

# TRUMAN

A Weekly Publication for Students, Faculty, and Staff



T O D A Y

Vol. 7, No. 27

April 1, 2003

## "Piecing the World Together"

### International Festival

April 1

#### Karate Workshop

4:30-6 p.m.

Pershing Dance Studio

April 2

#### Calligraphy Fair

7-8:30 p.m.

Ryle Hall Main Lounge

April 3

#### Open Mic Night

7-10 p.m.

Washington Street Java Co.

April 4

#### International Fete:

##### Carnival

2-5:30 p.m.

Quadrangle

April 5

#### American Football Game

(International students vs. American students)

3 p.m.

Field behind Centennial Hall

#### International Movie Night

7 p.m.

Violette Hall 1000

Events sponsored by Multicultural Affairs, International Club, ISO, Asia Club, FAC and the Residential College Program

Contact the ISO at 785.4215 for more information

## Smith Selected as Truman Scholar

Erin Smith, junior political science major from Bettendorf, Iowa, was one of 76 students from 63 U.S. colleges and universities selected as 2003 Truman Scholars. The recipients were elected by 20 independent selection panels on the basis of leadership potential, intellectual ability and likelihood of 'making a difference.'

Smith took a year off college to serve her state as a motivational speaker and literacy advocate as Miss Iowa 2001. She founded the literacy program "Readers of Today, Leaders of Tomorrow." Her academic distinctions include the President's



President Jack Magruder presents Erin Smith with a Truman Scholar certificate.

Honorary Full-Tuition Scholarship, 4.0 cumulative GPA, United Leaders Institute for Political Service Fellowship, Truman's Most Outstanding Freshman Leader, the Miss America Scholar national winner, and membership in six national honor societies.

Each Scholarship provides \$3,000 for the senior year and \$27,000 for graduate study for a total of \$30,000. For more information about the scholarship contact Debbie Kling at 785.7115 or [dkling@truman.edu](mailto:dkling@truman.edu) or check <http://www.truman.gov>.

## Truman Debate Team Ranks Second in National Season-Long Rankings

Eight students representing the Truman Forensic Union continued their success at the National Parliamentary Debate Association National Championship Tournament at Portland State University, in Portland, Ore. The team ranked second in Season Sweepstakes, meaning the program was the second-best overall program in the nation for the 2002-2003 season. Truman tied first place program, Pt. Loma Nazarene University, of San Diego, Calif., but lost the national title by a mere four tie-breaker points. One hundred ninety-three schools were ranked for the season sweepstakes award.

In addition, the Truman team ranked ninth overall, out of the 93 colleges and universities competing at the Portland Nationals. Truman was one of only four programs to place four teams in elimination rounds of the tournament. This is the fourth consecutive year in which Truman

has cleared four teams from preliminary rounds into the elimination round bracket.

The team of Timothy Baldwin, freshman communication major from Kansas City, Mo., and Marie Tenny, sophomore psychology major from Villa Ridge, Mo., reached the octafinal round of the tournament. Other Truman teams reaching elimination rounds include: Corey Owens, freshman communication and political science double major from Blue Springs, Mo., and David "Ben" Holley, freshman political science major from Neosho, Mo.; Tyson Helder, sophomore communication and political science double major from Sioux Falls, S.D., and Ryan Walsh, sophomore philosophy / religion major from Cassville, Mo.; and Ian Samuel, sophomore computer science major from Pueblo, Colo., and senior Tyler Unsell, senior communication major from Parkville, Mo.

## Students to Deliver Presentations at 8th Annual Psi Chi Conference

Psi Chi and the Social Science Division will present the 8th Annual Psi Chi Research Conference from noon to 4:30 p.m., April 5, in Violette Hall 1000.

Alicia Ito-Ford, a graduate student at the University of Kansas, will be the keynote speaker of the conference at noon. She will speak about positive psychology and the hope model.

The distinguished graduate speaker Kayla White, a graduate student from the University of Iowa, will be speaking about brain trauma at 12:45 p.m.

There will be a reception following the two speakers with poster presentations by students. This will be followed by numerous oral presentations by students. Contact Joanna Hoag at 665-3263 or joannahog@hotmail.com for more information.

### Greek Week Schedule

#### 5K Run

3:30 p.m.

April 1

in front of Centennial Hall

#### Greek Olympics

4 p.m.

April 2

Rugby Field

#### Lip Sync

#### Coronation

#### Awards Ceremony

7 p.m.

