



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, September 18, 2000

Vol. 53, No. 9

Meetings

University Council Meeting

Monday, September 25, 2000
3:10 p.m.
Regents Room

Faculty Senate Meeting

Every 1st and 3rd Thursday of the month
3:30 p.m.
COB113

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.

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 1/2 " 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 in-

tended for an attachment to the *Monday Memo* and include appropriate budget number.

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.

ATTENTION GRADUATE STUDENTS OF FALL 2000 - Comprehensive Examination Workshop is October 7, 2000 from 10 a.m. to 12 p.m. in Room 125 of the College of Education. Comprehensive Examination is October 28, 2000 from 9 a.m. to 12 p.m. and resuming from 1 p.m. to 4 p.m. Room 125 in the College of Education. Writing Proficiency is October 7, 2000 from 10 a.m. to 11:30 a.m. in Room 128 in the College of Education.

NEXT SCHEDULED UNIVERSITY AUCTION - The next University Property Disposition Auction is tentatively set for August 11, 2001. Throughout the year, the Inventory Department will provide information about items to be sold. Please direct any questions to David in Inventory ext. 2606.

FASTLANE SYSTEM - The Education and Human Resources Office has implemented the use of the FastLane System for all proposals. Please contact the Grant & Contract Management Office at ext. 2677 if you have any questions.

NSF GRADUATE RESEARCH FELLOWSHIPS - The National Science Foundation has Graduate Research Fellowships available for the 2001-2002 Academic Year. The deadline for entering the competition is November 7, 2000. Contact the Grant & Contract Management Office at ext. 2677 or come by Quay Hall, room 115 for more information.

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.

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.

HOMECOMING 2000 PERMANENT YARD DECORATION CONTEST, PSYCHEDELIC 60'S - Participants in the permanent yard decoration contest need to come by the Housing Office by September 18th at 5 p.m. to fill out the application and pay the entrance fee of \$25. Prize money will be the cash entrance fees divided among the top 3 winners.

HOMECOMING 2000 DOOR DECORATING CONTEST, PSYCHEDELIC

60'S – All are welcome to participate. If interested in the door decorating contest please turn the application and entrance fee of \$1, into the Housing Office by 5 p.m. on September 20th. Prizes will be the cash entrance fees divided among the top 3 winners.

SONGFEST – Songfest will be held in the Ballroom on September 25th at 7 p.m. Everyone is welcome to participate. To enter please pick up the rules and application then submit your proposed acts to the Housing Office by September 15th by 5 p.m. Please direct your questions to Darby Peoples at ext. 2632 or Darby.Peoples@enmu.edu.

THE SIGN LANGUAGE "CHAT GROUP" – The Sign Language "chat group" will meet every Wednesday at 9 a.m. in the atrium of the SAS Building. Non-signers and signers of any skill level are welcome. Learn to fingerspell, improve vocabulary or just pick up a few phrases.

DIA RESEARCH GRANT PROGRAM - The DIA has research grants available in areas pertaining to pharmaceutical and biotechnology product development, regulation, marketing, utilization, and surveillance. Deadline to apply is December 15, 2000. Please contact the Grant & Contract Management Office at ext. 2677 or come by Quay Hall room 115 for more information.

REGISTRAR'S OFFICE WILL THE CLOSED – The Registrar's Office will be closed from 8 a.m. to 2 p.m. on Wednesday, September 20 for mock registration and new Banner system.

ENMU BOOKSTORE – Check out the ENMU Bookstore for fantastic gift ideas. They have a wide assortment of candle scents, featuring 10% off the fragrance of the month. September's fragrance is Green Apple. The book selection includes the top 10 college bestseller list at 20% off the cover price everyday. They also offer a wide variety of other titles, and if it isn't on the shelf they will order it.

COMMITTEE MINUTES - One responsibility of the Office of Planning and Analysis is the archiving of committee minutes. This is a friendly notice to all committee chairs and recording secretaries to submit minutes from your committee meetings within the same month of approval. The original signed minutes and two copies, plus an email version should be sent to Deborah Bentley, Station 2, Deborah.Bentley@enmu.edu. We will

be happy to accept any minutes, old or new, in an effort to update the archive files.

