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University of North Dakota

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UNIVERSITY OF NORTH DAKOTA

GRAND FORKS, ND

UNIVERSITY LETTER

UND'S FACULTY/STAFF NEWSLETTER

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TOP STORIES

Marketplace for Entrepreneurs 2008 continues

As you may know, Marketplace for Entrepreneurs 2008 will be in the Alerus Center in Grand Forks through Jan. 16. U.S. Senator Kent Conrad and Agriculture Commissioner Roger Johnson are the organizing sponsors of this 19-year-old annual economic development conference, the largest and longest running event of its kind in North Dakota. These upcoming events connected with this year's Marketplace may be of particular interest to you:

-- The Marketplace keynote address, "Community First, Company Second," by Kent Thiry, chair and CEO of DaVita, Inc., who is known for his engaging and motivational speaking style. This Marketplace noon event Wednesday, Jan. 16, is free, with a free box lunch served to the first 1,000 attendees at the Alerus Center. DaVita provides integrated dialysis services for patients with chronic kidney failure. With 29,000 teammates working in 1,300 centers around the country, the company cares for 100,000 patients every week. The company's annual revenues are over \$5 billion. This event will also include welcomes from the Marketplace organizing sponsors, Sen. Conrad and Commissioner Johnson, and announcement of the 2008 entrepreneurial awards. For further information, see:

<<http://www.marketplaceforentrepreneurs.org/images/pdfs/general/08Wdnnoon.pdf>>

We hope to see you soon at the Marketplace events, and at the day-long Marketplace for Entrepreneurs conference Jan. 16! Find out more at [MarketplaceForEntrepreneurs.org](http://www.marketplaceforentrepreneurs.org)

<<http://www.marketplaceforentrepreneurs.org/>>.

-- Jan Orvik, editor, for , State Representative for U.S. Senator Kent Conrad, Office of Senator Conrad,

jim_hand@conrad.senate.gov, 701-775-9601

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Five UND presidential candidates visit campus

Five candidates for the University of North Dakota presidency will visit campus for interviews this month. After the interviews are complete, the presidential search committee will recommend finalists to the State Board of Higher Education. Board members will interview those finalists Feb. 4-5.

President Charles Kupchella, who has served as UND's 10th president since July 1999, will retire June 30, 2008.

Each of the five candidates will participate in a 3:30 p.m. "Meet and Greet," for students, faculty and staff in the Dakota Lounge, Memorial Union; a 4:05 p.m. public presentation with Q&A in the Memorial Union Ballroom, and a 5:15 to 5:45 p.m. post forum reception in the Dakota Lounge, Memorial Union. The public is welcome:

* Thursday, Jan. 17 -- Phyllis E. Johnson, Beltsville area director, USDA Agricultural Research Service (ARS).

* Tuesday, Jan. 22 -- Bruce Smith, dean, John D. Odegard School of Aerospace Sciences, University of North Dakota, and president/CEO of the UND Aerospace Foundation.

* Thursday, Jan. 24 -- Dennis J. Elbert, dean, College of Business and Public Administration, University of North

Dakota.

The candidates:

* Robert Kelley, dean, College of Health Sciences and professor of medical education and public health at the University of Wyoming, visited campus Jan. 9-12.

Dr. Kelley earned his bachelor's degree in biology and chemistry from Abilene Christian University in Abilene, Texas, in 1965, and his master's degree in 1966 and doctorate in 1969, both in cell and developmental biology from the University of California, Berkeley.

He has been in his present position since 1999. Prior to that, he was associate vice chancellor for research and executive associate dean of the graduate college at the University of Illinois at Chicago, professor of biological sciences at the College of Liberal Arts and Sciences and professor of anatomy and cell biology at the College of Medicine, both at the University of Illinois at Chicago. At the University of New Mexico, he served as chair of anatomy and senior executive associate dean, as well as other faculty capacities. He has also taught at the University of California, Berkeley.

Kelley has served as chair of the Assembly for the Association of American Medical Colleges, chaired the Council of Academic Societies for the AAMC, and was a member of the executive board of the National Board of Medical Examiners, which is responsible for the U.S. medical licensure examination. In addition, he has served the National Institutes of Health (NIH) on several study sections, served on the director's advisory board for NIH strategic planning, and chaired the Minority Biomedical Research Support Program advisory committee in the NIH Division of Research Resources. That program helped support research for historically black universities, tribal colleges, and "minority-majority" institutions. He is currently principal investigator for the University of Wyoming/Northern Rockies INBRE (IDeA Network of Biomedical Research Excellence), an NIH program which promotes biomedical research and connects the state's community colleges with the University of Wyoming.

He and his wife, Marcia Jean, have four children.

* Kathleen Long, dean and professor, College of Nursing, University of Florida, Gainesville, visited campus through Jan. 13-16.

Dr. Long earned her bachelor's degree in nursing from the Catholic University of America in Washington, D.C., in 1968; her master's from Wayne State University in Detroit in 1970, where she specialized in child psychiatric nursing and nursing education; and her doctorate in behavioral sciences at the Bloomberg School of Public Health, Johns Hopkins University in Baltimore.

She has held her current position since 1995. At UF, she served on the board of directors of the comprehensive Shands Healthcare System, and chaired the College of Medicine dean search. She also chairs the Development (fund-raising) Oversight Committee and was named the deans' representative on the Faculty Senate Shared Governance Task Force. At Montana State University in Bozeman, she rose through the ranks to become dean and professor of psychiatric nursing, and was actively involved in the development of a university-wide honors program. She has also held faculty or administrative positions at Husson College/Eastern Maine Medical Center in Bangor, Maine; University of Maryland in Baltimore; and Johns Hopkins. She worked as a nurse specialist in New York and Maryland.

Long has served on national advisory boards to the U.S. Office of Rural Health Policy and was an invited member of the Advisory Group of Deans of Schools of Nursing, providing input to President Clinton's Task Force on National Health Care Reform. She has been active in the development of health policy and legislation at the

state and national levels, and represented nursing at President Bush's Oval Office signing of the Nurse Reinvestment Act. She served several terms on the Board of Directors of the American Association of Colleges of Nursing, and was president of that association from 2002 to 2004.

She and her husband, David Solomon, have one daughter.

* Phyllis E. Johnson, Beltsville Area Director, USDA Agricultural Research Service (ARS), interviews Jan. 16-19.

Dr. Johnson earned her bachelor's degree in chemistry from UND in 1971, her doctorate in physical chemistry from UND in 1976, and did postdoctoral work at the USDA ARS Grand Forks Human Nutrition Research Center (HNRC).

She has been in her present position since 1997, when she was promoted from associate director. As director, she is responsible for a \$130 million budget and staff of 1,200, including 300 doctoral-level scientists. The flagship Beltsville Agricultural Research Center (BARC), which includes the U.S. National Arboretum, is the largest and most comprehensive agricultural research center in the world. She has also served as acting area director and associate director, Pacific West Area, USDA, ARS; research leader for nutrition, biochemistry and metabolism, Grand Forks HNRC; clinical instructor in internal medicine at the UND School of Medicine and Health Sciences; research chemist and Research Leader, Grand Forks HNRC; and a lab instructor at the University of Mary, Bismarck.

