

UM Press moves to larger quarters

By Bob Samples
University Relations

University of Missouri Press, a System administration unit, has vacated its quarters in Lewis Hall on the University of Missouri-Columbia campus for a new building in southeast Columbia along Highway 63. And in doing so, its administrators hope to increase annual revenue by \$1 million over the next 10 years.

The Press's long-range plans include warehousing books, handling its own distribution and increasing the number of books published each year from 35 to 50.

It is not a plan without a price. The Press had to cut ties with a consortium of university presses that handled its warehousing and distribution, acquire new office space with a warehouse, purchase a computerized order-fulfillment system and add new staff -- all in a time of budget restraints.

"The debt incurred should be erased within 10 years," says Beverly Jarrett, Press director and editor-in-chief. "We're ready to go great guns. No looking back."

The Press assumed its own distribution duties in February, taking orders at its new offices and distributing books from its new warehouse. The turnaround -- which took two to three weeks through the consortium -- should now take 48 hours.

"It took (the consortium) too long to fill orders," Jarrett says. "We felt we lost a good number of sales because of that delay."

For example, an author giving a reading was not guaranteed copies of his/her book would arrive in time to make sales at the event.

"You have to get book buyers when they're enthusiastic, when they're ready to buy. You need to get those spur-of-the-moment sales," she says.

Besides increasing sales and eliminating the commission paid to the consortium, Jarrett predicts the new arrangement will attract the best national authors to the Press. She says top authors avoid presses that don't provide them with good marketing and delivery support. The Press, she adds, will be in a better position to win grants as well.

"It has a positive effect overall," Jar-

rett says.

When the Press increases its production of books over the next 10 years, Jarrett, who has been with the University Press less than a year, says it will expand into new areas without abandoning current ones.

"The University of Missouri Press is noted for its works on literary criticism, and its regional titles are very well thought of locally and nationally. Those are areas we will strengthen as we develop new offerings in intellectual history, political philosophy and other areas," she says, adding that increasing titles in journalism also would be a natural direction for the Press.



Beverly Jarrett, UM Press director and editor-in-chief, and Carl Joseph, warehouse manager, inspect a book in the new Press warehouse. (Bud Carlson photo)

To request books or a catalog from the Press, call 1-800-828-1894, or write to 2910 LeMone Blvd., Columbia, MO 65201 (or campus/courier mail).

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Records Management reunites

Staff, together for first time in 20 years, handles nearly 30,000 requests annually



Wayne Duncan, director of Records Management, displays some of the 35,000 boxes stored in his department.

Three University of Missouri System offices have moved from buildings on the Columbia campus to a new building in an industrial park in southeast Columbia. In addition to Missouri Press, featured on the front cover, the departments are Records Management and Computing and Information Technology's paper supply and inventory warehouse facilities.

Stories and photos
By Bud Carlson
University Relations

Eighty-three tractor-trailer loads, 35,000 boxes of records and 17 moving days later, UM System's Records Management Department has been deposited in its new facility in southeast Columbia on Highway 63.

According to Wayne Duncan, director, the new records center occupies roughly 56 percent of the building, making it the largest tenant in the facility, with 27,640 square feet. The move marks the first time since 1970 that the entire records management staff has been together in one building.

Records Management, part of University of Missouri System Computing and Information Technology, helps departments with records problems, microfilms documents and stores all University records and historical memorabilia like old photographs, yearbooks, student newspapers, pamphlets and a doll dressed in an 1890s football uniform. The staff handles nearly 30,000 records requests and refiles a year.

Duncan says the move from its Rock Quarry facility, south of the UM-Columbia campus, was necessary because "before the move, we were at zero growth. We absolutely had no more room. We couldn't take a new box of records until we got rid of one in storage."

In addition to the increased storage capacity, the new location provides more office space and a clean, modern facility for the microfilm operation. The University System maintains the largest university microfilm lab in the United States, according to Duncan. More than 6 million source documents are microfilmed every year.

