



# 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, August 28, 2000

Vol. 53, No. 6

#### Meetings

##### University Council

Monday, August 28, 2000

3:10 p.m.

Regents Room

#### 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.

**ANNUAL PRESIDENT'S PICNIC** - President Everett and Dr. Janet Frost cordially invite all University employees, emeritus faculty, retired employees and their spouses/guests to the Annual President's Picnic. The picnic will be held on Saturday, September 9, 2000, 6:30 p.m. in the backyard of the President's home at 1600 W. Cherry Street. The menu will include hamburgers, veggie burgers, hot dogs, sausages, salads and all the fixings. In case of bad weather, we will move to the Ballroom in the Campus Union Building.

**AUCTION FOR HOSPITAL** - The Chamber of Commerce is sponsoring an auction on September 16<sup>th</sup> to help raise money for the new Roosevelt General Hospital. It will be held in the old Alco Building at 301 W. First Street. Items may be viewed at 9:00 a.m. with bidding starting at 10:00 a.m. So what does this mean to you? Two things — you can clear out the garage by donating that sofa that has been stored there for the past 4 months, or find a new home for that lovely string of pearls that Aunt Ida left you and you've never worn, or you can lighten the load in your wallet by donating cash. You don't even have to deliver it, we'll pick it up. Just call one of the ENMU Auction Coordinators, Sharon King,

ext. 2124 or Claudia Crowell, ext. 2131. The second thing you can do is to attend the auction and buy, buy, buy!

**CLEARANCE TO BEGIN WORK** - All new employees (faculty, professionals, support staff, student hires, work study students, and GA's) must report to Personnel Services before starting to work to complete I-9 and Drug Free Work-place forms. New employees will not be paid until these forms are completed. Employees must present identification required by the Immigration and Naturalization Service when completing these forms, i.e., drivers license AND social security card or birth certificate. Please contact Personnel Services if you have any questions.

**ATTACHMENTS TO THE MONDAY MEMO** - Individuals desiring to provide attachments to the *Monday Memo* (limited to 8 ½ " x 11" paper) must obtain approval of the editor well advance of the desired publication date. The individual or department is responsible for the duplication of the original material by submitting a duplicating request to University Printing by 1 p.m. on the previous Thursday of the desired publication date. The request must note that the material is intended for an attachment to the *Monday Memo* and include appropriate budget number.

**OPEN HOUSE** - The Golden Library Staff will host an Open House, August 29, 2000 at 3 p.m. to 5 p.m. Refreshments will be served in the Media Service area.

**FIREMEN CAN REGISTER LATE** - All students who are involved in fighting fires across the region are being given an additional three weeks to register for the fall semester at Eastern. The extended deadline will be September 22. For more information, call the Admissions Offices at 562-2178.

#### **EFFECTIVE AUGUST 7<sup>TH</sup> DIAL '6' TO PLACE AN OFF CAMPUS CALL**

On August 7, 2000, the "dial out" number changed to '6'. As of that date, rather than dialing "9 + phone number" to reach someone outside the University, you will dial "6 + phone number". Historically, the Eastern New Mexico University telephone system has used the digit '9' to secure an outside (off campus) telephone line. Due to the recent upgrade in the University 911 emergency system, using '9' of dial-out is no longer practical. This change applies to all off campus calls including long distance. Also, please remember to change all telephone speed-dial numbers and fax machines to reflect this change. Thank you for your cooperation in making this smooth transition. If you have any questions about the change or problems with making the transition, call ext. 4357 and a Telecom support member will assist you. Please remember that the emergency number is still 9-1-1, the number change did not affect this number. Thank you!

**DEFENSIVE DRIVING COURSE** - The Defensive Driving Course will be offered September 11<sup>th</sup> & 12<sup>th</sup> or September 13<sup>th</sup> & 14<sup>th</sup> in the College of Business 109 beginning at 6 p.m. All university employees or students who will be driving or who expect to be driving a university vehicle will need to take the class both days. All persons wishing to attend this class must pre-register with the University Police Department at West 3<sup>rd</sup> & South Avenue K by September 10, 2000. This class is offered free to university employees and students. A charge of ten dollars (\$10.00), to cover the cost of the manual is required for others who may wish to take the course.

