30 years of smiles

Memorial hosted a special luncheon recently for employees who’ve reached the 30-year milestone of service in 2006. Officials wanted to thank them for their dedication and accomplishments, as well as their valuable contributions to the university. Close to 30 people attended the event, which was held in the Senior Common Room of R. Gushue Hall. Clockwise from left: Jane Ryan, University Library; Joan Fowlow, University Library; Shirley Atkins, Medicine; Jennifer Dawe, Philosophy; Rick Predham, central mail room; and Mary Hayes, University Library. A similar dinner was held for employees who’ve reached the 35 and 40 year milestones.

Training days

After spending nearly 30 years working with some of the top electrical and machinery companies in North America, Mike Sheehan started a new chapter in his career last August. That’s when he joined Memorial’s Department of Technical Services. Despite having worked on some of the most complicated and high-tech gear in the world, he does admit there was a “slight learning curve” when it came to programming some of the equipment in the University Machine Shop on the St. John’s campus.

“As you can imagine working with all this machinery involves lots of training,” he said recently. “Technology changes quite a bit so it’s nice to be kept on your toes.”

Thankfully, Mr. Sheehan — and every other employee for that matter — has ample opportunities to broaden his horizons and access a range of training classes, workshops, seminars and sessions to learn new skills.

Mr. Sheehan jumped at the chance to complete a pair of computer design programs he uses at work.

Memorial prides itself as a being an employer that offers an array of training options. Opportunities are available for employees to learn new skills, gain a professional credential or take part in various professional development workshops. Employees can access classes — ranging from German or Theatre, to Engineering or Business — as well as apply to have other types of courses such as computer training or supervisory leadership workshops funded as well. There’s no shortage of training opportunities for new and veteran workers. Courses, classes, seminars and sessions are provided by a number of groups including Memorial’s own Division of Lifelong Learning, the Centre for Management Development and HR, as well as outside facilitators.

“Having a chance to learn and share your experiences with others is so valuable,” said Lynn Best, learning and development officer with HR. She believes that the training available to employees is imperative to creating and maintaining a dynamic workforce.

“It helps us develop our skills, which in turn makes us more effective in our positions. This is beneficial for both the individual and the institution,” she explained. “Second, education sessions provide us with the opportunity to be informed, discuss new ideas and implement changes. And, third, being involved in learning at other departments and units. In this way, learning and staff development can help build the university community.”

For his part, Mr. Sheehan — who previously worked for companies throughout the United States and here in this province — said he was “delighted” to have a chance to learn a few new skills and get a “refresh” on others.

“Technology is advancing so rapidly, it is important to keep up with all the changes,” he said. “As a learning institution our administration avails of every opportunity for training in different areas. Courses like the computer design courses I took add to my job. I enjoyed them quite a bit.”

Meanwhile, Ms. Best said HR encourages any employee to inquire about taking advantage of the learning and development opportunities at the university. “This is one of the reasons Memorial is such a great place to work,” she said.

To learn more, visit www.mun.ca/humanres or contact Lynn Best at 737-2077 or lmbest@mun.ca, or Susan Brown, learning and development officer, at 737-3744 or susanb@mun.ca.
I am writing to you about a difficult, but important subject: the appropriate use and sharing of personal information. Such information includes salary and pension data, high school and university course grades, health data, personal telephone numbers, home addresses, information on next of kin and alumni lists, to name just a few examples.

In recent years, provincial and federal legislation concerning the protection of and access to personal information have become more sophisticated. Some legislative changes resulted from advances in communications technology, which makes the dissemination of and access to personal data much easier than in the past. Other changes resulted from an increased awareness of the right to privacy. The basic intent of the new legislation is to ensure that personal information is handled with care.

As a public institution, Memorial University is subject to the provincial Access to Information and Protection of Privacy Act. The ATIPP Act, which came into force in January 2005, endeavours to balance the right to obtain information with the right to protect private information.

The ATIPP Act gives people the right to access information in the custody of the university. Using the ATIPP Act, a person can make a formal request for information. The right of access is, however, subject to exemptions, the most important of which is the protection of personal information.

In keeping with the spirit of openness, I encourage you to follow the ATIPP Act and to be forthcoming with information to individuals, the community and the public. Using the formal procedure under the ATIPP Act should be a last resort for obtaining information from Memorial University. However, if someone seeks from you personal information about other individuals or confidential third-party business information, you must, in accordance with the ATIPP Act, decline the request. If you are uncertain about the nature of the request or the information, you can obtain advice from Rosemary Smith, Memorial University’s information access and privacy protection co-ordinator. She can be reached at 737-8214, or by e-mail at rsmith@mun.ca.