The records management program, started in 1964, is the second oldest in the United States. It



Diann Mohr, microfilm lab technician, checks the density reading before duplicating a roll of microfilm. The machine is called a Macbeth Densitometer.

has a national reputation within the education community and was used by many universities as a model when setting up their records management programs, Duncan says.

The additional storage space will permit University departments on all four campuses to transfer inactive records that must be retained to the records center and release valuable office space for more productive purposes. "At least 4,000 boxes that we know of are waiting to be transferred now that space is available," Duncan says.

The new facility provides less expensive storage space for University departments. Duncan says it costs approximately \$133 per cubic foot per year to store records in an office compared to \$5.34 per cubic foot at the records center.

Records Management examines all University documents it receives and determines how long they should be kept, based on legal, financial, administrative and historical requirements. In addition to the 35,000 cubic boxes currently in storage (52.5 million documents, in boxes 12 x 15 x 10 inches), the records center also contains 2 million glass slides and wax blocks of medical specimens, and 70,000 rolls of microfilm.

"The operations are much easier in this new building," says Duncan. "There is enough space for us to expand to 85,000 cubic boxes in the future and serve every department in the University System efficiently and economically."

Before the move, we were at zero growth We couldn't take a new box of records until we got rid of one in storage.

Wayne Duncan, director
Records Management Department

Computing doubles storage space

Warehouse holds computer papers for System, including payroll and personnel action forms

The University of Missouri System's office of Computing and Information Technology has nearly doubled its storage space from 2,300 to 4,000 square feet by moving its paper supply and inventory warehouse facilities to a new building in southeast Columbia on Highway 63.

The building provides the space needed to keep up with the demand for computer forms on all four campuses, says Tom Duncan, supervisor of the production distribution center. "I like the space I've got now," says Duncan. "It's not so cramped, and I can set up the forms so anyone can find what they need."

Forms are stored in wide aisles in the new warehouse, allowing room for a forklift to maneuver and take large quantities from the shelves to load on trucks for delivery. The loading dock also provides enough room to receive or deliver paper efficiently.

Duncan is enthusiastic about the facility. The building is climate controlled, maintaining an ideal humidity and temperature for storing computer forms. The temperature ranges between 70 and 75 degrees, with a constant 50 percent humidity level. With less than ideal climate conditions in the

warehouse, paper can get wavy and wrinkled. Such paper will jam up during printing.

The new warehouse makes his job easier, Duncan says, and allows for growth. "This facility will serve us for a long time," he adds.

The warehouse maintains a busy schedule, delivering computer forms to all four campuses. Among the forms the warehouse stores and sends to the campuses are payroll forms and personnel action forms. It also stores and delivers special printed forms for UM-Columbia such as registration forms and alumni forms.

The warehouse makes deliveries to UMC almost every hour. Deliveries to other campuses are made by courier from the UMC mail services.

The warehouse stores and delivers \$100,000 worth of computer forms each year. "We have to keep a running inventory of all these forms in stock, and this new warehouse allows us to order more forms and store them in an efficient way," Duncan says. "Because we can now store larger quantities, we don't have to order paper as often, and the increased capacity of the warehouse greatly reduces chances of running out of forms."



Tom Duncan (not related to Wayne Duncan, above left) is supervisor of the production distribution center at Computing and Information Technology's new paper supply and inventory warehouse.

Legislative Day Alumni Awards announced

A Capitol hallway planning session includes, from left, UMKC alumna Anne B. Davis; Carol Tally, assistant director of UMKC's Alumni and Constituent Relations; and Keith Grafing, president of the UM System Alumni Alliance. (Marjorie Schultz photo)



Annually, alumni and other representatives of the four campuses meet in Jefferson City to hear speakers and meet with legislators. This year's Legislative Day also included, for the first time, University Extension supporters.

