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UNIVERSITY LETTER



UNIVERSITY OF NORTH DAKOTA AT GRAND FORKS

Volume 37, Number 4: September 17, 1999

Classes Canceled 1-4 P.M. Oct. 15 For Inauguration

Classes will be canceled from 1 to 4 p.m. **Friday, Oct. 15**, to provide an opportunity for faculty and students to participate in the inauguration of Dr. Charles E. Kupchella, the University's tenth president. Although classes will be canceled for the afternoon, the University will remain open.

The inauguration will highlight this year's UND Homecoming weekend. Events are being planned by a committee of campus and community members co-chaired by Robert Boyd, Vice President for Student and Outreach Services, and Earl Strinden, Executive Vice President of the UND Alumni Association and Foundation.

The main ceremony will take place at 2 p.m. in the Chester Fritz Auditorium. Official participants representing various constituencies of the University and other invited guests will march to the site from Wilkerson Hall, across the street, in a processional beginning at 1:30 p.m. The inauguration and a reception following it in Wilkerson Hall are open to the public. The inaugural events highlight Homecoming festivities as a welcome to the new president and his wife, Adele. Also among events will be the President's Luncheon at noon Saturday, Oct. 16, in the Memorial Union Ballroom, and the UND Homecoming and Inaugural Party at 8 p.m. Oct. 16 in the Grand Forks Civic Auditorium.

President Kupchella assumed the highest office of the largest educational institution in the region July 1, being named in a search that began last fall. President Kupchella had been provost at Southeast Missouri State University, Cape Girardeau.

Hundreds of representatives from campuses, communities, the state, region, and across the nation will receive invitations to the inaugural ceremony in the next few weeks. On the UND campus, various faculty, staff, and student groups are also being invited to send participants and representatives for the official inauguration ceremony processional group. The October ceremonies are the beginning of what will be an inaugural academic year of a "celebration of the University" through a series of events, culminating in the spring and including an inaugural tour of the state by President Kupchella. Spotlighted during the year's activities will be UND's people, academics, and research.

-- Robert Boyd, Vice President Division of Student and Outreach Services, and Earl Strinden, Executive Vice President of the UND Alumni Association and Foundation, Co-Chairs, Inauguration Committee.

Did You Know?

A remarkable demonstration of affection for the University was made in 1905 by Lynn Frazier (then farming near Hoople and later to become governor), who named his twin daughters Unie and Versie.

University Letter is also available electronically in the Events and News section of UNInfo on the Web, <http://www.und.edu/dept/our/uletter.htm>

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Some New Faculty May Not Have Received Inauguration Invitations

Some new faculty whose appointments were completed in late August or early September may not have received invitations to march in the processional of the Oct. 15 inauguration of UND President Charles Kupchella. If you are among that group and wish to participate or want more information, please call 777-2725. Deadline for notification of participation in the inauguration procession is Oct. 1. -- *Robert Boyd (Student and Outreach Services), Co-Chair, Inauguration Committee.*

Bronson Property, Enrollment Discussed At President Kupchella's First Briefing

Development of the Bronson Property, enrollment numbers, and the status of two vice presidential search committees were the main topics discussed at President Kupchella's first Presidential Briefing Sept. 15.

Dr. Kupchella opened the briefing by emphasizing the importance of communication. "Just as the most important aspect of real estate is location, location, location," he said, "the hallmark of a good organization is communication, communication, communication." He pledged to use every means available to communicate with the University community, including continuing the monthly Presidential briefings, through his web site on UNInfo (www.und.edu) through *University Letter*, and by using one-page communication pieces that are distributed to every employee. He stressed that communication is two-way, and asked the audience to provide feedback and let him know what they're interested in hearing more about.

Dr. Kupchella hopes to focus on planning for the University's future, and to design a process with the Senate Executive Committee to plan the future we want for UND. Every unit will be asked to engage in strategic planning, as will the Greater Grand Forks community. His goal is to shape a University-wide strategic plan for the future.

He then sketched a brief communication plan, beginning with a letter he sent to the University community upon taking office. That letter outlined his plan for the University. At the University Council meeting Wednesday, Sept. 22, he will address the challenges and opportunities we face, both within North Dakota and nationally. During his inaugural address, he will describe his feelings about higher education as well as ways to engage the University in economic development and to enhance our state. He is currently working to visit all offices on campus, and this month will become involved in the Legislative study of higher education. Finally, in the spring, he will discuss the state of the University and his strategic plan for UND.

Rick Tonder, Facilities, discussed progress and proposed construction on the Bronson Property. The Board of Higher Education, which meets in Grand Forks Thursday and Friday, will be asked to approve a master plan, which will allow UND to seek proposals from developers. Tonder outlined the development of the property thus far, beginning in the fall of 1997, when UND approached the City of Grand Forks with a proposal to develop a University Village on the Bronson Property, and requested funds to develop infrastructure, such as sewers, water lines, and streets, on the property. The City gave the University a \$1.6 million Community Development Block Grant, with the caveat that the University develop a plan for the property. The Board of Higher Education subsequently approved the construction of three buildings on the site: the new Engelstad Arena, the Barnes and Noble University Bookstore, and the Family Practice Center. The Legislature attached certain conditions to the construction and funding of the buildings. And, because the proposed University Village will

affect and benefit both the University community and the Grand Forks community, the University representatives visited with neighbors, students, faculty and staff, asking for input on the Village. The plan, which Tonder displayed, attempts to resolve as many of the issues raised as possible. It will be available for viewing online at www.und.edu soon.