INSTRUCTIONAL DEVELOPMENT GRANTS - The Instructional Development Committee invites all tenure-track faculty to apply for mini-grants to provide resources and/or seed money for innovative courses, projects and programs. Proposal packets are available in the Grant & Contract Management Office, Quay Hall, Room 115, telephone extension 2677. The deadline for submitting proposals is Friday, November 17, 2000 at 5:00 p.m.

FRIENDS OF EASTERN FOUNDATION – The Friends of Eastern Foundation will honor Foundation supporters and recipients of the Distinguished Emeritus Faculty, Alumni Association and Greyhound Hall of Honors Awards at the Annual Homecoming Breakfast Saturday, September 30. This is the 25th annual special recognition event for contributors to the Friends of Eastern Foundation. The RSVP invitations are sent to Foundation contributors of \$50 or more. Breakfast serving begins at 7:30 a.m. for early arrivals. For more information call ext. 2412.

ALAN T. WATERMAN AWARD AVAILABLE - The ALAN T. WATERMAN AWARD is now available. The purpose of this award is to recognize outstanding young researchers in any field of science or engineering supported by the Foundation. Deadline for submissions: Postmarked by December 31, 2000. For more information and application materials, please visit the NSF website at www.nsf.gov/nsb/awards/waterman. You may also email NSF Publications Clearinghouse at pubs@nsf.gov or Susan E. Fannoney at sfannone@nsf.gov.

FORD FOUNDATION AND THE ROCKEFELLER FOUNDATIONS HAVE FELLOWSHIPS AVAILABLE - The FORD FOUNDATION has fellowships available for minorities with the following deadlines: Predoctoral fellowship deadline is November 10, 2000; Dissertation fellowship deadline is December 1, 2000; and Postdoctoral fellowship deadline is January 8, 2001. The ROCKEFELLER FOUNDATION also has fellowships available for 2000-2001 to support scholars and writers engaged in research on global, social and cultural issues relating to diversity, sustainability and civil society. For more information, please contact the Grant & Contract Management

Office at ext. 2677 or come by Quay Hall room 115.

FIRST AID & CPR CARDS ARE IN – If you took HPE 220 this summer your Red Cross cards are in. Stop by Greyhound Arena Room 44 and pick yours up.

STUDENT TEACHING INFORMATION - All students who plan to complete their student teaching during the Spring 2001 semester must attend ONE of the pre-application meetings. Becky Sharp Auditorium, College of Business, September 25, 2000 12:00-1:00pm or 3:30 - 4:30pm, September 26, 2000 6:0-7:00pm. In ROSWELL September 27, 2000 11:00 - 12:00pm. You must return the application to ED 102 by October 19, 2000.

HOWARD HUGHES MEDICAL INSTITUTE -Predoctoral Fellowships in Biological Sciences are available for the 2001 year. The Deadline to apply is November 8, 2000. Please contact the Grant & Contract Management Office at ext. 2677 or come by Quay Hall room 115 for more information.

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.

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.

EXTENDED LEARNING NON-CREDIT COURSE OFFERINGS - The following is a list of **non-credit** course offerings
Aqua Aerobics - join **Alisha Eldridge**, 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.

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!

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.

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.

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.

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!

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.

Swimming - for ages 4 years and up with Red Cross Certified Life Guards **Alisha Eldridge 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.

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.

Intro to Windows 95/98 - with **Richard Bradfute**, Distance Ed Supervisor, ENMU, Monday, October 2, 6:00-8:30pm, UCC-107. The fee is \$30.

Investing for Fun & Profit - with **Glen O'Rear** in a 4-week class meeting Tuesdays, October 3-24, 6:00-8:00pm, COB-130. The fee is \$20 with an additional \$8 textbook available from the instructor.

1-Day Album - with **Deena Davis**, Saturday 9:00am-1:00pm, COB-138. Bring 20 theme oriented snapshots and register by October 7 in time to order your choice of album color. The fee is \$10 with an additional lab fee of \$25 to cover all materials including your album.

