



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, March 12, 2001

Vol. 53, No. 31

Meetings

Curriculum Committee Meeting

Mondays
3:30 to 5 p.m.
Library Conference Room

Academic Council Meeting

Tuesday, March 13, 2001
3:30 p.m.
Sandia Room, CU

American Association of University Professors (AAUP)

Tuesday, March 13, 2001
3:30 p.m.
JWLA127

Notices

MONDAYMEMODEADLINE - 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 Workplace 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 intended for an attachment to the *Monday Memo* and include appropriate budget number.

SCEC - Student Council for Exceptional Children (SCEC) will be holding their monthly meeting. March 13, 2001, in Ed 118 at 3pm. They will be having two presentations and sign-up for working the book fair. Refreshments will be served, and door prizes given away. All are invited. For more information contact: Laurie Johannsen at 562-2169, or 762-0794 or email: Laurie.Johannsen@enmu.edu.

WORK-SITE WELLNESS PROGRAM - In conjunction with the Portales Health Department, ENMU Student Health Services is sponsoring a Work-Site Wellness program in the Student Health Services Department at 1608 W. 17th. This program will be held on Tuesday, March 27 from 8:15 a.m. until 12 p.m. For more information call Student Health Services at 562-2321.

ENMU FACULTY SENATE - At the March 1 meeting of the ENMU Faculty Senate, the Senators passed the following motion: Based on results from the recent AAUP survey, in which a significant majority of campus faculty have expressed no confidence in the new evaluation/merit pay plan, the Faculty Senate requests that the Administration and Regents suspend the plan. The vote was 7 for, 4 against, 0 abstentions.

ADMINISTRATORS' EVALUATIONS - Packets for the evaluations were mailed out last week. If you have not completed your packet, please do so this week and return it in the envelope provided. Evaluations are due by March 14th. If you have any questions, please contact Dr. Linda Gies at 562-2642 or Linda.Gies@enmu.edu.

STUDENT PARTICIPATION IN THE ADMINISTRATORS' EVALUATION

PROCESS - As in past years, students are asked to participate in the Administrators' Evaluation process. Members of the student government office will have forms available at a table in the Campus Union lobby on Monday, Tuesday, and Wednesday this week (March 12-14) from 11:00 a.m. until 1:00 p.m. A list of the administrators being evaluated this spring is available at the table. Students are urged to stop by and complete evaluation forms.

AEOP MEETING - All professional and support office personnel are invited to the March AEOP meeting from noon to 1:00 PM on Tuesday, March 13 in the CUB. It's just \$3.19 for all you can eat at the Dining Hall. We'll go through the cafeteria line, then meet in the Aztec Room to eat. Our business meeting will include a treasurer's report and discussion about future meetings. Please come prepared with suggestions!

FACULTY RESOURCE CENTER WORKSHOPS - The Faculty Resource Center will be hosting free workshops for faculty and staff members. A new topic will be featured each week beginning February 26, 2001. Monday/Wednesday; 9:00-10:00, 10:00-11:00, 2:00-3:00. Tuesday/Thursday; 9:30-10:30, 2:00-3:00, Friday; 9:00-10:00, 10:00-11:00, 11:30-12:30. Week 1: Introduction to the FRC; Week 3: Computer Toys; Week 4: Image Editing & Special Effects; Week 5: Creating CDs.

INTERNAL RESEARCH GRANTS - Proposal forms and criteria for research grants for faculty are available in Quay Hall, Rm. 115. Grants are provided for tenure-track faculty with terminal degrees. Proposals are due in the Grant & Contract Management Office no later than 5 p.m., Friday, April 6, 2001. Proposals received after the deadline will not be considered for funding. Contact the Grant & Contract Management Office at ext. 2677 for a proposal packet.

FAMILY ISSUES SUPPORT GROUP - The Office of Counseling and Career Services is sponsoring a Family Issues

support group beginning February 8th. The support group will meet every Thursday afternoon from 1pm to 2pm in the Sloan Room (room 190), located in the Student Academic Services building. No fee is required for ENMU faculty and students. The primary goal of this group is to offer members a forum for the exploration of family issues and provide social support from others. For more information, please call the Counseling and Career Services Center at 562-2440 or 2441.

