



The Monday Memo

Eastern New Mexico University

The weekly newsletter of Eastern New Mexico University is published by University Relations. Material deadline is 12 noon, Thursday for the following Monday issue. Direct information to Candace Baros, **The Monday Memo** Editor, Station 6, Administration Building, Ext. 2131.

Monday, June 26, 2000

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Notices

MONDAY MEMO DEADLINE - The deadline for submissions to the *Monday Memo* is noon on the Thursday prior to the Monday publication. Submissions may be sent via e mail: Candace.Baros@enmu.edu or faxed to 562-2256. **E mail is preferable.** For further information, please call ext. 2131.

MONDAY MEMO SUMMER SCHEDULE - The *Monday Memo* dates of publication are: June 26, July 10, July 24, August 7, and the regular schedule will resume on August 14. If you have items that need to be submitted or attached for a dated event please be aware of the dates of publication.

UNIVERSITY COUNCIL - University Council will not meet during the months of June and July. The next scheduled meeting will take place August 28th at 3:10 p.m. in the Regents Room.

INTERFUNDS - All interfunds must be in the Business Office by July 5 or they will be charged to the 2000-2001 budget. In order to be reimbursed for any travel taken during the 1999-2000 fiscal year, the travel voucher is to be in the Business Office by June 30.

RETIREMENT RECEPTION - Computer Services and Telecommunications would like to invite the campus community to a come and go retirement reception in UCC 113, Wednesday, June 28th from 2 p.m. to 4 p.m. This is to honor Larry Mote.

SUPPORT EMPLOYEES SENATE - Congratulations to those elected to Support Employees Senate positions for the next two years. They are: Academic Affairs, Shirlene Peters; Student Affairs, Nikki Howard; Business Affairs, Daniel Alaniz and Sandra Aranda. Congratulations to Richard Vigil and Brenda Gonzales for their election to the Grievance committee, to Doncella Caywood and Janice Cowen for their election to the Special Appeals committee, to Pat

Dodd, Kathie Brunsen and Debbie Strong for their election to the Handbook committee. A very special thank you to those who were willing to run and to all who took the time to vote.

ALUMNI RECEPTION - The ENMU Alumni Association will sponsor a reception for all Alumni and Friends in the Albuquerque area on Friday, July 21 at 6:30 p.m. It will be held at the home of Alumni Board member, Max Bennett, at 13206 Manitoba Drive NE. His home sits at the base of the Sandia Mountains near the Embudito Trailhead, and those of strong mind and body are encouraged to hike the trails, or simply enjoy the beautiful views. All Alumni, Friends, faculty and staff are invited to attend. For additional information, contact the Alumni Office at ext. 2125.

ITEM ANALYSIS FORMS - Item Analysis forms are available at Media Services. Call ext. 2776 or come by Media Services to pick up blank forms. The Scantron machine with which to use these forms is located in the Activity Center in the Golden Library.

THESIS DEFENSE - Douglas Dobbins, MA candidate in communication, will be defending his thesis on July 10, from 10 a.m. to 12 p.m. in the COB Room 103. For more information call ext. 2130.

EMOTIONS ANONYMOUS - Do you feel depressed, have anxiety, unable to sleep, experience mood swings, angry or feel guilty? EA may be helpful at this point in your life. You will find that members have experienced the same feelings and you are not alone. We believe EA can work for anyone who wants a change. We meet every Thursday at 7:30 p.m. at Westminster Presbyterian Church at 3112 Thornton. For more information call 763-4355 or 763-6015.

GRADUATE ASSISTANTSHIPS AVAILABLE - Graduate Assistantships are available part-time or full-time for the Fall 2000 in Education. For further information contact Pat Gallegos in ED

103 or call Dr. Sherrie Bettenhausen at ext 2603 or Sherrie.Bettenhausen@enmu.edu. Note: These are non-teaching assistantships.