April 3

Pershing Arena

## Students Receive Academic Honor Awards

The Academic Honor Awards Assembly, which recognizes outstanding scholastic achievement among Truman State University undergraduate and graduate students, will be held at 7 p.m., April 7, in the SUB Georgian Room. All students, faculty and staff are invited to attend.

### The following students will receive awards:

Outstanding Undergraduate Student in Accounting  
 Outstanding Graduate Student in Accounting  
 Outstanding Student in Business Administration-Management  
 Outstanding Student in Business Administration-Management  
 Outstanding Student in Business Administration-Finance  
 Outstanding Student in Business Administration-Marketing  
 Outstanding Student in Business Administration-Marketing  
 Outstanding Graduate Student in Special Education  
 Outstanding Graduate Student in Secondary Education  
 Outstanding Graduate Student in Elementary Education  
 Outstanding Student in Theatre  
 Outstanding Student in Music  
 Outstanding Student in Art  
 Outstanding Undergraduate Student in Comm. Disorders  
 Outstanding Graduate Student in Comm. Disorders  
 Outstanding Student in Exercise Science  
 Outstanding Student in Exercise Science  
 Outstanding Student in Health Science  
 Outstanding Student in Nursing  
 Outstanding Student in Spanish  
 Outstanding Student in Russian  
 Outstanding Student in French  
 Outstanding Student in Classics  
 Outstanding Student in Communication: Journalism  
 Outstanding Student in Communication: Science  
 Outstanding Student in English (Bachelor of Arts)  
 Outstanding Student in English (Bachelor of Science)  
 General George C. Marshall ROTC Award  
 Outstanding Student in Mathematics  
 Outstanding Student in Computer Science  
 Outstanding Student in Agricultural Science  
 Outstanding Student in Chemistry  
 Outstanding Student in Physics  
 Outstanding Student in Biology  
 Outstanding Student in Justice Systems  
 Outstanding Student in Philosophy and Religion  
 Outstanding Student in Psychology  
 Outstanding Student in Economics  
 Outstanding Student in Political Science  
 Outstanding Student in Sociology and Anthropology  
 Outstanding Student in History  
 The Distinguished Master's Thesis Award  
 The Distinguished Master's Thesis Award

Clint Borgstadt  
 Daniel Chávez  
 Tim Papuga  
 Kevin Meyers  
 Mircea Negrea  
 Alicia Busse  
 Marie Langabee  
 Elizabeth Edgar  
 Rachel Carrico  
 Jamie Midden  
 Anna Weber  
 Carrie Jones  
 Bren McIntosh  
 Jennifer Main  
 Jamie Rost  
 Amanda Wherry  
 Britni Buford  
 Eileen Webber  
 Sara Langenfeld  
 Rebecca Foster  
 Jonathan Lukens  
 Sofia Taboada  
 Matthew Plank  
 Brooke Sherrard  
 Jennifer Montgomery  
 Shawna Archer  
 Katylin Mayhle  
 Robert Miller  
 Daniel Clark  
 Andrew Ashbaugh  
 Chelsea Gerrish  
 Timothy See  
 Kevin Haworth  
 Elizabeth Hahn  
 Alexis Andrews  
 Cabell Gathman  
 Tisha Wiley  
 Matthew Brooker  
 Jeremy Gray  
 Jacob Rodemann  
 Matthew O'Rourke  
 Bin Zhang  
 Andrew Heitmann

## Scholarship Opportunity Available

A scholarship opportunity is available for Truman students.

The Beta Zeta Chapter of Delta Kappa Gamma International is offering a recruitment grant of approximately \$120.

Applicants must be female, have graduated from a high school in Atchison, Holt or

Nodaway County in Missouri, have declared a major in education, currently have a GPA of 2.5 or above and apply in the spring of her sophomore or junior year. Applications must be postmarked by April 7. Contact the Financial Aid Office in McClain Hall 103 for more information.

## Notables

**Daniel R. Mandell**, assistant professor of history, is the editor of "New England Treaties, North and West, 1650-1776," Vol. 20 in the series "Early American Indian Documents: Treaties and Laws," recently published by University Publications of America.

**Andrew Ashbaugh**, senior computer science and communication double major from Wauconda, Ill., and **Bryan Vanderhoof**, senior business administration major from Kirksville, received first place awards at the 2003 Missouri Educational Broadcasters Association on March 6. They are KTRM staff members. Ashbaugh was awarded for KTRM's Web site, <http://ktrm.truman.edu>. Vanderhoof took first place both for station promotion and for air check. KTRM is streaming live on the internet. The Edge went live online March 26. Link to it at their Web site.

