



Enchanted Garden

Anne Madden (centre), education co-ordinator at the Botanical Garden, chats with two visitors during the fifth annual Seniors' Day held on June 24. More than 600 seniors from the St. John's area toured the garden free of charge – a record number of attendants. The annual event was hosted by The Friends of the Garden and included free transportation, complementary refreshments, tours of the garden and the greenhouse and nature hikes.

On top of things

Roof repairs essential to protecting employees and maintaining buildings

Memorial University is experimenting with an unusual ingredient to try and cut down on the strong odours produced by annual roofing repairs – bubble gum. If the wind is blowing in the right direction this summer you can smell the fruity-flavoured scent in the air.

It's part of Facilities Management's effort to make repairs much more tolerable for staff and faculty. Officials are using new technology to try and mask the smell that comes from heated asphalt, which is used to repair the aging roofs across campus. Although there is little evidence that proves the pungent smell of asphalt is harmful to people's health, it can be overwhelming for anyone with acute asthma or respiratory symptoms. On a trial basis, bubble gum extract has been poured into tar pots to try and create more pleasant smells. The substance doesn't totally eliminate asphalt odours but it does help create a better aroma.

"Roofing repairs are absolutely vital to maintaining our buildings and to helping ensure we have a clean, dry and safe work environment for faculty, staff and students," says Keith Hiscock, assistant director of the development and renewal branch of Facilities Management.

Facilities Management is spending about \$500,000 this summer repairing roofs on a number of buildings. Block A in the Education Building, which houses the Folklore Department, is slated for renovations, as well as half of Block D in the Science Building, a partial wing of the Chemistry/Physics Building, and the remaining half of the Ocean Sciences Centre Annex Building in Logy Bay. The Student Services Building at Sir Wilfred Grenfell College in Corner Brook is also targeted for repairs.

Facilities Management can only complete sections of buildings at a time because of the sheer cost of roofing projects. For example, in 2001-02, it cost around \$74,000 to replace half of Block A on the Science Building. This year half of Block D is being replaced for around \$140,000. An entire annual budget could be spent refurbishing any one building but because of the many demands for roofing throughout the campus, the university has to be selective as to which areas are addressed each year.

Facilities Management tenders and then awards projects to local roofers who are members of the Canadian Roofing Contractors' Association (CRCA). From early spring until the fall workers can be seen on buildings starting at 7 a.m. until after supper.

But their job isn't as easy as simply climbing on a roof and patching a few leaks. There is a litany of challenges facing roofers, including the weather and a limited construction season. Roof work requires ideal weather conditions to ensure quality results. If it's too windy or too wet, work cannot proceed. Facilities Management also does not allow contractors on top of buildings after sunset. "Fall protection is a big issue," says Boyd Ash, project technologist. "Before contractors go up on the roof we go over our safety regulations with them so contractors are familiar with our guidelines."

In addition to safety on the roof, there's also safety on the ground. "Any little pieces that are blowing around need to be picked up," adds Jarvis Hulan, projects co-ordinator. "We designate certain areas within a safety fence. This helps keep the site safe. We also use chutes which bring debris directly from the roof to a dumpster on the ground."

Facilities Management also does its best to notify staff and faculty that repairs will be taking place. Officials will give departments within specific buildings a minimum of five days notice before roofing begins. Whenever possible, asphalt kettles are placed away from windows and air vents and fresh air intakes to buildings are closed to a minimum to try and reduce odours. Mr. Ash says they are aware of people's concerns so that's why they are looking at innovative technology to cut down on the volume of fumes generated and the odour produced by the asphalt. "That's where things like the bubble gum come in," he says.

Other pieces of equipment Facilities Management is looking at include a new asphalt kettle equipped with a secondary burner and an emission control hood to help minimize the amount of fumes produced and reduce odours. "You pull out a drawer and you lay the asphalt in and then slide the drawer back in," explains Mr. Ash. "But there's a chimney with a secondary burner. All the smoke is going up this chimney and it's passing through this

secondary burner. As the smoke comes out you don't get the same emissions."

"Roofing will continue to be an ongoing process for a campus of this size," adds Mr. Hiscock. "This roofing requires considerable thought and thorough planning to complete successfully especially in a university environment where every effort must be made to minimize disruption and inconvenience to faculty, staff and students."



Boyd Ash, project technologist with Facilities Management, on the roof of the Science Building on Memorial's St. John's campus. Annual roofing repairs are well underway again this year.

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From the President

Dr. Axel Meisen

Deciding on future directions for our university

This summer has seen two major developments, both of which will profoundly influence the future direction of Memorial University.

The first development is the launch of Memorial's strategic planning process, with special assemblies in St. John's on June 14 and in Corner Brook on June 22. These assemblies were organized for faculty, staff and students. They outlined the process for developing our next strategic plan and started to seek the views of members of the university community on important strategic issues facing the institution.

Both meetings were well attended and I am confident that, with input from inside and outside the university, we will be able to articulate a future for our university that builds on Memorial's strengths and meets the needs of our stakeholders: our students, our employees, our province and others.

Five years have passed since the university concluded its last strategic planning process. The time has come to re-consider our mission, re-examine our priorities and set new goals. The objective of the present strategic planning process is to build on our past experience and to guide the university over the next five to ten years. We will identify specific priorities, goals and actions, along with performance indicators to track our progress. These measures will also guide our budgetary and other resource allocations.

The future of Memorial University affects all of us – students, faculty and staff – and it is therefore important that all of us participate in this strategic plan. I want the process to be highly consultative, with plenty of opportunities for discussion and debate for everyone with a stake in our university, whether they are inside or outside the institution.

A discussion page has been set up on the strategic planning Web site, www.mun.ca/strategicplanning. Please visit the site regularly to stay apprised of developments and to get involved. There will also be other university assemblies, providing opportunities for in-person discussions and debate.

The second major development affecting the university happened July 7, with the release of the provincial government's White Paper on Public Post-Secondary Education. The report – titled Foundation for Success – clearly indicates that the government is committed to maintaining an accessible and high-quality public post-secondary education system based on a one-university, one-college system model.