SAFETY TIP OF THE MONTH - Beat the Heat This Summer. The same summer heat you look forward to all winter can take you by surprise if you aren't careful. Heat illness results when you expose your body to more heat than it can handle. Some symptoms of heat related illnesses can range from headache and dizziness, weakness, nausea and vomiting to disorientation, agitation, seizures or even unconsciousness. To control heat related illnesses do the following: 1) follow work/rest cycles. Rest means minimal activity, not stopping work completely. Workers may alternate light and heavy work. 2) food and water intake is important. Hot food adds directly to body heat. Heavy meals reduce your ability to get rid of heat because they redirect blood flow to your digestive tract instead of your skin surface. Be sure your noon meal is light and cool, then try to rest for a while right after eating. Plan your heaviest meal of the day for evening after the workday is over. 3) Fluid intake should equal fluid loss throughout the day. Be sure you have enough cool drinking water at your job site and drink 5 to 7 ounces of water every 15 to 20 minutes, even if you don't feel thirsty. **DO NOT** drink alcohol because it dehydrates the body when working. Salt supplements are not recommended, since too much salt can cause high body temperature, increased thirst and nausea. The normal diet usually has enough salt in it, but if you sweat continuously or repeatedly, you may use extra salt at the table. Salt tablets are considered harmful because the salt doesn't enter your system as fast as water or other fluids.

DESKS AVAILABLE - The Inventory Office has a limited amount of desks available for departmental use. Contact David at ext. 2606 to make arrangements to view this furniture.

BILINGUAL/MULTICULTURAL PROGRAM TITLE VII SCHOLARSHIP - Applications are now being taken for the Title VII Scholarship. All students interested in applying for the scholarship please call Maria Marquez at ext. 2995. Or you can come by the Education Building room 113 and pick up an application. Deadline for applying is July 1, 2000.

CAFÉ DOWN UNDER SUMMER HOURS - The Café Down Under Summer hours will be 8 a.m. to 2 p.m.

RECREATION HOURS - Summer hours for June 5 - July 31 are: Monday - Friday, 6 a.m. to 10 a.m.; Monday - Thursday, 12 p.m. to 6 p.m.; and Friday, 12 p.m. to 5 p.m. In between spring and summer session (May 15 - June 2) and summer and fall session (July 31 - August 25) hours will be Monday - Thursday, 12 p.m. to 2 p.m., 4 p.m. to 6 p.m. and Friday, 4 p.m. to 5 p.m. **Natorium Hours:** Lap swim: Monday - Friday, 12 p.m. to 1 p.m.; Monday to Thursday, 5 p.m. to 7 p.m.; and Saturday, 11 a.m. to 1 p.m. Open Recreation Hours: Monday - Thursday, 7 p.m. to 8:45 p.m. Schedule is subject to change. Parties and reservations have priority.

EXTENDED LEARNING NON-CREDIT COURSE OFFERINGS - The following is a list of **non-credit** course offerings

Kids' College - various activities including computers, swimming, and lunch in the park provided by the City of Portales for ages 5-12 years, 8:00am-5:00pm, June 5-July 28, JWLA. The fee is \$55 per week. No class Tuesday, July 4th.

Aqua Aerobics - Seven one-week rotations at the Natatorium, 9:00-9:50am with **Alisha Conner** #4-June 26-30, #5-July 10-14, #6-July 17-21, and #7-July 24-28. The fee is \$20 per rotation prepaid or \$5 drop-in.

Yoga - with **Lorelei Taylor**, Tuesday, 7:15-8:30pm and/or Thursdays, 6:00-7:15pm, June 6-August 1, GA-11. The fee is \$5 per class when prepaid by the month or \$6 drop-in. Please bring mat and blanket. No class Tuesday, July 4th.

Beginning/Intermediate Tumbling - for ages 5-18 years with Kara Wilson-Allen. Offered July 10, 11 & 12, 9am-12:00pm for Beginning and 1:00-4:00pm for Intermediate, Greyhound Arena. Please wear either leotard or shorts and T-shirt. The fee is \$45.

Vegetable Bouquets - learn to make an edible bouquet of vegetables (that looks floral) with **Geri Schwandt**, Monday, June 26 6:00-8:00pm, FCS-98. Bring a sharp knife, small cutting board, scal-

lions, carrots yellow squash, zucchini, radishes tomato and container. The fee is \$10 plus a \$10 lab fee payable to the instructor who will be bringing additional vegetables.

Intro to the Internet - with **Richard Bradfute**, Tuesday, July 11, 6:00-8:30pm, UCC-107. The fee is \$30.

Microsoft Excel 2000 - with **Richard Bradfute**, Tuesday, July 18, 6:00 - 8:30pm, UCC - 107. The fee is \$30.