Ms. Smith is in the process of developing guidelines on the protection of privacy and access to information that are consistent with the ATIPP Act and which can be easily understood and followed. Once they are ready, you will be alerted and they will be placed on the web.

Signed
Axel Meisen, PhD, P.Eng.
President and vice-chancellor

Dr. Steve Bruneau, who grew up in the capital city, was hired in 2006 as an assistant professor in civil engineering and confuses to being an enthusiastic teacher – not that he had to, it’s obvious from his interest, expertise and desire to “keep it real” for his students.

He doesn’t believe in standard teaching techniques and has yet to pick up chalk or a marker. Each lecture, instead, is prepared ahead of time as a slideshow on his website, which his students review and download, and completed through visuals and anecdotal real life experiences.

Steve is a born experimenter, unafraid to make mistakes and learn from them. To not be a risk-taker seems unfathomable to this young, confident educator, who strives to continue developing his own potential and the full promise of his students. Claiming to work in the best faculty with the most means, he gets to play and have fun, while continuing his leading-edge research on ice, wind and energy.

“You have to find something you’re good at and enjoy doing,” said Steve, who assists student recruitment efforts throughout the province and beyond. He believes his career has paralleled his personal philosophy of executing a plan, while remaining flexible and observant enough to re-direct along the way, depending on opportunities and priorities.

Living in our wild, harsh environment is a great place to study “engineering on the edge,” he explained recently. “We can take full advantage of the physical and local reality. While we’re not at the end of the world, we can see it from here! We have a real opportunity in Newfoundland and Labrador to contribute to technological discoveries and global advancements in ocean and renewable energy technologies.”

This makes his research and development on ice, wind, hydro, and energy disciplines that much more real. Working in a variety of private and public sector environments and exploring in the field has naturally made Steve a big-picture thinker and an innovator, questioning traditional methods and thinking “outside the box.” His students benefit from his less prescriptive, more relevant learning experience.

Steve is leading his own way in a faculty his father, Dr. Angus Bruneau, helped establish, as Memorial’s first dean of Engineering in 1968. His mother, Dr. Jean Bruneau, positively influenced his development as well.

Steve’s solid support is evident in his son’s teaching and his parenting involvement.

When he’s not busy in the classroom or labs or out in the field, Steve and his wife Mary are kept busy with their two children. They’re both active volunteers, especially with Scouts. He also recently published a field guidebook on icebergs. The adventure of life continues and there are many discoveries yet to be made and much work, disguised as fun, to be done.
Well done!

Memorial is thriving with interesting employees who are doing all sorts of great things – everything from making our university a better place to work, winning awards for professional achievement and volunteering in our communities. The Communicator salutes these co-workers for creating a cause for applause! Tell us about your awards or achievements. Send an e-mail to jeffg@mun.ca or call 737-2142.

Ashley Neary, a resident of Bell Island, had a little fun during her stay at the Janeway Child Health Centre with Duchess, a trained therapy dog. The dog is one of four dogs and their owners who visit the Janeway on a weekly basis as part of a program developed by Lynn Cooze (right), a faculty member in Memorial’s School of Nursing. Duchess is a mixed-breed rescue dog owned by Jane Saviour, and has previous experience bringing happiness to residents in nursing homes. Ms. Cooze said the program is proving popular with the young patients and she hopes to see it expand.

Drs. Michael Enachescu, an associate professor and the Husky Energy Senior Fellow in Exploration Geophysics with the Department of Earth Sciences, is this year’s recipient of the Outstanding Contribution Award from the Newfoundland Ocean Industries Association (NOIA). He was singled out for his years of activity in the oil and gas sector.

Toby Rowe is busy promoting Memorial’s potential in becoming a role model for sustainability initiatives. Since beginning her job as the university’s first-ever sustainability co-ordinator in January, she has been busy endorsing, developing and implementing effective sustainability practices. That includes things such as reducing greenhouse gas emissions, paper consumption and energy use, as well as increase the university’s participation in current activities. You can contact Ms. Rowe at 737-2637 or tobyr@mun.ca.

Sessional instructors now have their own union here at Memorial. Almost 65 per cent of instructors voted last fall to form the Lecturers Union of Memorial University of Newfoundland (LUMUN). The group is now in the process of forming a bargaining committee and negotiating its first contract with the university. The group’s first president is Lesley Thompson, a lecturer in the Department of French and Spanish.

