



Eastern Michigan University FACULTY-STAFF NEWS

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FACULTY RETIREMENT RECEPTION SCHEDULED FOR APRIL 17

The University's Seventh Annual Faculty Retirement Reception will be held Saturday, April 17 at 5 p.m. in the Hoover Room of Hoyt Dining Center at EMU.

The annual event is sponsored by the Board of Regents and the American Association of University Professors in honor of retiring faculty members.

A reception will begin at 5 p.m. with the recognition ceremony scheduled for 6:30 p.m. Music will be provided by "Divertissement."

Individuals interested in attending the Faculty Retirement Reception should R.S.V.P. by April 9 by calling Dr. Anthony H. Evans, provost and vice president for Academic Affairs, at 487-3200.

HONORS CONVOCATION SCHEDULED FOR APRIL 14

The University will recognize the academic achievement of 3,033 students at its 34th Honors Convocation Wednesday, April 14 at 7:30 p.m. in Pease Auditorium.

The honors list includes all EMU students with a cumulative grade point average of 3.0 or better on a scale with a maximum of 4.0. Approximately 533 freshmen, 525 sophomores, 768 juniors and 1,205 seniors are scheduled to be honored at the special ceremonies.

Of the total group to be recognized, 11 have maintained perfect (4.0) academic records, including nine freshmen, one junior and one senior.

Dr. Richard D. Goff, a professor in the Department of History and Philosophy at EMU, will deliver the John M. Munson Convocation Address.

Presiding over the Honors Convocation will be President John W. Porter. Leading the procession will be convocation Grand Marshal Doris Kilanski, associate professor of educational leadership. Drs. Lewis Bender and Reinhard Wittke will serve as marshals of faculty during the ceremonies.

A reception for honor students, parents, faculty, the Board of Regents and staff will be held in Sill Hall immediately following the Honors Convocation.

INTERNATIONAL TRADE ADMINISTRATION INITIATES SMALL BUSINESS PROGRAM

The International Trade Administration of the U.S. Department of Commerce has initiated a program for matching grants up to \$150,000 to defray the costs of establishing Small Business International Marketing Programs. The purpose of the individual Small Business International Marketing Programs will be to increase U.S. new-to-market and new-to-export sales by providing export assistance and services to small businesses interested in pursuing export sales.

The deadline for submitting applications is May 31. For further information, contact Cheryl Kozell, Office of Research Development, 7-3090.

SPRING RECESS HOURS ANNOUNCED FOR LIBRARY, MEDIA SERVICES, ISC

Dr. Morell Boone, director of the Center of Educational Resources has announced the following hours for the Library, Media Services Center and Instructional Support Center during spring recess April 8 through 11.

The Library will be open from 7:45 a.m. to 10 p.m. April 8, from 9 a.m. to 6 p.m. April 9 and 10, and from 1 p.m. to midnight April 11.

The Media Services Center will be open from 8 a.m. to 6 p.m. April 8 and closed April 9 through 11.

The Instructional Support Center will be open from 9 a.m. to 5 p.m. April 8 and closed April 9 through 11.

BOOKSTORE HAS CAPS, GOWNS FOR CONVOCATION, COMMENCEMENT

Faculty who have ordered caps and gowns for the Wednesday, April 14 Honors Convocation may pick them up in the Bookstore Monday and Tuesday, April 12 and 13 between 8:30 a.m. and 4:30 p.m.

If you are planning to attend Commencement Saturday, April 24, you may keep the gowns and return them after Commencement.

Those faculty members that are only
(Continued)

The deadline for the April 13 issue of Faculty Staff News is 5 p.m. April 7.

attending Commencement, may pick up their caps and gowns Thursday and Friday, April 22 and 23 between 8:30 a.m. and 4:30 p.m. in the Bookstore.

UNIVERSITY PUBLICATIONS OFFICE
OFFERS NEW COPYING SERVICE

The University Publications Office announces that it has received on loan a new Xerox 9500 copying machine capable of collating, reducing and copying on two sides.

The machine will be on loan to the University until April 30 and should be able to produce average size jobs in one day or less. According to Donna Sweatman in University Publications, the new service will be more economical and a revised price list for copying has been printed.

Campus clients are invited to view the new machine in operation in the University Publications Office. For prices or copying jobs, call 7-0366.

OPENINGS

The Personnel Office announces the following vacancies:

Clerical/Secretarial
(Minimum Bi-weekly Rate)

CS/02 - \$350.47 - Cashier - University Health Services.

CS/03 - \$373.38 (FTE) (50%) - Senior Clerk - Center of Educational Resources - Media Services (2 - 6 p.m. during fall/winter semester; 1 - 5 p.m. during spring/summer sessions).

CS/04 - \$404.82 (FTE) (50%) - Secretary II - Office of International Projects.

CS/04 - \$404.82 - Secretary II - McKenny Union/University Conferences (60 wpm typing and excellent telephone skills required).

CS/04 - \$404.82 (FTE) (50%) - Secretary II - Center of Educational Resources - Instructional Support Center (Experience in a multi-media center preferred; familiarity with computer data collection desirable).

Final date for the acceptance of internal applications for the above positions is April 14, 1982.

Administrative/Professional/Technical

PT-06 - \$554.00 - \$730.92 - Chemist/Programmer - Department of Chemistry. Deadline date: May 6, 1982.

PT-07 - \$628.32 - \$834.97 - Accountant II - Accounting. Completed applications are requested by May 7, 1982; however the search shall remain open until the position is filled.

FOP Officers/Detectives
(Bi-weekly Probationary Rate)

CP-01 - \$536.62 - Officer, Campus Police-Department of Public Safety. Deadline date: April 16, 1982.

Internal applicants for the above positions should submit a Promotional Openings Application form to the department in which the vacancy exists.

FACULTY

Department of Industrial Technology - The Department is accepting applications for temporary faculty appointments, as well as to enhance the applicant pool for other future temporary assignments. Requires a master's degree in industrial technology or related field.

Office of International Projects - Short-term Assignments - The Office of International Projects is requesting letters of interest from EMU faculty members interested in serving as short-term advisers to the primary and science education subproject at Sanaa University; Sanaa, Yemen Arab Republic Anticipated positions: (spring/summer '82) 1) Life science education consultant; 2) Physical science education consultant; 3) Mathematics education consultant; 4) English Language training consultant anticipated position: (fall '82); 5) Educational administration and supervision consultant.

For further information please contact: Office of International Projects - 308 Goodison or the Personnel Office - 112 Welch Hall.

An affirmative action/equal opportunity employer and educational institution.

MEDIA SERVICES IS
HAVING "MOVING SALE"

As part of the move of Media Services from Ford Hall to the Library building (projected for early May), a moving sale will be held in the former TV center, 114 Ford Hall, beginning April 5.

A wide variety of items will be available ranging from tools, tables, desks, scenery, rugs, movie projector, slide projector, lenses, typewriters, time clock, wall clocks, typing tables, menu boards and letters, chairs, fluted wooden columns and lots of old electronic equipment.

Interested staff and students may drop in anytime during normal office hours to look at the list and purchase items. Sales will be cash or check (with proper identification). The sale will run until at least April 16.