MASTER OF PHYSICAL EDUCATION

– Oral comprehensive examinations in the Department of Health and Physical Education will be conducted Friday, March 16, at 11 AM in Greyhound Arena Room 40 for Tyrone Jones. For more information call ext. 4344.

MASTER OF PHYSICAL EDUCATION

– Written comprehensive examinations in the Department of Health and Physical Education will be completed according to the following schedule: March 26 – Terry Furita, March 27 – Amy Kelley, March 30 – Michael Madrid and Rick Massey, April 2 – Alex Gaines. For more information call ext. 4344.

FROM YOUR CAMPUS BOOKSTORE -

St Patrick's Day is coming up - March 17th. We have gift books and a new fragrance candle (Clover - 10% off) to celebrate the occasion. Career Books and Health & Fitness are 30% off! This is the perfect time to purchase these great references. Come in while supplies last! Also, come by and see all the new Easter goodies we have in the store.

INTERESTED IN PHYSICAL WELLNESS

- For personal consultation, please contact Kendra Stine @ ext. 2915 or email Kendra.Stine@enmu.edu to schedule an orientation session.

EMOTIONS ANONYMOUS

– Do you feel depressed, have anxiety attacks, 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.

TOASTMASTERS – Increase self-confidence and polish presentation skills in a very positive, non-threatening atmosphere by joining Toastmasters. Meetings are held every Wednesday

mornings at El Rancho Restaurant, 6:30 a.m. for breakfast and 6:45 a.m. the meeting begins. For information, call Sue at 359-1238

THE NATIONAL RESEARCH COUNCIL HAS POSTDOCTORAL AND SENIOR RESEARCH ASSOCIATESHIP PROGRAMS FOR 2001

– Application materials and additional information regarding the programs, laboratories and their locations, and areas of research can be found on their Website at <http://national-academies.org/rap>. You may also call the Grant & Contract Management office at ext. 2677 or come by Quay Hall room 115.

EL PORTAL

- El Portal needs black and white drawings/photography, poetry and short stories! El Portal, ENMU's journal of literature and art is now accepting submissions for the Spring, 2001 edition. Cash awards are given in first, second, and third place in the categories of: poetry, short fiction, and art. Any topic and any length is accepted. People may submit as much and as often as they want. Deadline for submissions is April 1st. All written submissions must be sent in hard copy and also on a PC formatted disk saved in MS Word. Graphic art may be sent in hardcopy only. Send to: El Portal, Station #25 ENMU, Portales, NM. 88130 or email to: el_portal1@hotmail.com Visit us on the internet at: www.std.enmu.edu/sebbeng.

2001 UCC SPRING BREAK HOURS

- Monday, 19th to Friday, 23rd they will be open from 8 AM to 5 PM. Sorry - no evening hours! The weekend before and after will be our normal schedule. **Regular computer lab hours are:** 7 am to 3am on Mon – Thurs; 7 am - 5 pm on Friday; Noon - 9 pm on Saturday; Noon -Midnight on Sunday.

ASSESSMENT DAY- *FACULTY*

- As you know, there will be no classes from 8:00 a.m. until noon on Assessment Day, April 4th. You are invited to attend breakfast, courtesy of the Assessment Resource Office (ARO), at **8:00 a.m. in the Campus Union ballroom**. The breakfast will be buffet style. The guest speaker will be Dr. Douglas Eder, Associate Professor of Neuroscience and Director, Undergraduate Assessment and Program Review, Southern Illinois University-Edwardsville, and currently (2000-2001) the Emerson Visiting Scholar at Hamilton (N.Y.) College. No later than 10:30 the breakfast meeting will be adjourned to allow departments to meet for assessment planning and review. Faculty should check with department

chairpersons to determine the location of their respective meetings.

RED CROSS ROSES ARE COMING!

- The 13th Annual Rose-Day Sale sponsored by the Curry County, Cannon AFB, and Roosevelt County Red Cross has long-stemmed red roses for sale for \$20.00 per dozen delivered and \$15.00 per dozen if you pick them up. Please put your order in now for these beautiful roses for your favorite person and help make a contribution to your local Red Cross. You may contact Gayle Pratt @ ext. 2343 on campus, or call your local Red Cross chapter: Curry County @ 763-4129, Cannon AFB @ 784-2023, or Roosevelt County @ 356-4672. The delivery dates are March 28 & 29, 2001.