In addition, the government committed itself to a three year budgeting horizon for the university and an additional \$30 million. These measures will bring funding stability and growth. A portion of this funding has been provided to address key areas of need, such as special funding for the library, graduate students and Sir Wilfred Grenfell College. The white paper also encourages greater co-operation with the College of the North Atlantic and places major emphasis on adult learning. To learn more about the white report, please visit www.ed.gov.nl.ca/edu/whitepaper/index.htm

Our strategic planning process will be informed by the white paper. The paper and our planning process are aimed at building a university that is amongst the best in Canada.

With best wishes for a pleasant and safe summer.

Signed

Axel Meisen, PhD, P.Eng.
President and Vice-Chancellor

MEMO People Profile UNIVERSITY

Rick Predham jokes that there are probably only two other people who have seen as much mail as he has in the 30 years he has been employed with Memorial University's Mail Services. "Maybe God or Santa Claus," he says with a laugh while flipping through envelopes in the basement of the Arts and Administration Building. "Seriously though, we can sort upwards to 5,000 pieces of mail a day so that makes it about 25,000 pieces a week. That's a lot of mail. I'd say we definitely get more than Bell Island."

As the affable central mail room supervisor, Rick – and his team of six – is responsible for sorting through every piece of mail that comes into the university. Mail is delivered to various satellite stations around the St. John's campus and inter-office mail is sent to Corner Brook. His workers also deliver and pick up mail and parcels twice a day to Canada Post in St. John's.

"It's a very efficient service," Rick says proudly. "Memorial has upwards of 120 departments and sub-departments so you have got to be on top of things. We sort mail for all the university, including the Health Sciences Complex and the Ocean Sciences Centre in Logy Bay. So we take care of a lot of people. All staff and faculty are affected by us."

Rick first began working at Memorial as a post clerk. He quickly rose through the ranks to become supervisor in 1994. Over the years he has become one of the most familiar – and well liked – employees on campus. He knows dozens of people in just about every department.

He's also one of the university's most dedicated employees. In 30 years he has missed very little work. "I've been fortunate with my health," he says with a smile. "With the exception of a year and a half ago when I had to have eye surgery and I was off for two weeks."



Rick Predham

"It's a very efficient service. Memorial has upwards of 120 departments and sub-departments so you have got to be on top of things."

A native of St. John's, Rick grew up near MUN and often played on the campus as a teenager. "I can remember mixing up jugs of Freshie and selling it to the men working on the Chemistry Building," he says with a laugh. "MUN was a beehive of activity. It was amazing to watch this place grow."

When he was in Grade 4, his teacher asked him to deliver a letter to an office in the basement of the Arts building on his way home from school. "Ironically that was the same office where I had my interview for a job here at MUN several years later."

After three decades Rick says he still loves working at the university and has no plans for retirement just yet. He says the most rewarding part of his job is getting to know staff and faculty and helping them deliver their mail. "Every piece is important. We don't know what's in envelopes so we've got to treat it like it was a personal paycheque," he says. "All departments rely on us to operate."

Rick says he also likes to try and help departments cut down on the cost of their mail service. Earlier this year, for example, he worked with University Relations to devise a new mailing system for *The Communicator*. It saved the department \$540 per mailing issue.

"I like knowing that I can help people accomplish something," he says modestly. "I consider Mail Services an essential part of the university community."

Rick points to a poster pinned on the wall in Mail Services. On it is a simple saying that has become his personal motto. "In any organization everything ultimately depends on how efficiently your mail is processed," he reads aloud. "I'm pleased of the fact that our team has been able to do that. We're dedicated, organized and proud to help students, departments and staff."

— Obituaries —

Elizabeth Anne McGrath, a faculty member retired from the Department of English Language and Literature, Faculty of Arts, died April 23, 2005, aged 72. Donations in her memory may be made to the Apostolate of Sister Margie Conroy, for the education of children in Kenya and Uganda. Contributions payable to The Ladies of the Sacred Heart at Halifax may be directed to the care of June O'Brien, 1455 Summer St., Halifax, NS, B3H 4L6.

Leighton F. Bugden, passed peacefully away at the Health Sciences Complex on March 28, 2005, aged 83 years. Mr. Bugden retired from Memorial University where he had worked as an electrician with Facilities Management.

Dr. Edmund Phelan, the chair of Memorial's Board of Regents from 1954 to 1969, died March 11, 2005. He was 103 years of age. Dr. Phelan received an honorary doctor of laws degree from Memorial in 1964.

Alan Geoffrey Bethell, the husband of longtime Harlow employee Betty Bethell, passed away Feb. 5, 2005, after a short illness. An electrician, Mr. Bethell frequently solved many of the Harlow campus's electrical problems and also did a great deal to help with fund-raising activities and student trips.

FEEDBACK

We want your thoughts on what you read in *The Communicator*.

Did you enjoy the articles?
Do you have an idea or photo for a future story?
Maybe you know a co-worker who is giving back to their community by volunteering with a worthy non-profit group or has just won an award.

E-mail your ideas to Jeff Green, editor of *The Communicator*, at jeffg@mun.ca or call 737-2142.



THE COMMUNICATOR

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Digital directory

Finding numbers gets a whole lot easier

Memorial University's internal phone books have gone high-tech. A new Web-based searchable phone directory was recently launched online. It allows users, including the general public and media, to find phone numbers, office locations and e-mail addresses for staff and faculty at the click of a mouse. The directory includes Memorial's St. John's campus, the Marine Institute, Sir Wilfred Grenfell College and the Harlow campus.

The new project, which is being headed up by Computing and Communications and *ccwebworks*, is an effort to reduce the cost – and paper – of producing traditional phone books.

"The Web is almost a by-product of the printed phone book. So what we are trying to do is flip that around and have the phone book as a by-product of the Web," says Rohan Sooklal, *ccwebworks* supervisor and head of the Web development unit in C&C. "The Web version will be more up-to-date. It takes a long time to print the actual phone book which is only produced once a year."