**GRADUATE ASSISTANTSHIP AVAILABLE** - Full-time and part-time graduate assistantships are available with the School of Education. These are

not teaching assistantships. For further information or to obtain an application, please stop by ED 102 or contact Pat Gallegos at 562-2691 or Dr. Jerry Everhart at 562-4311.

**AMERICAN ASSOCIATION OF UNIVERSITY PROFESSORS** - The ENMU chapter of AAUP cordially invites faculty to become members. As the nation's foremost defender of tenure and academic freedom, AAUP seeks to preserve the integrity and values of the academic profession, including those of due process. For inquiries, please contact Richard Willen, ext. #2504.

**8<sup>TH</sup> ANNUAL ICE CREAM SOCIAL** - The College of Business will sponsor FREE Ice Cream Sundaes on Wednesday, August 30<sup>th</sup> from 3 p.m. to 4:30 p.m. in the COB foyer. For those that are health conscious, fat free yogurt will be available. Everyone is invited to join us in getting the 2000-2001 academic year off to a great start.

**ENMU HOMECOMING PARADE** - Student organizations wishing to participate in the Saturday, September 30, ENMU Homecoming Parade must register by Wednesday, September 20. Each organization interested in building a float and entering the parade may apply to receive \$100 in assistance funds on a first come, first serve basis. Receipts from expenses incurred by the floats receiving checks, may be requested by the Alumni Affairs office if deemed necessary. Organizations can apply at the Alumni Affairs office located in the Administration Building beginning Thursday, September 14. Deadline to apply is Wednesday, September 20. Organizations receiving funds can pick up their checks in the Alumni Office in Room 201 beginning September 25. The parade begins at 10:30 a.m. on September 30 at Abilene and Third, goes north to First Street, and west on First Street to the ENMU Campus. This year's theme is "The Psychedelic 60's." Registration and additional information are available by contacting Parade Chair Janice Cowen in the Alumni Office at 562-2125.

**NEW PERSONNEL ACTION NOTICE FORMS, EFFECTIVE IMMEDIATELY** - All department will need to begin using the new Personnel Action Notice (PAN). Please discard any old forms. If you have any questions or need additional forms, please call University Personnel Services at ext. 2115.

**GOLDEN LIBRARY NOW OFFERS ELECTRONIC DOCUMENT DELIVERY** - Golden Library's Interlibrary

Loan (ILL) Department now offers electronic document delivery (EDD) directly to users' desktops! Requested ILL articles under 12 pages in length can be delivered electronically and retrieved via an ENMU email account. You may select the EDD option when you place an ILL request. For further details, please contact Michele Wood at the library, at x2644.

**EASTERN NEW MEXICO UNIVERSITY UPWARD BOUND PROGRAM HAS MOVED** - The Upward Bound Program has moved to 231 S. Ave K. This is on the corner of S. Ave K and 3rd street. The phone number is 562-2452. The Upward Bound Program offers services to students enrolled the following high schools: Portales, Clovis, Texico, Dora, Elida, Floyd, Broad Horizons, Hondo and Ruidoso. Students must be classified as first-generation and low-income to qualify for services. Students who participate in Upward Bound attend classes two Saturday's a month, live on campus for six weeks during the summer and seniors receive assistance in completing financial aid forms, scholarship applications and visit universities and colleges in eastern New Mexico and west Texas. Please contact the Upward Bound Program or a counselor from the above mentioned high schools for more information.

**DEPARTMENTS TO BE CHARGED FOR COPY PAPER** - In order to keep per copy charges at .06 a copy, as they have been for many years, departments will now be charged for paper as well as the per copy charge. This is due to the increase in the cost of paper, copier maintenance and replacement of machines over the last several years.

**TAILGATE PARTY** - SODEXHO MARRIOTT is hosting a BBQ Tailgate at Greyhound Stadium on Saturday, Sept 2, beginning at 4:00 p.m. ENMU Faculty & staff can purchase the meal for *only* \$2.99 plus tax. Ticket booths at the stadium will be open at 3:30 p.m., and the meal will be available from 4:00 p.m. - 6:00 p.m. (game time!). Please call 562-2153 with any questions.

**NEEDING WORKSTUDY EMPLOYEES?** - Any departments which are needing Workstudy employees for the upcoming Fall 2000 semester need to send a job description to Laura Southard in the Financial Aid Office. This job description should include the job title, department, supervisor, rate of pay, a brief description of the required job duties and any skills

required in order to perform these duties and whom to contact in order to apply for the position. Please send these to Laura at Station 20 or email them. These will be posted on the bulletin board outside of the Financial Aid Office and also on Eastern's website.