POETRY READING AT GROUND ZERO

- The El Portal reading for the Fall 2000 edition will be held at Ground Zero, CUB basement on Wednesday, March 28th. All contributors past and present are encouraged to attend, and everyone is welcome. Books will be available and are free. For more information, contact Greg Sebben at gregory.sebben@enmu.edu, or Ext. 2757.

BRAIN INJURY SUPPORT GROUP

- The Brain Injury Support Group invites you to the weekly meetings at the Memorial Building in Portales, every Monday at 7 p.m. For more information call Karla or Judy at 359-1964, or Brenda Crocker at 356-9179.

THE SIGN LANGUAGE "CHAT GROUP"

- The Sign Language "Chat Group" can meet in the SAS Atrium Monday through Friday. Pick a time and see Chas in SAS165.

PAPA LOU'S SPAGHETTI DINNER

- Westminster Presbyterian Church (Clovis) will host its annual "Papa Lou's Spaghetti Dinner" Saturday, March 24 from 11 a.m. to 2 p.m. in the fellowship hall. WPC is located at 3112 N. Thornton in Clovis. The menus includes spaghetti and meat sauce (vegetarian sauce available), garlic bread, salad, dessert and beverage. Tickets are \$5 for adults and \$3 for children. Walk-ins are welcome. For ticket or more information call Frank at 762-6471 or Lou at 762-0787.

EXTENDED LEARNING NON-CREDIT COURSE OFFERINGS

- The following is a list of **non-credit** course offerings. Please call 562-2165 to register.

Aqua Aerobics - join **Alisha Eldridge** for ten two-day rotations this spring on Tuesdays & Thursdays, 6:00-6:50pm at the Natatorium. Call Extended Learning at 2165 for rotation dates. The fee is only

\$8.00 for each two-day rotation.

1-Day Album - bring 20-30 theme-oriented snapshots and make our own 5 x 7 album in one day, April 7, 9:00am-1:00pm, COB-138. The fee is \$10.00 with a kit fee of \$25.00 payable to the instructor, **Kyla Gray**. Be sure to register by March 30 so that your color choice of album can be ordered in time!

Swimming - Levels 1-7 for ages 4 and up with **Ben Zatorski** and **Alisha Eldridge** for three two-week rotations, Mondays-Thursdays, 4:00-4:50pm, Natatorium. Rotation #2 is March 26-April 5, and rotation #3 is April 16-26. The fee is \$35 per rotation and includes a Red Cross card for the level passed. Parental consent is required.

Intro to Microsoft Word 2000 - with **Richard Bradfute**, Monday, March 12, 6:00-8:30pm

Mystery Jacket Quilting - a six-week class with **Judy Matthews**, Patchwork House, Clovis, Mondays, March 26-April 30, 6:30-8:30pm, FCS-100. A supply list is available at Extended Learning, and a basic knowledge of garment construction will be helpful. The cost is \$35.00.

Orienteering and Principles of Land Navigation - a one-day class with **George Crawford** who will teach you the principles of finding one's way in the wilderness, map reading and basic field cartography, Saturday, March 31, 9:00am-5:00pm, COB-123, with an "on-your-own" lunch break. The registration fee is \$30.00. Call Extended Learning for a list of supplies.

Instrument Mapping - a one-day class with **George Crawford** will employ the knowledge from George's previous class, Orienteering and Principles of Land Navigation, to the use of standard surveying equipment to make highly detailed and accurate maps, Saturday, April 7, 9:00am-5:00pm, COB-130, with an "on-your-own" lunch break. The registration fee is \$40.00. Call Extended Learning for a list of supplies.

Nature Photography - with William Johnson, Saturday, March 31, 9:00am-12:00pm, COB 137. Bring your own camera and film. The fee is \$15.00.

Victim Advocacy - a three-week Tuesday/Thursday evening and all day Saturday format, April 3-28, COB-156. The fee is \$450.00. Please register by March 26 to order textbooks which total approximately \$30.00.