**The Truman Horse Association** ends the 2002-03 school year as Reserve High Point Hunt Seat Team in the region. This is in part due to the strong showing at the Southern

Illinois University-Carbondale shows where Truman was High Point Hunt Seat Team on Feb. 23, and **Nina Tobler**, junior agricultural science major from St. Louis, was Reserve High-Point Hunt Seat Rider. Individual rider points are earned as followed: 1st place-seven points, 2nd place-five points, 3rd place-four points, 4th place-three points, 5th place-two points, 6th place-one point. Team points are calculated based on pre-determined "point riders." At the beginning of each show a rider from each division (Walk/Trot, Walk/Trot/Canter, Novice, Intermediate, Open, etc.) is selected by the coach and/or team members and their points are tallied toward the Team High Point. In most divisions, riders need to acquire 35 points in order to advance to a higher division and/or qualify for regional competition. **Carrie Huot**, sophomore English major from Broad Brook, Conn., qualified for Regional competition in Walk/Trot/Canter and placed high enough at regionals to qualify for zone competition to be held April 12 in Indiana.

## Mock Trial Team Wins Right to Compete at National Competition

Truman's Mock Trial team won the right to compete in the American Mock Trial Tournament, a national competition for new teams. The competition will take place April 11-13 in Richmond, Ky. The team members declined the invitation because the tournament occurs at such a busy time in the semester, but they are enthusiastic about competing at that level next year.

The Truman Mock Trial team is in its third consecutive year, but this is the first year the team has actually competed. The team went to Mizzou in late January to compete in an invitational tournament. It had a record at that tournament of 4-4, which placed it seventh of 20 teams. Team member Josh Jones, freshman political science major from Kirkwood, Mo., won an award for his advocacy as a defense attorney.

The team went to St. Louis for the regional tournament in mid-February. The regional competition drew 23 teams from

Missouri, Illinois, and as far as Arkansas and Kentucky. The team again earned a record of 4-4 at regionals to place 11th. Jones won another award for his legal advocacy, and Libby Beilsmith, junior psychology major from St. Charles, Mo., won an award for her portrayal of the defendant. Other team members include: Alexis Andrews, senior justice systems major from Perrysburg, Ohio; Kevin Chase, freshman physics major from University City, Mo.; John Griesedieck, sophomore political science and pre-education double major from Des Peres, Mo.; Sally Guarino, freshman justice systems and psychology double major from Liberty, Mo.; Rachel Spavone, freshman political science major from Springfield, Ill.; and Kelly Wikstrom, freshman pre-business administration major from Sedalia, Mo. The team is coached by Martin Jayne, assistant professor of justice systems.

## Panhellenic Council Sponsors Dating and Domestic Violence Presentation

The Panhellenic Council will sponsor a dating and domestic violence presentation titled, "Dear Lisa" given by Tom Santoro, a father who lost his daughter to dating violence, at 7 p.m., April 10, in Baldwin Auditorium.

Sometimes people who are in physically and emotionally abusive relationships may not recognize it. Santoro will speak about the warning signs of an emotionally or physically abusive relationship and how to tell if you or someone you love is in a violent relationship.

The program is free and open to the public. Contact Angie Arellano at 785.4771 for more information.

### Upcoming SAB Events

#### "Cowboy Mouth" concert

##### Opening Band:

##### The Wil Seabrook Band

8 p.m. • April 4 • Rugby Field  
Rain site: Pershing Arena  
Doors open: 7 p.m.

Admission is free  
No tickets are necessary

##### Dog Days

noon-6 p.m. • April 5  
Rugby Field and  
Campbell parking lot  
Rain site: Pershing Arena

##### Comedian

##### Mitch Hedberg

7 p.m. • April 9  
Baldwin Auditorium

Tickets are row available  
in the SAB Office  
Free with student ID  
Contact SAB at 785.4722 for  
more information

### Nominate an Outstanding Academic Adviser for the William O'Donnell Lee Advising Award

Nominations are now being accepted. Forms are available online under "Student Resources" on the VPAA home page, <http://vpaa.truman.edu/>

Nominations are due in McClain Hall 203 by April 7

**Graduation clearance packets were mailed** March 31 for May 2003 graduates. Please contact the Registrar's Office at 785.4143 or registrar@truman.edu if you do not receive your packet. This packet is a graduation requirement and must be completed by April 25.

