
COMMUNIQUE



LINDENWOOD
COLLEGE

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SABBATICAL LEAVE APPLICATION DEADLINE

Last spring, the faculty adopted a change in its bylaws which established a deadline of October 15 for the submission of applications for sabbatical leaves for the following academic year. All applications are to be submitted to the Dean of Faculty, and are to be accompanied by a supporting letter from the Department Chairperson which addresses the merits of the proposals and includes staffing recommendations.

FACULTY, STAFF B-B-Q TOMORROW

The Annual Faculty/Staff Barbecue & Hayride is tomorrow beginning at 4 p.m., and all faculty and staff are invited. A men's soccer game and a community presentation by St. Charles Mayor Grace Nichols follows the event, so make plans to attend. If you're teaching an evening class, stop by for a hamburger or hot dog before class.

COLLEGE JOBS AVAILABLE

Accounting Position - the recent resignation of Karen Voznak has created an immediate vacancy in the Business Office. For a job description and further details on this accounting opening, contact Controller Mary Martin at Ext. #325. Voznak, an employee for the past 18 months, is leaving to student teach and complete her master's degree in business education.

Circulation Supervisor - Butler Library has an immediate opening for a Circulation Supervisor, who's duties include directing the Interlibrary Loan program; supervising, scheduling and training student assistants; managing the library's circulation system; providing general information services; and organizing the periodical collection. Applicants must enjoy working with faculty and students and be able to handle a variety of duties. They also must be well organized and have had previous experience in an academic library. For further details, call Head Librarian Jan Czaplá at Butler Library, Ext. #327.

Performing Arts Assistantship - an opening exists in the Performing Arts Dept. for an assistantship in publicity now through December, with a possible renewal for the Spring Semester. Duties include working with the PR Dept., media and photographers for performing arts promotion, including the preparation of news stories, ad copy, layouts and promotional activities as well as attendance at weekly production meetings. The position is for 20 hours per week, and a \$750 stipend is available. For details, call department Chairperson Dan Alkofer at Ext. #218.

Public Relations Assistantship - there's an opening in the PR Dept. for a graduate assistant in public relations. Applicants must be self-starters with good communication skills. Duties include news and feature writing; proofing and editing; layout and design; liaison with faculty and staff departments; and assistance with various promotional, advertising and public relations functions. Up to 20 hours per week could mean \$100 of credit weekly to graduate degree tuition expenses. For details, contact Randy Wallick in the PR Dept., Ext. #383.

SWEATERS ON SALE AT BOOKSTORE

Now through Friday, the Bookstore is offering a 20% savings on all sweaters in stock, so stop by now and pick up some bargains for these cool autumn days or as gifts for the holidays. And, a large selection of Snoopy t-shirts just arrived for you or your "Peanuts" friends. Head to Niccolls Hall for these fall deals!

DISCUSSION ON ORGAN DONATIONS

Earlier this year, the Missouri General Assembly passed a bill that brought into law the requirement that hospitals request the option of organ donations from families of those patients who are determined to be suitable. The law has resulted in many questions and concerns.

On October 12 from 7:30-9 p.m., a panel composed of representatives from religious and medical fields will discuss this important topic. Open to the Lindenwood community without charge, the discussion takes place at St. John United Church of Christ, 517 Jackson St., in St. Charles.

"Communique" is published each Tuesday during the fall, winter and spring terms and biweekly during the summer session. Produced as a joint effort of the Public Relations Dept. and the Printing Center, it is disseminated to all faculty, staff and students. The deadline for submission of editorial copy is 5 p.m. Friday for inclusion in Tuesday's newsletter; copy must be written and contain a contact person for further information. "Communique" reserves the right to edit copy due to space limitations.

RECRUITING FOR DECEMBER GRADS

St. Paul Fire & Marine Insurance representatives will be at Maryville College this fall to recruit December graduates for underwriter positions. Candidates must have a minimum 3.0 GPA and be able to relocate. The schedule is Tuesday evening, October 20, for an informal information session, and individual interviews on November 3 from 9 a.m. to 4 p.m. To sign up, call Debbie Coats at the CAP Center, Ext. #307.