Skateboarding - for ages 12 years and up with **Jesse Robinson**, Thursdays, 5:00-6:30pm, April 5-May 3, Skatepark at Rotary Park. Bring your skateboard and helmet and elbow/knee pads are a must! The fee is \$30.00.

Swing Dancing - a six-week, two-

hour class for ages 16 years through adult with professional teacher and exhibitionist, **Leah Bentley**, Thursdays, 6:00-8:00pm, April 5-May 10, GA-11. The fee is \$50.00.

Swinging Stunts Workshop - 16 years through adult for an extension of the basics with prerequisites being the six-week Swing Dancing class or **Leah's** approval, Saturdays, May 5 and 12, 2:00-4:00pm, GA-11. The fee is \$20.00.

Intro to MS Excel - with **Richard Bradfute**, Monday, April 9, 6:00-8:30pm, UCC107. The fee is \$30.00.

Ink and Graphite Drawing - for ages 12 years through adult with **Nancy Sweet Espinosa**, Saturdays, April 14, 21 and 28, 9:30-11:00am, JWLA-101. Materials include raised edge ruler, eraser, 12x18 drawing pad, HB, 2B & 6B pencils, black India ink, paper towels, small water dish and quill and 3 nibs. Bring your drawing supplies to the first class and ink supplies will be discussed for future classes. The fee is \$45.00.

EXTENDED LEARNING CREDIT COURSE OFFERINGS - The following is a list of credit course offerings. Call 562-2165 to register.

Puppet Shows for School Children - SPED 468/569, a 3-credit hour workshop offered by **Dr. Sherrie Bettenhausen**, Fridays, 4:30-7:30pm, and Saturdays, 9:00am-5:00pm, April 6 and 7, 27 and 28 and May 4 and 5, Edgewood Elementary, Roswell, NM. The undergraduate fee is \$243.00 and graduate is \$270.75. Preregistration is a must to obtain a minimum enrollment requirement. The deadline is April 5.

Fine Arts

Portales-Clovis Community Choir Rehearsal Schedule

Monday, March 12 - 7-9 pm,

School of Music

Monday, March 19 - 7-9 pm,

First United Methodist Church, Clovis

Monday, March 26 - 7-9 pm,

School of Music

Monday, April 2 - 7-9 pm,

First United Methodist Church, Clovis

Monday, April 9 - 8-9:30,

School of Music

Monday, April 16 - 7-9 pm,

First United Methodist Church, Clovis

Sunday, April 22, 3-5 pm

(dress rehearsal), School of Music

Monday, April 23 - 7 pm

(concert), Buchanan Hall

Upcoming Events

March 13: Choral Concert, 7 pm,

Buchanan Hall

March 14: Jazz Band, 7 pm,

University Theatre Center

March 29: MIDI II Concert, 7 pm,
Buchanan Hall

April 3-4: ENMU Concert Band Clinic,
Robert D. Jorgensen, guest
clinician, Buchanan Hall, 9 am-5 pm

April 5-7: "Dancing on the Plains,"
8 pm, University Theatre Center,
for tickets call (505) 562-2710

April 8: Faculty Recital, John Kennedy
(trumpet) & Cheryl Pachak-Brooks
& John Olsen (piano), 6 pm,
Buchanan Hall

April 12: Woodwind Recital,
7 pm, Buchanan Hall

April 16: "The Old Maid and
the Thief," 7 pm, Buchanan Hall

April 17: Jazz Ensemble, 7 pm,
Buchanan Hall

April 19: Steel Band Concerts,
6:30 & 8 pm, Buchanan Hall

April 20: Sharon Burch Concert,
6 pm, Buchanan Hall,
Mike Jump, 562-2470

April 23: ENMU Choirs & the
Portales-Clovis Community Choir,
7 pm, Buchanan Hall

April 25: Symphonic Band Concert.
7 pm, Buchanan Hall

April 26-28: "Mass Appeal,"
8 pm, University Theatre Center,
tickets \$3 at the door

Personnel News Briefs

Dr. Janet Buzzard and Mr. Peter Kaunitz both of the College of Business presented a paper at the New Mexico Higher Education Assessment & Retention Conference entitled "Design and Implementation of Criterion-Based Assessment in Information Systems Courses."