She has led the USDA in biofuel and biobased product utilization since 1999, and has received three White House awards for these activities. Under her leadership, BARC has won multiple awards. She is co-chair of a federal interagency working group developing science policy related to scientific collections as critical national research infrastructure. She represents the U.S. government on this topic internationally and will chair an international workshop on scientific collections for the Global Science Forum of the Organization for Economic Cooperation and Development in May. She is active in community and national organizations, and was the first woman to be named president of a Sons of Norway district.

Johnson's late husband, Robert S. T. Johnson, was also a UND alum. She has two children and six grandchildren.

* Bruce Smith, dean, John D. Odegard School of Aerospace Sciences, University of North Dakota, and president/CEO of the UND Aerospace Foundation, interviews Jan. 21-24.

Dr. Smith earned his bachelor's degree in mathematics and education from UND in 1970, his master's in secondary education from Arizona State University in 1975, and his doctorate in instructional design and development from Florida State University in 1984.

He was named to his current position in 1999. Prior to that, he served as director of training for Delta Airlines, director of training systems and senior scientist for Hughes Training Inc., director of training systems for Singer Corporation, program manager for Seville Training Inc., staff scientist for Canyon Research Group, instructor and assistant professor for the U.S. Air Force Academy, research instructor pilot of the U.S. Air Force Human Resources Laboratory, and an instructor pilot and academic instructor for the U.S. Air Force.

Smith's career has covered a variety of educational and training roles, including development and implementation of large scale education and training programs for pilots, flight crews, college students, Air Force Academy and U.S. Military Academy cadets; hands-on operational training for mechanics at a major airline; and factory workers in General Motors manufacturing settings. He has held positions in industry and higher education that cover the entire spectrum from instructor to executive, while remaining active in research and publication. His roots in North Dakota go back four generations to the 1880s when his maternal great

grandparents immigrated to Grafton and later moved to Leeds, N.D.

Ann, his wife of 38 years, holds a master's degree from Arizona State University. She worked 30 years as a career educator, and spent the last eight as a supervising teacher in UND's College of Education and Human Development. They have two sons, who earned advanced degrees in business and engineering, and three grandchildren.

* Dennis J. Elbert, dean, College of Business and Public Administration, University of North Dakota, will interview Jan. 23-26.

A native of Grafton, N.D., Dr. Elbert earned a bachelor's degree in business administration in 1968 and a master's degree in marketing in 1972, both from UND, and a doctorate in vocational education from the University of Missouri, Columbia, in 1976. An armor officer, Elbert is a decorated Vietnam combat veteran with a military career spanning 28 years of service in the U.S. Army Reserve. He was wounded in Cambodia, awarded a Purple Heart, and retired as a lieutenant colonel in 1996.

He returned to UND in 1980 as a marketing faculty member, and has established himself as a leader in the University, community, and state. He was named full professor in 1986 and has served as associate dean and MBA director for the College of Business and Public Administration, as well as director of the Small Business Institute. He was named dean of the college in 1997. During his tenure, Elbert has led the college through a \$20 million capital campaign and nationally recognized curriculum improvements, including entrepreneurship education. He has served as a lead reviewer for AACSB International, the accrediting body for schools of business. He was instrumental in the Government Rural Outreach project, a multi-million dollar grant which united UND units, tribal communities and federal agencies to deliver government services to rural areas in North and South Dakota. In 2005 he was selected to participate in an elite, international conclave on ethics in Oxford, England.

He has served on boards that include Altru Health System, Cirrus Design, Blue Cross Blue Shield of ND (Noridian), Gate City Bank, Boy Scouts of America Northern Lights Executive Council, Grand Forks Chamber of Commerce, U.S. Bank, and ROTARY. He is married to Dora Lea (Riopelle) and they have three children, Jason, Christina, and Danielle, all UND graduates.

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UND hires Alden & Associates to help with AD search

The University of North Dakota has hired executive search firm Alden & Associates of Amherst, Mass. to assist in identifying qualified candidates for the position of UND Director of Athletics. Headed by Elizabeth "Betsy" Alden, the firm specializes in athletics searches, and consults nationwide on a variety of athletics issues.

"We're delighted to have Alden & Associates on board. Dr. Alden and her team bring a wealth of experience in senior-level searches for prominent institutions and she is, herself, a former athletic director," said Greg Weisenstein, UND provost and vice president of academic affairs.

"Alden & Associates has a strong network of ties with athletics departments and conference officials throughout the country," said Weisenstein. "This positions the firm very well, and it should bring us a pool of superior candidates. That is particularly important now. The University is seeking an athletic director who will lead the University through the process of bringing the rest of our athletic programs into the Division I status that our hockey programs already enjoy."

Alden said her firm has already begun the process of helping UND find the best possible candidates. All applications will be directed to Alden & Associates. As they are received, the consultant will examine candidate

credentials in accordance with the university's pre-determined search criteria. After screening out any applicants who do not meet the minimum qualifications, the consultant will interview promising candidates to gain a better understanding of their personalities and experiences.

"By the second half of the spring semester, we plan to be interviewing finalists," Weisenstein said. The University hopes to have its new director of athletics in place no later than July 1.

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EVENTS TO NOTE

Registration open for 2008 NIH regional seminars

Registration is now open for two NIH regional seminars planned for 2008. Due to the popularity of these seminars, early registration is highly recommended; space is limited.

NIH regional seminars encompass two full days, providing information about the NIH funding process, from opportunity identification and application preparation, through post award administration. Presentations are targeted towards research administrators, new and experienced investigators, post docs and trainees. Opportunities for informal interactions between seminar participants and NIH grants management, program, policy, and review staff are incorporated into the program and such interactions are highly encouraged.

NIH electronic research administration (eRA) computer labs are offered on a day adjacent to the two-day seminar. For 2008, the following eRA lab sessions are offered: administration basics, eRA commons status, financial status report status, X-Train, and eRA commons for PIs and delegates.

The 2008 seminars will be held:

March 25-26 in San Antonio, Texas. This two-day seminar will be hosted by the University of Texas Health Science Center at San Antonio. NIH eRA computer labs will be offered Thursday, March 27. For questions regarding registration or logistics, please contact Jane Youngers at (210)567-2340 or via e-mail at [nihseminar@uthscsa.edu](mailto:.nihseminar@uthscsa.edu). Online registration is available on the UTHSCSA - NIH regional seminar web page.

June 19-20 in Chicago, Ill. This two-day seminar will be hosted by the University of Illinois at Chicago. NIH eRA computer labs will be offered Tuesday, June 18. For questions regarding registration or logistics, please contact Jacqueline Berger at (312)413-0075 or via [nihseminar@uic.edu](mailto:.nihseminar@uic.edu). Online registration is available on the UIC - NIH regional seminar web page.

Links to program information and logistics from previous NIH regional seminars are available from the NIH Office of Extramural Research Regional Seminar web site at: <http://grants.nih.gov/grants/seminars.htm>.