Mystery Jacket Quilting - with **Judy Matthews**, Patchwork House, Clovis, meeting six weeks, Mondays, 6:30-8:30pm, October 9-November 20 (with no class October 30), FCS-100. Please bring rotary cutter, ruler, pins, fabric scissors, neutral thread, fabric & pattern. A supply list is available at Extended Learning. The fee is \$35.

Square Dancing - four week class for 16 years through seniors with **James Pettus**, Mondays, 7:00-8:30pm, October 9-30, Campus Union Ballroom. The fee is \$30 per person or \$45 per couple.

One Nighter Speedy Cross Stitch - Make a potpourri pumpkin pillow in one night with **Victoria Garrett**, Cozy Cottage Cross Stitch Shoppe, 119 S Main St, either Tuesday, October 10, or Thursday, October 12, 6:30-9:30pm. The fee is \$7.00 with a kit fee of \$5 payable to the instructor.

Real Estate Continuing Education Classes - with **Susan D. Whitaker**, CRB, GRI, Albuquerque, Sandia Room, Campus Union. Enroll and prepay for all five classes and receive a \$25 discount!

a) Anatomy of the Purchase Agreement (4 CE-Education Hours) Thursday, October 12, 6:00-10:00pm, \$55.00.

b) NMREC Mandatory Class (8 Mandatory Hours) Friday, October 13, 8:00am-5:00pm, \$75.00.

c) BASIC Residential Real Estate Procedures (4 CE-Training Hours)

Friday, October 13, 6:00-10:00pm, \$55.00.

d) Reducing Violations (4 CE-Education Hours) Saturday, October 14, 8:00am-12:00pm, \$55.00.

e) Understanding the Loan Process & Prequals (4 CE-Education Hours) Saturday, October 14, 1:00-5:00pm, \$55.00.

Word - with **Richard Bradfute**, Distance Ed Supervisor, ENMU, Monday, October 16, 6:00-8:30pm, UCC-107. The fee is \$30.

Fine Arts

Sept. 5-Oct.31

"The Shape of Things as They Are," featuring the monoprints, pastels, drawings and paintings by ENMU faculty Galina McGuire, Eula Mae Edwards Museum, Clovis Community College

Sept. 19-Oct. 8

ENMU Faculty Art Show, featuring works by Portales, Roswell, and Ruidoso Art Faculty, Runnels Gallery in Golden Library

Friday, Sept. 22

Artists' Reception, ENMU Faculty Art Show, 4-6 pm, Runnels Gallery in Golden Library

Sept. 28-30

"Driving Miss Daisy," Daryl Phillipy, director, 8 pm, University Theatre Center
tickets are \$7 general admission, \$6 senior citizens, \$5 pre-college, \$4 ENMU students
w/current activities sticker; UTC Box Office opens Sept. 20, (505) 562-2710

Thursday, Oct. 5

Jazz Ensemble, Chris Beaty, director, 7 pm, University Theatre Center

Friday, Oct. 13

School of Music Audition Day for high school seniors, for info call Cheryl Pachak-Brooks, (505) 562-2771

Oct. 12-14

Student Dance Concert, 8 pm, UTC Studio Theatre, tickets are \$3 at the door

Tuesday, Oct. 17

Choral Concert, University Singers & Chamber Singers, Dr. David Gerig, conductor, 8 pm, School of Music, Buchanan Hall

Tuesday, Oct. 24

School of Music Scholarship Gala, 7 pm, School of Music, Buchanan Hall
Admission - \$4 general admission, \$1 students, reception to follow in the SAS Atrium

Oct. 31-Nov. 26

9th Annual Scene/Unseen National Juried Art Exhibition, Runnels Gallery in Golden Library

University Symphony League

The University Symphony League is conducting its annual membership drive. The goals of the USL are to promote the orchestra's concerts and encourage attendance; to encourage the participation of more public school children in quality musical experiences; to provide scholarships for deserving orchestra members; and to provide outreach activities to the region involving the orchestra. Membership opportunities available include Friend, \$10; Associate, \$25; Sponsor, \$50; Century, \$100; Patron, \$250; Benefactor, \$500; and Conductor's Circle, \$1,000. For a membership form, or more information, contact USL President Nancy Gressett at 762-0619, or Dr. Kathleen Salter, 112 Texas Dr, Portales, NM 88130.