University President C. Peter Magrath presented awards to the following individuals:

Former Gov. Warren Hearnnes of Charleston received the presidential citation award for service to the University. Presidential citation awards for service to a campus were received by **Virginia G. Young** of Columbia, a UM-Columbia alumna; **Raymond O. Kasten** of Kansas City, a UM-Rolla graduate; **Myron K. Ellison** of Kansas City, a UMKC graduate; and **Anath Boone**, a UM-St. Louis graduate. **Alberta K. Hagerman** of Wayland received a presidential citation award for service to

University Extension. This was the first time an extension service award was presented.

Hearnnes, who holds a law degree from UMC, was elected governor in 1964 and in 1968. As governor, he supported the University during a period of unprecedented growth in which a totally new campus was created in St. Louis, facilities on the Columbia and Rolla campuses were expanded and the Kansas City campus, which had just been acquired by the University, was upgraded.

Young, who attended UMC from 1936-1938, is internationally recognized in the field of library science. She was one of the founders of the Friends of the University of Missouri Libraries and the State Historical Society of Missouri Library. She recently agreed to serve as national chair for a major campaign to benefit the libraries on all four campuses.

Kasten received a degree in civil engineering from the Missouri School of Mines and Metallurgy, as UMR was then known, in 1943. An executive with Armco Steel's Kansas City facility at the time of his retirement, Kasten has long been an active UMR supporter, heading the MSM-UMR alumni association from 1965-1968.

Ellison was a member of the first graduating class (1939) of the University of Kansas City law school, now a part of UMKC. He is currently a senior partner in the law firm of Stinson, Mag & Fizzell. While serving as counsel to the UKC Trustees, Ellison helped draft the 1963 agreement for the affiliation of the University of Kansas City and the University of Missouri. He has been particularly active in support of the law and dental schools.

Boone received her bachelor's degree in history from UMSL in 1980. Educational director for the St. Louis public school system, she is a member of the UMSL Alumni Association Board, chairwoman of the Minority Relations Committee and a past president of the UMSL Evening College Council.

Hagerman has supported University Extension in many ways since 1945, serving at the county, state, national and international levels. For example, she was a charter member of the Wayland Extension Homemakers Club and she has chaired the Home Economics Extension Development Fund, which she helped found and support. She is also a curator of Hannibal-LaGrange College.

In addition to alumni, UM System students, faculty and staff are involved in efforts in Jefferson City for increased support for higher education. For information about any of these groups, contact Jim Snider, assistant to the president for state government relations, 309 University Hall, Columbia, Mo. 65211, (314) 882-4355.

Former Gov. Warren E. Hearnnes:

Are youths at least as important as roads and highways?

You will be sustained only by the persistent thought that time may do you justice, and that if it does not, then even your personal hopes and aspirations and your own good name are of little consequence when weighed against the welfare of the people for whose destiny you are the constituted guardian and defender.

Former Gov. Warren E. Hearnnes

The following was excerpted from former Gov. Warren E. Hearnnes' Jan. 30, 1990, speech made in acceptance of UM System's Presidential Citation Award for Service to the University. Hearnnes (D-Charleston) was governor from 1964 to 1972.

Let us travel back a year or two and recall the excellent leadership shown by Gov. Ashcroft in persuading Missourians to pay more taxes in order to improve our roads, highways and bridges. He could not have accomplished his goal without an almost 100 percent editorial support.

What I would like for the editorials to do is tell me whether or not the educational needs of our young are at least equal in importance to the needs of our roads and highways. In my opinion, not everyone elected to the office of governor is a leader, but I am equally certain that if the governor is not a leader, we become leaderless, because others can only help the governor, not take his place.

Let me say that I believe we stand at the crossroads as far as the future of higher education in Missouri is concerned. We cannot wait much longer to make a decision. What history will

record as to the accomplishments of this administration will be decided in the weeks and months to come.

This session of the General Assembly is facing a very emotional problem. Because of the Webster decision, both sides -- pro life and pro choice -- will be bending the ears of legislators, at every turn, to see that their view is enacted into law. The administration has legislation and many legislators have introduced bills dealing with abortion.