**FULBRIGHT SCHOLAR PROGRAM** - Anyone interested in the Fulbright Scholar Program should come by the Grant & Contract Management Office in Quay Hall Room 115 or visit their website at <http://www.cies.org>.

**VALIC REPRESENTATIVE ON CAMPUS** - Julie Cannon, representative for Variable Annuity Life Insurance Company (VALIC) will be in the Regents Room, room 211 in the Administration Building, between 10 a.m. and 4 p.m. on Wednesday, September 6, 2000. Employees may stop by for one-on-one questions and concerns. VALIC is one of the carriers for the Alternative Retirement Plan (ARP), and also is one of the tax-sheltered annuity (TSA) companies at ENMU. Julie will be available to discuss both ARP and TSA's.

**THE COUNSELING CENTER HAS RELOCATED** - The Counseling Center is now located in the Student Academic Services (SAS) Building on the second floor, Room 214. They have merged offices with Career Services and their new name is Counseling & Career Services. Their Professional Staff consist of: Ty Walker MA, LPCC, Director/Counselor; Stephen Koutrelakos MA, LPC, Counselor; and Bonney Knobel MA, Intern/Counselor. To make an appointment, please call 562-2440 or 562-2441.

**INTERNAL RESEARCH GRANTS** - Proposal forms and criteria for research grants for new faculty are available in Quay Hall, Rm. 115. Grants are provided for first-year, tenure-track faculty with terminal degrees. Proposals are due in the Grant & Contract Management Office no later than 5:00 p.m., Friday, November 10, 2000. Proposals received after the deadline will not be considered for funding. Contact the Grant & Contract Management Office at ext. 2677 for a proposal packet.

**MASTER OF PHYSICAL EDUCATION** - Written comprehensive examinations in the Department of Health and Physical Education will be completed according to the following schedule: August 28, Max Wade Frazee; September 6, Raymond Santiago. For more information call ext. 4344.

**WOMEN'S SOCCER** - The Women's

Soccer Club begins practice. Come to the Fall meeting for details. All skill levels are welcome. Wednesday, September 6, 2000 at 7:30 p.m. in the Sandia Room, CUB. For information call Coach Carlos Yllescas at 356-9058 or email Carlos.Yllescas@enmu.edu.

**SCHOLARSHIP OFFICE** –Effective July 1, 2000, management of scholarships transferred to the Student Financial Aid Office. All scholarships should be sent to the Student Financial Aid Office at Station #20. Dorothy Bulls is the contact person in the Financial Aid Office at 562-2194.

**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.

**GUEST SPEAKER** – Michael J. Long will hold a Lecture on August 31, 2000 from 7 p.m. to 9 p.m. in JWLA 112. His work "New Mexico Landscapes" is being shown in the Runnels Gallery through September 3, 2000. A reception will be held in the Runnels Gallery on September 1, 2000 from 4 p.m. to 6 p.m.

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

1) **Tumbling** - for ages 5-20 years with **Kara Wilson-Allen, BSE**. Pick your choice of four levels offered: **Introductory, Level I, Level II or Technical**, Racquetball Court #3, GA beginning Mondays or Wednesdays, August 28 and September 6. Fees vary according to levels. Call Extended Learning at 562-2165 for additional information and specific times.

2) **Writing Cowboy Poetry** - for ages 12 years through adult with local published author, **Bob Bird**, meeting six weeks on Wednesdays, 7:00-8:00pm, August 30-October 4, ED-118. The fee is \$50.00.

3) **Phlebotomy Technique Certificate Program** - with **Mike Blakenship, CMT**. This 12-week program, meeting Thursdays, 5:00-9:00pm, August 31-November 16, JWLA-119, can help qualify you for employment and after one year makes you eligible to take the ASCP exam under sponsorship of your

employer. Proof of Immunizations and liability insurance are required. A textbook available at the ENMU Bookstore is also required with a second textbook optional. The fee is \$275.00.

4) **We Make Music for Preschoolers** - with **Nancy Jones, M.M., M.Ed.**, offers two eight-week classes for two different age levels, Tuesdays for 3-4 year olds, September 5-October 24, and Thursdays for 5-6 year olds, September 7-October 26, GA-11, 5:00-5:50pm. The cost is \$40.00.