Issues that were addressed included the visibility of the arena, the placement of buildings in regard to the flood plain, and that the Bookstore enhance the arena and other property. There are three major objectives of the University Village plan: to attract students and increase enrollment, to retain and recruit faculty, and to provide the University a new income stream.

Tonder also said Facilities will construct an interim levee on the property, designed to protect it to a 54-foot river level until a permanent dike can be put in place. The levee will be landscaped, but portions of the bike path will be relocated and a number of trees will be removed and relocated when practical. He also showed a Planned Unit Development map, which describes structures and uses that the University will and will not allow. After the Board of Higher Education approves this, the University may seek proposals from developers.

A number of recreation areas will be set aside on the property. Two tennis courts will be relocated close to the Phi Delta house to make room for the Bookstore. The city and University may place additional recreational facilities on the property, including basketball courts, sandlot volleyball courts, and soccer fields.

Don Piper (Summer Sessions) discussed summer and fall enrollment. Summer enrollment numbered 3,401, the highest since the 12-week session began in 1994. Fall enrollment numbers totaled 10,590, up 221 students over last year. New freshman numbered 1,754, up from 1,501 last year. Dr. Piper emphasized that we need to work to maintain our growth as well as to retain students. Also, the numbers of students in North Dakota, grades K-12, are projected to plummet from 116,103 in 1997 to 94,648 in 2011. Therefore, we need to recruit harder for students in other states. We also need to work harder to retain students.

Dr. Kupchella emphasized that UND needs an enrollment base that it can count on. There are three ways to achieve that, he said. First, retaining students is everyone's responsibility. Second, we need to recruit more vigorously, particularly out of state. And third, we need to realize that the fortunes of UND are tied to the fortunes of North Dakota. We must play a role in the state's economic development to ensure a prosperous future for us all. He praised the efforts of faculty and staff, and especially the Faculty Ambassadors, to increase retention.

Regarding search committees for the two vice presidential positions, Dr. Kupchella said that Bob Boyd (Vice President for Student and Outreach Services) has agreed to chair the Vice President for Finance and Operations search committee. W. Jeremy Davis (Dean of Law School) will chair the Vice President for Academic Affairs and Provost search. Search committee members will be announced shortly. Dr. Kupchella commended the work of interim Vice Presidents Peggy Lucke and John Ettling, and welcomes their applications for the permanent position.

Dr. Kupchella's next Presidential Briefing will be held **Tuesday, Oct. 19**, at 3:30 p.m. in the Memorial Union Lecture Bowl. -- *Jan Orvik, Editor, University Letter.*

University Council Meeting Set For Sept. 22

President Charles Kupchella has set a meeting of the University Council for 4 p.m. **Wednesday, Sept. 22**, in the Memorial Union Ballroom.

All legislative powers of the University government are vested in the Council, which has in turn delegated them to the University Senate. The presiding officer is the president or a person designated by the president, and the ex officio secretary is the registrar. According to the University Constitution, the Council consists of the following who are employed primarily on the Grand Forks campus: the president, the vice presidents, the registrar, the director of libraries, all deans, all department chairs, all full-time faculty of the rank of instructor, assistant professor, associate professor, and professor, the director of the Counseling Center, the professional library staff, and such other academic personnel and administrative officers as the Council may designate.

All members of the Council, and interested non-members including students, are encouraged to attend. -- *Charles Kupchella, President.*

Events to Note

Music Will Host Clarinet Symposium

The Department of Music will host the Second Annual Northern Plains Clarinet Symposium and Young Artist Competition **Friday and Saturday, Sept. 17 and 18**, in the Hughes Fine Arts Center. Well-known artists from the United States and Canada will present solo, chamber and lecture recitals, and coach high school and college students in master classes. High school clarinetists from the four state and province area will participate in the Young Artist Competition. A registration fee is required. One- or two-day passes are available. -- *Elizabeth Rheude, Associate Professor of Clarinet, Symposium Coordinator, Music Department, 777-2823.*

Biomedical Science Seminar Open To All

Faculty, staff and students are invited to attend a seminar series for BIMD 512: Foundations of Biomedical Science from 1 to 2 p.m. Fridays in 5510 School of Medicine and Health Sciences. The course is an interdisciplinary seminar series for first-year medical school department graduate students in basic sciences. The goal of the series is to showcase research.

The **Friday, Sept. 17**, seminar is "Physiological Roles of the Penicillin-Binding Protein of E.coli," presented by Kevin Young (Microbiology and Immunology).

The **Friday, Sept. 24**, seminar is "Neurobiology of Melatonin," presented by Manuchair Ebadi (Pharmacology, Toxicology and Therapeutics).