I can only hope and pray that both the governor and the General Assembly will spend an equal amount of time determining the fate of the born as they do of the unborn.

To keep such instances from affecting your thoughts and actions, and to retain your integrity,

I have often been asked what serving as governor of Missouri meant to me and what advice I can offer to those who want to serve in the years to come. For my part, I can only say that all I have wanted from life has been given to me by the people of Missouri in eight short but wonderful years.

For those who desire the same honor, I must advise that you cannot even dream of the ordeal to which you surely will be exposed. You will experience a sensitive shrinking from undeserved criticism, and this you must learn to control. You must fight within yourself the continual contest between a normal desire for public approval and your personal sense of public duty. Frequently, your motives will be im-

pugned and you will be subjected to the sneers and sarcasm of ignorance and malice.

To keep such instances from affecting your thoughts and actions, and to retain your integrity, you must learn to bear the burdens unmoved and to walk steadily forward in the path of duty.

You will be sustained only by the persistent thought that time may do you justice, and that if it does not, then even your personal hopes and aspirations and your own good name are of little consequence when weighed against the welfare of the people for whose destiny you are the constituted guardian and defender.



Former Gov. Warren E. Hearnnes leaves the podium after accepting his Presidential Citation Award. To his left are Board of Curators president Eva Louise Frazer (center of photo) and UMSL alumna award winner Anath Boone (see article above). (Marjorie Schultz photo)

Dennis Roedemeier, director of Missouri Enterprise in Rolla.



UMR's Missouri Enterprise: Addressing challenges through technology

By Karon Speckman
Special to Spectrum

The following continues a Spectrum series on the four incubation/innovation centers funded by Missouri and affiliated with the UM System.

Director Dennis Roedemeier is proud of Missouri Enterprise's success in responding to problems with technology. But he's quick to give credit.

"The secret to the success of this center is the University -- that's all there is to it," Roedemeier says about the University of Missouri-Rolla's ties to the center.

Roedemeier doesn't just want to foster new products gleaned from UMR research -- he wants to solve problems. "That's the major function of the center -- we address specific problems with technology," he says.

The center devotes 20 percent of its resources to Missouri's problem of solid waste disposal. Three clients -- a remelting operation for batteries, a plastics recycling plant and a tire conversion plant -- are examples of solving waste disposal problems.

Technology also is used to solve other economic challenges. Roedemeier says that a variety of industries can use technological advances to benefit their productivity and competitive stance in the marketplace.

"Look at our client list, and you'll find a toy maker, sausage producer, fish grower, paint manufacturer, truck assembler and machine shop owner, along with the new inventions and typical high-tech industries such as medical diagnostic equipment." To date, the center has assisted more than 100 clients since the last quarter of 1988.

No longer recognizable as a mar-

ried students' apartment building, the spacious center houses a finance office, eight offices for small businesses, a computer lab, a conference room, a Materials Research Lab and a small machine shop to fabricate prototypes. In addition to the usual computer services such as accounting and desktop publishing, the computer lab contains advanced computer-aided-design equipment to efficiently produce drawings.

Business support services offered at the center include locating financing, billing, office space, bookkeeping, general accounting, marketing consultation, design of marketing materials and publication preparation. Missouri Enterprise also has access to a Missouri qualified seed capital fund to help new companies launch their business or develop a new product.

"Our reason for bringing clients or customers to the center is that they need hands-on help during the development stage. As soon as they're ready to stand alone, we let them," Roedemeier says.

In addition to helping new businesses, the center aids existing business that need assistance to expand or just survive. "Because job creation is the ultimate goal for the center's actions, the Missouri Department of Economic Development and local communities have requested Missouri Enterprises' help in locating new industry from out of state," Roedemeier says.