One Nighter Speedy Cross Stitch - learn to cross stitch and walk away with a potpourri pillow Tuesday, June 27, 6:30-9:30pm with **Victoria Garrett**, Cozy Cottage Cross Stitch Shoppe, 119 S. Main. The fee is only \$7 with a \$5 materials fee payable to the instructor. **Four-Week Cross Stitch** - with **Victoria Garrett**, Cozy Cottage Cross Stitch Shoppe, 119 S. Main, Thursdays, June 29-July 20, 6:30-9:30pm. The fee is \$40 with materials \$22.50 payable to the instructor.

Swimming - with **Alisha Conner** for ages 4 and up Mondays-Thursdays, 10-10:50am, Rotation #2 July 10-20, Natatorium. The fee is \$35 and includes a Red Cross Certification Card. Materials include swimsuit, towel and appropriate shoes. Parental consent is required.

Oil Painting for Fun - for ages 16 through adult with **Marilyn Dewbre**, Monday-Friday, 6:00-9:00pm, July 10-14, JWLA. The fee is \$50. If you are a beginner and need help in purchasing supplies, please register 2 weeks before class so that Marilyn can help you order what you need for approximately \$150. The class is limited to 10, so call today!

The Easy Way to Build Web Pages - with **Richard Bradfute** Monday, July 10, 6:00-8:30pm, UCC-107. The Fee is \$30.

Rainbow of Colour - with **Victoria Garrett**, Cozy Cottage Cross Stitch Shoppe, 119 S. Main Street, Tuesdays, 6:30-9:30pm, either July 11 or 18. The fee is \$7 with a materials fee of \$8 payable to the instructor.

Aromatherapy - with **Lorelei Taylor**, Saturday, July 22, 1:00-3:00pm, COB-156. The fee is \$15. The highlight of this class is a foot massage with oils so be prepared to take your socks off! Please bring notepad, pen and a towel for that foot massage.

Feng Shui - the art of designing and decorating to achieve perfect harmony with **Lorelei Taylor**, Saturday, July 15, 1:00-3:00pm, COB-156. The fee is only \$10!

Hardanger in a Hurry - with **Victoria Garrett**, Cozy Cottage Cross Stitch Shoppe, 119 S. Main, either Tuesday July 25, or Thursday, July 27, 6:30-

9:30pm. The fee is \$7 plus a kit fee of \$15 which includes a reference book and threads for future projects.

Employment

ENMU-Portales Campus employment opportunities. Apply at University Personnel Services, Administration building, Rm. 207. Call ext. 2115 for more information. For professional positions submit a letter of interest, resume and names and phone numbers of three references. For support positions, obtain application forms from University Personnel Services. Current job openings are posted on the Job Line at ext. 2411.

Portales

PROFESSIONAL POSITIONS

POSITION: EARLY CHILDHOOD ASSOCIATE. LOCATION: CDC. BASE SALARY: \$376.73 biweekly (half-time). DEADLINE DATE: 5 PM on July 10, 2000. DATE AVAILABLE: As Soon As Possible

POSITION: COORDINATOR FOR MENTORING & VOLUNTEERS SERVICES. LOCATION: GEAR UP U.S. Department of Education Grant Program. BASE SALARY: \$18,314. DEADLINE DATE: 5 PM on June 30, 2000. DATE AVAILABLE: As Soon As Possible.

POSITION: LEADERSHIP EDUCATION COORDINATOR/RESIDENCE HALL DIRECTOR. LOCATION: Housing & Residence Life. BASE SALARY: Commensurate with education and experience (plus apartment and board plan). DEADLINE DATE: Review of applications will begin immediately and continue until an appointment is made. DATE AVAILABLE: July 15, 2000.

POSITION: NURSE. LOCATION: Health Services. BASE SALARY: Commensurate with education and experience 9-month position. DEADLINE DATE: 5 PM on June 30, 2000. DATE AVAILABLE: As soon as possible.

POSITION: DIRECTOR OF ADMISSIONS. LOCATION: ADMISSIONS. BASE SALARY: Commensurate with education and experience. DEADLINE DATE: 5 PM on June 30, 2000. DATE AVAILABLE: As soon as possible.

Classified Ads

FOR SALE - 5 -bedroom house with Mother-in-law quarters, 3 full bathrooms, 2 living room areas, 2 kitchens, sunroom, formal dining room, laundry room, 2 car garage, fireplace, pantry, automatic sprinkler system, ceiling fans in every room, landscaped back yard and great neigh-

bors. Located at 3713 Linkwood Lane and the selling price is \$127K. Call Alicia at 762-0050 or 742-1257.