Everyone is welcome to attend. -- *Jon Jackson, Anatomy and Cell Biology.*

Graduate Committee Meets Monday

The Graduate Committee will meet **Monday, Sept. 20**, at 3:05 p.m. in 305 Twamley Hall. The agenda will include:

1. Consideration of the nominations to Graduate Faculty.
2. Matters arising.

-- *Harvey Knoll, Dean, Graduate School.*

Anatomy Plans Seminar On Gap Junction

Michael Atkinson (Anatomy and Cell Biology) will present "Dynamic Behavior of Gap Junctions in Living Cells Revealed by a Connexin43/GFP Chimera" at noon **Monday, Sept. 20**, in the Frank Low Conference Room (B710), School of Medicine and Health Sciences. The talk is part of the Anatomy and Cell Biology seminar series. -- *Jon Jackson, Anatomy and Cell Biology.*

Sept. 19-25 Is State Employee Recognition Week (See Attachment)

The week of Sept. 19-25 has been declared by Gov. Ed Schafer as "State Employee Recognition Week." Many events have been planned on campus for the week. Release time has been granted by President Kupchella for employees who wish to participate in the events. You are asked to make arrangements with your supervisor to allow for coverage of your departments. The schedule of events is as follows and a flyer is attached to this *University Letter* to post in your department area.

Monday, Sept. 20: Hot dog lunch for 50 cents at the Swanson Hall courtyard, serving 11:30 a.m. to 1 p.m. (or while supplies last).

Tuesday, Sept. 21: Benefits Fair in the South Ballroom at the Memorial Union, 9 a.m. to 4 p.m.

Wednesday, Sept. 22: Walk/Run with President and Mrs. Kupchella and the vice presidents starting in front of the Memorial Union at 3 p.m. Door prizes and treats will be given away.

Thursday, Sept. 23: Coffee and muffins for the night shift workers in the Memorial Union second floor lounge area from 6 to 7 a.m.; ice cream social in the Union Ballroom, 2:30 to 4 p.m. Door prizes will be given away at both of these events.

Friday, Sept. 24: Staff Senate Rummage Sale on the Chester Fritz Auditorium stage, 9 a.m. to 7 p.m. Also, show your colors day by wearing your years of service colors. (See flyer for details.)

Saturday, Sept. 25: Staff Senate Rummage Sale on the Chester Fritz Auditorium stage, 9 a.m. to 4 p.m.

-- *Shelly Kain, Dave Senne and Sue Applegren, UND COSE representatives.*

Department Of Counseling Plans Topics Seminar

Cindy Juntunen-Smith (Counseling Psychology) will present "Feminist Theory and Therapy" at the Topics Seminar **Tuesday, Sept. 21**, from 12:30 to 1:45 p.m. in 316 Montgomery Hall. All interested are invited to attend. -- *Jane Hull, Coun. 565N and Sue Jacobs, Supervising Professor, Counseling.*

International Centre Lists Events

Following are events sponsored by International Programs. The UND Study Abroad Fair will be held **Tuesday, Sept. 21**, from 10 a.m. to 4 p.m. at the International Centre, 2908 University Ave. See a separate article in this week's *University Letter* for more details.

Argentina - Brazil Night will be held **Thursday, Sept. 23**, at 7 p.m. at the International Centre. -- *Chad Thomas, Marketing Coordinator, Office of International Programs.*

Study Abroad Fair Set For Sept. 21

The Office of International Programs will sponsor a Study Abroad Fair **Tuesday, Sept. 21**, from 10 a.m. to 4 p.m. Information will be available about opportunities for study abroad through UND and other universities. In addition, students will be on hand to share their perspectives about their international exchange experience. Please encourage any student interested in studying abroad to attend. For more information, call 777-4231. -- *Barry Stinson, Director of International Programs.*

Grading Student Writing To Be Discussion Topic

The topic for the September meeting of the Writing Across the Curriculum (WAC) discussion group will be "Grading Student Writing: Working with Rubrics." Kathy Norman (Music) will introduce the discussion and provide some background information about rubric use. The group will meet **Thursday, Sept. 23**, from noon to 1 p.m. For more information or to sign up to attend, please call 777-3600 or respond by e-mail to hawthorn@badlands.nodak.edu. -- *Joan Hawthorne, Writing Across the Curriculum/Writing Center coordinator.*

Faculty, Staff Invited To Take Part In Family Weekend

Family Weekend, scheduled for **Sept. 24-25**, is designed to bring families together in a celebration of excellence and excitement of the University. We invite the entire campus community to take part in the many activities scheduled for the weekend. A full listing of events can be found on the UND home page.

The Family Weekend committee would also like to invite faculty and staff to attend a barbeque during Family Weekend Saturday, Sept. 25, at noon in the Terrace Dining Center, Memorial Union. Tickets may be purchased at the door and are \$5.50 for adults and \$3.50 for children age 12 and under. The menu includes mesquite grilled chicken, hamburgers, sloppy joes, corn on the cob, baked potato and topping bar, relish tray, potato chips, ice cream novelties and a beverage. We hope to see you there. For more information call the Office of Student Academic Services at 777-2117. -- *Lisa Burger, Interim Director, Student Academic Services, and Janelle Studney, Academic Advisor, Student Academic Services for the Family Weekend Committee.*

NIH Representative Will Discuss Research Opportunities, Grant Writing

Annette Wysocki from the National Institutes of Health will visit the College of Nursing **Monday and Tuesday, Sept. 27 and 28**. Faculty and students are invited to an open session at the Memorial Union Ballroom from noon to 1 p.m. Monday, during which she will present information on opportunities at the NIH for undergraduate and graduate students. A luncheon will be served. She will also offer consultation, by appointment, with faculty concerning the planning of their programs of research and writing of grant proposals. *Scholars throughout UND are invited to participate.* If you would like to schedule an appointment with Dr. Wysocki to discuss your research ideas, please call Bette Ide at 777-4531 (bette_ide@mail.und.nodak.edu). -- *Bette Ide, Family and Community Nursing.*

Co-Founder Of Gender Violence Institute Will Speak

"Manhood, Rape and Power: Male Privilege and the Rights of Women" will be presented by Chuck Derry, co-founder of the Gender Violence Institute in St. Cloud, Minn., **Wednesday, Sept. 29**, from 7 to 9 p.m. and **Thursday, Sept. 30**, from noon to 2 p.m. in the River Valley Room of the Memorial Union. Both presentations are free and open to everyone.