A trio of employees from the Department of Computing and Communications (C&C) helped roll out Memorial’s new portal – my.mun.ca – this past winter. The project was headed up by Sarah Amott, a programmer analyst with coweworks, the web development unit in C&C that co-ordinated the make-over. She was joined by senior programmer analyst David Cantwell (right), as well as Mark English, a senior programmer. The redesigned site includes a single entry point for a number of applications that students and staff use on a regular basis. The new portal includes an updated look, reorganized content and a simpler way to manage that content including webmail, self-service, access to payroll information for staff, and university news and announcements. The portal team is encouraging feedback – positive and negative – through portal@mun.ca.

C&C help centre assists thousands of clients each month

The Computing and Communications Help Centre serves as the front-line single point of contact for all employees and students at Memorial. Amazingly, the centre receives about 2,000 calls a month, 65 per cent of which are resolved by the unit’s front-line support staff. The remainder are entered into a departmental tracking system and assigned to the appropriate support unit for follow-up. The Help Centre’s dedication to assisting faculty and staff members is clearly evident in the overall satisfaction from its clients which is pegged at about 85-90 per cent as gathered through its post incident surveys.

The centre offers a range of support services including:

• Account generation and maintenance (e-mail, dialup, Memorial domain, etc.)
• Password changes
• Desktop support
• Network support
• Applications and O/S Support (MS Office suite, MS Windows, Mac, etc.)
• System configuration (network settings, printers, e-mail software, etc.)
• Incident logging and resolution

One of the goals of the Help Centre in the coming months is to improve customer service as well as publish information that will help clients understand its service levels.

For more information on the Computing and Communications Help Centre, please visit www.mun.ca/cc. You can also e-mail the centre at help@mun.ca or call 737-4959.

Several Grenfell faculty and staff were recognized for their service to Memorial University recently. A special ceremony was held on the Corner Brook campus of Memorial to help mark their anniversaries. Here, several of those in attendance posed for a photo after the event. From left (back row): Keith Kean (20 years), Adrian Fowler (35 years), Jim Duffy (20 years), Chris Hayes (30 years), Sharon Walsh (30 years).

From left (front row): Maxine Hillier (25 years), Ken Livingstone (20 years), Michael Coyne (20 years), Kevin Clarke (20 years) and Eric Mintz (30 years).

Missing from photo: Keith Nicol (25 years), Greg Penney (20 years), Wayne Rowe (30 years), Jim Whiteway (20 years).
Committee follows up on Katz recommendation

Memorial is moving ahead with the recommendations outlined in Dr. Shirley Katz’s report. Dr. Katz was commissioned by Memorial’s president, Dr. Axel Meisen, to undertake an investigation into the circumstances surrounding the employment experience of the late Dr. Deepa Khosla, as well as to study whether Memorial’s policies, procedures and practices on harassment are disseminated and effective. The investigation also set out to determine whether the university’s climate is supportive and welcoming to women.

Dr. Katz made 12 recommendations, and an action group made up of volunteers from throughout the university, were formed to follow up on each of them.

Dr. Doreen Neville, associate vice-president (academic) and a member of the Faculty of Medicine, is the chair of the committee charged with the responsibility for reviewing the Katz report. The membership represents Memorial’s three campuses, as well as faculty, staff and students.

The committee is considering how a new office would interrelate with current policies and activities and will benefit all members of the university community.

“Presently, the committee envisions an office focused on respect for diversity, which is applicable to everyone,” Dr. Neville said. “The office could have far-reaching benefits, and could help ensure that all members of the university community feel valued and respected and, where necessary, protected.”

Dr. Neville’s committee expects to present a final report by April 30 which will include implementation options.

To learn more about the Katz report, visit www.mun.ca/marcomm/home/katz_report.php.

Psssst… Privacy rules coming

All employees are required to protect personal information from unauthorized access, in particular when sending e-mails and faxes. This is part of the Access to Information and Protection of Privacy Act (ATIPP) legislation due this summer.

The following is a list of tips for sending e-mails and faxes:

- Remember e-mails and faxes can be forwarded instantaneously
- Explicitly note if a message is confidential and not to be forwarded
- Only send messages to those who need to see it and only forward on the portion of the message that’s required, not the full text history
- Decide if e-mailing or faxing is necessary – there are more confidential methods of sending personal information
- Use professional language, common sense, and only material which can be substantiated
- Always use a fax cover sheet, which clearly identifies the sender and the intended recipient
- Before you fax or e-mail personal information, confirm you have the correct number or e-mail address
- Do not leave material you have faxed sitting on or near the fax machine

For more information and guidelines, including a confidentiality notice, visit www.mun.ca/aipp.
Volunteer: Get more than you give

Mary Clarke is a great example of how Memorial employees are helping grow communities. As the manager of Recruitment, Job Evaluation and Salary Administration in the Department of Human Resources, she is an avid volunteer with a personal care home in St. John’s. This is her way of staying connected with our aging population and her two sisters, who join her during weekly visits.