In the past C&C would forward departments the contact information for employees asking them to verify the list. C&C would then make the changes and proofread the material three times before it was printed. The entire process would start in September and new books would be printed in January.

"At that point some of the information was wrong," says Mr. Sooklal. "People retire or move to different offices. In order to increase the accuracy of the information that's contained in the phone directory we proposed a simpler process."

Now, designated people in every department will enter new information into a centralized electronic directory on the Web. That information will then be verified by a senior manager or supervisor before the changes are approved. The new system now allows departments to add the names and extensions of visiting professors or staff members who may only be working at Memorial for a few months.

"As a university, our primary commodity is information so it is obviously in the university's best interest to become much more efficient at handling the information it produces about itself," says Mr. Sooklal.

"We feel that because departments are the ones aware of what staff are moving within their units, it would make more sense for them to make the changes as they occur," adds Carolyn Bennett, office manager with C&C. She says they plan on making this new procedure a part of the orientation checklist that departments go over with new employees so that staff are added to the directory immediately.

The digital directory will also offer departments a number of print options for those who want either partial or full copies of phone books. "They can print contact information for an individual department such as Human Resources or a listing of

all individuals by department or all departments across campus as seen in our current phone directory," explains Ms. Bennett. "They can print this within their own department but that can be costly."

The university is recommending that the most cost effective method for departments is to purchase bound copies of the phone book from Printing Services at a minimal price.

"We really want the Web to be the main directory. This new Web directory cuts down on paper which is a good thing for everybody to do."

Notices will be posted on Newline every three months to remind departments to update phone, e-mail or office changes.

Mr. Sooklal says the new online phone directory will not only be more convenient and useful, but will be much more environmentally friendly. "We really want the Web to be the main directory," he says. "This new Web directory cuts down on paper which is a good thing for everybody to do."

Anyone with comments about the new phone directory can write phonebook@mun.ca.

Running for a cause
CEP carries the torch for Special Olympics

From left: Michael Parrott, CEP; Dennis Flynn, Business Administration; Phil Smith, CEP; Jeff Fifield, CEP; Shirlene Major, DFO; Joe Clancey, CEP; and Wendy Linthorne, CEP.

Memorial University was well represented again at this year's Law Enforcement Torch Run for Special Olympics Newfoundland and Labrador. Each year thousands of law enforcement officers across the country and from more than 30 countries carry the Flame of Hope in honour of the Special Olympics athletes in their area and around the world. This is the fourth year Memorial had a team take part in the event which took place Friday, June 17. Participants from a variety of enforcement agencies across the province – including Memorial's Campus Enforcement and Patrol, the RNC and RCMP – ran 26 miles from Holyrood to St. John's for a special ceremony at Prince of Wales Collegiate. Memorial's team included employees from different departments across campus as well as the Department of Fisheries and Oceans. Together they raised approximately \$3,500 for the cause through donations from across campus and the sale of tee shirts. "We want to thank everybody for helping this great cause," says CEP's Phil Smith.



Hometown hero

National award for professor *emeritus*

Dr. Donald Steele, professor *emeritus* of biology and the current president of Memorial University's Pensioner's Association, is this year's winner of the Earth Day Canada Hometown Hero award.

The national honour recognizes people who have made significant environmental contributions to their communities.

A dedicated volunteer and activist, Dr. Steele has spent more than 40 years devoted to environmental issues in Newfoundland and Labrador, and has worked diligently for the protection, preservation and the sustainable use of resources. He was a member of the City of St. John's Environmental Committee and has conducted field studies of local ecosystems

around the capital city for the Natural History Society of Newfoundland and Labrador. He is the current president of the Friend's of Pippy Park and is on the board of the Quidi Vidi Rennies River Development Association.

Dr. Steele was a member of the Outer Ring Road Environmental Advisory Committee which worked to increase awareness of the environmental impact of development and road building in sensitive areas. As a result of the committee's work, Lundrigan's Marsh was recognized as a valuable piece of land and will hopefully be spared from further road development.

Dr. Steele accepted his award during a gala ceremony in Toronto on June 2.

From left: Dr. Donald Steele accepting his Hometown Hero award from Jed Goldberg, president, Earth Day Canada and Robert Schad, president and CEO of Husky Injection Molding Systems Ltd.

MEMORIAL Wellness UNIVERSITY

Lacing up and keeping active Memorial employees learn the benefits of running

More than 30 participants recently crossed the finish line for the first-ever Learn to Run program offered on campus at Memorial University. The course was offered from April 5 to June 7 and was open to all faculty, staff, pensioners and their spouses. It was one of the projects offered by the Employee Wellness Program to promote active living. Over a 10-week period, participants learned about the basics such as proper running techniques, injury prevention, shoe selection and nutrition.

"This was an attempt to get people more active," says Peter Hynes, work-life programs co-ordinator with Human Resources. "People want a supportive environment when starting a new exercise such as this. We had goals in place for our runners and access to professional trainers."

Since this was the first time Memorial offered such a program, it partnered with the Running Room retail store in St. John's. "We started at a beginner's level and followed what is commonly known as a run/walk training program, running a little then taking a walk break and running a bit more," says Mr. Hynes.

Gradually participants walked less and ran more. Their goal was to continuously run for 10 minutes and take a one-minute walk break and run for 10 more minutes. The program was designed to build stamina.

Nearly 70 people signed up for the program and about half finished.

"I think it was great so many took the initiative to join in the first place," adds Mr. Hynes. "Some people missed a week or two and fell behind in the program and found it hard to catch up. I think that those who were very inactive realized that some fitness was required



Photo by Peter Hynes

even before starting this program. Some just discovered running wasn't for them, and that's okay, too. You need to do physical activity that you enjoy somewhat or you won't stick with it."

Some participants actually put their newfound activity to the test by doing their first five-kilometre road race on July 3, while others joined Team Memorial to do the Tely 10 race on July 24.

Mr. Hynes says if there is demand for another Learn to Run, he'll consider offering it again in the spring. "Then we may 'run' the course ourselves using our very own experienced runners and internal resources," he says.