Derry has been working to end violence against women since 1983. For 10 years he worked directly with male offenders at the St. Cloud Intervention Project. He has worked extensively with criminal justice and human service agencies to develop coordinated policies and procedures that effectively intervene in domestic assault cases. He has held leadership positions in North American pro-feminist men's organizations that work to end men's violence against women. Currently Mr. Derry provides consultation and training to organizations and communities working to end gender violence and abuse.

This event is sponsored by the Community Violence Intervention Center and the Women's Center. If you would like further information about this presentation, please call the Community Violence Intervention Center at 746-0405. -- *Kay Mendick, Women's Center.*

Talk Will Focus On Organ Donation

"Sharing Hope, Sharing Life: Personal Stories of Organ Donation and Transplantation," co-sponsored by Altru Health System Ethics Advisory Committee and LifeSource, will be held at the Ramada Inn **Thursday, Sept. 30**, from 7 to 8:30 p.m. Dennis and Laura Drummond will share their experience of consenting to organ donation following the death of their son, Aaron, a UND student who died in 1997. Pete Thalman will talk about his experience of receiving a heart transplant in November 1997, for which Aaron Drummond was the donor. Chaplain Toni Betting will share her perspective in being involved in organ donation situations. No fee or registration are required. Call 780-5300 for more information. -- *Liz Tyree, Nursing.*

Work Force Symposium To Feature National Speaker

National human resource expert Stephen Gower will present "Management by Encouragement: The Art of Killing Kudzu" **Thursday, Oct. 7**, from 8:30 a.m. to noon at the Rural Technology Center. Gower's presentation will focus on weeding out the negative attitudes and approaches that can prevent growth and productivity in organizations and on creating a motivational environment through management by encouragement.

Certified Speaking Professional Gower is a nationally known presenter and author whose work enables individuals and organizations to bridge the gap between performance and potential. As a human resource development specialist, he encourages individuals and organizations to perform to the maximum of their abilities. The presentation during the symposium is part of Gower's series of books and videos on Maximizing Your Performance.

The cost for this symposium is \$69, which includes all instruction and materials. To register or receive more information, call 777-2128 or e-mail judy_streifler_reller@mail.und.nodak.edu. The symposium is sponsored by the Grand Forks Chamber of Commerce and the Office of Work Force Development, a unit of the University of North Dakota's Division of Continuing Education.

-- *Judy Streifler Reller, University Within the University.*

SWE Will Celebrate 25 Years

School of Engineering and Mines students and alumni will celebrate the 25th Anniversary of the UND student section of the Society of Women Engineers (UND-SWE). The UND-SWE, chartered in 1974, has gone on to receive local, regional, and national recognition for its record of support and encouragement of women to consider engineering as a career choice. Their awards include "Best SWE Student Section in the Nation," four times, "Best SWE Student Section in the Region," nine times, and Certificates of Achievement Awards, marking a record of receiving this high level recognition consecutively for the last 19 years.

UND student members have served on the National Board of the Society of Women Engineers, representing 35 student sections in a seven-state region which includes Illinois, Indiana, Michigan, Minnesota, North Dakota, South Dakota, and Wisconsin.

On **October 21-24**, alumni, students, faculty (current and former), and friends of the UND-SWE Section will participate in a wide variety of events including:

- * A presentation at the North Dakota Education Association Meeting held in Grand Forks for all state educators
- * A conference **Friday, Oct. 22**, in the Memorial Union, consisting of three one-hour sessions from 1 to 4 p.m. will feature engineers from around the world speaking on "What Engineers Do," "Motivation, Confidence Building, and Networking," and "How to Find that First Position after College and How to Know When to Move On." The conference is open to the public; high school students, teachers, counselors, and parents are encouraged to attend.
- * There will be social events throughout the weekend. A banquet will be held at the Ramada Inn Saturday evening. Tickets are available by contacting Joyce Medalen, Director, Women in Engineering, at 777-3390.

Alumni represent companies such as: 3M (national and international); Seagate; Remmele Engineering; Rosemount; Minnesota Department of Transportation; Northern States Power Company; Dede & Associates, LLC; Honeywell Commercial Aviation Division; Department of Energy, Nuclear Regulatory Commission; Rockwell Collins; and MSI Technologies, LLC.

-- Joyce Medalen, Director, Women in Engineering.

Master Chorale Season Tickets Available

Season subscriptions are available for the Grand Forks Master Chorale's 1999-2000 season. The Chorale, under the direction of James Rodde, will present four local concerts which recognize the turning point of the millennium with musical ventures into the past and the future.