Rana Johnson (MA,94 in Communication) recently completed her Ph.D. at the University of Kentucky. The title of her dissertation was, THE EFFECTS OF CO-CULTURAL ADAPTATION ON AFRICAN AMERICAN DOCTORAL STUDENT PERSISTENCE AT THE UNIVERSITY OF KENTUCKY.

Dr. Michael F. Shaughnessy will be lecturing at the University of Turku, in Finland on March 20, 21 and 22 and will lecture at the University of Helsinki on Friday, March 23, 2001.

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
SUPPORT POSITIONS**

POSITION: FUND RAISING ASSISTANT. LOCATION: BROADCAST CENTER (KENW-TV). BASE SALARY: \$5.64 PER HR. DEADLINE DATE: OPEN UNTIL FILLED WITH REVIEW OF APPLICATIONS BEGINNING MARCH 8. DATE AVAILABLE: ASAP.

PROFESSIONAL POSITIONS

POSITION: NURSE. LOCATION: HEALTH SERVICES. BASE SALARY: COMMENSURATE WITH EDUCATION AND EXPERIENCE- 9 MO. POSITION. DEADLINE DATE: MARCH 22- 5 PM. DATE AVAILABE: ASAP.

Classified Ads

FOR SALE - 4 -bedroom, 2 bath family home. Secluded master bedroom has fireplace and walk-in closet. 2 pantries, beautiful cabinets, utility, garage, fenced backyard and storage building. \$55,000. Call Sherri at Justus Realty 356-8594 or 359-0158.

FOR SALE - 1992 Mercury Cougar XR7. One owner, 67,000 miles. \$6000. Call 356-6107.

FOR SALE - 1993 Chevy Cavalier, 88,000 miles, CD Player, asking \$3,500. Call 356-2227-leave a message if before 4:00.

FOR SALE - 98 Merc. Grand Marquis GS, 32,000 miles, still under manufacturer's warranty, loaded, CD player. A great car, but we must sell. Asking \$16,000 (way under Blue Book value). Call Suzanne at 356-9058.

FOR SALE - 1982 Toyota Corolla Wagon, great college car, runs good. \$600 OBO. Call 359-1693.

FOR SALE - 1991 Oldsmobile Bravada. 4 door sport utility. All wheel drive. Air conditioning, power locks/windows, cruise/tilt, Clarion CD player. \$5900. Call 784-9014.

FOR SALE - 1998 Chevrolet 1/2 ton, 4x4, Ext. Cab, 350, 5spd, CD Player, tinted glass, asking payoff, call 356-9038 5pm-11pm.

FOR SALE - 1984 GMC pick-up. \$1500 OBO. Call 356-2583.

FOR SALE - 1988 Chevy Suburban - 2 wheel drive, fuel injected, dual AC, power

windows and door locks, tilt wheel, AM/FM & cassette. Runs great for \$4,500.00. Call 478-2280 after 6 PM.

FOR SALE - 1995 Jeep Grand Cherokee Limited, white. 97,000 miles and in great condition. Call 359-9109.

FOR SALE - Matching stove and refrigerator, \$150 and RCA 62" TV asking \$2000. Call 356-2583.

FOR SALE - Pastel-yellow Maypole dress, size 7, with petticoat (\$200) or without (\$150). Absolutely gorgeous! Call 356-6384 after 5 PM.

FOR SALE - Twin bed mattress, box spring, and frame, \$75. Excellent condition! Call 356-6384 after 5 PM.

FOR SALE - Matching washer and dryer in good condition. \$350 OBO. Call 562-2008.

FOR SALE - Matching couch and chair, blue with tan and maroon flowers. \$130 OBO. Call 562-2008.

FOR SALE - Beautiful Wedding Dress and Veil, can be altered to fit sized 5/6-10/11. Bodice, long organza sleeves, and train have exquisite bead work, must see to appreciate. Call 356-8745 or 562-2634.

FOR SALE - Large brown couch with incliners on each end. Requires 36 inch door to get into room. Call 356-8063.

FOR SALE - Norditrack, like new \$75. Sears weight bench with weights \$25. Call 356-6626.

FOR SALE - Farm Fresh Eggs, guaranteed fresh, no chemicals, only \$1.25 for a dozen. I have white, brown and very soon I will have a few blue and green. 356-5712 evenings. E-mail address is chrisweems52@hotmail.com.