5) **Ballet/Tap, Ballet, Jazz & Pointe** - with **Summer Lasiter**, senior dance major at ENMU. Classes will be grouped by the following ages: 3, 4-5, 6, 7-9 and 10+ years and will be limited to 10, 15 or 20 students depending on age level. All classes require leotards and tights of any color as well as appropriate shoes. The fee for each of these 13-week classes is \$52 except for pointe which requires a concurrent enrollment in Ballet: Ages 10+ and has a fee of \$75 and includes both classes. Please call Extended Learning at 562-2165 for dates and times.

6) **Tole Painting** - for ages 15 years through adult with **Janice Lee**, Uniquely Toled. Make a "seasonal welcome" set featuring pumpkin and snowman in this six-week class meeting Wednesdays, 6:00-8:00pm, September 6-October 18 (no class October 11), FCS-99, for a fee of \$24.00 and a materials fee of \$12 payable to the instructor. You need to bring your own brushes, water bowl and paper towels and if you don't have your brushes, please call Janice at 478-2303 one week prior so she can order them for you for approximately \$15.

7) **Basic Photography** - for ages 18 years through adult with professional photographer, **William Johnson**, Saturday, 9:00am-12:00pm, September 9, COB-137. Bring your own camera and film. The fee is \$15.00.

8) **Aqua Aerobics** - join **Alisha Conner**, Red Cross Certified Instructor, for all ten of these Monday & Wednesday, 3:00-3:50pm rotations beginning September 11 & 13 and ending November 13 & 15 at the Natatorium. Each rotation is only \$8.00 or receive a discount by prepaying all ten for only \$75.00.

9) **Computers-Unravel the Mystery** - with **Richard Bradfute**, Distance Education Supervisor, ENMU, Monday, September 11, 6:00-8:30pm, UCC-107. The fee is \$30.00.

10) **Bargello Quilting** - with **Judy Matthews**, Patchwork House, Clovis, meeting four weeks, Mondays, 6:30-8:30pm, September 11-October 2, FCS-100 allows you to make your choice of

wall hanging, full or queen-size quilt. Please bring rotary cutter, ruler, pins, fabric scissors, neutral thread and fabric. A supply list is available at Extended Learning or the Patchwork House. The fee is \$25.00.

11) **Home Cooking Made Easy** - Sample your fare and receive prize winning recipes with these four easy cooking classes offered by the mother/daughter team of **Mary and Nancy Jones**, Mondays, 6:30-8:30pm, FCS-98 as follows: Hors d'oeuvres-September 11, Meat/Vegetable Casseroles-September 18, Special Occasion Desserts-September 25 and Nut and Sweet Breads-October 2. Each class has a fee of only \$5.00 with an additional lab fee payable to instructor of only \$5.00 or enroll in all four and pay only \$15.00 registration with a \$20.00 lab fee!

12) **Big Band Swing** - for ages 12 years through adult with **Summer Lasiter**, ENMU senior dance major, who offers you two choices of classes for this six week class, Mondays 7:00-7:50pm, GA-11, beginning either September 11 or October 30. The fee is \$40.00 per person or \$60.00 per couple.

13) **Black & White Photography** - for ages 18 years through adult with professional photographer, **William Johnson**, Saturday, 9:00am-12:00pm, September 16, COB-137. Bring your own camera and film. The fee is \$15.00.

14) **Intro to the Internet** - with **Richard Bradfute**, Distance Education Supervisor, ENMU, Monday, September 18, 6:00-8:30pm, UCC-107. The fee is \$30.00.

15) **Paralegal Certificate Course** - No prerequisites for this intensive six week Tuesday/Thursday evening (6:00-9:30pm) all day Saturday (9:00am-5:00pm) format beginning September 19 and ending October 28, ED-126. Students must pass six quizzes and successfully complete five legal document-writing assignments to receive a certificate. Five textbooks are required for approximately \$200.00. The fee is \$845.00.

16) **Debt Free & Prosperous Living and Spend Smart** - Learn to live debt-free and find the extra money you need with **Ben Swayze**, Back to Green Financial Freedom Seminars, Albuquerque. Both classes meet Saturday, September 23, COB-130, with DF&PL meeting 8:30-11:30am and Spend Smart meeting 1:30-4:30pm. Please bring a pocket calculator to each class and debt obligations to DF&PL only. Each class has a registration fee of only \$25.00 and an additional \$5.00 workbook payable to the instructor. A \$39 optional textbook is also available. Enroll in both classes and pay

only \$45.00 in registration fees!