Questions on program content may be directed to Cynthia Dwyer, 2008 NIH regional seminar coordinator, at (301)594-4493 or dwyer@mail.nih.gov

-- Barry I. Milavetz, Associate Vice President for Research, Research Development and Compliance, barrymilavetz@mail.und.nodak.edu, 701/777-4278

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Library offers drop-in sessions for students, faculty

As the new semester gets under way, the librarians at the Chester Fritz Library offer library support for your classes. The Library offers sessions which will teach your students to select and use the databases most suited for their research needs. Please contact Janet Spaeth, on-campus educational services librarian (janetspaeth@mail.und.edu, 777-4642) or call the reference desk at 777-4629 to schedule a session.

Chester Fritz Library is also offering 'drop in' sessions for students and faculty who would like to know how to conduct searches, find books and articles in the library, set up an RSS or e-mail alert system with online databases, download citations from database searches, and more. Drop-in sessions will be held in the Reference Area and are currently available on these dates/times:

- Drop-in instruction times:
- Wednesday, Jan. 16, 9 a.m., 3:30 p.m.
- Thursday, Jan. 17, 10:30 a.m., 1 p.m.
- Friday, Jan. 18, 9 and 10 a.m., 1 p.m.
- Monday, Jan. 21, 2 p.m.
- Tuesday, Jan. 22, 3:30 p.m.
- Wednesday, Jan. 23, 9 a.m., 3:30 p.m.
- Friday, Jan. 25, 9 and 10 a.m., 1 p.m.

-- Wilbur Stolt, Director of Libraries, Chester Fritz Library, wilburstolt@mail.und.edu, 777-2189

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University Senate meets Jan. 10; note agenda

The University Senate will meet Thursday, Jan. 10, at 4:05 p.m. in Room 7, Gamble Hall.

AGENDA

1. Announcements
2. Minutes of the previous meeting and business arising from the minutes
3. Question period

CONSENT CALENDAR:

4. Annual report of the Senate Library Committee, chair, Library Committee.

BUSINESS CALENDAR:

5. Discussion, demonstration and request for support on clicker standard, Lynn Kubeck, chief information officer.
 6. Standing Committee on Faculty Rights and the Special Review Committee Pool, Jan Goodwin, chair.
- Lori Hofland, Administrative Assistant, Registrars Office, lorihofland@mail.und.nodak.edu, 777-3892

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Astronomy talk, telescope observing is Jan. 15

The Physics Department will hold a public astronomy talk and telescope observing session at 7 p.m. Tuesday, Jan. 15, in 116 Witmer Hall. The talk, "Black Holes: A Mysterious Talk," will be presented by Timothy Young (Physics). Following the talk, attendees will be given the opportunity to observe the night sky through a telescope (weather permitting).

-- Wayne Barkhouse, Assistant Professor, Physics, wayne.barkhouse@und.nodak.edu, 701-777-3520

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Engelstad Arena hosts broken broom breakfast

Don't miss your seat! Broken Broom Breakfast: Countdown to 2008 World Men's Curling Championship at 7:30 a.m. Tuesday, Jan. 15, at the Ralph Engelstad Arena (enter through northeast doors). Join us for a complimentary breakfast as we start the countdown to the 2008 World Men's Curling Championship in April.

Learn about curling, why the event is important to our community and how you can get involved. Win one of three Hump Day mini packs (worth \$140 each) or single draw passes for up to 50 of your employees; must be present to win. RSVP with name, e-mail address and phone number required to Sara at 777-6635 or sarai@theralph.com. www.WorldMensCurling2008.com . -- Traie Dockter, director of marketing, Ralph Engelstad Arena, 777-6167, traied@theralph.com .

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Memorial Union sponsors spring leadership series

Jon Green, executive director of the Altru Health Foundation, will present "Effective Leadership...What You Won't Learn in a Textbook" at 3 p.m. Wednesday, Jan. 16, in the Badlands Room, second level, Memorial Union, as part of the spring leadership series. The series is sponsored by the Memorial Union and is open to the entire University community. Faculty, please announce this to your students.

Presentations will be held every Wednesday, Jan. 16, through Feb. 27, at 3 p.m. in the Badlands Room.
-- Kaleigh Lindholm, Project Coordinator for Leadership Development, Memorial Union Center for Student Involvement & Leadership, leadership@und.edu, 777-3665

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George Seielstad presents "The World of Education/Education of the World"

George Seielstad, director of UND's Northern Great Plains Center for People and the Environment, will present "The World of Education/Education of the World" at 4 p.m. Wednesday, Jan. 16, in the Memorial Union Lecture Bowl. It is open to all. It will simultaneously be webcast (<http://www.umac.org>). Refreshments will be served beginning at 3:30 p.m.

Dr. Seielstad observes that humanity has arrived at a major inflection point in the history of civilization. Humans collectively are changing the planet at an unprecedented pace and with a magnitude greater than natural changes. The path we are on is unsustainable. A finite Earth cannot meet the unlimited expectations of a burgeoning population.

Changes to get humankind onto a sustainable path will be transformational, not incremental, and no sectors of society will escape the need to transform. The institutions best equipped to provide the leadership needed for a social transformation, Seielstad believes, are universities. For them to meet challenges of the future, they, too, must be the change they wish to inspire. And their change must be equal in magnitude to that of the challenge society faces.

Dr. Seielstad will describe a vision for integrating existing programs at the University of North Dakota into a new College of Earth Systems in which could be educated tomorrow's leaders. Those faculty, students, and members of the greater community who wish to contribute to the college's creation, or to encourage its formation, are especially invited to attend.

-- Karen Katrinak, Science Analyst, Center for People and Environment, katrinak@aero.und.edu, 777-2482

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Volunteer Recruitment Day is Jan. 17

Volunteer Recruitment Day will be held Thursday, Jan. 17, in the Loading Dock at the Memorial Union from 9 a.m. to 3 p.m. Agencies will be on campus to recruit volunteers for the spring semester. Everyone is invited to visit with agency representatives about available opportunities. Faculty and staff, in addition to students, are encouraged to attend. Those programs and departments that require service hours are asked to inform students about Volunteer Recruitment Day. For further information, contact Linda Rains, coordinator of Civic Leadership, 777-4076 or lindarains@mail.und.edu.

-- Linda Rains, Coordinator of Civic Leadership, Memorial Union, lindarains@mail.und.edu, 701-777-4076

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Break the Silence Tour begins Jan. 17

You are invited to attend a one-hour Break the Silence Tour to find out more about violence in our community and get a firsthand view of what the Community Violence Intervention Center, 211 S. Fourth St., is doing about it.

A schedule of upcoming 2008 tour dates is listed below. Or you may arrange for a special tour just for your group or organization. If you would like to attend, please contact Edie Dahlen at 746-0405 or edie@cviconline.org. Space is limited, so sign up early.

Tour dates are Jan. 17, 11 a.m.; Jan. 22, 5 p.m.; Feb. 21, 11 a.m.; and March 13, 11 a.m. No solicitations will be made. -- Community Violence Intervention Center.