"We've helped bring industries to

Marshfield, Lee's Summit, and DeSoto and we're working on projects in Eldon, Cabool, Licking and Arcadia Valley," Roedemeier says. "Many Missouri communities are experiencing the living successes of increased jobs from projects assisted by our center. The center has assisted projects in approximately 40 communities."

General Pneumatic of St. Louis is an example of this cooperative effort. "One of the professors on campus visited with the owner and noticed that he would be a prime candidate to expand. We put together his business plan for him, represented him to the community and found a building for him in the Arcadia Valley. He's ex-

panded there with 10 people and should eventually reach 50 employees," Roedemeier says.

The center's best known success resulted in maintaining Missouri's presence in computer microchip production -- the

Alliance Semiconductor project in Kansas City. Roedemeier and Dean Keith, center board member and director of UMR's Center for Technology Transfer and Economic Development, worked together to coordinate physical resources and financing.

"After nine months of negotiating, they opened up this spring planning to eventually employ 1,200 workers with an annual payroll of \$24 million. Now we have what we feel is the state-of-the-art design in microchips," Roedemeier says. "Had this effort not proved successful, AT&T planned on selling, dismantling and moving the

'clean room' facilities. Now, Missouri has developed a reputation for helping entrepreneurs in technology-based industries." Roedemeier says that the national media reported on the successful Alliance project with coverage in Inc. Magazine and The Wall Street Journal.

Missouri Enterprise's strong relationship to UMR was crucial to the Alliance project. The University helps in two ways -- technology is analyzed and possibly assisted by faculty, and technology developed by faculty is transferred to the community.

Roedemeier says that new inventions appear at the door of Missouri Enterprise in a steady flow. "To meet the challenge of efficiently assessing their viability, the center uses a computer evaluation system," he says.

"If the product is marketable, it is introduced to parties who should logically have an interest in it. Ideally, the interested party will either buy the product or have the means to produce and market it."

He adds that they try to accomplish this very quickly, which is probably one of the best things that an innovation center can do. "If an invention has no chance of success, it's better to find out early rather than waste more time on it," Roedemeier says.

Roedemeier, former director of the city of Cuba's Industrial Development Authority, joined Missouri Enterprise as executive director in August of 1988. He also has had wide experience in starting several successful business ventures of his own.

Missouri Enterprise Business Assistance Center is located at 800 West 14th St., Suite 111, Rolla, MO 65401, phone (314) 364-8570.

Our reason for bringing clients or customers to the center is that they need hands-on help during the development stage. As soon as they're ready to stand alone, we let them.

Dennis Roedemeier

Guidelines for getting cash on credit

How do I get a Personal Identification Number, as discussed in the Travel Policies and Procedures booklet, so I can use my Diners Club Card to obtain cash from automated teller machines?

You must request a Personal Identification Number application from your campus coordinator (listed in the booklet), complete it, and return it to your campus coordinator for final authorization in the same manner a Diners Card is obtained.

Remember, there is a \$5 minimum transaction fee each time a cash advance is obtained with your Diners Card. This fee is not reimbursable by the University, and as with all the charges on your individual Diners Card, the cardholder is liable to Diners Club for payment.

You will not be able to get cash for approximately 15 calendar days after you receive your PIN from Diners Club. Your PIN is a confidential number; Diners Club does not keep a record of it. If you lose or forget your PIN, contact your campus coordinator so a new number can be issued.

Understand the University has agreements with some moving companies. Which ones are they and how do I select one?

The University has discount programs with the following companies:

Travel Tips

By Melody Derendinger
Purchasing
and Real Estate



- Benton-Hecht Moving & Storage (United Van Lines), Columbia, Mo. (314) 474-1414
 - Coy's Moving & Storage (Allied Van Lines), Columbia, Mo. (314) 443-3123
 - Simmons Moving & Storage Co. (northAmerican Van Lines), Columbia, Mo. (314) 474-6158
 - Mallory Moving & Storage Company (Atlas Van Lines), Rolla, Mo. (314) 364-2800
- Mayflower Transit, Kansas City,

Mo. (816) 455-0588

Carlyle Van Lines Inc., Warrensburg, Mo. (816) 747-8128

The discounts are guaranteed if arrangements are made through these local offices. Specific discounts, names of representatives and toll free numbers may be obtained by calling me at (314) 882-2539.