The season opens **Saturday, Oct. 23**, with "A Golden Age: Words and Music of Shakespeare's Time," a celebration of one of the richest artistic periods of the past millennium. The program mixes Renaissance music with a presentation of Shakespeare readings by actors from the Fire Hall Theatre, as well as 20th century music inspired by writings of the English Renaissance.

The future will be the focus of "Folk on the Red" **Sunday, Feb. 27**. The Master Chorale will feature the premiere of Steve Heitzeg's "What the River Says," a set of three songs written for the Chorale as the North Dakota host site for "Continental Harmony," a national program of new music for the new millennium. The Christmas Holiday concert will take place **Sunday, Dec. 5**, and the annual Masterworks Concert **Sunday, April 30**.

Season tickets at \$30 for adults represent at 25 percent savings over individual concert admission. This year there is also a special \$10 student season ticket, a 50 percent savings. Season tickets can be ordered from the Grand Forks Master Chorale, P.O. Box 12272, Grand Forks ND 58208. For more information, call 777-3376. -- Ruth Marshall, Grand Forks Master Chorale.

AIDS Memorial Quilt Will Be Displayed

The Memorial Union, University Program Council, and Student Government are sponsoring the AIDS Memorial Quilt, **Oct. 24-27**. At this time, the host committee is collecting panel requests from the community. If there is a panel people wish to be brought in with the quilt, they may contact MaryAnne Lustgraaf at 777-4703 by Monday, Sept. 20. Look for future announcements about volunteer information and other events revolving around the quilt over the next few weeks. -- Susan Johnson, Coordinator, Student Organizations.

Discover The You In YouND Seminar Planned

The University is committed to providing an efficient, safe, comfortable, and professional atmosphere for its students. University staff, no matter how they are involved with the campus environment, do have an impact on students. This seminar will show staff how their job can make a difference in every student's experience at UND. Staff will learn effective ways in which to interact with students to improve student retention. Dennis Elbert (Dean, College of Business and Public Administration) will be the presenter. Drawings for door prizes will be held at each seminar and refreshments will be served at the beginning of each session. So come early! Preregistration is required. Call Stacy Matheny from University Within the University at 777-2128 to register. Sessions will be held on the following dates:

Oct. 26, 6:00-8:00 A.M., Clifford Hall
Oct. 28, 9:30-11:30 A.M., Memorial Union Lecture Bowl
Nov. 1, 1:30-3:30 p.m., Memorial Union Lecture Bowl
Nov. 3, 9:30-11:30 p.m., Chester Fritz Auditorium
Nov. 8, 1:30-3:30 p.m., Memorial Union Lecture Bowl
Nov. 10, 6:00-8:00 p.m., Clifford Hall
Nov. 16, 1:30-3:30 p.m., Memorial Union Lecture Bowl
Nov. 18, 9:30-11:30 A.M., Memorial Union Lecture Bowl

-- Kathy Spencer (Geology), Public Relations Committee, UND Staff Senate.

Of Academic Interest

Faculty Encouraged To Use SGID Process

Faculty are encouraged to make use of the SGID (Small Group Instructional Diagnosis) student feedback process for the improvement of instruction. SGID is a confidential peer consultation service which generates helpful student feedback from individual classes. The process is best used at mid-semester, which enables the instructor the opportunity to make mid-course improvements in the class. SGID documentation may be included by the faculty member in the promotion file as evidence of attention to effective teaching. To schedule an SGID or for more information about the process contact the Office of Instructional Development, 777-4998 or Joan Hawthorne at hawthorn@badlands.nodak.edu. -- Joan Hawthorne, Writing Across the Curriculum/Writing Center Coordinator.

Applications Due For 2000-2001 Developmental Leaves

Eligible faculty and staff who wish to apply for developmental leave projects during academic year 2000-2001 may submit proposals to the faculty member's chair and dean or the staff member's administrative supervisor according to the announced schedule. After review, recommendations and prioritizing at the college and/or administrative supervisory level, all proposals will then be forwarded to the Office of the Vice President for Academic Affairs on or before **Monday, Nov. 8**, for review by the Vice President for Academic Affairs and Provost. Following presidential approval, applicants will be given notice of an approved or disapproved developmental leave. Confirmed and final approval of the proposals will depend upon the university's 2000-2001 salary budget being approved by the State Board of Higher Education.

As in the past, developmental leaves which are approved must be funded within existing departmental and college resources. Thus, it is likely that some very sound proposals may not be approved for budgetary reasons. Faculty and staff who expect to submit requests for developmental leaves should discuss plans with their chairpersons, deans, and/or supervisors prior to formally submitting their proposals.

Developmental leave applications and copies of the State Board of Higher Education Policy 701.2 governing developmental leaves are available in the Office of Academic Affairs, Room 302, Twamley Hall. -- *John Ettl*, *Interim Vice President for Academic Affairs and Provost*.

Announcements

Fill Out Form For Departmental Moves

(See Attachment)

Attached to this issue of the *University Letter* is the Departmental Move and Space Allocation form to be used by all departments whenever:

- * department personnel are moving into space not currently assigned to that department (either permanently or temporarily)
- * the room use (i.e. office space to lab space) is changed by someone moving within the department
- * a department is vacating space.