With an average age of 80, the residents remain active and energized by playing a good game of 120s, quizzing themselves with provincial trivia and rolling up their sleeves for parties on special occasions, especially birthdays! The residents love to see the Clarke sisters coming with stories, books, smiles and best of all, their time.

The Communicator salutes all volunteers like Mary and her sisters – particularly during National Volunteer Week, which runs April 15-21. This year’s theme is Volunteers Grow Communities and that’s certainly what Mary and her sisters are doing through the time they contribute each week.

They’re just a few of Canada’s more than 6.5 million volunteers who give up countless hours each year to help an organization or charity. Reach out today and volunteer...you’ll get back more than you give too!

To read more about how other employees give back to their communities as volunteers, see page 12.

From April 15-21, Canadian volunteers step into the spotlight as communities across the country celebrate National Volunteer Week. A heartfelt thank you goes out to the volunteers of Memorial University for the work they do – helping out, giving back and having fun. The Communicator congratulates all of the university’s valuable volunteers!

Keeping you hooked up and informed

More than six months after taking the helm of Memorial’s C&C, Director Graham Mowbray reflects on how his department helps keep the university community plugged in and connected.

The Department of Computing and Communications provides a broad range of services to the Memorial community that affects every employee and student here at the university. For example, we provide the basic network infrastructure that moves huge amounts of data around Memorial every day. We provide numerous e-mail services to students, faculty and staff and also deliver the physical mail to the campus and the Health Sciences Centre. We build many of Memorial's IT applications, websites and web services and operate the campus' Computer Purchasing Centre (CPC). Most recently, C&C has undertaken the deployment of a Voice over Internet Protocol (VoIP) phone system. In short, C&C is very much involved in helping Memorial run smoothly. As a recently hired director, I have been given the opportunity to make some decisions on the priorities of our department and I have asked the department to focus on four key areas.

- Customer service
- Project management
- Communications
- Work management

These areas were selected to help the department set the right priorities and ensure that the work that we do is most closely aligned with the things that are important to Memorial’s strategy for growth and development. I have found that there is a tremendous requirement for our services, and the department has taken on some very significant projects, so we need to make sure that we take on the right work, and complete it on time for our clients.

Over the coming months, you will see C&C complete the roll out of the VoIP system with basic phone functionality. In the latter part of this year, we have targeted the roll-out of new applications which will be built on the VoIP platform. This will start to demonstrate the real value of these next generation phones. We will implement a single e-mail system for the entire campus, starting with students. This will mean that identification and communication for all members of our community will become much easier. We are also working with the entire university community to create a vision of an integrated electronic campus which will allow linking of many of the current IT-enabled services, including the work being done within our Distance Education and Learning Technologies (DELT) unit, as well as our Banner systems. For example, in a way that will help Memorial meet the needs of our students in the future.

On behalf of the more than 100 employees of Computing and Communications, I’d like to thank you for your support. We look forward to serving you in the future.

Graham Mowbray is the director of Memorial’s Department of Computing and Communications.
Up, up and away

Faculty member hopes her big adventure takes her to the top of the world

A n adventurous – and brave – member of Memorial’s community is in the midst of a trip of a lifetime. And, she’s hoping to make history along the way.

Dr. TA Loeffler, a well-known professor in the School of Human Kinetics and Recreation, is currently out of province and on an out-of-this-world voyage to the top of the highest peak on Earth.

“T o me it’s a success that I’m going,” she said before leaving. “It’s not about the top – though that’s scary. It’s about the journey and the learning that comes with every step. As an outdoor educator this climb allows me to have a performance like my colleagues in the School of Music. This is my Carnegie Hall.”

The trip is one of the most dangerous the veteran mountain climber and award-winning outdoor educator has ever laced up her climbing boots for. Everest is an astonishing 29,028 feet – or 8,848 metres – above sea level, has a five per cent death rate and is not for the faint of heart. More than a decade ago, 15 people died while trying to reach its summit making that year the deadliest year ever in the mountain’s history. Factor in frigid temperatures, falling ice and piercing winds and this is the highest peak on Earth.

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

Dr. TA Loeffler, a professor in Memorial’s School of Human Kinetics and Recreation, is currently on the trip of a lifetime. She’s attempting to make her way to the top of Mount Everest. Here, she’s seen atop of Mount Aconcagua, South America’s highest peak, in late December 2006.

People can follow Dr. Loeffler’s latest expedition on her personal website www.taloeffler.com. She’ll also post updates to www.myeverest.com. Inspirational messages can be forwarded to taloeffler@yahoo.com.