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UND to host Honor Band, Choir, and Orchestra Festival

The Department of Music will host their 23rd annual Honor Band, Choir and Orchestra Festival Jan. 18-20. This festival will feature 315 high school students from throughout North Dakota, Minnesota and Montana. These musicians were selected from the more than 650 students who auditioned in the fall. While these students are on campus, they will participate in rehearsals and master classes, as well as present a concert.

As part of the festival, two concerts will be presented that are open to the public. The first concert will be held Friday, Jan. 18, in the Chester Fritz Auditorium. This will be a Showcase Concert of many of the ensembles from the UND music department. The 12:00 Jazz Ensemble, under the direction of Ronnie Ingle, will perform in the lobby at 3:15 p.m. prior to the concert which begins at 3:30 p.m. Featured on the concert will be the UND Varsity Bards Men's Choir and Concert Choir, both conducted by Joshua Bronfman; the Allegro Women's Choir, conducted by Shelley Bares; the Chamber Orchestra, led by Chung Park; and the Wind Ensemble, James Popejoy, conductor. The Steel Drum Band, directed by Mike Blake, will perform in the lobby immediately following the concert. There is no admission charge for this Friday concert.

On Sunday, Jan. 20, the UND Honor Band, Choir, and Orchestra will present their concert at 2:30 p.m. in the Chester Fritz Auditorium. The ensembles will be conducted by UND music professors Joshua Bronfman, Chung Park and James Popejoy. In addition to performing a wide variety of outstanding literature, including works by P.I.

Tchaikovsky, Josef Rheinberger, and Clifton Williams, the three ensembles will combine to present a performance of the America, The Beautiful. Tickets for this event are \$6 for adults, \$3 for students/senior citizens, or \$12 per family (two adults, two children), and are available at the door.

For additional information concerning these performances, please contact the UND Music Department at 777-2644.

-- Tammy Mulske, Technology and Marketing Supervisor, Music, tamara.mulske@und.edu, 7-3271

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Participate in wellness study, receive half price membership

You have an opportunity to participate in a randomized study looking at various wellness coaching models and their effects on health outcomes. What will you do?

- Complete a health risk assessment
- Go through a basic fitness assessment

- Receive a biometric health screening
- Participate in physical activity a minimum of three days per week for at least 30 minutes

What will you get?

- You will be provided with a half price or two for one Wellness Center membership opportunity.
- Depending on random placement into groups, participants may receive some method of social support or wellness coaching at no cost, whether it's face-to-face, telephonically, or via a social support group. There will be one control group that doesn't receive any wellness coaching.

The study begins Tuesday, Jan. 22, and will be 10 months in duration at the Student Wellness Center. For more information contact Leah Wagner at leahwagner@mail.und.edu or 777-0842 no later than the morning of Jan. 10.

*To be eligible, you must be a benefited UND employee.
-- Leah Wagner, Coordinator of Wellness Programming, Wellness Center, leahwagner@mail.und.edu, 701.777.0842

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FIDC announces upcoming February collaboration conference

The Collaboration for the Advancement of College, Teaching and Learning February's conference is focused on the theme "Critical Thinking in the Age of the Internet." Keynote speakers are Stephen Brookfield and Randy Bass. The conference will be held Feb. 15-16 in Bloomington, Minn. If you are interested in more information, please check the collaboration's web site (www.collab.org) or call the Office of Instructional Development, 777-3325.

Interested faculty should apply for funding by noon Friday, Jan. 11, to the Faculty Instructional Development Committee to attend this event. FIDC travel grant guidelines are available on the OID web site.
-- Anne Kelsch, Director, Instructional Development, anne_kelsch@und.nodak.edu, 777-3325

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Historical displays requested for 2008 Founders Day

The 2008 Founders Day Banquet marks the beginning of the celebration year for UND's 125th anniversary. Plans are under way to create a theme for the Feb. 28 event using "From Tradition to Tomorrow." Since the banquet will be held in the Alerus Center this year, it offers a great deal of room for exhibits. We invite any UND department or organization with a significant anniversary to join in by setting up a display. Our hope is that your display will be interactive and allow attendees an opportunity to walk through, listen, or see the difference you've made on campus in 125 years or since the inception of your department. Table top displays are not encouraged; however, posters, photographs, artifacts, floor panels and props are welcomed. Think about the size of space you'll need and what you might include in your exhibit. Please contact Dawn Botsford, events coordinator, at 777-6393 or e-mail her at dawnbotsford@mail.und.nodak.edu if you'd like to participate.
-- Dawn Botsford, Events Coordinator, Office of Ceremonies and Special Events, dawnbotsford@mail.und.nodak.edu, 701-777-6393

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Writers Conference 101 book group formed

Writers Conference 101 for Spring 2008 lists no tuition, no credits, no homework. Okay, so there's homework! Read suggested poetry, fiction, drama and discuss it with other readers.

The UND English Department and Barnes & Noble are sponsoring a book group to be held at the Tower Cafe in

Barnes & Noble in Grand Forks from 2 to 3:30 p.m. for five Sundays in January through March. No need to register, simply stop in, grab a cup of something warm, and prepare to discuss the selected books. We will discuss one book by five of the six authors attending the 39th Annual UND Writers Conference, "Revolutions," March 25-29. Keep an eye out for additional opportunities to discuss the works of Salman Rushdie.

- Jan. 27 - Russell Banks - Affliction, fiction
- Feb. 3 - Peter Kuper - Stop Forgetting To Remember, an "autobiogrpahy of Kuper's alter-ego"
- Feb. 17 - Amiri Baraka (aka LeRoi Jones) -- The Dutchman (reading of play)
- March 2 - Alice Fulton - Sensual Math, poetry
- March 16 - Junot Diaz - The Brief Wondrous Life of Oscar Wao, fiction

Barnes & Noble and B Dalton are graciously extending a 10 percent discount on all books written by this year's Writers Conference authors. The schedule for the Writers Conference can be found at <http://www.undwritersconference.org/wc-schedule.htm> . Since you're not being graded, feel free to stop in even if you have not read the selected text.

-- Kathy Coudle King, Sr. Lecturer, English, kathleen_king@und.nodak.edu, 777-2787

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Fully-staged production of "Carmina Burana" opens Feb. 23

"Carmina Burana," by Carl Orff, is set for 7:30 p.m. Saturday, Feb. 23, at the Chester Fritz Auditorium. A spectacle of voice, music, dance and color, this unique concert will feature more than 250 performers from the Greater Grand Forks Symphony Orchestra, Grand Forks Master Chorale, University of North Dakota choirs, and North Dakota Ballet Company. Orff composed the "Carmina" to accompany lyrics drawn from a long-lost 13th Century German manuscript celebrating life, love and nature. The result: a worldwide favorite, popular even among listeners who ordinarily avoid classical music. Excerpts have been featured in several movies, including "Lord of the Ring," and in broadcasts on radio and television.

Contact the Chester Fritz Auditorium box office at 777-4090 for ticket information.