If anyone would like further information about the course, contact Peter Hynes at 737-4782 or phynes@mun.ca



Photo by Peter Hynes

Learn to Run graduates, from left: Patricia Coady, Medicine; Siri Gerrard, Coasts Under Stress Project, visiting researcher; Christine Burke, Housing, Food and Conference Services; Alfred Dyck, Major Research Partnerships; Robert Barker, Human Resources; Bill Burke, Technical Services; Chris Hounsell, Student Affairs and Services; Dave Woolridge, Maritime Studies, MI; and Lester Marshall, Student Affairs and Services.

NEW THE HOME COOK

MUN employees share their culinary creations
Got a favourite recipe?

Are you a whiz in the kitchen? Maybe you're just an occasional cook. Either way we want to hear from you! *The Communicator* is on the hunt for new healthy home-made meal ideas from you – our readers. This new section will include recipes from employees here on our campus. Send your recipes to jeffg@mun.ca or call 737-2142.

Recipes in this issue submitted by:

Shannon Crotty, production co-ordinator, Image Services, University Relations

Forget the perfume and cologne

Encouraging a scent-free university

A new campaign aimed at promoting a scent-free workplace was recently kicked off on campus. These posters have been placed throughout campus asking faculty, staff, students and visitors to voluntarily refrain from wearing scented items such as perfumes, colognes or hair spray. The campaign has been organized by the Wellness Program and will focus on encouraging people not to wear these products. "Right now this is not a ban, it's just a voluntary compliance," says Claude Horlick, associate director of Human Resources.

"We know some employees are sensitive to these scents and different departments had put up their own posters."

In 2001, Human Resources' Wellness and Active Living survey indicated that four per cent of Memorial employees have been diagnosed with multiple chemical sensitivities.

As well, more than 50 per cent of workers said that having a scent-free workplace would be beneficial.

The Newfoundland and Labrador Lung Association indicates that 15-20 per cent of the Canadian population has some kind of breathing problem. Asthma, allergies, emphysema, and bronchitis can be adversely affected by the chemicals found in scented products.

Human Resources will be establishing a working group made up of members from across the university to look at other ways to promote a scent-free workplace including the use of scent-free cleaning products.



SPICY ASIAN-STYLE PASTA SALAD

Serve this as a side dish, or add some cooked shrimp or chicken for a main course. Look for the sesame oil in the International foods section of the supermarket.

- 1 pound linguine, broken in half
- 4 tablespoons oriental sesame oil
- 3 tablespoons honey
- 3 tablespoons soy sauce
- 3 tablespoons balsamic vinegar
- 1/4 teaspoon cayenne pepper
- 3 red bell peppers, seeded, thinly sliced
- 3 cups snow peas
- 1 large red onion, thinly sliced
- 3/4 cup honey-roasted peanuts, coarsely chopped
- 1/2 cup chopped fresh basil

Cook pasta in large pot of boiling salted water until tender but still firm to bite, stirring occasionally. Drain very well. Transfer to large bowl. Whisk 3 tablespoons sesame oil, honey, soy sauce, vinegar and cayenne pepper in small bowl to blend. Season with salt. Mix half of dressing into pasta. Heat remaining 1 tablespoon oil in heavy large pot over medium-high heat. Add bell peppers, peas and onion and sauté until just beginning to wilt, about 2 minutes. Add vegetables to pasta. Mix in peanuts, basil and enough dressing to coat. Serve, passing any remaining dressing separately. Serves 6.

SALMON WITH HORSE RADISH SAUCE

This dish is a hit even with those who aren't partial to salmon

- Sauce:**
- 3/4 cup sour cream (fat free)
 - 2 tablespoons prepared white horseradish
 - 2 tablespoons chopped fresh basil
 - 1 tablespoon fresh lemon juice
 - 1 teaspoon soy sauce

- Salmon:**
- Nonstick vegetable oil spray
 - 3 tablespoons vegetable oil
 - 1 tablespoon prepared white horseradish
 - 1 tablespoon soy sauce
 - 1 small garlic clove, minced
 - 1/2 teaspoon salt
 - 1/4 teaspoon coarsely ground black pepper
 - 6 1-inch-thick salmon fillets (each about 6 ounces)

For sauce:
Mix all ingredients in small bowl. Season with salt and pepper. (Can be made 1 day ahead. Cover and chill.)
For salmon:
Spray grill rack generously with nonstick spray. Prepare barbecue (medium-high heat). Whisk oil, horseradish, soy sauce, garlic, salt, and pepper in another small bowl. Brush oil mixture over both sides of salmon fillets. Grill salmon just until opaque in centre, about 4 minutes per side. Transfer salmon to plates. Serve with sauce. Makes 6 servings.

MEMORIAL UNIVERSITY Retirements

Glen Hoffe officially retired from Computing and Communications on June 24, 2005, as supervisor of the Help Centre. He spent 36 years working on Memorial's St. John's campus – 14 years employed with Newfoundland and Labrador Computing Services, a former provincial Crown Corporation, which had a branch on the St. John's campus, and the remainder with C&C. "All together I've been here longer than some buildings," he says with a smile. "I am really going to miss interacting with all the friends I've made over the years." His colleagues say they'll miss Glen's easy-going attitude. "You could talk to him about anything. He was so even-tempered and was always around when you needed him," says co-worker Kathy Skinner.



Photo by Jeff Green

Glen Hoffe (3rd from left) was joined by fellow Memorial employees – Corey Stamp, Barbara Dawson, Marg Cumby, Kathy Skinner, John Butters and Russ Flynn – for a celebration at Bitters on June 16.

Memorial's longtime director of Computing and Communications retired on July 4, 2005, after a reception was held in his honour. **Wilf Bussey** worked at MUN for 34 years. He was at the helm during many of the technology changes at the university. A founding board member of CA*net, Canada's first Internet company, Wilf is considered the grandfather of the information highway in Newfoundland. "It's going to be different here without him," says Dallas Collins, Wilf's secretary for 19 years. "He was very easy going and accommodating. I knew his work habits and he knew mine."