FOR SALE - Large, one single white opal pendant, \$40. Two Boulder Opal pendants, \$40 each. One small sized Boulder opal pendant, \$25. Call Eileen at 562-2093 or e-mail: dragondancer15@hotmail.com.

FOR SALE - Wildcat BBS, purchased and never used. 3.5 diskette and book still in box, \$75 OBO above \$50. Call Eileen at 562-2093 or e-mail: dragondancer15@hotmail.com.

FOR SALE - Flagstone. For more information call 356-8117 or come by 715 N. Ave. I, Portales.

FOR SALE - Two Good Used Dining

Room tables for sale. Each has a Wooden table top with steel legs. One is round & the other is square. In Good Shape! Only \$25 each. Call Christy at 356-8558 (W), 356-2144 (H), or e-mail: davischr@hotmail.com for more info.

LIVE FREE - No House Payment! How?? The Rent Income from 2 B/R House & Mobile Home Hookups makes Payments! You live in the Other 2 B/R House for FREE! One Acre, Two 2 B/R Homes PLUS Mobile Home Hook-ups! Was \$64,900; NOW \$59,900! Call Otis at Sun/West Realtors at 356-8558 (W), 356-8418 (H), or e-mail: odavis@3lefties.com.

FOR RENT - Neat & Clean 2 B/R Apt. in Portales! Washer/Dryer Conn.! \$200 per month! Call Susan at Sun/West Realtors at 356-8558 (W), 356-8418 (H), or e-mail: davis@3lefties.com.

FOR RENT - One Room Professional Office in Existing Professional Office w/ shared Lobby & Restrooms: \$125 per month including utilities. Located in 1776 Village across from IGA! Call Otis at Sun/West Realtors at 356-8558 (W), 356-8418 (H), or e-mail: odavis@3lefties.com.

FOR RENT - Nice brick 3-bedroom, 2-bath house in the Zodiac subdivision; 2-car attached garage, Spanish-style fireplace, W/D hookups, fenced yard at 1132 E. 3rd. \$500/mo. + \$300 deposit + utilities. Call 356-5916.

FOR RENT - Cozy efficiency cottage at 516-1/2, \$150/mo. + \$100 deposit and utilities. Call 356-5916.

FOR RENT - 3 bedroom, 2 bath mobile home, with appliances. Newly painted inside and out. Located near the hospital in Clovis. Water paid. \$375 a month. Owner willing to sell. Call 762-8590.

FOR RENT - Fully furnished efficiency apartment, 1/2 block from Science Building. All electric, heat and refrigerated air conditioning. Must pay water and electricity. \$140 per month, \$100 security deposit. Call 356-3048.

FOR RENT - 3 -bedroom, 1 bath with W/D hook-ups, stove and refrigerator furnished. \$300 per month, 913 W. University Dr. Inquire at 708 S. Ave. D.

FOR RENT - One room apartment. All utilities and cable included. Off street parking, partially furnished. Refrigerator and microwave included. ¼ mile from ENMU. \$100 per month plus \$100 deposit. Call 359-3017.

FOR RENT – Very nice furnished 2 bedroom duplex. Washer and dryer included, near ENMU. \$325 per month and no pets. Call Barbara at 356-8489 and leave a message.

FOR RENT – All electric furnished 1 bedroom apartment. Water paid. \$200 per month. \$125 deposit. Call 359-0901.

FOR RENT – Clean 2 –bedroom house with off street parking. W/D hook-ups. Call 356-5409 or 359-0231 after 5 p.m.

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

CITY OF PORTALES TAKING APPLI-CATIONS – The City of Portales is currently inviting applications for several part time Project Supervisors for a variety of Beautification and/or Environmental projects. Good pay, flexible hours. Applicants should be between 18-25 years of age. Apply to the City of Portales, 100 W. 1st Street, Portales NM. For further information call Veda Urioste at 356-6662 ext. 18.

FOUND – Cute light brown puppy found near 18th Street between S. Ave. H. and S. Ave. I. She has no tags but wearing a purple collar. Please call 359-3117.

WANTED – A tandem bicycle. Please call 562-4914.