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ANNOUNCEMENTS

Nominations sought for Outstanding Faculty Academic Adviser Award

The Academic Advising Committee is accepting nominations for the Outstanding Faculty Academic Adviser Award to be presented at Founders Day 2008. To access the nomination form online, go to sas.und.edu/forms/nomination.php. Paper nomination forms are available at the following locations: Memorial Union Information Center, Student Success Center, deans' offices, and the student government office. All students, faculty, staff, and alumni are eligible to nominate an undergraduate faculty academic adviser for this award. Nominations will be accepted through Jan. 18. For more information please contact the Student Success Center, 201 Memorial Union, 777-2117.

-- Lisa Burger, Director, Student Success Center, lisaburger@mail.und.nodak.edu, 777-4706

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Deborah Melby named director of admissions

Deborah Melby has accepted the position of director of admissions. Deb has been with University of North Dakota Housing for over 20 years. She will resume the responsibilities of this new position Jan. 22. Please join me in congratulating Deb and wishing her well as she begins this next phase of her career. -- Alice Hoffert, associate vice president for enrollment management.

Note external grant proposal guidelines

In order to expedite processing of grant proposals, Research Development and Compliance (RD&C) requests that the following guidelines be followed:

1. The transmittal form, which can be found on the RD&C web page at <http://www.und.edu/dept/rdc/InternalForms.htm>, should be used for all proposals to external funding agencies.
2. Federal and UND regulations require that Conflict of Interest forms be on file for principal investigators (PI) of proposals submitted to external funding agencies. UND has recently approved a new policy on conflict of interest. The policy and forms can be found at <http://www.und.edu/dept/rdc/ConflictForms.htm>. PIs must also submit a "Certification of Filing of Financial Interests Disclosure Statement" to the Division of Research annually, or more frequently if their status changes during the year.
3. In order to ensure that correspondence from granting agencies is received by the Division of Research in a timely manner, regardless of changes in personnel, please use the following e-mail address for Barry Milavetz, associate vice president for research, on all external grant proposals: rdc@mail.und.nodak.edu.
4. As part of its commitment to research development at UND, the Division of Research frequently provides matching funds for proposals to external funding agencies. In order to properly monitor the amounts and sources of matching funds provided for these proposals, principal investigators requesting matching funds must complete a "Division of Research Matching Funds Request Form," which can be found on the Division of Research web page at: <http://www.und.edu/dept/research/docs/MatchingFundsRequestForm.pdf>.

This form is to be used when requesting matching funds from the vice president for research or Research Development and Compliance. Please note that matching funds will be provided by only one of these offices. All requests for matching funds should be submitted to Research Development and Compliance.
5. Lead time of no less than three working days prior to the proposal deadline is required for internal processing in Grants and Contracts Administration (GCA) and RD&C. This lead time is especially important at this time due to a significant increase in the number of proposals submitted and awards received, an increase in workload since implementation of ConnectND, an increase in oversight responsibilities concerning federal and state regulations on a variety of issues, and the time required to successfully submit proposals electronically (especially those submitted via Grants.gov).

We understand that occasionally this policy cannot be honored, and we will continue to process all proposals as efficiently as possible with the intent of meeting deadlines.

6. Two copies of the proposal in final form must be presented to GCA for processing. One of those copies will be retained in RD&C, the other will be returned to the principal investigator (PI) for submission to the funding agency (i.e., the PI will then not be required to send a copy to RD&C after the proposal is processed). The proposal must not be modified after it is processed through G&C and RD&C.

Following these policies will help UND maintain compliance with state and federal regulations concerning sponsored programs, and allow the Division of Research staff to better assist principal investigators with applications, particularly with electronic submission of proposals. If you have any questions, contact RD&C at 777-2890 or rdc@mail.und.nodak.edu.

-- Barry I. Milavetz, Associate Vice President for Research, Research Development and Compliance,

barrymilavetz@mail.und.nodak.edu, 701/777-4278

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Abstract deadline extended for the Scholarly Forum

The Graduate School has extended the deadline for abstracts for the 2008 Scholarly Forum to 4 p.m. Friday, Jan 11. Please visit our web site at www.graduateschool.und.edu for submission guidelines and our online submission form.

The Scholarly Forum is a two-day series of oral presentations and poster session highlighting the breadth of research and creative scholarship by graduate students and faculty across our campus community. The Graduate School encourages participation and attendance by all. This year's Scholarly Forum will be held Feb. 11 and 12 in the Memorial Union.

For further information please contact susancarاهر@mail.und.edu or www.gradschool@und.edu.">
-- Susan Carاهر, Marketing & External Relations, The Graduate School, susancarاهر@mail.und.edu, 7-2524

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Note Senate Scholarly Activities Committee deadlines

The fourth deadline for submission of applications to the Senate Scholarly Activities Committee (SSAC) is Friday, Feb. 15. Research/Creative Activity and Publication grant applications, as well as applications for New Faculty Scholar Awards will be considered at that time. No travel applications will be considered during the fourth (Feb. 15) awards cycle.

The fifth deadline for submission of applications is Thursday, May 1. Travel applications will be considered at that time only for travel that will occur between May 2 and Sept. 15, 2008. No other applications will be considered during the fifth (May 1) awards cycle.

The committee reminds applicants to carefully prepare their proposals and be specific and realistic in their budget requests. The proposal should be written with a multidisciplinary readership in mind. Avoid technical jargon and undefined abbreviations. Although the SSAC encourages submission of research/creative activity proposals and travel/publication requests, the committee takes into consideration the most recent SSAC award granted to each applicant. Priority will be given to beginning faculty and first-time applicants. Requests for research/creative activity awards may not exceed \$2,500.

Application forms are available at RD&C, 105 Twamley Hall, 777-4278, or on RD&C's home page (on UND's home page under "Research"). A properly signed original and 11 copies of the application must be submitted to RD&C on or prior to the published deadline. Applications that are not prepared in accordance with the directions on the forms will not be considered by the committee. Please feel free to contact any of the current SSAC members for information or guidance when preparing your application. Their names, telephone numbers, and e-mail addresses are available on RD&C's home page or by calling RD&C at 777-4278.

-- Patrick A. Carr, Ph.D., Chair, Senate Scholarly Activities Committee, Anatomy and Cell Biology,
pcarr@medicine.nodak.edu, 701/777-4278

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Senate Scholarly Activities Committee lists deadline for travel applications

The third deadline for submission of applications to the Senate Scholarly Activities Committee is Tuesday, Jan. 15. Travel applications will be considered at that time only for travel that will occur between Jan. 16 and May 1, 2008. No other applications will be considered.

The fourth deadline for submission of applications to the Senate Scholarly Activities Committee is Friday, Feb. 15. Research/creative activity and publication grant applications, as well as applications for new faculty scholar awards will be considered at that time. No travel applications will be considered.

Thursday, May 1, is the final deadline for submission of travel grant applications to the Senate Scholarly Activities Committee. This deadline is for travel occurring between May 2 and Sept. 15, 2008. No other applications will be considered.

