



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, October 2, 2000

Vol. 53, No. 11

Meetings

Curriculum Committee Meeting

Mondays
3:30 p.m.
Library Conference 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.

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.

ZIA VOLLEYBALL OCTOBER 3RD - It's time again for Mikey Likes It! The Zias will take on West Texas A&M at Greyhound Arena at 7p.m. Wear Eastern Green and you could win free prizes! Help the Zias break the NCAA Division II attendance records!! See you there! For additional information or tickets call the Athletics office at 562-2153.

COUNSELING AND CAREER SERVICES SUPPORT GROUP - ENMU's Counseling and Career Services would like to announce a support group for non-traditional students. The support group will address personal/emotional issues pertaining to non-traditional students here at Eastern. The group will begin October 2, 2000 and continue every Monday(2-3pm)until the end of the semester.The group will meet in the Slone Room(Rm.190)in the SAS building.For more information call Counseling and Career Services @ext.2441.

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.

ANTHROPOLOGY BROWNBAG LUNCH PRESENTATION - A series of informal lunchtime talks by Anthropology students and staff sponsored by Mu Alpha Nu, the anthropology club. All interested students and staff are encouraged to attend. Feel free to bring your lunch. The first talk of the semester will be "Bones and Brooches: A Viking Era Dig in Gotland, Sweden," by Jack Fenner, Friday, October 6, 12 p.m. to 1 p.m., COB 123

EXTENDED HOURS FOR SSD OFFICE - Starting October 2, 2000, the Services for Students with Disabilities office in SAS 186 will have extended hours on Monday, Tuesday, and Wednesday. The SSD office will be open until 7 p.m. to better serve students who have evening classes. Thank you for your continued support to the program and the students we serve.

ASSESSMENT DAY- *STUDENTS* - Assessment Day is October 25, 2000. Classes are canceled from 8 a.m. to 1 p.m. to allow students who have completed 55 hours, but not more than 65 hours, to participate in the Academic Profile test. Students are required to register with the Assessment Resource Office at ext. 4313 no later than Tuesday, October 24th by 5 p.m. The Academic Profile testing will take place in the College of Business beginning at 8:30 a.m. on October 25th.

KENW/KMTH-FM FALL MEMBERSHIP DRIVE - Volunteers are still needed for the KENW/KMTH-FM Public Radio fall membership drive. The dates are October 14th - 21st. If you are interested in volunteering your time, please call the Broadcast center at ext. 2112. We have openings for on-air hosts, development assistants and telephone volunteers. We also need those who are already "Friends" of KENW/KMTH-FM to record member testimonials. For more information contact Virginia McReynolds @ ext. 2112 or e-mail virginia.mcReynolds@enmu.edu

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.

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.

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.

CAMPUS WEEK OF DIALOGUE - Student Affairs and University Relations are producing radio public service announcements to promote racial reconciliation and college opportunity for the Oct. 10-17 "Campus Week of Dialogue", sponsored by the U.S. Department of Education. The spots will be distributed to area radio stations.

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.

T-SHIRT DESIGN CONTEST - Alpha Phi Omega is having a t-shirt design contest for a conference that we will be hosting in February 2001. The entry fee is \$5.00. The contest deadline to submit all of the design will be on October 21, 2000 before 5:00pm. To obtain more information about what is required on the design please contact Lorena Mitre @ 562-3613.

GRADUATE STUDENTS AND FACULTY - If you are interested in becoming a member of the Graduate Student list serve managed by the Graduate School please follow the directions below for subscribing. Once you have subscribed, you will receive and email whenever information is posted to the list serve. To subscribe send an email to: graduate_student_infoservrequest@mojave.enmu.edu - type "subscribe graduate_student_infoserv" (without the quote marks) in the text block. The subject line should be left blank. If you experience any problems becoming a member, please send an email to Phillip.Shelley@enmu.edu.

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.

CASTL APPLICATIONS AVAILABLE - Applications are now available for the **Pew National Fellowship Program for Carnegie Scholars (CASTL)**. Deadline to apply is November 1, 2000. For more information, visit the website at www.carnegiefoundation.org/CASTL/highered/index.htm.

INTERNAL RESEARCH GRANTS - Proposal forms and criteria for research grants for new faculty are avail-

able 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: October 13 - Misty Pryor-Meininger and November 3 - Chris Pulley. For more information call ext. 4344.

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.