17) **Nature Photography** - for ages 18 years through adult with professional photographer, **William Johnson**, Saturday, 9:00am-12:00pm, September 23, COB-137. Bring your own camera and film. The fee is \$15.00.

18) **Swimming** - for ages 4 years and up with Red Cross Certified Life Guards **Alisha Conner and Ben Zatorski** with three 2-week rotations Monday-Thursday, 4:00-4:50pm, beginning September 25, October 16 and November 6 at the Natatorium. The fee is \$35 per rotation and includes a Red Cross Certification Card for the level passed.

19) **Fly Rod Building** - build your own custom-made fly rod in this 8-week class with **Vance Dewbre** Tuesdays, 6:30-9:00pm, COB-138 beginning September 26. The fee is \$35. Cost of materials will range from \$100-\$250 depending upon quality of selection.

## Personnel News Briefs

**Dr. Don Morris**, Asst. Professor of Accounting, has published an article entitled "How to Deduct Unpaid Child Support: A Constructive Loan Doctrine" in *Tax Notes*. The article argues for the deduction, as a personal bad debt, of child support that is not received by a custodial parent. The amount of unpaid child support in the U. S. annually is \$10.5 billion. The non-custodial parent would be charged with a like amount of income. An earlier version of the paper was reviewed favorably by Senator Pete Domenici, who indicated an interest in the proposed law change.

## 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: Recreational Sports/Natatorium/Facility Coordinator:** LOCATION: Intercollegiate Athletics. SALARY: Commensurate with Education and Experience. DEADLINE: Until filled. DATE AVAILABLE: Immediately.

**POSITION: Telephone System Specialist:** LOCATION: Telecommunications. SALARY: Commensurate with Education and Experience. DEADLINE: Until filled. DATE AVAILABLE: Immediately.

**POSITION: Residence Hall Client Support Specialist:** LOCATION: Computer Services. SALARY: Commensurate based on education. DEADLINE: Until filled. DATE AVAILABLE: Immediately.

#### SUPPORT POSITIONS

**POSITION: Temporary Groundskeeper:** LOCATION: Physical Plant. SALARY: \$5.46 per hour. DEADLINE: Until filled. DATE AVAILABLE: Immediately.

**POSITION: Admissions Specialist II:** LOCATION: Admissions. SALARY: \$13,749. DEADLINE: September 1, 2000. DATE AVAILABLE: Immediately.

**POSITION: Custodian I (Evening Shift):** LOCATION: Physical Plant. SALARY: \$5.81 per hour. DEADLINE: August 30, 2000. DATE AVAILABLE: Immediately.

**POSITION: Housing/Campus Union/Student Activities Data Clerk:** LOCATION: Housing/Campus Union/Student Activities. SALARY: \$13,749. DEADLINE: September 6, 2000. DATE AVAILABLE: Immediately.

**POSITION: Police Officer:** LOCATION: University Police Department. SALARY: Commensurate with training and experience. DEADLINE: Until filled. DATE AVAILABLE: Immediately.

## Classified Ads

**FOR SALE** - Totally remodeled. unique 2 story house. 4 bedroom, 2 baths, close to schools, on corner lot, upstairs deck, office, total electric, heat pumps, refrigerated air. 2380 sq. ft. \$90,000. Call 359-0182 or 760-9158.

**FOR SALE** - Clayton Mobile Home, 3 - bedroom, 2 bath, fireplace, heat pump, 16x80. \$3000 down, take over payments. Located at 1923 S. Roosevelt Rd. 8. Call 359-0612.

**FOR SALE** - 1998 Fleetwood Doublewide on 2 ½ acres, 3 -bedroom, 2 bath with central heat and air, hardboard siding and shingle roof and 14'x15' storage shed. Call 356-8445.

**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** - 2800 square foot house. 4 -bedroom, 3 baths; sunroom; southwestern accents-Saltillo tile; Talavera tile in kitchen; wet bar and fire place in living room; beautiful, mature landscaping; quiet neighborhood. Listed at \$99,000. Call 356-8369.