**Donations are being collected** in the Education Division Office to help Brian Archibald, graduate student from St. Louis, pay for medical bills. Archibald, a former Truman football player, was recently diagnosed with an aggressive form of Hodgkin's disease. Checks can be made payable to: Brian Archibald Agency Account.

**The Center for Teaching and Learning Weekly Lunch Series** will meet from 12:30-1:30 p.m., April 2, in the SUB Spanish Room. The focus will be on teaching strategies for preventing plagiarism. The title of the installment is "Part II: Cheating and Plagiarism: Worth a Pound of Cure." Contact the Center for Teaching and Learning at 785.4391 for more information.

**The Dobson Hall and Fine Arts Film Series** will show the movie "Barton Fink" at 6 p.m., April 2, in OP 2210.

**The Progressive Coalition** invites liberal minded organizations and individuals that wish to coordinate resources and efforts toward the common goal of creating a better society to attend its first meeting at 7 p.m., April 2, in BH 284. Contact Chris Miller at 665.6514 for more information.

**The faculty saxophone recital** featuring Randy Smith on the alto saxophone, Tim AuBuchon on the tenor saxophone, Katie Collins on the violin, and Patrice Ewoldt on the piano, will begin at 8 p.m., April 2, in the OP Performance Hall. Contact Randy Smith at 785.4440 for more information.

**The Center for Teaching and Learning will sponsor a live satellite event**, "Cheating & Plagiarism: Using the Internet," from 1:30-3 p.m., April 3, in the SUB Governors Room. Contact the Center for Teaching and Learning at 785.4391 for more information.

**The Annual Service Recognition Banquet** is scheduled for 6:30 p.m., April 3, in the SUB Georgian Room.

**Beta Alpha Psi is offering Volunteer Income Tax Assistance** from 8 a.m. to 4 p.m., April 5, in VH 1010. Truman faculty, staff and students as well as Kirksville residents are welcome. For more information, contact Steve Schnurbusch at 665.4603.

**The Board of Governors will meet** at 9 a.m., April 5, in the SUB Conference Room.

**The Northeast Area Special Olympics Opening Ceremonies** will begin at noon, April 5, at Stokes Stadium. Admission is free. Contact Kara Anderson at 665.1419 for more information.

**The Truman Wind Symphony and the Truman Jazz Ensemble will perform** at 8 p.m., April 5, in Ophelia Parrish.

**The Residence Hall Association and Hall Senates are sponsoring "Midnight Masquerade,"** a formal, all-hall ball from 8 p.m. to midnight, April 5, at the NEMO Fairgrounds. There will be music, dancing,

and refreshments. Tickets are \$5 in advance and at the door. They will be on sale from March 31 until April 4 in the dining halls and hall desks. Tickets should be purchased from your hall. Each hall will have a different color ticket.

**The Society of Physics Students will host the zone 12 spring meeting** April 11-12 in VH 1000. Presentations will run from 8:30 a.m. to 2 p.m., April 12, in VH 1000. The cost is free to attend, and \$5 for a program, breakfast and lunch. Students from schools in Oklahoma, Nebraska, Iowa, Illinois, and Missouri. will be in attendance. Contact Kevin Haworth at 665.1512 for more information.

**The 20th Annual Children's Literature Festival** will be from 9 a.m. to 4 p.m., April 11, in the SUB, the Baldwin Hall Little Theater and VH 1320 and 1000. Ten children's book authors will meet with students from local elementary schools. Contact Ann McEndarfer at 785.6010 for more information.

**The Department of Public Safety will sponsor a Rape Aggression Defense Class** from 8 a.m. to 6 p.m., April 12, in the Student Recreation Center. Register and pre-pay the \$10 fee at the Department of Public Safety from 8 a.m. to 5 p.m. Monday-Friday. The entire 10-hour program must be completed to receive credit. Call Public Safety at 785.4177 for more information.

**The Truman Society of Dance Arts will perform a Spring Recital** at 7 p.m., April 16, in Baldwin Auditorium. Contact Jessica Moe at 665.0456 for more information.

**The Writing Center is currently accepting applications for Writing Consultants in English and Spanish** for the 2003-04 academic year. A limited number of stipend positions are available.