Photo by Jeff Green

Wilf Bussey (fourth from left) and colleagues Glenn Collins; Registrar, Rod Campbell, C&C; Carolyn Bennett, C&C; Phil Kirby, C&C Interim Director; and Dallas Collins, C&C.

Donations help local women's group

Members of CUPE 1615 recently made a donation to the St. John's Women's Centre. The donation included a cheque for \$400, as well as food and clothing. Taking part in the collection were (L-R) Lorraine Jackson, Dawn Learning, Jane Ryan and Barbara Strong. Ms. Strong says they are continuing to collect for the Women's Centre so that the organization can help women and children in need. The St. John's Women's Centre is the oldest of its kind in Canada. If you would like to make a donation, contact Ms. Strong at 737-8701.



Credit: tim@nofixedaddress.com

WORD SCRAMBLE

around MEMORIAL

A D S E R K E S Q R L Y M V Y I H A N H V B
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- ALUMNI
- ANTHROPOLOGY
- BIOCHEMISTRY
- BUSINESS
- CLASSICS
- ECONOMICS
- EDUCATION
- ENGLISH
- FOLKLORE
- GEOGRAPHY
- HUMANITIES
- KINETICS
- LINGUISTICS
- MAILROOM
- MEDICINE
- MUSIC
- NURSING
- PHARMACY
- PHILOSOPHY
- REGENTS
- REGISTRAR
- RUSSIAN
- SENATE
- SPANISH
- THEATRE

MEMORIAL UNIVERSITY
Career Scene

The following career changes have received approval since the last issue of *The Communicator*. They are provided by Human Resources and are current at the time of publication.

ACADEMIC**Appointments – Tenure-Track**

Dr. Jennifer Buckle, Sir Wilfred Grenfell College, assistant professor, Aug. 1, 2005

Dr. Sonya Corbin Dwyer, Sir Wilfred Grenfell College, associate professor, Sept. 1, 2005

Dr. Francois Dépelteau, Department of Sociology, assistant professor, July 1, 2005

Dr. Rodolphe Devillers, Department of Geography, assistant professor, July 1, 2005

Daniel Duda, Queen Elizabeth II Library, librarian II, April 1, 2005

Dr. Matthew Farish, Department of Geography, assistant professor, July 1, 2005

Dr. Danine Farquharson, Department of English Language and Literature, assistant professor, July 1, 2005

Dr. Deepa Khosla, Department of Political Science, assistant professor, Aug. 1, 2005

Dr. Brad Levett, Department of Classics, assistant professor, July 1, 2005

Dr. Christopher Lockett, Department of English Language and Literature, assistant professor, Aug. 1, 2005

Dr. Natalie Oman, Department of Philosophy, assistant professor, July 1, 2005

Jean-Paul Roy, Faculty of Business Administration, assistant professor, July 1, 2005

Dr. Kenneth Snelgrove, Faculty of Engineering and Applied Science, associate professor, Sept. 1, 2005

Dr. Michelle Sullivan, School of Social Work, assistant professor, July 1, 2005

Dr. Tracy Swan, School of Social Work, assistant professor, Aug. 1, 2005

Dr. Geoff Zbitnew, Faculty of Medicine, assistant professor, July 1, 2005

Appointments – Regular Term

Becky Childs, Department of Linguistics, assistant professor, July 1, 2005

Dr. Octavia Dobre, Faculty of Engineering and Applied Science, assistant professor, April 1, 2005

Barry C. Gaulton, Department of Anthropology, assistant professor, July 1, 2005

Dr. Karen Hattenhauer, Department of Chemistry, assistant professor, Sept. 1, 2005

Dr. Mihaela Ottilia Ionescu, Sir Wilfred Grenfell College, assistant professor, Aug. 15, 2005

Dr. Robyn Jamieson, Department of Earth Sciences, assistant professor, Sept. 1, 2005

Dr. Margarita Kondratieva, Department of Mathematics and Statistics, assistant professor, Sept. 1, 2005

Dr. Heather Dawn Marshall, Department of Biology, assistant professor, May 1, 2005

Dr. Moshen Nahvi, Faculty of Engineering and Applied Science, assistant professor, April 1, 2005

Dr. Derek Pyne, Department of Economics, assistant professor, Sept. 1, 2005

Andrew Vardy, Faculty of Engineering and Applied Science, assistant professor, April 1, 2005

Appointments – Other

Professor Peter Ayres, Faculty of Arts, associate dean (undergraduate), Sept. 1, 2005

Dr. Douglas Dunsmore, School of Music, interim director, July 1, 2005

Dr. John Hanchar, Department of Earth Sciences, head, June 1, 2005

Dr. Cecilia Moloney, NSERC/Petro-Canada WISE, chair, July 1, 2004

Dr. Chris Radford, Department of Mathematics and Statistics, head, Aug. 25, 2005

Dr. Stephen Riggins, Department of Sociology, head, Aug. 1, 2005

Bert Riggs, Queen Elizabeth II Library, head (Newfoundland and Labrador Studies Archives), June 1, 2005

Cross-Appointments

Dr. Valerie Booth, Department of Biochemistry, cross appointed to the Department of Physics and Physical Oceanography, Sept. 1, 2005

Dr. Jim Connor, Faculty of Medicine, cross appointed to the Department of History, Sept. 1, 2005

Promotions

Susan Cleyle, Queen Elizabeth II Library, librarian IV, Sept. 1, 2005

Dr. Stephen Crocker, Department of Sociology, associate professor, Sept. 1, 2005

Dr. Christopher Dunn, Department of Political Science, professor, Sept. 1, 2005

Dr. Carrie Dyck, Department of Linguistics, associate professor, Sept. 1, 2005

Dr. Bridget Fernandez, Faculty of Medicine, associate professor, Sept. 1, 2005

Dr. Kurt Gamperl, Ocean Sciences Centre, associate professor, Sept. 1, 2005

Dr. Noreen Golfman, Department of English, professor, Sept. 1, 2005

Dr. Howard Heys, Faculty of Engineering and Applied Science, professor, Sept. 1, 2005

Dr. Philip Hiscock, Department of Folklore, associate professor, Sept. 1, 2005

Dr. Amgad Hussein, Faculty of Engineering and Applied Science, associate professor, Sept. 1, 2005

Dr. Aphrodite Indares, Department of Earth Sciences, professor, Sept. 1, 2005

Dr. Majed Khraishi, Faculty of Medicine, professor, Sept. 1, 2004

Dr. Serpil Kocabiyik, Department of Mathematics and Statistics, professor, Sept. 1, 2005

Dr. Alison Leitch, Department of Earth Sciences, associate professor, Sept. 1, 2005

Dr. T.A. Loeffler, School of Human Kinetics and Recreation, professor, Sept. 1, 2005

Dr. Scott MacKinnon, School of Human Kinetics and Recreation, associate professor, Sept. 1, 2005

Dr. Yuri Muzychka, Faculty of Engineering and Applied Science, associate professor, Sept. 1, 2005

Dr. David Peddle, Sir Wilfred Grenfell College, associate professor, Sept. 1, 2005

Dr. David Philpott, Faculty of Education, associate professor, Sept. 1, 2005

Dr. Jennifer Porter, Department of Religious Studies, associate professor, Sept. 1, 2005

Dr. Lisa Rankin, Department of Anthropology, associate professor, Sept. 1, 2005

Dr. Caroline Schiller, School of Music, associate professor, Sept. 1, 2005

Dr. William Schipper, Department of English Language and Literature, professor, Sept. 1, 2005

Dr. Michael Slawinski, Department of Earth Sciences, professor, Sept. 1, 2005

Dr. Shirley Solberg, School of Nursing, professor, Sept. 1, 2005

Dr. Annette Staveley, Department of English Language and Literature, professor, Sept. 1, 2005

Dr. Brian Staveley, Department of Biology, associate professor, Sept. 1, 2005

Dr. Guang Sun, Faculty of Medicine, associate professor, Sept. 1, 2005

Dr. Anne Thareau, Department of French and Spanish, associate professor, Sept. 1, 2005

Dr. Rosonna Tite, Faculty of Education, professor, Sept. 1, 2005

Dr. Stephen Tomblin, Department of Political Science, professor, Sept. 1, 2005

Dr. Todd Wareham, Department of Computer Science, associate professor, Sept. 1, 2005

Dr. Michael Wernerheim, Department of Economics, professor, Sept. 1, 2005

Dr. Jie Xiao, Department of Mathematics and Statistics, associate professor, Sept. 1, 2005

Dr. Xiaoqiang Zhao, Department of Mathematics and Statistics, professor, Sept. 1, 2005

Retirements

Dr. George Casey, Department of English Language and Literature, associate professor, April 30, 2005

Dr. Clar Matchim, Faculty of Business Administration, assistant professor, June 30, 2005

Confirmation in Appointments – Tenures

Dr. Mark Borgaonkar, Faculty of Medicine, assistant professor, Sept. 1, 2005

Dr. David Buckley, Faculty of Medicine, assistant professor, Sept. 1, 2005

Janet Goosney, Queen Elizabeth II Library, librarian I, Sept. 1, 2005

Dr. John Hanchar, Department of Earth Sciences, professor, June 1, 2005

Dr. Sean Murphy, Faculty of Medicine, assistant professor, Sept. 1, 2005

Dr. Stephen O'Leary, Faculty of Engineering and Applied Science, associate professor and Canada Research Chair (Tier II), Jan. 1, 2006

Dr. Martin Plumer, Department of Physics and Physical Oceanography, professor, July 25, 2005

Dr. Chris Radford, Department of Mathematics and Statistics, professor, Aug. 25, 2005

Bert Riggs, Queen Elizabeth II Library, librarian II, June 1, 2005

Dr. Gary Sneddon, Department of Mathematics and Statistics, assistant professor, Sept. 1, 2005

ADMINISTRATIVE**Appointments**

Craig E. Boyd, Department of Facilities Management, manager, safety and environmental services, March 28, 2005

Sheldon Cribb, Department of Technical Services, technologist I, Feb. 21, 2005

Wendy Hackett, Sir Wilfred Grenfell College, staff accountant, June 6, 2005

Brian Joyce, Department of Technical Services, craftsman I, May 30, 2005

Fronie Squibb, Faculty of Medicine, intermediate secretary, March 15, 2005

Jeff Young, Department of Technical Services, craftsman I, May 24, 2005

Contractual to Permanent Appointments

Shirley Alexander, Faculty of Medicine, intermediate clerk stenographer, April 22, 2005

Karen Hollett, Office of Faculty Relations, associate director, April 1, 2005

Theresa Kelly, Office of the Dean of Science, instructional assistant, Jan. 5, 2005

Danielle Nichols, Ocean Sciences Centre, research marketing manager, May 27, 2005

Jason Noseworthy, Financial and Administrative Services, stores clerk I, May 27, 2005

Gail Reader, Sir Wilfred Grenfell College, enforcement and patrol officer III, April 1, 2005

Raylene Rowe, Faculty of Medicine, intermediate clerk stenographer, June 2, 2005

Amelia Squires, Faculty of Medicine, library assistant III, May 2, 2005

Connie Woodford, Distance Education and Learning Technologies, intermediate clerk, June 9, 2005

Jana Walsh, Sir Wilfred Grenfell College, physical education facilities coordinator, April 18, 2005

Contractual Appointments (one year or more)

C. Stephen Andrews, Office of the Vice-President (Research), technology commercialization officer, April 1, 2005

Steve Benteau, Faculty of Medicine, project manager, March 14, 2005

Marie Donovan, Office of the Dean of Arts, academic advising officer, May 9, 2005

Dante Galutira, Faculty of Medicine, research assistant I, Feb. 28, 2005

David Head, Student Affairs and Services, manager, university bookstore, March 2, 2005

Michelle Honeygold, Career Development and Experiential Learning, programmer consultant, Feb. 16, 2004

Ellen McCarthy, Faculty of Medicine, secretary, March 14, 2005

Elizabeth Noseworthy, Office of Research, intermediate clerk stenographer, March 21, 2005

Jessica Penney, School of Graduate Studies, intermediate clerk stenographer, April 25, 2005

Tracey Powell, Distance Education and Learning Technologies, senior instructional design specialist, May 30, 2005

Susan Tobin, Office of Alumni Affairs and Development, development officer, April 25, 2005

Laura Walbourne, Sir Wilfred Grenfell College, conference marketing co-ordinator, March 22, 2005

David Yetman, Office of the Vice-President (Academic), manager, knowledge mobilization, June 6, 2005

Promotions & Transfers

Lucinda Bradbury, Faculty of Medicine, secretary, April 7, 2005

Susan Carter, Faculty of Medicine, intermediate secretary, Feb. 28, 2005

Preston Duffey, Department of Facilities Management, enforcement and patrol officer II, April 24, 2005

Renee Fitzgerald, The Leslie Harris Centre of Regional Policy and Development, intermediate secretary, April 26, 2005

Mike Foley, Faculty of Engineering and Applied Science, programmer consultant, March 7, 2005

Dennis Furlong, Department of Facilities Management, power engineer 2nd class, June 1, 2005

Ben Fushell, Department of Facilities Management, plant stores clerk, April 25, 2005

Jessica Grant, Sir Wilfred Grenfell College, library assistant III, May 2, 2005

David Mercer, Division of University Relations, graphic artist II, Feb. 21, 2005

Marjorie Mercer, Department of German and Russian, administrative secretary, May 2, 2005

Sharon Pelley, Faculty of Medicine, academic program administrator, June 2, 2005

Becky Young, Faculty of Medicine, intermediate clerk stenographer, April 1, 2005

Retirements

Hyacinth Brisson, Sir Wilfred Grenfell College, library assistant VII, Jan. 7, 2005

Roger Burry, Distance Education and Learning Technologies, electronic technologist IV, June 24, 2005

Ed Cadigan, Art Gallery, art gallery supervisor, April 28, 2005

Michael Callahan, Department of Computing and Communications, communications services co-ordinator, April 1, 2005

Charlie Carter, Department of Technical Services, craftsman III, April 15, 2005

Thelma Christian, Faculty of Education, student centre officer, March 16, 2005

Ed Duggan, Department of Technical Services, technician II, April 29, 2005

Gerald Ford, Department of Earth Sciences, facilities co-ordinator, May 26, 2005

Glen Hoffe, Department of Computing and Communications, operations manager, June 25, 2005

Evelyn Gill, Queen Elizabeth II Library, library assistant I, April 22, 2005

Mary Jordan, Department of Facilities Management, custodian I, June 30, 2005

Kevin Kane, Department of Facilities Management, associate manager, safety and environmental services, April 1, 2005

Barbara Morris, Financial and Administrative Services, duplicating equipment operator I, June 24, 2005

Lillian Murphy, Sir Wilfred Grenfell College, intermediate secretary, April 1, 2005

John Neville, Department of Facilities Management, signage technician, May 27, 2005

Patricia Oliver, Faculty of Medicine, library assistant III, April 30, 2005

Marie Stone, Office of the Registrar, intermediate clerk, April 11, 2005

Raymond White, Department of Facilities Management, plant stores clerk, April 1, 2005



News and Views

Gerard McDonald
Director of Human Resources

Current activities in Human Resources

Here's a quick update on some recent activities and developments in the Department of Human Resources.

Online employee services on *my.mun.ca*

The Department of Human Resources recently launched an online employee services facility via the university's Internet site. This facility will permit employees to view and/or change various items of personal information directly online.

We are actively considering other services we may provide on this site in the future. If you have any suggestions, please let us know. There is a feedback link on the Employee Services tab or you can e-mail us directly at hronline@mun.ca.

Additional information regarding this service and how you obtain access is available from our Frequently Asked Questions document, which may be accessed from our main Web site, www.mun.ca/humanres.

HR's updated Web site

Our department has recently upgraded our Web site. You will see a new, more pleasing presentation which is consistent with the look and feel of the university's main Web site and the sites of several other departments who have adopted the same format over the last several months. In addition to the new look, you should find it easier to navigate our site and to readily find the information you are seeking. The addition of a Google-powered search feature should help as well.

The HR Web site is quite large and hosts hundreds of pages of information, so the conversion process was an extensive one. While we have taken the opportunity to

simplify our site in obvious places, our main focus has been to get our site converted. We will look at opportunities for further streamlining in the future. Please do not hesitate to let us know if you have any ideas or suggestions. We can be contacted by e-mail at hronline@mun.ca.

Tely 10 Team Memorial

In 2004, the Wellness Office of the Department of Human Resources co-ordinated for the first time a Tely 10 Team Memorial. This was a group of employees and their spouses and/or children who had decided to run, walk or run/walk the annual Tely 10 road race as a group from Memorial. Last year, this initiative attracted almost 90 participants – the vast majority of whom were employees. Out of this group, we estimate there were at least 20-25 who were first-time participants in the Tely 10. Once again, we organized the same initiative this year and approximately 120 employees and their spouses and/or children registered for the Tely 10 Team Memorial. I am delighted with this result and the fact that we have been able to build on a great experience from last year. I congratulate all Memorial participants who completed the race which took place Sunday, July 24.

Scents in the workplace

The impact of scents and fragrances in the workplace is something which was identified as an employee wellness issue by the Wellness and Active Living Working Group. Earlier this year, this topic was also discussed by the university's Employee Benefits Committee, and the university's senior administration later approved a recommendation by the committee that the university address this issue with an emphasis on education and awareness building. Our initial

focus was the production of a suitable scent awareness poster, which has since been placed in public areas across the main campus and at both the Marine Institute and Grenfell College. We have attempted, where possible, to ensure these are also prominently displayed in main building entrances. If required, additional posters are available from our Wellness office by calling Tracey at 737-4628.

Renewal of Employee Assistance Program (EAP)

Our current three-year contract with FGI for the provision of EAP services to employees and retirees of Memorial University concludes this summer. FGI has been the university's EAP provider since 1997, when it was first decided these services would be co-ordinated through an external provider rather than internally.

The university issued a Request for Proposals relative to the renewal of our EAP in May, and several proposals were received from interested companies, including FGI. With the help of a small committee which was struck from the department's EAP Advisory Committee, our department is presently in the process of reviewing the proposals from a short-list of four firms. Barring anything unforeseen, I expect we will conclude this process and finalize the selection of our EAP provider by the end of July.

Have a safe summer!

Summer is well upon us and it's the time of the year many of us turn our attention to relaxing a little and taking advantage of the good weather. Whether you are travelling, gardening, working around the house, fishing or spending time at the cabin, I hope you and your family have an enjoyable and safe summer.

It's free and easy to use

New tool helps departments manage their Web sites

Updating university Web sites has gotten a whole lot easier. A new free Web-based program is now available to all university departments and faculties allowing them to post and update their own Web pages without any extensive knowledge of the Internet or complicated computer programs. The new tool is called Site Builder and it was officially launched late last year. Since then, more than 35 different departments and faculties have started using it to create Web pages that have the same design as the university's official site. About half of the sites have been officially launched while the others are still being created. "This simple tool allows people to produce good content instead of dealing with technical details," says Paul Whittle, Memorial's Web manager, University Relations. "It's basically a content management system that's used to keep sites up-to-date. People don't need to know any HTML. If you can use Microsoft Word you can use this. It's as easy as cutting and pasting documents."

Mr. Whittle says Site Builder was conceived out of a need by departments and faculties to have access to a simple tool that allows them to create attractive Web sites. In the past some departments hired students to design sites that were launched but never updated. Other sites were full of glitzy graphics that are no longer used on the Web. "Some departments had these sites but didn't know how to control them. Nobody sat down with them to show them how to update their pages," says Mr. Whittle. "More importantly, people want something that is not going to go out-of-date as Web technology changes. With Site Builder they get a content management system which will keep up with new capabilities on the Web as it evolves."

Site Builder was developed for Memorial by *ccwebworks* along with the Division of University Relations. Users simply log into the system, make changes to their Web sites into a template and save their data. That information is then uploaded to MUN's main server.

"This new program puts a tool in the hands of all the departments that makes it very easy for them to create Web pages that are consistent with Memorial's look," says Beth Ryan, Memorial's Web editor. "The university Web site used to be an add-on to other communication vehicles but now it's a really important communications vehicle when it comes to communicating with students, faculty and staff, but also to the outside community."



From left: Dan Hyde, senior programmer, *ccwebworks*, Paul Whittle, Web manager and Beth Ryan, Web editor.

"The university has developed an official look and feel for institutional-level pages," adds Mr. Whittle. "Site Builder is one way for departments to easily adopt this preliminary look and feel if they choose to. And as this look and feel changes it will be automatically updated."

Workshops have been held with different faculties and departments showing them the benefits of Site Builder. Departments can make changes each week or month rather than overhauling their Web sites once a year.

Mr. Whittle says Site Builder is catching on quickly. Memorial's campus in Harlow has used it to create its own Web site, so has the School of Nursing, the Faculty of Science, Facilities Management, Human Resources, the Registrar's Office, Senate and Regents and the School of Graduate Studies. "Some of these sites are still in production while others have been launched," says Mr. Whittle.

Having access to a simple computer program that allows departments the ability to update their own site was the main attraction for Facilities Management. "It brings a lot of ownership to the Web site back to the department," says Cynthia Whelan, manager of administrative services. "That was the main selling point for our unit. Before we had to get somebody else to update our site; now we can do it ourselves."

Mr. Whittle says he anticipates more departments will come on board once they realize the benefits of Site Builder. "They

have to look at it and see how the tool works before they judge it," he says. "They can create sites so quickly and easily compared to before. It really takes no time."

What do you like about working at Memorial?



"My job is very interesting and I get to meet a lot of people. Every day is different. I could be shooting video on an oil rig one day and then at Government House the next. However, the best part of my job is learning from and working with a group of the most talented and knowledgeable television professionals you will find anywhere."

LORNA YARD, graphic artist/production technologist, Distance Education and Learning Technologies

Importance of job evaluation

Like many large employers, Memorial University uses a job evaluation system to determine the internal value of all of its jobs. Job evaluation is a systematic and detailed process to analyze and value job content. It is also an objective and fair method to determine the relative value of jobs – not people – and it creates a gender-neutral job evaluation system.

The primary source of information on each position is the Job Fact Sheet, which is completed by employees and reviewed by their supervisor and dean or director.

The Department of Human Resources is requesting that employees who are in newly-created or long-standing positions

complete a Job Fact Sheet if it has never been submitted. When it is forwarded to Human Resources, a job evaluation review will be conducted.

Memorial uses the Aiken Plan when evaluating non-academic jobs from entry to director levels. Using the Job Fact Sheet, and information compiled by Human Resources through one-on-one interviews, a job evaluation committee will then assess the positions. There are currently 32 active committee members, where each evaluation team represents the diversity of the university community including:

- Nature of occupations – technical, research, instructional support, administrative, clerical, fiscal, facilities, etc.
- Knowledge of university operations
- Gender
- Employee group status

The Department of Human Resources welcomes employees who may be interested in becoming committee members.

If there has been a Job Fact Sheet completed and evaluated for your position, you can request a copy of the activity section or the ratings assigned to your position at any time.

If you would like information about completing a Job Fact Sheet, becoming a member of the job evaluation committee, requesting the ratings assigned to your position or on job evaluation at Memorial, please log onto www.mun.ca/humanres/v4/working_job_evaluation.shtml or e-mail jobeval@mun.ca.

UPCOMING DEADLINES FOR THE COMMUNICATOR

Issue	Deadline
Fall 2005	September 6
Winter 2006	November 21
Spring 2006	March 13

Send story ideas or photos to jeffg@mun.ca or call 737-2142.