**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 356-3674 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, ½ acre fenced turnout/arena, lots of trees and much more. Located 1 mile N. of Wal-Mart 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** - 4 -bedroom, 2.5 bath, 2800sq. ft. Lush lawn and garden. Storage galore! Home recently updated and in move in condition. Drive by 1112 Libra Dr. Brochure available. Call Michael for appointment, 562-2511, 359-3390 or 760-8601.

**FOR SALE OR LEASE** - 3 -bedroom, 2 bath custom built house located in Western Skies, all electric, corner lot

with sprinkler system and automatic double door garage. For more information or to make an appointment, call 505-359-0920.

**FOR SALE** – Recently remodeled 2700 square foot brick home. Two large bedrooms, 2 baths, large living and family room, fireplace, 16 x 30 storage shed, and fenced yard. \$89,000. Call 356-8311.

**FOR SALE** – 1994 GMC Jimmy, 4 – door 4x4. Call 356-5510.

**FOR SALE** – 1998 Cutlass Oldsmobile with CD & tape player, leather interior. Fully Loaded! Asking \$9500. Please call 356-4239 after 5 p.m. or leave a message.

**FOR SALE** – 1984 Chevy Citation, needs work on the engine. Make offer. Call 356-0309 and leave a message.

**FOR SALE** – 14' x 80' mobile home, \$9000 OBO, Winslow Airstriider, \$50 OBO, a long marble sink, \$50 OBO, and a cast iron tub, \$50 OBO. In Clovis call 683-5100 or in Portales 800-576-3427 and please leave a message.

**FOR SALE** – 1994, 16' x 70' mobile home, 3 –bedroom, 2 bath with all new carpet and central air and heat. Fenced yard with shed located at La Hacienda Trailer Park. Asking \$21,500 OBO. For more information or to a make an appointment to see, call 359-2647.

**FOR SALE** – Baby bed that converts to a toddler bed, full size bed, drawers, and bassinet. Call 359-0276.

**FOR SALE** – A very beautiful wedding dress and veil. Can be altered to fit size 5/6 – 9/10. Must see to appreciate. Contact 356-8745 after 5 p.m. or leave a message.

**FOR SALE** – Dachshund puppies, full-blooded. Mostly red, some with a hint of black. Born July 14, 2000. Asking \$125, non-registered. Call Toby at 762-4154.

**FOR SALE** – Spayed female adult Rotweiler; friendly and loyal, but a good watchdog. Call Lance at 356-5058 in the evening.

**FOR SALE** – Century Breverra Classic Booster Car Seat (30-60 pounds, 35-50 inches), \$25, call 356-4338 and leave a message.

**FOR SALE** – Palm V handheld computer. Slightly used, excellent condi-

tion. \$200 OBO. Call 505-461-2716 and leave a message for Jay.

**FOR SALE** – Meade Telestar Telescope, \$300 OBO. Loft bead with attached desk, shelves, drawers, \$300. A table, \$40 and a child's suede jacket, size 10, \$15. Call Jenise at 356-9915.

**FOR SALE** – Rocks for ponds and decorative landscaping (sandstone, flat rock and large river rock). Great prices. Also monogramming in a variety of sizes and styles. Call 505-389-3370.

**FOR SALE** – Mid-size microwave, like new and in excellent condition. \$30. Call 763-0014 or 762-1410.

**FOR SALE** – Men's Ray Ban sunglasses with dark lenses, slight scratches, black frame \$30. Contact 356-4823 after 5 p.m. or leave a message.

**FOR SALE** – A 6' x 12' x 6' chain-link dog run for \$200 OBO. Call 356-6731.

**FOR SALE** – 1994 Astro Van, RCA console color TV and GE washer and dryer. Everything is in working condition. Call 356-4725 after 5 p.m. for details.

**FOR SALE** – 1991 Plymouth Acclaim, needs work. \$1200. Call 359-1445.

**FOR SALE** – Math 110 Book in good condition, call 478-2821 after 5 p.m.

**FOR RENT** – 2 –bedroom home with fenced yard, privacy area and very efficient. Call 356-6820, ask for Phillip or call 276-8247 after 6 p.m. Located at 313 S. Ave. D.