Theatre and Dance Season Tickets

The Department of Theatre and Dance will begin selling season tickets Wednesday, Sept. 20. Season ticket categories are General Admission, \$16 each; Senior Citizen; \$12 each; pre-college, \$10 each; and ENMU Students w/current activities sticker, \$8 each. This year's season includes "Driving Miss Daisy" (Sept. 28-30); "The Pirates of Penzance" (Nov. 15-18); "Tartuffe" (Feb. 15-17); and the annual dance show, "Dancing on the Plains" (April 5-7). For more information, contact the University Theatre Center, 562-2711.

UTC Studio Theatre

The Department of Theatre and Dance announces its studio season. This year's season includes "Night Mother" (Sept. 14-16); the Student Dance Concert (Oct. 12-14); The Fourth Annual Diversity Festival (March 1-3); and "Mass Appeal" (April 26-28). Tickets to these shows are \$3 at the door. For more information, contact the University Theatre Center, 562-2711.

Personnel News Briefs

Cheryl Pachak-Brooks, along with more than 100 Music Teacher National Association (MTNA) state, division and national leaders, attended the third annual "Summit for MTNA Leadership" in Cincinnati, September 8 - 10, 2000. The purpose of the weekend was to provide a time of learning, brainstorming and networking for MTNA leaders so they may effectively work together to meet the greater needs of the association, its members and music education.

Don Morris, Assistant Professor of Accounting published an article "Non-profit Compliance Low for Public Disclosure" in the September issue of *The Tax Exempt Organization Tax Review*. The article describes recent law changes requiring nonprofit organizations to disclose financial data to anyone requesting this information. In a sampling of compliance with these new requirements it was found that only 33% of nonprofit organizations contacted complied with the law.

Dr. Jeanie Wozencraft-Ornellas was honored with inclusion in the Outstanding Musicians of the 20th Century. Her listing, under outstanding performers, includes mention of her numerous benefit concerts overseas, performances with such organizations as the Cleveland Opera, Metropolitan Opera Auditions and Hemphill-Wells-Sorantin Young Artists Competition. Nomination was based on judges' comments and rave reviews received for her performances. The publication, out of Edinburgh Scotland, lists the top 2000 performers, educators and composers in the last 100 years.

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: Eastern Regional Resource Center (ERRC) Coordinator: LOCATION: GEAR UP. SALARY: Commensurate with Education and Expe-

rience. DEADLINE: Until filled. DATE AVAILABLE: Immediately.

SUPPORT POSITIONS

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, on corner lot, close to schools, upstairs deck, office, total electric, heat pumps, refrigerated air. 2380 sq. ft. \$90,000. Call 359-0182 or 760-9158.

FOR SALE - 3 -bedroom, 1 bath house, one block from ENMU. Corner lot and new roof. Call 505-473-3985 or 505-573-2089 for information and local number for viewing.

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-Salttillo 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 - Very nice 2600 sq. ft. brick home on corner lot in a good quiet neighborhood. 3 -bedrooms, large closets and lots of storage, 2 1/2 baths, large living room, large den/dining room with fireplace, kitchen, sun room, large utility, double garage, heat pump, sprinkler system front and back, tile fence in back. Located at 1500 S. Ave. A. Call 477-2304 or 356-8562 and ask for Joyce for an appointment.

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 – 14' x 80' mobile home, \$9000 OBO, Winslow Airstriker, \$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 – 1983 Chevrolet Monte Carlo, good condition, Alpine CD player, Aluminum Cragar wheels. \$3,500. Please call 356-0887.

FOR SALE – 1988 Nissan Pick-Up, automatic 4 cylinder excellent condition. Turquoise with CD player, also a full size toolbox. Call 359-1851.

FOR SALE – Men or women Ray Ban sunglasses with case. Excellent condition. Only \$30. Call 562-4914.

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 – 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 – Bunk beds, twin mattress and box spring set (also have twin bedding), portable dishwasher, washing machine, microwave, queen-sized headboard, bike and cabinet TV. Call 356-5532.

FOR SALE – Sofa and Loveseat, \$300. Home stereo, \$200. Must see to appreciate. Call 359-2689.