However, candidates may choose to fulfill scholarship hours as consultants. Stop by the Writing Center, MC 303, to pick up job descriptions and application forms or check the Writing Center Web site at <http://ll.truman.edu/wc/wchome.html>. The application process must be completed by May 1. Contact Mary Lou Woehlk, director of the Writing Center, by e-mail, mlw@truman.edu or phone, 785.4691 for more information. Contact the Financial Aid Office, MC 103, 785.4130, if you have questions.

**Students wishing to attend next fall's French or German Immersion Weekend** to be held Sept. 27-28 must obtain a yellow card. The course titles are FREN 232 and GER 232. Each is worth one credit hour. For French, contact Ron Manning at 785.4018 or rmanning@truman.edu. For German, contact Andrea Davis at 785.4085. Intermediate proficiency is required.

**Applications are now available for the 21st Century Leadership Academy.** The Academy is designed to teach women leadership skills, allow them to meet key public policy people in government and learn more about public policy. The training program will be May 18-23 at the University of Missouri-St. Louis. For more information, contact Patricia A. Miller at 785.4260.

*Truman Today* is a weekly publication of Truman State University for students, faculty and staff. Deadline for entries is 5 p.m., the Wednesday preceding Tuesday's publication. Entries should be submitted by sending an e-mail to ksvoboda@truman.edu or by completing a Truman Today submission form available in the Public Relations Office, McClain Hall 102. It may also be accessed online at <http://trumantoday.truman.edu/submissionform.pdf>.

## 1 TUESDAY

4:30-6 p.m.-**Karate Workshop**, Pershing Dance Studio; see Page 1

## 2 WEDNESDAY

12:30-1:30 p.m.-**The Center for Teaching & Learning Weekly Lunch Series, SUB Spanish Room**; see Notes

2 p.m.-**Softball vs. Missouri-Rolla, Truman Softball Field**

3:30 p.m.-**Men's Tennis vs. Central College (Iowa), Truman Tennis Courts**

6 p.m.-**Movie: "Barton Fink," OP 2210**; see Notes

7-8:30 p.m.-**Calligraphy Fair, Ryle Hall Main Lounge**; see Page 1

## 3 THURSDAY

1:30-3 p.m.-**Live Satellite Event: "Cheating & Plagiarism: Using the Internet," SUB Governors Room**; see Notes

7-10 p.m.-**Open Mic Night, Washington Street Java Co.**; see Page 1

## 4 FRIDAY

2-5:30 p.m.-**International Fete: Carnival Cultural games, food, fashion and performances, Quadrangle**; see Page 1

8 p.m.-**Ann Carter Recital, OP Performance Hall**; see Master Calendar

## 5 SATURDAY

8 a.m.-4 p.m.-**Volunteer Income Tax Assistance sponsored by Beta Alpha Psi, VH 1010**; see Notes

9 a.m.-**Board of Governors meeting, SUB Conference Room**; see Notes

noon-**Northeast Area Special Olympics Opening Ceremonies, Stokes Stadium**; see Notes

noon-**Baseball vs. Pittsburg State (Kan.), Truman Baseball Field**

3 p.m.-**American Football Game International students vs. American students, field behind Centennial Hall**; see Page 1

8 p.m.-midnight-**"Midnight Masquerade" All-Hall Ball, NEMO Fairgrounds**; see Notes

## 6 SUNDAY

2 p.m.-**Phi Kappa Phi spring initiation ceremony, SUB Activities Room**

5 p.m.-**President String Quartet Concert, OP Performance Hall**, see Master Calendar

7 p.m.-**International Movie Night, VH 1000**; see Page 1

## 7 MONDAY

8 p.m.-**Kevin Harrison Senior Recital, OP Performance Hall**; see Master Calendar

# WHAT TRUMAN RECYCLES:

## ♻️ CARDBOARD

Corrugated cardboard only. Please flatten and stack cardboard. Drop-off sites are available by most dumpsters on campus.

### Not acceptable

*Wax coated cardboard  
Feed/Seed sacks  
Pop/Soda carriers  
Anything with food scraps*

## ♻️ HARD BOOKS

Can be placed in book recycle containers or placed with papers.

### Acceptable

*All books  
Spiral binders  
Books with glued ends*

## ♻️ SHREDDED PAPER

All shredded paper must be in bags and tied securely.

### Acceptable

*White paper  
Colored paper  
Any paper that can be placed in mixed office.*

## ♻️ NEWSPAPERS

Can be tied with a string, put in paper bags, placed in a cardboard box or placed loose in newsprint containers.