Checking for cons

What you need to know

Cheque fraud is currently one of the fastest-growing financial crimes. Forecasts indicate that it will increase by 25 per cent a year. It is estimated that commercial fraud, particularly cheque fraud, costs North American businesses more than $20 billion a year. Crime rings specializing in this kind of fraud are constantly on the lookout for new trends and are very shrewd. They use new techniques to fraud the banking system and steal money from their victims. With the advances in technology in scanners and laser printers, producing good quality counterfeit cheques is becoming easier.

Memorial welcomes new co-workers during orientation session

O ver 30 new staff members from various departments and units got an official welcome – and brief history of the university – during a special employee orientation session on Feb. 23. The event was hosted by the Department of Human Resources and included an overview of the services and benefits offered to employees, as well as presentations from some of the university’s senior executives, including President Axel Meisen, about the significance, priorities, partnerships and future strategic direction of Memorial. The primary purpose of the orientation sessions is to personalize Memorial for each new employee and provide a comprehensive synopsis of what Memorial offers, including how to access specific programs and opportunities for personal and professional development. The sessions are intended to complement the university’s new employee orientation website which includes videos which contains specific details and helpful tips for new staff. To access these orientation videos, visit www.mun.ca/humanres/employees/orientation.php or www.mun.ca for more general information about Memorial. From left, new employees Jonathan Sharron, Kevin Healey, Mary Bruneau, Ian McKinnon, Wanda Tiller and George Smith share a few moments before the orientation session got underway in the Junior Common Room.

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Fraudulent cheques are often used in a variety of scams such as advance fee letter fraud, overpayment and prize pitch. An overpayment scam is a type of fraud where the person receiving the cheque is actually owed money for goods sold. The seller receives a counterfeit cashier’s cheque, personal cheque or corporate cheque from the “purchaser” in an amount in excess of the amount owed; is asked to deposit the cheque and wire the excess funds immediately back to the sender/purchaser or the purchaser’s agent or shipper. The deposited cheque is subsequently returned as counterfeit and charged back to the seller’s account.

Although the university has been fortunate not to incur any losses because of these scams, it must protect itself from any future potential losses and eliminate the time it takes to deal with the many inquiries it receives regarding fraudulent cheques. One way to prevent these type frauds is to use direct deposit for payments as much as possible. Starting April 1, 2007, Financial and Administrative Services (FAS) will be requiring mandatory direct deposit for all payments made to vendors that have been presented with counterfeit Memorial cheques, asking if the cheques are authentic.

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Memorial hires interim sexual harassment adviser

Izabel O’Shea has been appointed Memorial’s sexual harassment adviser on an interim basis. Ms. O’Shea is a senior associate with the law firm of Stewart McKelvey. In addition to her law degree, she has a master’s of public administration from Dalhousie University.

Since her call to the bar, Ms. O’Shea has been a member of the Insurance Group and the Employment and Labour Group at Stewart McKelvey. Her insurance practice is focused primarily on life and disability claims.

She has authored several articles for the Atlantic Business Counsel and Atlantic Employers Counsel. She is honorary counsel to the Duke of Edinburgh’s Award Program in Newfoundland and Labrador, and co-chair of the Law Day 2007 Committee.

She has assumed this contract position while Lori Yetman is on leave.

The primary function of the Sexual Harassment Office is to educate and inform the university population about the sexual harassment policy.

Memorial news

Chalets and residence offer alternative to usual accommodations

Sir Wilfred Grenfell College’s Conference Services Office provides a different choice when it comes to booking accommodations in the Corner Brook area.

“If faculty, staff or students are planning to travel to the west coast or have relatives visiting this area, they should keep in mind that Grenfell College’s on-campus housing is a viable alternative to the usual hotels and bed and breakfasts,” said Laura Walbourne, conference marketing co-ordinator.

Ms. Walbourne said that the chalets are particularly ideal for family vacations, since each apartment has four bedrooms, a living room, a kitchen and one-and-a-half bathrooms. Those attending business meetings, or simply planning a weekend getaway, will also find the chalets a convenient and pleasant experience. They are fully equipped with everything from microwaves to cutlery to towels.

Grenfell’s chalet-style apartments and traditional single-dormitory-style accommodations are close to shopping, attractions and major venues such as the Corner Brook Arts and Culture Centre and the Pepsi Centre.

Available from May to August, on-campus housing is affordable, but includes all the amenities associated with standard accommodations: wireless Internet service, free local calls, daily towel service, and on-site laundry, food and recreation services.

For more information, contact the Conference Services Office at 709-637-6255 or toll-free at 1-866-494-3548 or via e-mail: conferenceservices@wgc.mun.ca. Or, visit their website: www.wgc.mun.ca/conference.