FOR SALE - 4 -bedroom, all brick home in Yucca Heights. 2&3/4 bath, automatic sprinkler system. 2 car garage, central air (heat pump), fireplace, saltillo tile floor in entrance and kitchen, large utility room, dining room, living room and den. Call 356-4717 for more information.

FOR SALE - 3 -bedroom, 2 bath home. Living room with fireplace, den and dining area. Nice floor plan. Outdoor sprinkler system, 1 car garage. Brick, storm windows, and fresh paint. Owner financed. Call 273-4396.

FOR SALE - Partially furnished, spacious Portales home on corner lot. Two master bedrooms, two offices, two and one-half baths, attic, detached garage, basement, library and tiny loft bedroom in attic, 2300 sq. ft. Comes with washer, dryer, freezer, microwave, dishwasher and some furniture. Open kitchen-dining area. Ideal for entertaining. Two patios, many apricot trees, small herb garden, lilac hedge. Molting dragon in the backyard. \$45,000. Call 623-5930 for an appointment.

FOR SALE - Close To Town & Room For Horses Too! 1668 S Roosevelt Rd 3, Portales. This charming 3 bedroom home on an acre offers amenities not readily available in this price range. You can treat your family to central heating and air conditioning, updated carpeting, woodstove, metal roof, 30X30 barn with two stalls, tack room, pipe fenced runs, storage shed, chain link dog run, 1/2 acre fenced turnout/arena, lots of trees and much more. Located 1 mile N. of Walmart between Hwy 70 & 467. Property has well water, newer septic tank, caliche driveway, lots of pipe fence and covered parking. \$49,900. \$2,500 down and formally assume VA loan with release at 8% with payments of \$420 PITI. Call (505) 356-6261 or (505) 749-2707.

FOR SALE - In Western Skies, 3 - bedroom, 1.75 bath, large open living area with fireplace, new ceramic tile in entryway and kitchen, total electric. Like new. 2105 W. Aspen. \$85,000. Call 359-1593 or 356-6601 and ask for Sandra.

FOR SALE - 1989 Plymouth Voyager Van, 5 - speed, air conditioning, power steering, power brakes, AM/FM stereo cassette, tinted glass, 4 new tires, roof rack, well maintained and gets good gas mileage. Priced to sell at \$1900. Call 763-5758.

FOR SALE - 1994 Ford F-150 flare side, automatic with AM/Fm cassette with air. 65000 miles. \$14000. Call 359-4598.

FOR SALE - 1978 Mercury Cougar, runs great, needs some body work. \$600 OBO. Call 356-1044 after 4 p.m.

FOR SALE - 1991 Dodge Spirit 2.5L, good A/C, AM/FM Cassette. Blue with blue interior, come see at 113 Oklahoma Dr. and a large overstuffed couch and chair set. Asking \$150 OBO. Call Erine at 760-4479 before 5 p.m. or 356-8160 after 5 p.m.

FOR SALE - 1986 Pontiac Fiero. New paint, radiator and recent engine overhaul. \$2500 OBO. Call 356-8068.

FOR SALE - Twin size mattress, \$25. Purple dresser, \$25. Microwave, \$45. Call 356-2205 for more information.

FOR SALE - Four drawer oak desk. Solid construction. \$50 OBO. Call 562-3087.

FOR SALE - 1 -year old female Rottweiler. Not spayed, good for breeding. She is a full breed, but does not have papers. Asking \$200 OBO. Call 356-5931 and leave a message.

FOR SALE - Flower pots and Kivas from Guadalajara Mexico Pottery. Large, medium, and small. With lots to choose from. Call Cliff a 760-2245, will show them anytime and deliver.

FOR SALE - 6'x12'x6' chain link dog run, asking \$200. Call 356-6731.

FOR SALE - Baldwin Organ in excellent condition and 2 oak Captain's Chairs. Call Lea at 356-2216.

FOR SALE - Used Whirlpool electric range, the oven is in good condition, for more information contact Jake Medrano at 359-1400.

FOR SALE - Handicap bath tub chair (used one week) \$50; heavy duty exercise machine - Air Walker Pro Form \$75; small entertainment center for tv/vcr/tapes \$20. Call 562-2521.

FOR SALE - A View Sonic computer. Includes a printer, printer paper, speakers, and a modem. Good condition. If interested please call 356-4076, after 5 p.m. only please. Asking \$200 OBO.

FOR RENT - 1 -bedroom apartment, attractive, clean and well located. Deposit required. No pets please. Call

Hilliard Properties at 356-6003.