*NOTE: Advertising supplements that come in the newspapers can stay with the newspapers when recycled.*

## ♻️ PRINTER CARTRIDGES

## ♻️ MAGAZINES

Only slick or shiny magazines and catalogs accepted.

### Examples

*Time, Newsweek, National Geographic, Catalogs, Etc.*

## ♻️ CANS

All aluminum cans are acceptable. Please rinse the cans and remove labels if possible.

## ♻️ MIXED OFFICE PAPER

Can be tied with string, placed in cardboard box or paper bags or placed loose in mixed office paper containers.

### Acceptable

*Computer paper  
Typing paper  
Writing paper  
Photocopy paper  
Envelopes  
Light pastel colors  
File folders  
Unwanted residential mail  
Staples*

### Not Acceptable

*Carbon paper, other sensitized paper  
Blueprint paper  
Film, photographs, tape or glue  
Metal objects, spiral binders, fasteners*

## ♻️ PLASTIC BOTTLES AND JUGS

Check the bottom of the container for the recycling logo. Inside the logo is a number identifying the type of plastic. Generally, plastics accepted for recycling at Truman are #1 and #2 only. **Containers must be rinsed. Caps and lids may be left on.**

### Acceptable

*Milk jugs  
Juice jugs  
Food containers  
Detergent bottles  
Shampoo bottles  
Butter containers  
Bleach jugs  
Yogurt containers  
PET containers*

### Not Acceptable

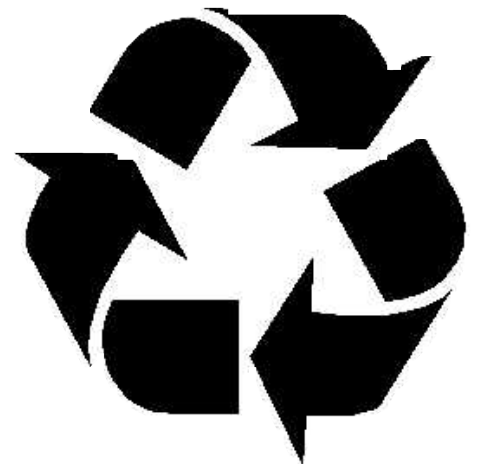
*Motor oil bottles  
Caps and lids*

**Truman's Recycling Center is located in Building 4 of the Dulaney/Baldwin Complex off LaHarpe across from the rappelling tower at the south end of campus.**

**Contact Howard Worcester, recycle coordinator, at 785.7672 for more information.**

## SIMPLE THINGS YOU CAN DO

- ◆ Use both sides of your paper. (Recycle paper after use.)
- ◆ Encourage your students to use both sides of their paper - both for drafts and papers they turn in.
- ◆ Recycle your newspapers, magazines, hard books, soda cans and plastic bottles.
- ◆ Use e-mail for notices.
- ◆ Write to remove your name from "junk" mail lists. Go to <http://www.newdream.org/junkmail/>



PLEASE POST

# SCHOLARSHIP JOB OPENINGS FOR 2003-2004

## Division: **Advancement**

Supervisor: Peggy Stepanek

Positions: 6

Description: Primarily entering/updating data, also some mass mailings.

## Division: **Athletics**

Supervisor: Clark, White, Pumroy

Positions: 8-10

Description: General office, game management.

## Division: **Athletics/Football – Video & Equipment**

Supervisor: Erik Kruppe

Positions: 6

Description: (2) Pre-season practice filmers to videotape football practices w/ camcorder, Hi-lite video filmer to videotape football games w/ camcorder, In-season laundry helper to take care of excessive laundry, (2) Locker room helpers to keep football locker room neat and organized.

## Division: **Athletics/Media Relations**

Supervisor: Melissa Ware

Positions: 4

Description: Filing, help on statistical crews and working games, computer data input (writing and other responsibilities if qualified).

## Division: **Business & Accountancy**

Supervisor: Lana Dowell

Positions: 55

Description: Office assistants: copying, filing, data input; Faculty assistants: grading; Lab monitors; Tutors

## Division: **Center for International Education Abroad**

Supervisor: Sharon Austin

Positions: 1

Description: General office tasks. Prefer Study Abroad participant.

## Division: **Center for Teaching & Learning**

Supervisor: Vicki Duck x4391

Positions: 2

Description: Conducting web research, compiling bibliographies, customer service, updating web page links, implementing Truman's facilitated student feedback process, taking digital photos of students, faculty & staff at Center events, general office tasks, other assorted duties.