On-campus accommodations at Grenfell College are a sensible choice for visitors to this province’s west coast.
Computer conundrum? Postal problem? Memorial’s Department of Computing and Communications can help. With a number of service units, the department’s knowledgeable staff assist thousands of clients from around the university each month—from glitches with your PC to setting up wireless access to keeping Memorial’s community connected through the new VoIP telephone systems and delivering countless pieces of mail and packages each week. C&C can help you stay connected. Be sure to clip and save this handy guide for the next time you have a C&C related question.

C&C Clients

Help Centre
737-4595
help@mun.ca

Computer Purchasing Centre (CPC)
737-2673
cpc@mun.ca

Commons
737-6159
thecommons@mun.ca

Telephony (excluding VoIP)
737-8241

Central Mail Room
737-8231

HSC Mail/print
777-6713

• VoIP Telephone problems
• Desktop support
• Macintosh support
• Wired access
• Wireless access
• Email accounts
• Dialup accounts
• Application support
• Central file server
• Distribution lists
• Central computing
• Service level agreements

• Purchase new PCs & Macs
• Purchase software
• Site licenses
• Educational pricing
• Peripherals

• Wireless support
• LabNet accounts
• Writing assistance
• Multimedia equipment
• Adaptive technology

• Telephones
• Cell phones
• Blackberries
• Pagers
• Long distance
• Phone features
• Billing

• Delivery service
• Messenger service
• Bulk mailing
• Field/insert service

Health Sciences Centre mail/print:
• Delivery service
• Bulk mailing
• Quality photocopying
• Convenience copying

COMPUTING AND COMMUNICATIONS

MUN Employees share their culinary creations

THE HOME

COOK

Got other recipes you want to share with us?
The Communicator is on the hunt for new healthy home-made meal ideas from you—our readers. Send your recipes to jeffg@mun.ca.

BEST-EVER MEATBALLS IN TOMATO SAUCE

Thanks to Iliana Dimitrova, an electron microscopy technologist in the Faculty of Medicine, for submitting this tasty recipe. If you’ve got a home-made meal idea to share with us, send it to jeffg@mun.ca.

Ingredients for meatballs
1/4 cup rice
4 cups water
2 lb ground beef
2 eggs, beaten
1 onion, grated
2 gloves garlic, minced
1 tsp ground cumin
1/2 tsp salt and pepper
2 tbsp oil

Directions for meatballs:
In a saucepan, stir rice into four cups of boiling water. Set aside for 30 minutes to soak. Drain well. Next, mix rice with other ingredients except oil. Form 16 balls. In a skillet, heat oil and brown the meatballs on all sides.

Directions for tomato sauce:
Add onions and garlic to skillet. Sauté for one minute. Next, stir in tomatoes and the rest of the dry ingredients except parsley. Bring to a boil. Pour sauce over meatballs. Cover the slow cooker and cook for eight hours on low, or four hours on high. Add parsley before serving.

Little fingers little toes
The Memorial family welcomes its newest additions

Lisa Fleet, research co-ordinator for Professional Development and Conferencing Services, Faculty of Medicine, and her husband Harold welcomed their daughter Leah Elizabeth on Jan. 23, 2007.

Sherri Clowe, intermediate clerk stenographer with the Office of Alumni Affairs and Development and her partner Scott Brophy welcomed their son Zander Reginald on Feb. 2, 2007.

Memorial by the numbers

Did you know …

82 years ago, Memorial opened on Parade Street with 55 students

11,486 T4 and T4A forms were processed by HR in early February

Memorial had 2,357 permanent employees and 4,476 contractual employees last year

$16,385,165 was contributed to the university in philanthropic support in 2005-06

ALL THE NEWS THAT’S FIT TO HEAR.

To find out the latest from Memorial University of Newfoundland, why not listen to our podcast? Studio 1024 provides a weekly roundup of news of all things Memorial. You’ll find it, plus daily events and stories on our newly designed website: www.mun.ca.
Facilities Management's Grounds and General Services staff got together recently to say goodbye to a longtime co-worker. Grounds Foreman Jim Samson, who worked with Memorial from 1972 until his retirement in January of this year, was a familiar face around the St. John's campus. Here, Jim is joined by a large group of co-workers. From left (front row): Christopher Baird, Sean Rogers, David Hann, Cliff Chaytor, Blair Morris, Alex Finn, Greg Hynes, Jim Samson, Paul Jackson, Gerard Horan, Mike Woodfine, Randy White, Caroline Murphy and Gordon Coffin. From left (back row): Bob Kavanagh and Wayne Roche.