The committee reminds applicants to carefully prepare their proposals and be specific and realistic in their budget requests. The proposal should be written with a multidisciplinary readership in mind. Avoid technical jargon and undefined abbreviations. Although the SSAC encourages submission of research/creative activity proposals and travel/publication requests, the committee takes into consideration the most recent SSAC awards granted to each applicant. Priority will be given to beginning faculty and first-time applicants. Requests for research/creative activity awards may not exceed \$2,500. The committee receives requests for funding that far exceed funds available for awards; therefore, please prepare your application carefully.

Application forms are available at Research Development and Compliance (RD&C), 105 Twamley Hall, 777-4278, or on RD&C's home page (UND's home page under "Research"). A properly signed original and 11 copies of the application must be submitted to RD&C prior to or on the published deadline. Applications that are not prepared in accordance with the directions on the forms will not be considered by the committee. Please feel free to contact any of the current SSAC members for information or guidance when preparing your application. Their names, telephone numbers, and e-mail addresses are available on RD&C's home page or by calling RD&C at 777-4278.

-- Patrick A. Carr, Ph.D., Chair, Senate Scholarly Activities Committee, Anatomy and Cell Biology,
pcarr@medicine.nodak.edu, 701/777-2576

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Applications invited for research fellowships

Applications are invited from UND faculty for research fellowships (\$1,000 each) to facilitate writing proposals for external funding of their research and scholarly activities. Offered through Research Development and Compliance (RD&C) and the University Writing Program, a limited number of faculty in teams of two (faculty proposal writer and mentor) will engage in a 10-session (one hour each) writing seminar beginning Tuesday, Feb. 5, at 4 p.m. and continuing on Tuesdays at 4 p.m. through April 22. The goal of the seminar will be for each faculty writer to complete a research proposal, with the assistance of a mentor, that will be suitable for submission to an external sponsor.

To apply:

- Submit an application as a faculty team (writer and mentor) to RD&C of no more than two pages describing your research/scholarly activity idea.
- Identify the organization you will target for funding.
- List your last three examples of creative activity (e.g. publications, performances) and indicate whether they were peer reviewed and when they occurred.
- Describe your experience with submitting external proposals, including agencies and critiques. Also include a short list of recent proposals submitted by your mentor and indicate which have been successful.
- Discuss the significance of your research/scholarly activity.
- Indicate your availability and commitment to attend at least nine of the 10 seminar sessions.
- Be sure to include the name and the expected contribution of the faculty member who has agreed to serve as your mentor for this fellowship. (Mentors must agree to attend at least five sessions and be available to assist

you in writing and developing your proposal outside the seminar. Mentors also will receive \$1,000 stipends.) If you need help locating a mentor, contact Barry Milavetz at RD&C (777-4280 or barrymilavetz@mail.und.nodak.edu).

Selection Criteria:

- Potential for completing a draft proposal by May 15.
- Significance and impact of proposed research/scholarly activity.
- Potential for funding by proposed sponsor.
- Evidence of commitment by writer and mentor.
- Participant must be the P.I. on the external proposal.

Deadline is Tuesday, Jan. 15. Submit application to RD&C, 105 Twamley Hall or e-mail

barrymilavetz@mail.und.nodak.edu .

-- Barry I. Milavetz, Ph.D., Associate Vice President for Research, Research Development and Compliance,
barrymilavetz@mail.und.nodak.edu, 701/777-4278

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ATHENA award nominations sought

The ATHENA Award actively supports and celebrates the ATHENA mission of supporting, developing and honoring women leaders, inspiring women to achieve their full potential creating balance in leadership worldwide. The ATHENA Award honors individuals who strive toward the highest levels of personal and professional accomplishment, who excel in their chosen field, devote time and energy to their community in a meaningful way, and forge paths of leadership for other women to follow.

The recipients must meet each of the following three criteria:

- * Demonstrate excellence, creativity and initiative in their business or profession
- * Provide valuable service to improve the quality of life for others in their community
- * Assist women in reaching their full leadership potential

Nominations for the award must be submitted using a nomination form. To access the electronic version, please visit www.gochamber.org for the local award information or the national information at www.athenafoundation.org/internal . You may include two additional pages of supporting documents, i.e. resume, cv, etc. The information submitted should support the award criteria of achievement, leadership and service. Deadline for submission is Sunday, March 16. Please return forms to:

The Chamber
Attn: Regional ATHENA Committee
202 N. Third St.
Grand Forks, ND 58203

A selection committee, consisting of a diverse group of community leaders, will review all nomination forms and select the recipient.

The award will be announced Thursday, April 3 at the Rydell GM Auto Center. Social begins at 5:30 p.m., with the program at 6:30 p.m. Lillian Elsinga, 2007 award recipient, will emcee the program.

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RD&C seeks preproposals for COBRE grants

The National Center for Research Resources (NCRR) has issued a solicitation for proposals for "Centers of Biomedical Research Excellence (COBRE)." This program provides support for the Institutional Development Award (IDeA) Program to foster health-related research and increase the competitiveness of investigators at

institutions located in states with historically low aggregate success rates for grant awards from the NIH. The University of North Dakota is eligible for these grants.

The purpose of the COBRE program is to (1) enhance the ability of investigators to compete independently for complementary NIH individual research grants or other external peer-review support and (2) augment and enhance an institution's biomedical research infrastructure through establishment of a thematic multi-disciplinary center, led by a peer-reviewed, funded investigator with expertise central to the research theme of the proposal. The application must have a thematic scientific focus in a specific research area, such as neuroscience, cancer, structural biology, immunology, or bioengineering, and may use basic, clinical, transitional or any combination of research approaches to attain the goals of the proposed center. The center is intended to support investigators from several complementary disciplines. The research focus of COBRE encompasses the full spectrum of the basic and clinical sciences and includes cellular and molecular biology, biophysics and biotechnology, genetics and developmental biology, pharmacology and others.

The PI must have an active biomedical or behavioral research program that receives NIH, NSF or other peer-reviewed support in the scientific area of the center. Each COBRE program should include three to five research projects that stand alone, but share a common thematic scientific focus. Each research project should be supervised by a single junior investigator who is responsible for ensuring that the specific aims of that project are met.

Applicants must request project periods of five years and may request a budget for direct costs of up to and no more than \$1.5 million per year, excluding facilities and administrative (F&A) costs on consortium arrangements. The applicant may request additional direct costs in year one only of up to \$500,000 as a one-time expenditure for alteration and renovation of laboratory or animal facilities.

Because UND may submit only one application to the program at this time, preproposals will be reviewed and ranked. Preproposals should address the following points:

- Cover page listing the project name, collaborators, contact person, total budget amount.
- Biographical sketches (no more than two pages) of the principal investigator and junior investigators who will be participating in the proposal.
- An overall research plan to justify support of a multi-disciplinary COBRE program for five years.
- Succinct descriptions of three to five proposed projects.
- Detailed budget (including expected cost share amounts and sources).
- A clear definition of the nature and extent of research collaboration, including a brief explanation of the necessary administrative, fiscal, and scientific aspects of the proposed COBRE.
- A description of the research and research training or career development goals and capabilities of the proposed COBRE.
- A description of the infrastructure for conducting studies aimed at developing a nationally competitive biomedical research program.