FOR SALE – A white daybed with trundle and twin mattresses in excellent condition for \$300. Bundy Flute with case in excellent condition \$150.

Barbie dolls and accessories for ages 7-10 for \$75. For more information call 356-8373 and ask for Brenda.

FOR SALE - Registered Black Lab, 9 month old male, \$150.00, call 356-4074, leave a message.

FOR SALE – Compaq Computer with Windows 95 (monitor, keyboard, mouse and tower)\$250 OBO; Color Ink Jet printer \$50; computer desk \$50; 2 microwave ovens \$30/each; 19" color TV \$100; VCR \$50; dining table with bench seating \$50 OBO. Call 356-2499 after 5 p.m.

FOR RENT – 1 –bedroom studio apartment, cable and utilities included. \$100 a month plus \$100 deposit. Call 359-3017 and Tuesdays and Thursdays.

FOR RENT – 1 –bedroom studio apartment, partly furnished, on N. Main. \$100 a month plus deposit. Call Tuesdays and Thursdays between 8 and 6. 359-3017.

FOR RENT – 1 –bedroom furnished house on spacious lot, 1 ½ blocks from ENMU at 1017 14th 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 – Large 4 –bedroom, 2 bath with washer and dryer and fenced back yard. \$600 a month plus deposit. Call 359-1948.

FOR RENT – Small 2 –bedroom trailer. Close to ENMU with W/D hook-ups. The perfect size for two people or a small family. \$350 a month plus \$100 deposit with bills paid. Call 356-8344

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.

FOR RENT – 4 –bedroom, partly furnished, has refrigerator, stove, washer and dryer. For more information call 749-3474 or 505-482-3268.

FOR RENT - All Electric unfurnished 2 bedroom apartment. Water paid. \$225 per month. \$150 deposit. Call 359-0901.

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.

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

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.

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.

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.

ROOMATES WANTED – Looking for someone to split rent and bills on a 3 –bedroom, 2 bath house. If interested call Levi at 799-5409 or 359-0209.

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

TYPING – From \$1.50 a page. Call 624-7700 (Roswell).

NEED HELP WRITING – Freelance writer with Ph.D. in English can help you. roadrunr@rt66.com. 624-7700 (Roswell).

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: Christine Blaeser
PURPOSE: Tennis Tournament
DESTINATION: Abilene, TX
DEPARTURE: September 14, 2 p.m.
RETURN: September 17, 2 a.m.
STUDENTS:

Layla Turner
Amanda Kautz
Lisa Weinman
Bethanie Nix
Sarah Pennington
Janelle Sanchez
Sarah Salazar
Betsy Cata
Lois Bullard
Lindsey Brown

SPONSOR: Jean Ornellas
PURPOSE: Attend Ft. Worth Opera
DESTINATION: Ft. Worth, TX
DEPARTURE: September 9, 2000
RETURN: September 11, 2000
STUDENTS:
Cristina Grieco
Alissa Allen
Jennifer Becker
Katie Levine

SPONSOR: Jennifer Voris
PURPOSE: Student Elections
DESTINATION: Poll Booths ENMU
DEPARTURE: September 20, 8 a.m.
RETURN: September 21, 11 p.m.
STUDENTS:
Jennifer Voris
Laraine Neely
Danielle Franco
Becky Tarin
Sara Mitchel

SPONSOR: Lela Goar
PURPOSE: FCCLA A+ Training
DESTINATION: Covington, GA
DEPARTURE: September 14, 7:30 a.m.
RETURN: September 17, 12 p.m.
STUDENTS:
Andrea Ortiz

SPONSOR: April Tisby
PURPOSE: Cross Country Meet
DESTINATION: Durango, CO
DEPARTURE: September 15, 10 a.m.
RETURN: September 16, 6 p.m.
STUDENTS:
David Gonzalez
Jerrilene Begay
Sammi Lee
Mindy Clark
Jacqueline Atkins
Michael Hendrix
Nicole Sandoval
Hawk Harris
Keith Clark
Damon Charlee
Walter Marler
Colleen Banet
Amber Van Baalen
Frank Reck

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.