Labour of love

65 no longer the magic number

Following a 40 year career in mathematics with Memorial, Dr. Peter Booth decided to retire this past year and has no regrets. He enjoys travelling, spending time with his wife, children, grandchildren and friends, and continuing his life’s work in researching the Homotopy Theory. Topology is a type of geometry and includes the study of every conceivable shape of object in every conceivable number of dimensions. In homotopy theory, experts use algebraic methods to study such topics.

He has a healthy, full, active life and enjoys the freedom of flexibility in his schedule to pursue personal and professional areas of interest.

Dr. Booth acknowledges the importance of individual freedom to decide when is the best time to retire, and that's precisely what the legislation provides. The Human Rights Code was amended to prevent age discrimination beyond age 65 effective May 26, 2007. At Memorial, on Feb. 1, 2007, the Board of Regents received a report from the university’s administration and authorized the discontinuance of mandatory retirement as of this date and creation of appropriate amendments to policies, collective agreements, Pension Act, and more. In short, the university will no longer assume that employees will retire at age 65 and any employee planning to retire will need to notify university officials of their intention. Memorial will secure short-term financial planning services for employees who are making the decision to retire or continue working. A retirement planning seminar was held on Feb. 21, 2007, to review pertinent pension plan and group benefits, CPP and OAS, Memorial University Pensioners’ Association, and financial planning. Additional seminars are planned for the future.

While Dr. Booth looked forward to and enjoyed each of his 14,600 working days, he’s equally pleased to be free from obligation and schedule. He can work on his own time, continuing to solve problems which have puzzled the mathematical community for decades.

One hundred years ago, a male’s life expectancy was 48 and women’s was 51. Now the average is 75 years for men and 80 years for women. "Memorial welcomes those who wish to continue contributing, regardless of age, to do so," said Lisa Hollett, director of Memorial’s Department of Human Resources. "Age 65 is becoming the new 40!"

The 411 on Memorial’s digital directory

If your name in Memorial’s Electronic Telephone Directory? If you are new to the university or if you’ve changed departments or units, you may not be listed – but you should be.

Ensuring your name and contact information is listed in the online database is simple and easy. First, check your status by logging on Memorial’s main page (www.mun.ca). Click on the “People & Departments” tab at the top of the page and simply search for your name.

If you’re not listed – or if your information is listed incorrectly – contact your department’s administrative officer and have them add your name and pertinent information to the directory. Become included and stay connected.
Cheers! from Lisa

Lisa Hollett,
Director of Human Resources

Wow, has it been a long winter. It seems the more we shovelled, the more it snowed. I celebrated my first year anniversary as a Memorial employee with a snow day. Maybe we can make this an annual event!

After reflecting on my first year here at the university, I have had the opportunity to add some of my insights to our new staff orientation process. My orientation experience was very positive. The first few days and weeks in my new role went relatively smoothly due to the care and concern shown by those in my department and my boss, Kent Decker. My wish is for every new employee to have as positive an experience. The new staff orientation website is now up and running and I invite all employees to review it at www.mun.ca/humanres/employees/orientation2.php and offer suggestions to make it better. The responsibility for orienting new employees lies with all of us.

I would like to thank everyone in the university who followed the alcohol policy during the Christmas season. Obtaining permission for events where alcohol is going to be served and following the other aspects of the policy will be an ongoing requirement. For more information, please review the policy at www.munhousing.ca/liquor-services.

How are your new year’s resolutions coming? I promised to exercise, reduce my sweets intake and go home to my kids on time. So far, I’ve achieved one of the three. The wellness area of Human Resources may have some resources to help you achieve your resolutions. Peter Hyne arranged a supported smoking cessation program that many employees have utilized and an interesting stairway climb challenge that saw departments and individuals competing to climb the equivalent of Mount Everest in stairs. On that note, here’s a big “Go TA” to TA Loefler who is at this moment climbing the world’s tallest mountain. Our thoughts and dreams are with you.

TA was the guest speaker at this year’s 30 year service recognition event and, in future, we may need to expand the service awards beyond the 35 year mark as the Board of Regents accepted our recommendation that Memorial discontinue mandatory retirement. We will spend the next few years reviewing our experience and modifying policies and practices to accommodate employees who wish to work beyond age 65. The current pension legislation allows the board to extend employees to age 68, so none of our current actions will require legislative change.