Please take a minute to review your space and complete the form if any of the above situations have occurred in your department. A department may experience delays in their move if this form is not completed and approved. Keys can not be issued to any personnel whose department is not assigned to the space for which keys are requested. The University's indirect costs may be affected if the space use is not properly reported. If rooms assigned to your department are no longer occupied and are no longer needed by your department, please take the time to fill out the portion of the form under **MOVE FROM** so that we know the space is vacant. Space is at a premium on our campus and any usable rooms are needed.

Please make copies of this form to have for future use. -- *Peggy Lucke* (*Interim Vice President for Finance and Operations*), *Chair, Physical Facility and Space Allocation Committee*.

ADA Advisory Committee Lists Meeting Schedule

The ADA Advisory Committee for the Academic Year 1999-2000 has scheduled meeting times and locations. The committee will meet in 305 Twamley Hall from 2 to 3 p.m. the second Thursday of the month through May. The November meeting will be held on the third Thursday because of Veterans Day. If you are interested in serving as a member of the committee, please contact Joy Johnson in Affirmative Action at 777-4171 or e-mail her at joy_johnson@mail.und.nodak.edu. Your time and assistance will be greatly appreciated.-- *Joy Johnson, Affirmative Action*.

Information Available Regarding Use Of Copyrighted Music

Downloading copyrighted music and placing copyrighted music on a web site is often a violation of various laws and the UND *Code of Student Life*. The Recording Industry Association of America has launched an educational campaign to make the public aware of copyright laws. They have provided us a packet of information that includes a lesson plan targeted at colleges and universities and clearly explains copyright restrictions and requirements. In addition, you can visit their web site at <http://www.soundbyting.com> as a source for additional information. If you desire to receive a copy of the lesson plan to use in your class or with your office or organization, please contact the Dean of Students Office. -- *Jerry Bulisco, Assistant Dean of Students, 777-2664*.

Chester Fritz Library Hours Extended

Revised Chester Fritz Library hours are: Monday through Thursday, 8 a.m. to midnight; Friday, 8 a.m. to 4:30 p.m.; Saturday, 10 a.m. to 6 p.m.; Sunday, 1 p.m. to midnight. Please note extended hours on Saturdays. -- *Karen Cloud, Chester Fritz Library*.

Staff, Faculty Courses Offered

U2 (University Within the University) classes for October follow:

Accounting Services

Travel Policies and Procedures and Food Purchase Approvals, Oct. 7, 9 to 11 a.m., Lecture Bowl, Memorial Union;
Payment to Non Resident Aliens, Oct. 12, 9 to 11 a.m., Lecture Bowl, Memorial Union;
Accounting Services and Purchasing Training Session, Oct. 27, 8 to noon, room 10 and 12, Swanson Hall.

Computer Center (all classes in 361 Upon II)

Power Point 97 I, Oct. 4-7, 9 to 11 a.m.
Excel 97 II, Oct. 4-7, 2 to 4 p.m.
Word 97 II, Oct. 8, 15, and 22, 1 to 3:45 p.m.
Access 97 II, Oct. 11-14, 8:30 to 10:30 a.m.
E-mail using Eudora, Oct. 13, 1:30 to 3 p.m.
GroupWise 5.5 Intro, Oct. 14, 2 to 4 p.m.
Netscape, Oct. 15, 9 to 10:30 a.m.
Creating a web page using HTML, Oct. 18-19, 8:30 to 10:30 a.m.
WordPerfect 8.0, Oct. 22, 29, and Nov. 5, 8 to 10:45 a.m.
Power Point 97 II, Oct. 25-28, 9 to 11 a.m.
GroupWise 5.5 Intermediate, Oct. 26, 2 to 4 p.m.

Personnel Services

Performance Management Training Plan, Sept. 30, 1 to 2:30 p.m., 235 Rural Technology Center, or Oct. 19, 8:30 to 10 a.m., 211 RTC.

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Staff, Faculty Courses Offered, continued

Registrar's Office

Student Records System, Oct. 11 or 12, 1:30 to 3 p.m., 361 Upson II.

To register for any of these courses, call Stacy Matheny at 777-2128.

-- *Staci Matheny, University Within the University.*

Credit Union Plans Open House

The University Credit Union will hold an open house **Thursday, Sept. 23**, from 3 to 5 p.m. Please stop by and see our new home in the lower level of the Memorial Union, Room 8. We will have refreshments and a gift for all who attend. See you Thursday the 23rd. --

George Meister, Manager, University Federal Credit Union.

Yoga Classes Offered

A new beginners yoga class will be held at the Lotus Meditation Center. The eight-week session begins **Tuesday, Sept. 28**. Call me at 772-8840 for information or to register. Pre-registration is necessary.

-- *Dyan Reys (Visual Arts), Yoga Instructor.*

occupational diseases and injuries. It will support causal research to identify and investigate the relationships between hazardous working conditions and associated occupational diseases and injuries; to develop more sensitive means of evaluating hazards at work sites, as well as methods for measuring early markers of adverse health effects and injuries; control research to develop new protective equipment, engineering control technology and work practices to reduce the risks of occupational hazards; and to evaluate the technical feasibility or application of a new or improved occupational safety and health procedure, method, technique, or system. Eligible applicants are predoctoral students, post-doctoral researchers (within 3 years following completion of doctoral degree or completion of residency or public health training), or junior faculty members (no higher than assistant professor). Awards will not exceed \$25,000/year in direct costs, for up to 2 years, to carry out exploratory or pilot studies, develop or test new techniques or methods, or analyze data previously collected.