MISS LILLIAN'S COWBOY STEW - Westminster Presbyterian Church will hosts its annual "Miss Lillian's Cowboy Stew" Thursday, Oct. 26 from 4-7:30 pm at the church, 3112 N. Thornton in Clovis. The menu includes Cowboy Stew, homemade rolls, and the church's famous dessert buffet. Tickets are \$5 donation for adults and \$2.50 donation for children between 5 and 12 years of age. Tickets and reservations are available by calling Pastor Frank Sherman after 5 pm at 762-6471.

CALLING ALL ACTIVE AND ASSOCIATE MEMBERS! - Alpha Phi Omega meetings will be held every Tuesday nights. The times for these meetings will be at 7 p.m. and the Pledges will be at 8 p.m. following the active meeting. We will meet in the Zia room in the CUB, except on October 3, 2000 which we will meet in the Aztec room also in the CUB. If you have any questions please contact Tara Pasquale at 562-3662. Thanks and we hope to see you there.

FOX AND LEVIN PRESENTATION - In addressing Rampage! Mass Shooting in America. Fox and Levin suggest a profile of the rampaging avenger and offer a picture of social changes responsible for the growing number of bloody mass shootings in our society. They

also offer suggestions for how we might reduce the carnage associated with this frightful crime. 7 p.m. October 3, in the Becky Sharpe Autatorium.

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.

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.

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.

Intro to MS Word - with **Richard Bradfute**, Distance Education Supervisor, ENMU, Monday, October 16, 6:00-8:30pm, UCC-107. The fee is \$30.00.

Intro to MS Excel - with **Richard Bradfute**, Distance Education Supervisor, ENMU, Monday, October 23, 6:00-8:30pm, UCC-107. The fee is \$30.00.

Hardanger in a Hurry - with **Victoria Garrett**, Cozy Cottage Cross Stitch Shoppe, 119 S. Main St., on your choice either Tuesday, October 24 or Thursday, October 26, 6:30-9:30pm. The fee is only \$7 with a kit of \$15 payable to the instructor.

Victim Advocacy - a certificate

program with classes held on three consecutive Tuesday/Thursday evenings and all day Saturday format beginning October 31 through November 18, Education Building, Room 126. The fee is \$450 with an additional textbook costing approximately \$30.

Fine Arts

Art Exhibitions

Through Oct. 8

ENMU Faculty Art Show featuring works by Portales, Roswell, and Ruidoso art faculty

Runnels Gallery in Golden Library

Through Oct. 31

"The Shape of Things as They Are"

Art Exhibition featuring monoprints, pastels, drawings and paintings by Galina McGuire Eula Mae Edwards Museum, Clovis Community College

Oct. 31-Nov. 26

9th Annual Scene/Unseen National Juried Art Exhibition Sponsored by the Art Department Runnels Gallery in Golden Library

October Events

Thursday, Oct. 5

Jazz Ensemble
7 pm, University Theatre Center

Oct. 12-14

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

Friday, Oct. 13

School of Music Audition Day
For information, contact Cheryl Pachak-Brooks, (505) 562-2771

Tuesday, Oct. 17

Choral Concert
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

Thursday, Oct. 26

"Diva & Digits"

Dr. Jeanie Wozencraft-Ornellas (soprano) and Richard DeRosa (piano)

8 pm, School of Music, Buchanan Hall

Personnel News Briefs

Dale Hamlett, Distinguished Professor of Art Emeritus, had one of his watercolor paintings published in the University of New Mexico Continuing Education Summer 2000 Directory. Another

painting by Hamlett, "Ghost Ranch View" was exhibited with the New Mexico Watercolor Society held in the Hispanic Arts Building, N.M. State Fairgrounds May 6-30. The show was judged by Cheng Khee Chee who was born in Fujian, China and is a member of the American Watercolor of New York. Also Halmett was invited to exhibit a water color painting in the Signature Show, Watermedia 2000, of the New Mexico Watercolor Society. The show was held at the Palace of Governors, Museum of New Mexico, Santa Fe, N.M. June 30 through July 20.

Dr. Mellinee Lesley, assistant professor of reading/literacy education, has had an article accepted for publication in the *Journal of Adolescent and Adult Literacy*. This journal is a peer reviewed publication of the International Reading Association. The article entitled, "Exploring the Linkages Between Critical Literacy and Developmental Reading" examines research conducted on the pedagogical changes occurring the Developmental Reading Program at ENMU. The research cited in this article was funded last year through a E.U.R.I.G. Grant from the Center for Teaching Excellence.