Thank you to all who completed the recent opinion survey. This survey is significant in that it is our first attempt at a comprehensive, broad-based review of opinions on many issues affecting our work environment. We will have the results by mid-April and will post them on the web. I’d like to thank the members of Katz committee #10 who worked diligently to ensure that the survey was comprehensive, relevant and gave everyone the opportunity to provide feedback on their experience with the university as an employer. The members of this committee are Aileen MacDonald, Amy Wyse, Cathy Dutton, Holly Pike, Karen Hollett, Leslie Thompson, Lilly Walker, Linda Cullum, Penny Diamond, Reeta Tremblay, Robert Barker, Rosemary Smith, Shannon Dawson and Sharon Pippy.

The federal contractors audit is continuing. The results of our employment equity survey have been analysed and an employment systems review by an external party is underway to identify any systemic discrimination in our policies or practices. Please check our website for updates.

The changes continue in Human Resources. We’ve had some moves and added some new faces to our group. I’m thrilled to be able to announce that Amy Wyse, employment equity officer, has been promoted to the position of associate director, Faculty Relations; Lisa Curran, human resources advisor, has accepted a secondment to faculty recruitment; and Susan Brown, human resources advisor, has accepted a secondment within our department to learning and development. Colleen MacKenzie, secretary in the director’s office, has been assisting in the Sexual Harassment Office since early February and Melissa Sweeney is replacing Colleen.

Karen Stockley is moving from HR Systems to become a compensation analyst. New additions to our department include Janet Norman as a human resources advisor; Bernice Devereaux as senior benefits clerk; and Shannon O’Dea Dawson as our communications co-ordinator. Meanwhile, Kathy Hogan joins us as an advisory services co-ordinator, and Tina Mulcahy is moving from compensation analyst to advisory services co-ordinator.

I would like to thank all those children and relatives who participated in the Carol Sing and entered our colouring contest. Prizes were awarded to the following: Jasmine Prowse, Jacob Vere-Holloway, Noah Cote, Andrew Hollett, Katie Hollett, Erika Slaney, Brooke Slaney, Sabrina Cooper and Crystal Cooper.

I would like to hear from you and make sure that this column responds to your needs. Please send any comment or questions to ljhollett@mun.ca or call 709-737-4615.

Cheers, Lisa

Information * Understanding * Access

HR moves forward with communications strategy

The Department of Human Resources kicked off the New Year with the hiring of their first-ever communications co-ordinator. She was selected to regularly communicate relevant programs, services, benefits, policies and actions to employees, and pensioners and co-ordinate communications surrounding initiatives such as those recommended in the Katz’s Report. Shannon O’Dea Dawson began working in early January to improve two-way communication and collaboration amongst employees. Her position is shared with the Division of Marketing and Communications.

WHO: Shannon O’Dea Dawson; B.Comm., B.Ed., BA; two decades of professional communication and promotional expertise in the private sector; positive, energetic, results-oriented.

WHAT: Provide relevant, timely, effective, efficient and upbeat communications on administrative activities. Increase understanding and access through communication flow, specifically hearing and responding to employee concerns.

WHEN: On a timely, regular basis. Accessible consistently through 737-4615/6199 or humanres@mun.ca.

WHERE: Located in the director’s office (A-4031); available to employees campus-wide and through the many publications and communications media available.

WHY: To ensure great communications to and for all employees. When employees are fully informed and can access opportunities and assistance, everyone benefits … both the individual and the organization.

HOW: Through online website communications, Newsline messages, memos, posters, direct mail, newsletters, presentations, podcasts, radio, print, television and others.

If you’d like to get in touch with Shannon or have a news story idea, give her a call at 737-6199 or e-mail: sodawson@mun.ca.
Career scene

The following career changes have received approval since the last issue of The Communicator. They are provided by Human Resources and are current at the time of publication.

ACADEMIC

Appointments – tenure-track
Dr. Jeff Burzynski, Faculty of Medicine, assistant professor, Dec. 18, 2006
Dr. Tom Chapman, Department of Biology, assistant professor, Jan. 29, 2007
Dr. Abir U. Iqambeed, Department of Biology, associate professor, Aug. 15, 2007
Dr. Shawn Kenny, Faculty of Engineering and Applied Science, assistant professor, Jan. 1, 2007
Dr. Jeong Yap Lee, Department of Mathematics and Statistics, assistant professor, Aug. 1, 2007
Dr. F. Marcel Macatea, School of Pharmacy, assistant professor, April 1, 2007
Dr. Rodney Russell, Faculty of Medicine – Basic Medical Sciences, assistant professor, June 1, 2007
Dr. Stephanie Young, School of Pharmacy, assistant professor, Dec. 15, 2006

Appointments – administrative
Prof. Terry Bishop-Stirling, Department of History, interim department head, Feb. 1, 2007
Dr. Cathy Donovan, Faculty of Medicine, associate dean, Community Health and Humanities, