xplor/hesguide/housing/gh5001.htm>.

You are invited... Campus Author Festival

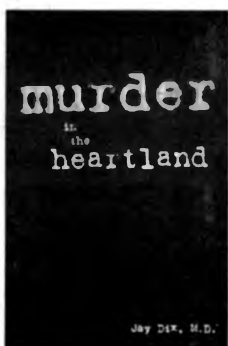
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Authors/Books include:



Jim Peters, signing
Arlington National Cemetery, Shrine to America's Heroes



Jay Dix, signing
Murder in the Heartland



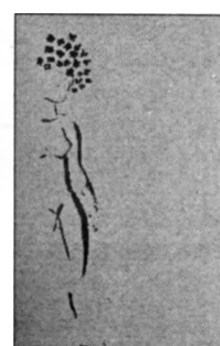
Joan Gilbert, signing
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