Preproposals (an original plus five copies) should be no more than seven to 10 pages in length (excluding cover page, biographical sketches and budget pages) using a reasonable format (one-inch margins, font size 11, single-spaced). Preproposals are due in Research Development and Compliance by 4:30 p.m. Friday, Feb. 1, 2008. Criteria used for reviewing preproposals will conform to the guidelines included in the program announcement which can be found at: <http://grants.nih.gov/grants/guide/pa-files/PA-07-229.html>.

If you would like to receive a hard copy of the announcement, please contact Shirley Griffin at 777-4278 or shirley.griffin@mail.und.nodak.edu.

Letters of intent are due to NCRR on Sept. 29, 2008. The application receipt date is Oct. 29, 2008.

-- Barry I. Milavetz, Ph.D., Associate Vice President for Research, Research Development and Compliance,
barrymilavetz@mail.und.nodak.edu, 701/777-4278

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Student Account Services no longer accepts Canadian currency

Effective Jan. 1, Student Account Services (formerly Business Office) will no longer accept Canadian currency. Departments accepting money should discontinue accepting Canadian currency from students, vendors, and any other customers. Signage should be displayed within the department notifying students and customers of this change.

Departments accepting payment by check written from a Canadian financial institution should inform the vendor or student to write "Payable in U.S. Dollars" on the check. This will ensure that the funds will be processed at the bank in U.S. dollars and not in Canadian currency.

If you have any questions regarding this change, please contact Sandi Brelie at 777-3080 or e-mail sandibrelie@mail.und.nodak.edu. -- Student Account Services.

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Water institute graduate research fellowships announced

The North Dakota Water Resources Research Institute has announced its Graduate Research Fellowship recipients for 2008-09. Fellowships ranging from \$5,000 to \$15,800 were awarded to seven graduate students from the University of North Dakota and North Dakota State University conducting research in water resources areas.

The UND fellow, their advisor and fellowship research projects is:

- UND graduate student Yuhui Jin in chemistry; Julia Zhao, assistant professor of analytical chemistry; "Rapid and Sensitive Determination of Bacteria in Water Using Nanoparticles."

-- Steve Bergeson, Senior Writer, NDSU University Relations, steven.bergeson@ndsu.edu, 701 231-6101

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Help sought to build Founders Day sets, big birthday cake

Be part of the big celebration of the 125th anniversary of UND. We're getting ready for Founders Day and help is needed with the set, props and displays. If you can hold a paint brush, draw a little, or work with a hammer, we'd appreciate your help. Loren Liepold in the Burtness Theatre will supervise the paint and construction on these dates from 10 a.m. to 4 p.m. You don't have to be there the entire time but any time will help. Fifteen to 20 volunteers are needed each Saturday.

- * Saturday, Jan. 12 – paint all flats for the sets, begin cake construction, begin tracing cartoon flats (this is just following the lines), take picture of the volunteers to include in the set
- * Saturday, Jan. 19 – paint images on flats, finish cake construction and add texture (this is the fun part), install lights onto 10-foot columns
- * Saturday, Jan. 26 – paint and decorate cake, prepare scenery to move

If you're able and willing to help, call Dawn Botsford at 777-6393 or e-mail her to sign up for a time and date.

All help is welcome.

-- Dawn Botsford, Events Coordinator, Office of Ceremonies and Special Events,

dawnbotsford@mail.und.nodak.edu, 777-6393

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Note Student Account Services organizational changes

Student Account Services (formerly the Business Office) has not only undergone a name change but also an organizational change.

Lisa Heher, cash and investments manager in Accounting Services, was promoted to assistant controller effective Nov. 1, 2007. Lisa has worked in the Accounting Services Office for approximately 20 years and most recently as cash and investments manager. Lisa will now manage Student Account Services and remain responsible for UND Cash and Investments. To assist her with the additional responsibilities, Kathie Howes and Emily Goodoiien, accountants for cash and investments and student finance, respectively, are now a part of the Student Account Services team. All three will remain located in the Accounting Services Office in 115 Twamley Hall.

Student Account Services is still one office located in 202 Twamley Hall, but will be led by two individuals with responsibilities divided into two critical groups: operations and relations management.

Leading the operations team is Chelsea Larson, student account operations manager. Chelsea is a CPA and manages general ledger setup on the student finance side. Her team is responsible for the calculation of tuition and fees, financial aid crediting and refunds, as well as the posting of student waivers. Reporting to Chelsea are two student account specialists - Heidi Smart and Mary Anderson - as well as Student Account Representative Melissa Dietrich.

Leading the relations team is Matthew Lukach, student account relations manager. Matthew recently joined Student Account Services and brings to UND extensive customer service experience and supervisory training skills. Matthew's team is responsible for customer service, collections, and communication plans for Student Account Services. Matthew will supervise the following employees: Kathy Freeman, lead student account representative; Bonnie Kossow, student account representative; Carol Arvidson, administrative assistant; Linda Campbell, receptionist; Sandie Brelie, lead cashier; Joanne Durkin, cashier; Mary Hjelden, cashier; and Lori Morken, cashier.

We are excited about the changes and look forward to serving our student and campus customers in 2008. -- Sharon Berning, controller.

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Note new University policy on holding diplomas

A new University policy, "Holding Diplomas," was issued Jan. 1. Please visit Student Account Services' web site to view the policy in its entirety, www.und.edu/dept/studentaccounts/html/policyinfo.htm

Policy statement: "The University of North Dakota reserves the right to deny the release of a student's diploma if that student has an outstanding accounts receivable balance in excess of \$100."

For questions relating to the policy, please stop by Student Account Services in 202 Twamley Hall, or call 777-3911.

-- Marisa Haggy, Spec. Projects/Assistant to VP, VP for Finance & Operations Office/Policy Office,

marisahaggy@mail.und.edu, 701.777.4392

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UND launches blog, invites comments on new web design

The Office of University Relations is redesigning UND's web site to make it easier for users to find information they need. And we'd like your comments. We've developed a blog so you can share your opinions and read what others think. Just click on the blog link at www.und.edu (<http://www.und.edu/>).

The new page has a number of features, including news feeds, videos, podcasts, and social media. We're working on building the UND brand, and this redesign is part of that initiative. Here's what's new:

- * Icons lead directly to the most-requested pages
- * The page will adapt to fill your screen down to 1024 x 768
- * "Accordion" links on left side let you find information with fewer clicks
- * We hope to eliminate a lot of second layer pages
- * Links to social media let you connect with the UND community
- * You can choose how your pages look

As we receive your comments, we'll take them into consideration as a whole and make changes, so visit often. We plan to launch the new home page later in the spring, and we'll work with departments to launch new pages over the summer. Once we have the final design, we'll develop templates to make implementation easier.

So, let us know what you think! Please note that not all links are live; we're mostly interested in seeing your comments about the design and approach.

-- Jan Orvik, Web Manager, University Relations, janorvik@mail.und.nodak.edu, 777-3621

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Note web site for purchasing furniture

Please refer to the UND purchasing web site for definitions and questions regarding purchasing furniture.