Priority research areas are: Disease and Injury, Work and Environment Workforce, and Research Tools and Approaches. **Deadlines:** 11/1/99, 3/1/00, 7/1/00. **Contact:** Roy M. Fleming, 404/639-3343; fax 404/639-4616; rmf2@cdc.gov; <http://www.cdc.gov>.

**NATIONAL AERONAUTICS AND SPACE
ADMINISTRATION (NASA)**

Langley Research Center—Unsolicited Proposals. Support is provided for unique and innovative research in the following areas: Advanced Aircraft Systems; Advanced Computational Capability; Advanced Propulsion Capability; Advanced Sensor Systems; Aerocoustics; Aerobraking; Aerodynamics and Aerothermodynamic Experiments; Analysis and Interpretation of Constituent and Temperature Data for the Middle Atmosphere; Climate Research Program; Computer Science; Configuration Definition for the Evolution of Space Station; Earth Radiation Budget Experiment (ERBE); Electromagnetics, Antennas, and Microwave Systems; Electronic and Information Systems; Entry Fluid Physics; Facilities Engineering; First Lunar Outpost; Fluid Physics; General Aviation; Halogen Occultation Experiment (HALOE); High Speed Aircraft Human Factors; InSpace Technology Experiments; Lunar Rover Robotics Missions; Materials Characterization Technology; Measurement Science and Instrument Technology; Measurements of Air Pollution from Satellites (MAPS); Propulsion Space Controls and Guidance; Space Exploration Initiative; Space Systems Technology; Stratospheric Aerosol and Gas Experiment (SAGE); Structures (Aero); Structures (Space); Subsystem Growth Requirements for Space Station ;Systems Engineering; Transport Aircraft; Transportation Systems; Tropospheric Chemistry Research Program; and Upper Atmospheric Research Program. **Contact:** Grants Officer, Langley Research Center, MS/126, Hampton, VA 23681-0001; <http://ec.msfc.nasa.gov/hq/library/library.html>. **Contact:** Grants Officer, Langley Research Center, MS/126, Hampton, VA 23681-0001; <http://ec.msfc.nasa.gov/hq/library/library.html>.

Goddard Space Flight Center—Unsolicited Proposals. Support is provided for research proposals in the following areas: Advanced Data Systems and Avionics; Astronomy and Solar Physics; Atmospheric Chemistry and Dynamics; Biogeochemical Cycles; Biospheric Studies; Climate Change; Cryogenics; Detector Technology (Gamma-ray, x-ray, UV, Visible, Infrared, Microwave, Radion); Environmental Sensors; Experimental Instrumentation; Flight Dynamics; High Energy Astrophysics; Hydrospheric Process; Interdisciplinary Research; Laser Instrumentation; Microwave Sensors; Ocean Bioproductivity; Optics; Planetary and Extraterrestrial Physics; Precision Attitude Control;

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Grants and Fellowships

Research, Grant Opportunities Listed

Following are research and grant opportunities. For more information, contact the Office of Research and Program Development at 777-4278.

**NATIONAL INSTITUTE FOR OCCUPATIONAL
SAFETY AND HEALTH (NIOSH)**

Special Emphasis Research Career Award (SERCA) Grants (K01) provide support for research experience in the area of occupational safety and health. They are intended to provide opportunities for individuals to acquire experience and skills while under the direction of at least one mentor, and in so doing, create a pool of highly qualified investigators who can make future contributions to research in the area of occupational safety and health. The purpose of this program is to develop knowledge that can be used in preventing occupational diseases and injuries and to better understand their underlying pathophysiology. NIOSH will support research to identify and investigate the relationships between hazardous working conditions and associated occupational diseases and injuries; to develop more sensitive means of evaluating hazards at work sites, as well as methods for measuring early markers of adverse health effects and injuries; to develop new protective equipment, engineering control technology, and work practices to reduce the risks of occupational hazards; and to evaluate the technical feasibility or application of a new or improved occupational safety and health procedure, method, technique, or system. Awards will not exceed \$50,000/year for a duration of 3 years. Eligible applicants must hold a doctoral degree, have research experience at or above the doctoral level, not be above the rank of associate professor, and be employed at a domestic institution.

Small Grants Related to Occupational Safety & Health (R03) provide support to stimulate proposals from individuals who are considering a research career in occupational safety and health. The purpose of the program is to develop knowledge that can be used in preventing

Research, Grant Opportunities Listed, continued

SeaWiFS Project; Sensor and Instrument Calibration; Solid Earth Geophysics; Space Geodesy; Terrestrial Physics; Thermal Systems; and Tropical Rainfall Measuring Mission (TRMM). **Deadline:** None. **Contact:** Goddard Space Flight Center, Grants Office, Code 216.1, Greenbelt, MD 20771-0001; <http://ec.msfc.nasa.gov/hq/library/library.html>.

Collaborative applications are acceptable. In general, the unsolicited approach is most appropriate for research of a fundamental nature which has potential for advancing the state of the art in a particular area, contributes to knowledge of a specific phenomenon, or provides fundamental advances in engineering or the sciences. Funding availability is greater during the start of the fiscal year beginning October 1. Proposals should be submitted at least 6 months before the desired starting date. Contact between the proposer and NASA technical personnel is encouraged before an extensive effort is expended in preparing a detailed proposal. **Deadline:** None.

DEPARTMENT OF DEFENSE (DOD)

Broad Agency Announcement (BAA). The Naval Facilities Engineering Service Center (NFESC) and other government agencies are interested in new and innovative technologies and methodologies that reduce environmental impacts from past, present, or future military operations. The following topics included under this BAA encompass a full range of environmental issues to be addressed: Technologies and Methodologies for Environmental Assessment, Restoration, and Cleanup; and Technologies, Process Design Changes, and Management Practices for Pollution Prevention. To be eligible for consideration and possible award of a contract for a field application of the technology or methodology, the technology or methodology must be: 1) new and innovative, 2) in the Advanced Development Stage (not requiring further research or design development prior to field application), and 3) capable of full scale implementation if the application is successful. Submittals to this BAA shall be in abstract format. **Deadline:** 12/30/99. **For questions regarding this BAA,** contact NFESC, 805/982-1592; gbaa@nfesc.navy.mil. **For information regarding the Navy's environmental issues and specific requirements,** visit the BAA web site at <http://www.nfesc.navy.mil/enviro/esc414/baa/index.html>.

NATIONAL SCIENCE FOUNDATION (NSF)

Industry-Based Graduate Research Assistantships/Cooperative Fellowships (94-100) provide support for graduate students in the mathematical sciences to conduct research under the joint supervision of a university faculty member and an industry-based researcher, and to become mediating bodies for strong university/industry interactions. The program is also intended to broaden the perspectives and education of graduates students. Graduate Research Assistantships permit students to move between university and industrial environments, spending part-time at the industrial site on a regular basis, and the remainder in the classroom or in other campus-based activities. Research may form the basis of Ph.D. dissertations or masters' theses in the mathematical sciences. Cooperative Fellowships permit graduate students to work full-time as interns in an industrial setting for a fixed period. Research conducted during this period would not necessarily be the basis for a thesis or dissertation. Requests for summer cooperative fellowships are appropriate. The student may spend either full- or part-time at the industrial site. The award provides up to 50% of total support (up to \$20,000 per student per year), and a faculty research allowance up to \$6,000.

Mathematical Sciences University-Industry Senior Research Fellow-

ships (94-100) provide support to university faculty for research in an industrial environment and for industrial mathematical scientists to contribute to the higher education enterprise. Awards provide the equivalent of a 6-month full-time salary and benefits up to a maximum of \$60,000, institutional allowance of \$10,000, and a \$10,000 research allowance. Duration may be up to 12 months. Fellowships provide opportunities for faculty members to broaden their experience, knowledge, expertise, and research perspectives in industrial environments, and participate in industrial research activities and projects, and for industrial researchers to experience and participate in the full range of university research environments, particularly including interaction with and exposure to students. The program is intended to support only new or enhanced interactions, associations, and collaborations. Eligible fellows must: hold a tenured position at the academic institution submitting the proposal; by the start of fellowship tenure, have earned a Ph.D. in one of the mathematical sciences supported by NSF or have had research training and experience equivalent to that represented by such a Ph.D.; and must make a commitment to return to the home institution (for both university and industrial scientists) for a minimum of one year following the fellowship tenure.

Deadline: 11/13/1999. **Contact:** Infrastructure Program, Division of Mathematical Sciences; 703/306-1870; uicrp@nsf.gov; <http://www.nsf.gov/cgi-bin/getpub?nsf94100>.

ASSOCIATION FOR INSTITUTIONAL RESEARCH

The goals of the Improving Institutional Research in Postsecondary Educational Institutions program are to provide professional development opportunities to doctoral students, institutional researchers, educators and administrators, and foster the use of federal databases for institutional research in postsecondary education. It is expected that work will be conducted at the principal investigator's home institution.

Dissertation Support Grants provide up to \$15,000 to doctoral students beginning their dissertation work to conduct projects utilizing the databases of the National Center for Education Statistics (NCES) and the National Science Foundation (NSF). Duration may be up to one year.

Research Grants provide up to \$30,000 annually to support education administrators, professional staff and faculty who wish to: conduct research using the NCES or NSF databases; conduct other institutional research that promises a significant contribution to the national knowledge of the nature and operation of postsecondary education; or conduct other institutional research activities that will make a contribution to our knowledge of postsecondary education or contribute to the professional development of professional personnel working in postsecondary education.

The Summer Institute on the Databases of the National Center for Education Statistics, June 12-16, 2000, and the Summer Institute on the Databases of the National Science Foundation, June 19-23, 2000, are open to institutional research practitioners, faculty, graduate students, and educators affiliated with a U.S. postsecondary institution or governance agency. Fellows should have at least a basic knowledge of statistical methods, be experienced in the use of software packages (i.e., SPSS, SAS), and have an interest in using national databases for studies in institutional research.

Deadline: 1/17/2000. **Contact:** Grants Coordinator, 850/644-4470; fax 850/644-8824; air@mailers.fsu.edu; <http://airweb.org>.

-- Sally Eckert-Tilotta, Assistant to the Director of Research and Program Development.