PORTALES HEAD START – Portales Head Start is now accepting application for enrollment. Head Start is a child development pre-school program for low-income children who are aged 3-4. Head Start provides lots of fun educational, nutritional and health activities. The Portales program provides classes year round: Aug-May; Part and Full day classes. June-Aug.; Full day classes. Families interested in applying may obtain an application for enrollment at: The Portales Head Start Center located at 501 East First or call 356-8712 for more information.

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

FREE KITTENS - 1 Black Long hair, 1 Black Med Hair, 1 Seal Point Med Hair, 1 Tan/White Long Hair, 1 Black/White Med Hair, Call 356-1492 after 5pm all day weekends.

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

HOUSEWORK AND CLEANING - Housework and cleaning for \$5.00/hr., minimum 2 hours. Have reference. Call 359-0250 and ask for Melissa.

CLEANING SERVICES – Reasonable rates. For information, call 356-5810.

COMPUTER PROBLEMS? NO PROBLEM - Repairs, Upgrades, Sales and Service of any kind at a significant discount from retail. I come to you. Call Matt, cell: (505)749-4038 or email MPalulis@winfire.com anytime.

CAR PROBLEMS? NO PROBLEM - Minor repairs, Tune ups, Oil Changes, Jump Starts, Lock Outs, etc. I come to you, reasonable rates, 15 yrs experience. Call Matt, cell:(505)749-4038 or email MPalulis@winfire.com anytime. Flyers available at Univ. Police Station.

NEED TO LOSE WEIGHT? - Spring Break is rapidly approaching and wouldn't it be great to shed some of those unwanted pounds! Call now if you are interested in losing any where from 5-100 pounds! Doctor recommended and 100% safe. 1-877-520-TRIM. Free samples!

MAGICIAN AVAILABLE - Close-up and stage magician, Robert Bloor can perform for banquets, restaurants, birthday parties and more! Bloor has national experience performing at Walt Disney World. Please call 562-3651 or visit online <http://www.bloor.4mg.com> for more info!

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: David Browder
PURPOSE: Rodeo
DESTINATION: Lovington, NM
DEPARTURE: March 15, 12 p.m.
RETURN: March 18, 12 p.m.
STUDENTS:

- Ky Atwood
- Shane Caraway
- Kirsten Carlson
- Kyle Dutton
- Donny Estrada
- Johnna Garcia
- Kristen Gendron
- Eric Greer
- Erin Hald
- Tabitha Harrison
- Daniell Henry
- Josh Jameson
- J.D. Kibbe
- Katie Kirkes
- Sheree Lucero
- Brad McConnel
- Wesley McConnel
- Burke Moore

- Aaron Romero
- Kelly Saiz
- Tabor Smith
- Shellie Tixier
- Alesha Tozer
- Tanner Trujillo
- Bobbie Wallin
- Shane Wimberly
- Kasi Kibbe

SPONSOR: Michelle Ficke
PURPOSE: ENMU Photo Shoot
DESTINATION: ENMU
DEPARTURE: March 13, 7:50 a.m.
RETURN: March 13, 12 a.m.
STUDENTS:

- Eddie Jimez
- Andy Hostetler
- Dallas McMann
- Franco Barrero
- Patrick Ficke
- EJ Ume
- Chris Stockdale
- Justin Hibbler
- Kane Sweet
- Ronald Branch
- Kacee Collard
- Cara Jones
- Kim Siebert
- Xotchil Carrillo
- Sasha Romero
- Bobbie Wallin
- Rebekah Rael
- Whitney Lodge
- Lesley Bower
- Jonna Garcia
- Melissa Acosta

SPONSOR: David Gerig
PURPOSE: Choral Concert
DESTINATION: Buchanan Hall
DEPARTURE: March 13, 6 p.m.
RETURN: March 13, 9 p.m.
STUDENTS:

- Nicole Phinney
- Ashley Davis
- Jenneil Menini
- Les Chrisman

SPONSOR: Dr. Schroeder
PURPOSE: National Individual Events Tournament Qualifier
DESTINATION: Santa Fe, NM
DEPARTURE: March 2, 1:30 p.m.
RETURN: March 4, 10 p.m.
STUDENTS:

- Natalie Henderson
- Sophia Ayala
- Gwendolyn Cooper

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