<http://www.und.nodak.edu/dept/purchase/html/Policies%20&%20Procedures.html#Furniture>

Highlights:

- * UND Facilities (Mark Johnson, 777-2236) must approve all open office system designs for compliance with federal, state and local codes.
- * You must obtain proposals from both Gaffaney's of Grand Forks and Norby's Work Perks for open office systems. Bidding by the Purchasing Office is not required.
- * Bids or quotes obtained by the Purchasing Office are required for all purchases of furniture, not defined as open office systems, which exceed \$5,000.
- * Purchases under \$5,000 are allowed on the UND MasterCard purchasing card or voucher.

-- Scott Schreiner, Director of Purchasing, Purchasing, scottschreiner@mail.und.nodak.edu, 7-2681

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U2 lists workshops

Below are the U2 workshops for Jan. 10-16. Visit our web site for more.

Records Retention and E-Mail

Jan. 10, 10 to 11 a.m., Presidents Room, Memorial Union,

Learn what role e-mail plays in an organization, UND policy, and best practices for retaining e-mail messages.

Presenter: Chris Austin, records manager.

Access XP: Beginning

Jan. 14, 16, and 17, 8:30 to 11:30 a.m., 361 Upson II (nine hours total)

Prerequisite: Basic understanding of computers, mouse and file saving/retrieval skills. Introduces Access and relational databases; learn to create a database, work with tables, queries, forms, reports, and establish relationships.

What is an Electronic Degree Audit and How Will it Help Me and My Advisees in the Advising Process?
Tuesday Jan. 15, 9 to 10:30 a.m. and 1:30 to 3 p.m. (both sessions will cover the same information), Memorial Union Lecture Bowl

As an academic adviser, do you often hear from your advisees "What do I need to graduate?" An electronic degree audit feature within PeopleSoft, used to track the requirements and regulations that students must complete to graduate from UND, can help you answer that very question. Implementation of this feature will begin with the University graduation requirements and the current general education requirements. Learn the basics of the electronic degree audit system as it rolls out to campus academic advisers. Presenter: Registrar's Office.

Personnel Budget Application
Jan. 15, 9 to 10:30 a.m., 361 Upson II

A hands-on workshop for individuals who use the budget web application during the annual budget process. A walk through of what is downloaded into the budget web application, the fields that are changed in the web application, and what gets uploaded into HRMS will be provided. Presenter: Cindy Fetsch.

Train the Trainer in Ergonomics
Jan. 15, 10 a.m. to noon, Auxiliary Services Conference Room
This is a mandatory class for all supervisors (those who supervise others for the University of North Dakota). This is a new requirement by the State Risk Management Division in Bismarck. The new UND Ergonomic Program will be reviewed. In addition, an introductory explanation of ergonomics, which is to be shared with your staff members, will be presented. UND administration supports this effort. Part of our Workers Compensation discount depends on participation in this class. Certificates will be presented and attendance monitored. We look forward to as many as possible attending. Presenter: Claire Moen.

Digital Photography Beginning
Jan. 15, 16, and 17, 5 to 7 p.m. (six hours total), 211 Skalicky Tech Incubator
Bring your digital cameras, memory cards, cords, and manuals for this workshop series on how to make better use of all that your digital camera has to offer. This course is a great place to start for those who are new to digital photography or photography in general. The workshop will cover how to take better pictures, camera operation, and also how to upload and share your pictures using Picasa software. Presenter: Brian Barclay.
-- Sara Satter, U2 Program Assistant, Continuing Education, sarasatter@mail.und.edu, 777-2128

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Check out upcoming Burnt Toast classes

The Wellness Center lists the following Burnt Toast kitchen classes.

Start Right Breakfast
Jan. 10, 7 to 7:30 a.m. Cost is free, just show up!
Who said Wheaties is the only breakfast of champions? Come join us Thursday morning in the Burnt Toast kitchen and start your day off right. Learn healthy breakfast options that are easy, delicious, and made for champions.

Dakota Harvest Bakers presents Pizza 101
Jan. 15, 5:30 to 7 p.m. Cost is \$8.

Everybody loves pizza, but not everybody knows how easy it is to make your own. Join the Dakota Harvest Bakers as they show how to build your own pizza pie from the crust up.

Meatless Meals

Jan. 17, 6 to 7 p.m. Cost is \$7.

This class is perfect for vegetarians, vegans, or anyone just wanting to try something new. You'll make recipes using soy, beans, and other alternative protein sources. You'll be able to taste test, and take home a variety of recipes as well as learn about the benefits of going meatless.

Sign up for classes at the Welcome desk at the Wellness Center. Contact Leah at leahwagner@mail.und.nodak.edu for more information.

-- Rachel Lundbohm, Marketing Coordinator, Wellness Center, rachellundbohm@mail.und.edu, 777-3003

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CanadInn offers discount for UND guests

As of Jan. 1, UND and the CanadInn of Grand Forks have negotiated an exclusive rate for UND invitees. The rate is \$55 per night (not including taxes), for stays Sunday through Thursday. The rate can be used for conferences, individuals traveling to UND on business, UND job interview candidates, and athletic teams, just to name a few. The rate is only for those visiting UND for official business at the invitation of University personnel.

UND invitees may access this rate individually or the rate can be direct-billed to a UND department, in accordance with established UND policies and procedures (see the non-employee direct billing of lodging policy at [http://www.und.edu/dept/accounts/nonemployeestudenttravelpolicies.html#Direct Billing](http://www.und.edu/dept/accounts/nonemployeestudenttravelpolicies.html#Direct%20Billing)).

The CanadInn will require a reference code number at the time of booking or check-in. Please contact Bonnie Nerby, accounting services, 777-2966, to obtain the code. -- Phil Harmeson, vice president for general administration.

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Internal job openings listed

The following position vacancies are available only to regular UND staff employees who have successfully completed their six-month probation period, earn annual and sick leave, receive BC/BS health insurance and TIAA-CREF or ND PERS retirement benefits. Current UND faculty, please contact Human Resources for eligibility.

TO APPLY: Please complete UND Application/Control Card form. Send letter of application and resume, referencing position name and number, to: Human Resources, University of North Dakota, Twamley Hall, Room 313, 264 Centennial Drive Stop 8010, Grand Forks, ND 58202-8010. Applications MUST be received by the deadline date.

EXECUTIVE/PROFESSIONAL/ADMINISTRATIVE/ATHLETIC COACHES:

POSITION: Outreach Advisor, (nine-month position), TRIO/Educational Opportunities Center, #08-181
DEADLINE: (I) 1/10/2008
SALARY: \$ 23,041+ (nine-month salary)

POSITION: Research Specialist, Energy & Environmental Research Center, #08-178
DEADLINE: (I) 1/09/2008
SALARY: \$50,000+/year

TECHNICAL/PARAPROFESSIONAL:

POSITION: Graduate Nursing Student Services Specialist, College of Nursing, #08-180

DEADLINE: (I) 1/10/2008

SALARY: \$27,000+ /year

OFFICE SUPPORT: no vacancies.

CRAFTS/SERVICE/TRADES: no vacancies.

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