**FOR RENT** – 1 –bedroom furnished house on spacious lot, 1 ½ blocks from ENMU at 1017 14<sup>th</sup> Lane. New shower, carpeted livingroom, paneled bedroom with walk-in closet. \$275 a month plus utilities and deposit. Call Richard at 892-8068 or 898-0880 in Albuquerque.

**FOR RENT** -3 bedroom mobile home, 2 full baths, \$350.00 a month and \$100.00 deposit. Call 356-3174 after 5:00 pm.

**FOR RENT** – 2 –bedroom stucco house with hardwood and linoleum floors, newer wall heaters, doors, windows, ceilings and fans. \$325 a month including utilities. References required. Call Presbyterian Campus Ministry at 356-5533.

**FOR RENT** – A cute one bedroom furnished apartment, all bills paid. Available now. No pets. Call 356-4212.

**FOR RENT** – 1 –bedroom all electric apartment. Water paid. \$200 a month plus \$125 deposit. Call 359-0901.

**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** – 1 –bedroom furnished house and a one bedroom furnished apartment. Attractive and well located. Water paid. No pets, please. Call Hilliard Properties at 356-6003.

**PRESCHOOL** - Portales Presbyterian Preschool, Early Childhood Education has openings for Tuesday and Thursday mornings 8:30-11:30 a.m. and Monday, Wednesday, and Friday mornings. Close to campus at First Presbyterian Church, 1st and Ave. F. Call 356-5533 or 356-6979 for more information.

**DRIVER NEEDED** – Driver needed for the Cross Country Team for five out-of-town meets. Must qualify and complete Defensive Driving Course. If interested please contact Rosie Stallman at 562-2153 or come by Greyhound Arena Room 45.

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

**MOWING** – Mowing front and back yards, including alley, and trimming along fences; \$15 for small or average size lots; add \$5 for larger size lots, call Mike at 359-0250.

**PRESCHOOL/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.

**CERTIFIED NURSE ASSISTANT** – Full-time or part-time position to provide care for clients in the client's home. Must have one year of work experience as an Aide or must have

successfully completed 75 hours of training with successful completion of a competency evaluation. Starts at \$9/hour. Apply at Clovis Homecare, Inc., 1994 W. 21<sup>st</sup>, Clovis or call 769-2243.

**YOUTH DIRECTOR POSITION** – Full-time/part-time Christian Program and/or Youth Director position open. Christian Education experience preferred. Send letter of application and resume to: First United Methodist Church, PO Box 419, Portales, NM 88130. For more information call 356-8597 or email: [fumcportales@yucca.net](mailto:fumcportales@yucca.net). Deadline for applying is August 30, 2000.

**HOUSEWORK AND IRONING** – Looking to do housework and ironing at home. Call Carmen at 359-0977, will be home after 4:00 p.m.

**CLEANING SERVICES** – Reasonable rates. For information call Marilyn at 356-5810.

**NEED EXTRA MONEY** – Football and Basketball Officials needed, men or women. Contact Ramon at 356-4823 after 5 p.m. or leave a message.

**LOOKING FOR ROOMATES OR RENTERS** – Large 3 –bedroom, possible 4 –bedroom, 2 ½ bath house. \$600 a month with all bills paid or \$200 each. 1331 S. Ave. I Apt. #1. Call 356-5324 or 749-6799 and ask for Joe.

**ROOMATE NEEDED** – Will share a large 3 bedroom, 2 bath home in the country with horse stalls and roping arena. Also has dishwasher, washer and dryer. If interested, please call 356-5710 and leave a message.

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

## Authorized Absences

**For authorized absences to appear in *The Monday Memo*, departments must obtain absence forms from the Office of Student Affairs (SAS, Room 194). After completion and return of the forms to Student Affairs, a copy is directed to *The Monday Memo* for publication.**

**SPONSOR:** Michael Maguire

**PURPOSE:** Volleyball

**DESTINATION:** WTAM in Canyon, Texas

**DEPARTURE:** August 24, 2 p.m.

**RETURN:** August 26, 11 p.m.

**STUDENTS:**

Christabell Mariner

Annette Tanielu

Rachel Rachler

Mandy Van Devender

Tanya Heyko

Stephanie Pratt

Marjorie Goble

Dorothea Goble

Jessica Rowley

Amber Barber

Lori Noland

Tera Mitchell

Krista Owen

Shana Leatherwood

Jenny Gledhill

Heather DesMarais

Terri Furuta

Abbie Hitchcock

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