STUDENT PART-TIME POSITION AVAILABLE

Junior Achievement seeks a part-time Center Manager to work with its staff and adult advisors. A junior, senior or graduate student is preferred. Applicants must be creative, enthusiastic, detail-oriented and organized. Hours are from 5:30-9:30 p.m. Wednesdays and Thursdays. Interested? Call Debbie Coats at the CAP Center, Ext. #307, for for more information.

Lindenwood Campus Events

<u>DATE</u>	<u>EVENT</u>	<u>BEGINS</u>	<u>PLACE</u>
<u>OCTOBER:</u>			
10/4-14	Alumna Art Exhibit		FAB
10/7	Faculty Meeting	2 p.m.	111 Young
	Faculty/Staff BBQ & Hayride	4 p.m.	
	"Pillow Talk"	7 p.m.	200 Niccolls
	Men's Soccer/Fontbonne	7 p.m.	Stadium
	'Women in Public Life'/Mayor Grace Nichols	7:30 p.m.	MAB
10/8-10	Mainstage Theatre/'Foxfire'	8 p.m.	Jelkyl
10/8-9	Homecoming		
10/9	Women's Soccer/UM-Rolla	7 p.m.	Stadium
10/10	Men's Soccer/Sagamon State	1 p.m.	Stadium
10/13	Education Career Day	9 a.m.	Campus
	"Career Exploration" Workshop	6:30 p.m.	CAP Center
	Mid Rivers Mall Opening Celebration	7:30 p.m.	St. Peters
10/14	"Pillow Talk"	7 p.m.	200 Niccolls
10/15-17	Mainstage Theatre/'Foxfire'		
10/16-18	Alumni Reunion/Parent's Weekend		Campus
10/16-11/3	Alumnae Art Exhibit		FAB
10/16	Men's Soccer/Rockhurst College	7 p.m.	Stadium
10/20	Meeting of Board of Directors	10:30 a.m.	MAB Bldg.
10/21	EPC Meeting	2 p.m.	317 Young
	CIA Information Session	7 p.m.	CAP Center
	"Pillow Talk"	7 p.m.	200 Niccolls
10/22	CIA Interviewing Session	9 a.m.	CAP Center
	"Job Search Techniques" Workshop	6:30 p.m.	CAP Center
10/24	Women's Soccer/UMSL	11:30 a.m.	Stadium
	Men's Soccer/Columbia College	2 p.m.	Stadium
10/26-27	Communications Career Days	9 a.m.	Campus
10/26	Women's Soccer/Missouri Baptist	7 p.m.	Stadium
10/28	"Interviewing Skills" Workshop	3:30 p.m.	CAP Center
	"Career Exploration" Workshop	6:30 p.m.	CAP Center
	"Pillow Talk"	7 p.m.	200 Niccolls
10/29	Women's Soccer/SLCC-Meramec	4:30 p.m.	Stadium
	Men's Soccer/UM-Rolla	7 p.m.	Stadium
10/30	Faculty-Staff Halloween Luncheon	Noon	Cafeteria
<u>NOVEMBER:</u>			
11/2	Board of Overseers	3 p.m.	MAB
	"Job Search Techniques" Workshop	6:30 p.m.	CAP Center
11/4	Faculty Meeting	2 p.m.	111 Young
	"Pillow Talk"	7 p.m.	200 Niccolls
11/4-5	Admissions Campus Overnight		
11/6	Taco Bell Interviewing Session		CAP Center
11/11	"Pillow Talk"	7 p.m.	200 Niccolls
11/12-14	Downstage Theatre		101 FAB
11/14	"Job Search Techniques" Workshop	9 a.m.	CAP Center
11/16-12/11	Faculty/Staff Door Decoration Contest		
11/18	EPC Meeting	2 p.m.	317 Young
	"Pillow Talk"	7 p.m.	200 Niccolls
11/21	"Advanced Job Hunters" Worksop	9 a.m.	CAP Center
	Admissions College Open House		Campus
11/23	Women's Basketball/Washburn College	7 p.m.	SC High
11/25	Men's Basketball/Central Methodist	7 p.m.	SC High
	"Pillow Talk"	7 p.m.	200 Niccolls
11/26-29	Thanksgiving Vacation		