## Division: **Communications Disorders**

Supervisor: Dr. John Applegate and Connie Ikerd

Positions: 15-20

Description: Communication Disorder Majors preferred. Responsibilities vary from faculty to faculty. Typical duties include clerical work, library research, research assistant to faculty, materials checkout for the Speech and Hearing Clinic and equipment maintenance.

## Division: **Education – CDC**

Supervisor: Heather Kelley / Dr. Agnew

Positions: 20

Description: Supervise children – indoor & outdoor, prepare snacks, clean-up duty.

## Division: **Education**

Supervisor: Kim Murphy

Positions: 10

Description: Clerical

## Division: **Facilities**

Supervisor: Tim Maize and Shuan Klingsmith

Positions: 8

Description: Housekeeping, painting, fix-it-crew and recycling.

## Division: **Financial Aid**

Description: Responsibilities include general reception and telephone communication skills, maintaining spreadsheets and data files, data entry, filing, photocopying, mailings, and various other general office duties. Students must be dependable and responsible, have good organizational skills, be detailed oriented, and have good communication skills.

## Division: **Fine Arts**

Supervisor: Various Faculty

Positions: 5 -10

Description: Need familiarity with music to help music faculty with office work.

## Division: **Graduate Office**

Supervisor: Crista Chappell

Position: 2

Description: Customer service, clerical, errands on campus.

## Division: **Human Resources**

Supervisor: Maureen Slaughter

Positions: 1-2

Description: Basic clerical tasks including: filing, answering phones, processing applications, delivering materials to hiring office, mailings, deliveries, and other projects as assigned.

## Division: **HPP – HES**

Supervisor: Melody Jennings

Positions: 1

Description: Needs to have HLTH 194 completed – filing, computer entry, typing.

## Division: **HPP/HES/Natorium**

Supervisor: Jeffery Arabas

Positions: 12

Description: Lifeguard – oversee all safety aspects of utilizing swimming pool – must be certified; I.D. Checkers – assure that all who utilize facility have proper identification; Secretary – oversee office operations.

## Division: **HPP – HES**

Supervisor: Michael Bird

Description: Assist with research – data collection and data reduction, statistical analysis; Perform independent research and group research, data collection, reduction, statistics; Course maintenance – assignment grading, web page development; Lab maintenance – cleaning equipment, organization, developing and testing hardware and software, troubleshooting equipment problems, helping other students with problems; Scoring assessments and evaluations.

## Division: **HPP**

Supervisor: J. Mayhew

Positions: 5

Description: Computer data analysis of fitness records; Research on diet and exercise, body image & exercise, strength training and power measurement; Maintenance of lab facility.

## Division: **HPP**

Supervisor: Jeremy Houser

Positions: 2

Description: Grading (quizzes, exams, etc.), research (literature searches, assist in data collection), help improve presentations for courses (scan photos, update Powerpoint presentations), help administration of HLTH 194 course, general assistance with day to day laboratory/office tasks.

## Division: **HPP**

Supervisor: Cox – Weekly – Houser

Positions: 4-6

Student assistant for 3 instructors: clerical computer, errands, organizational tasks, research in library, cleaning CPR mannequins, internet searches, etc.

## Division: **HES**

Supervisor: Lindhorst

Positions: 1

Description: HLTH 194 completed, other majors besides HES acceptable.

## Division: **International Student Office**

Supervisor: Melanee Crist

Positions: 10

Description: Office assistants, tutors – all basic subjects.

## Division: **Intramurals**

Supervisor: Dan Zimmer

Positions: 1-2

Description: Officiating, scorekeeping, and supervision of sports activities.

Division: **ITS – Computer Labs**

Supervisor: Sue Alexander

Positions: Open

Description: Hardware and software computer support for students using labs. Computer knowledge/experience and customer service skills are required.

Division: **Justice Systems**

Supervisor: Doug Davenport

Positions: 2

Description: Portfolio project.

Division: **Justice Systems**

Supervisor: Martin Jayne

Positions: 1

Description: Research law; preferred upperclassman “law-track” major

Division: **Language & Literature**

Supervisor: Various Faculty

Positions: 20

Description: Office assistant, copying, web page, internet discovery, filing, keyboarding, scanning and proofing.