FOR RENT - All electric unfurnished 2 -bedroom apartment. Water paid. \$225 per month, \$125 deposit. Call 359-0901.

FOR RENT - Casa del Sol, 1 -bedroom, 1401 W. 17th Street. Located one block west of Lincoln Hall across from ENMU tennis courts. Private and very nice environment. \$400 a month, all electric with washer and dryer. Water and cable paid. Call Mickey at 356-5966.

FOR RENT - Large 4 -bedroom, 2 bath with washer and dryer and fenced back yard. \$600 a month plus deposit. Call 359-1948.

FOR RENT - 2 -bedroom, 1 bath house, newly remodeled, W/D hookups, fenced yard located at 815 E. Amazon. \$300 per month, \$200 deposit plus utilities. Call 356-5916.

FOR RENT - 1 -bedroom super clean, newly painted, partly furnished, grassy backyard hideaway. All-electric and water paid. Deposit/references, no pets. \$350. Call 359-2415.

FOR RENT - 2 -bedroom duplex, furnished, washer and dryer. Walking distance to ENMU. Call Barbara at 356-8489.

FOR RENT - Nice 3 -bedroom, 1.5 bath, close to ENMU, fenced yard and garage. Call Barbara at 356-8489.

FOR RENT - Recently remodeled one bedroom duplex and small one bedroom house, unfurnished, stove and refrigerator provided. Carpeted, central air and heat. \$210 plus bills. 324 S. Abilene. 359-0660 or 359-0888.

FOR RENT - 4 -bedroom, 1 bath house with attached garage, W/D hookups, fenced yard. Located at 1711 S. Main. Available on June 15th. \$450 a month plus utilities and deposit. Call 356-5916.

FOR RENT - Clean, 2 -bedroom fully furnished apartments, off the street parking. Call 359-0231.

FOR RENT - 2 -bedroom house partly furnished with W/D hook-ups. Call 359-0231.

FOR RENT - 3 -bedroom, 1 bath house, with a large living room. Enclosed back yard 1 block from ENMU. \$375 per month. Call Erica at 356-2040.

PRE-SCHOOL - Portales Presbyterian Preschool, Early Childhood Education has openings for Tuesday and Thursday mornings 8:30-11:30 a.m. \$50 a month, ½ tuition for student mothers. Close to campus at First Presbyterian Church, 1st and Ave. F. Call 356-5533 or 356-6979 for more information.

WEEKEND WORK - Light yard work and painting - \$6.50/hour. Call 276-8518.

YARDWORK - Need someone to do yardwork? For more information call Steve at 359-3028, or 760-8886.

HANDYMAN - Older, experienced ENMU student seeks home-repair jobs. Plumbing, electrical, carpentry, painting, labor, etc. Richard.stewart@enmu.edu or call 356-2369.

ROOMATE WANTED - To share a country home with single female. 2 miles from ENMU. References required. Call 359-0985, ask for Joann or Lynette for details.

PRE-SCHOOL/CHILDCARE - Nanna's House Preschool & Childcare Center has full time and half-day openings for children ages 2 - 5. Structured Early Childhood Program with the Warmth of

Home. Visit us at 710 South Abilene or call 356-0541 or 276-8241 for more information or references. Director - Teresa Wood-Sanders, Certified Teacher.

MECHANIC - Providing service on Toyotas and other imports. 13-year experience. Call Tim at 356-0716.

BABYSITTER - Available to care for your child or children in her home. State certified, available evenings and weekends. Call Courtenay at 356-3684.

BABYSITTER - Available to take care of children Thursday thru Sunday. Call Monica at 562-3172.

HOUSE CLEANER WANTED - Looking for someone to clean my house once a week. If interested please call me at 356-2091 and leave a message.

PIANO TUNING AND RESTORATION - For piano tuning and restoration call 356-8068.

YARD SALE - 1607 N. Main. Saturday, July 1st. 8 a.m. to 5 p.m.

THREE PARTY YARD SALE - Friday, July 7th and Saturday, July 8th. 1300 W. Kaywood. 8 a.m. to ?

Eastern New Mexico University is an affirmative action and equal opportunity employer. The University does not discriminate on the basis of race, color, national origin, sex, age or disability in its programs, activities, or employment. Persons seeking additional information about the University's nondiscrimination policy should contact the Director of Human Relations/Affirmative Action Officer, ENMU, Station #2, Portales, NM 88130.