A department may select one of these companies or may use another company not listed here if it desires. The process of selecting a moving company is up to the individual departments.

However, I suggest using a local company regardless of where the move is coming from. The University has developed good working relationships with these companies and it is helpful to have access to a local representative in case there are any problems with a move.

Send "Travel Tips" questions to "Melody Derendinger, coordinator, Purchasing and Real Estate, UM System, 225 University Hall, Columbia, MO 65211.

Youth site directors announced

Site directors for the Missouri Youth Initiative demonstration communities have been announced by Paul Sundet, program director.

They are: **Clinton** -- Lisa A. Wallace, environmental design specialist; **Hannibal** -- Don Nicholson, 4-H youth specialist; **Kansas City** -- Fay Johnson-Kendrick, 4-H youth specialist; **Rolla** -- Jill Leckrone, home economics specialist; **St. Louis** -- Susan Maher, community development/local government specialist; **Sikeston** -- Bob Taylor, 4-H youth specialist.

The site directors will link the campus-based Youth Fellows to the community and its problems.

Site directors will be released from their regular duties to spend half of their time leading the experimental youth initiative being supported in part by a \$3.6 million grant from the W.K. Kellogg Foundation of Battle Creek, Mich.

An Open Letter About Benefits Claims To UM System Employees:

From Michael J. Paden, Director
UM System Faculty and Staff Benefits

The University's Faculty and Staff Benefits Office extends its apology to employees and retirees who have recently experienced delays in the processing of their medical and dental claims.

A temporary delay in claims processing was anticipated due to the recent change in plan administrators from Provident Life to Lincoln National Administrative Services Corp. That delay, however, has been extended due to unforeseen transition problems and an unprecedented increase in claims volume. For 1990, the claims

volume has increased by more than 1,000 claims per week as compared with 1989 activity.

The University has established a standard for Lincoln National that all routine claims must be processed within 10 working days of receipt. In order to meet that requirement, Lincoln National recently assigned eight additional claims processors to the University's account. These processors will remain with the University's account until the excess backlog of claims is under control.

Lincoln National has guaranteed the University that it will have eliminated the excess backlog by March 31.

The patience and cooperation of employees are appreciated.

Staff plans recognition ceremony

Nine University System administration employees are finalists for the first UM System Staff Recognition Awards, which will be presented at a ceremony from 3 to 5 p.m. Wednesday, April 25, at the Alumni Center in Columbia.

The awards are co-sponsored by UM System administration and the UM System Staff Advisory Council. Similar awards already exist within individual campuses.

An award of \$1,000 will be given to the winner in each category. The finalists:

Service and Support: JoAnn McDow, administrative assistant, University Extension; Bonita Lenger, administrative assistant, accounting;

Nancy Wilkerson, 4-H youth education assistant, University Extension

Administrative/Professional: Evelyn Cleveland, extension associate, University Extension; Pamela Stubbs, manager, Financial Information Services; Betty Dreyer, executive staff assistant, University Extension

President's Award: Coleman Burton, director, University telecommunications; Mike Paden, director, faculty and staff benefits; Robert Taylor, 4-H youth specialist, University Extension

The finalists were nominated by UM System employees and selected by an employee committee for each category.

Aging fellowship deadline extended

The application deadline for fellowships for a regional center for the study of aging, based at UM-Kansas City and the University of Kansas, has been extended to April 1, 1990. Marion Merrell Dow Inc. has supported the project with funds up to \$10 million.

Starting in July 1990, six fellowships will be established in each of the universities' schools of medicine, pharmacy and basic life sciences. Two additional fellowships will be made available for open competition to graduates holding doctor of pharmacy degrees.

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