Division: Library

Supervisor: **Wanda Cagle**

Positions: Open

Description: The library does not have a set number of scholarship positions available, but encourages interested students to complete an application. Applications on file are reviewed by supervisors as openings occur. Special consideration is given to experience and availability, as well as willingness to work a minimum of 10 hours per week. For more information, see the library website at [http://library.truman.edu/library\\_information/studentemployment.htm](http://library.truman.edu/library_information/studentemployment.htm) or inquire at the Library Director’s Office, PML 102.

Division: **Math and Computer Science**

Supervisor: Arletta Nelson & Faculty

Positions: 55

Description: Grading, tutoring, lab supervision, general office assisting, computer support, research assisting and teaching math lab.

Division: **Media Services**

Supervisor: Cinda Mitchell

Positions: 5

Description: (3) Delivery of equipment, videography, tape duplication. (2) Office staff – phones, reception, reservations, errands.

Division: **Military Science**

Supervisor: Doug Reinsch

Positions: 5

Description: Clerical, bulk mailings and maintain bulletin boards.

Division: **Nursing**

Supervisor: Meredith McCannon

Positions: 15

Description: 10 are office assistants for faculty; 5 will work in Barnett computer lab.

Division: **Public Relations**

Supervisor: Heidi Templeton

Positions: 4-5

Description: Answering phone, filing, delivering, reading newspapers, putting together packets.

Division: **Public Safety**

Supervisor: Joyce Burnett

Positions:

Description: Ticket Writers, Admits, Office Workers.

Division: **Recycle Center**

Supervisor: Howard Worcester

Positions: 10

Description: Pick-up and sort all types of recycle material, clean recycle center, work in various buildings on campus collecting and promoting recycling, helping with Missouri Recycle Day and Earth Day activities.

Division: **Residential College Program Central Office**

Supervisor: Carolyn McCarty

Positions: 3-4

Description: General office work – filing, answering phone, delivering mail to residential halls, various office deliveries.

Division: **Residential College Program – Centennial Hall**

Supervisor: Marianna Giovannini

Positions: 9

Description: Reception desk – answering the phone, making appointments for advisors. Must be familiar with Word & Excel.

Division: **Residential College Program – Missouri Hall**

Supervisor: Mark Weidner

Positions: 7-10

Description: Staff reception desk: answering the phone, taking messages, scheduling appointments for academic advisors.

Division: **Residential College Program – Dobson Hall**

Supervisor: Dave Kincaid

Positions: 3-5

Description: Clerical – answering phones, greeting students & parents, filing, etc.

Division: **Residential Living**

Supervisor: Sheila Coonfield

Positions: up to 3

Description: Reception, clerical, designing spreadsheets/documents. Special projects, data entry, phone skills. Must be proficient in MS Office, Excel, Access, and MS Publisher is preferred.

Division: **Residential Living – Residence Halls**

Supervisor: Varies for each residence hall.

Positions: Open

Description: Hall desk workers, night monitors, office workers, etc.

Division: **Science**

Supervisor: Various Faculty

Positions: 120

Description: Assorted positions including: Computer lab workers, Animal care, Greenhouse, Biology stockroom, Teacher Assistants (Various classes), Farm workers, Office/clerical positions.

Division: **Science – University Farm**

Supervisor: Bill Kuntz

Positions: 5+

Description: Clean horse stalls, general maintenance of Farm grounds and buildings, feeding and caring for animals, general farm work and chores.

Division: **Social Science**

Positions: 5

Description: Student assistant, clerical work, research assistant, and graders.

Division: **Student Health**

Supervisor: Brenda Higgins RN, BC, FNP

Positions: 12

Description: Pre-med or HES (6): answer phone, make appointments, file, do bulletin boards; Assist Director (1): assistance and programming, general clerical; Nursing Students (5): must be juniors or seniors

Division: **Teaching & Learning Technology Center/Teaching Technology Center**

Supervisor: Sherry Dare, MC 203

Positions: 10

Description: Assist patrons and work on special projects in the Teaching & Learning Technology Center or the Teacher Technology Center. Knowledge with various video, graphic and audio applications is needed.

Division: **TSU Press**

Supervisor: Nancy Rediger

Positions: 2

Description: Web Maintenance Clerk: update TSUP web site. Must have web design experience. Secretary: data entry for T.S. Eliot prize, other office work. Must be proficient with keyboard.

Division: **Upward Bound**

Supervisor: Lana Brown

Positions: 6

Description: Math, science, or language tutors to travel one to four days per week approximately 2-7pm to area high schools to provide services to Upward Bound students.