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: Client Support Specialist: LOCATION: Computer Services. SALARY: Commensurate with Education and Experience. DEADLINE: October 13, 2000. DATE AVAILABLE: As Soon As Possible.

POSITION: Eastern Regional Resource Center (EERC) Coordinator. LOCATION: School of Education. SALARY: Commensurate with Education and Experience. DEADLINE: Review of applications will begin September 18, 2000 and continue until the position is filled. DATE AVAILABLE: As Soon As Possible.

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 – Very nice 2600 sq. ft. brick home on corner lot in a good quiet neighborhood. 3 –bedrooms, large closets and lots of storage, 2 ½ 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 – 2 acres of land in the Westview subdivision. Has electric, water, sewer & telephone hookups. Perfect for a mobile home. Call 1-505-472-1808.

FOR SALE BY SEALED BID NO. 1514 – Mattresses, mobile home and solar panels. Bid opening date Monday, September 25, 2000, 4PM MDT. For information, call Purchasing, ext. 2425.

FOR SALE - 1999 Dodge Stratus. Red sedan, 2.0L, 5 speed, power windows, locks, and mirrors, A/C, 6 speaker CD radio, factory warranty, perfect condition. 15,000 miles. \$11,800. Call Matthew, 359-3099.

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 - Beautiful wedding dress & veil. Can be altered to fit size 5/6-9/10. Has exquisite bead work on bodice, sleeves, and train. Also, clarinet w/ case & stand. Adidas track shoes. For more information, call 356-8745 or 562-2634.

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 – Fish Aquarium, good condition, 4 gallon, hexagonal, with all accessories, \$10. Word Processor, Brother WP-700D with typewriter and mail merge functions, e line display and printer, \$20. Call 356-0564.

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

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 – 1994 Kawasaki Ninja EX500. 2500 mile, some body damage. \$350 OBO. Contact Julian or Elouisa at 356-1728.

FOR SALE – 1988 Pontiac Grand Am, good condition, 4 door, CD Player, \$1,800 OBO. In Ruidoso call 258-4738 and leave a message.

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 – 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 356-8349.

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.

FREE TO A GOOD HOME – An 8 week old puppy, looks part chow. Very cute and friendly. Call Suzanne at 356-9058.

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.

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).

FOUR SEASONS CHIMNEY SERVICE – For all of your chimney needs. Serving Clovis and the surrounding areas. Tucumcari office, 505-461-2199 and the Clovis office 5050-762-0841. Discount rate available.

KITTENS – Two adorable kittens to give away. Both female. Call 356-4823 after 5 p.m. or leave a message anytime.

KIWANIS ANNUAL GARAGE SALE – Clean out your closets! It's time for the annual garage sale held by the Kiwanis Club of Portales. The sale is set for Saturday, October 7, in the old Anthony's building on the square in Portales. Great bargains will be available starting 7 a.m. All proceeds from this annual club fund-raiser will be used for community projects in Portales and Roosevelt County. Kiwanis, a service club for both men and women, focuses on projects that benefit children. Contributions are welcome, and pick-up is available. For more information, or to arrange for a pick-up, call Milz Bickley at 675-2353, Charles Brooks at 356-5284 or Bill Wood at 359-0701.

TOASTMASTERS – Increase self-confidence and polish presentation skills in a very positive, non-threatening atmosphere by joining Toastmasters. Every Wednesday morning at El Rancho Restaurant, 6:30 a.m. for breakfast and 6:45 a.m. for meeting. For information, call SueB at 359-1238.

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: Abilene, TX
DEPARTURE: October 5, 2 p.m.
RETURN: October 7, 8 p.m.
STUDENTS:

Christabell Mariner
 Annette Tanielu
 Rachel Rackler
 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

SPONSOR: Janet Roehl
PURPOSE: Balloon Fiesta
DESTINATION: Albuquerque, NM
DEPARTURE: October 6, 1 p.m.
RETURN: October 8, 6 p.m.
STUDENTS:

Terry Cater
 Lenni Hartley
 Katherine Hickman
 Heather Desmarais
 Trisha Richardson
 Erin Donoho
 Tiffany Holsapple
 Kacee Collard
 Teree Drennan
 Chay Bell
 Bryan DiDonato
 Garrett Ervin

SPONSOR: Lela Goar
PURPOSE: District Meeting and National A+ Conference
DESTINATION: Clovis, NM and Oklahoma City, Oklahoma
DEPARTURE: October 4, 10 a.m.
RETURN: October 6, 9:30 p.m.
STUDENTS:

Andrea D. Ortiz

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.

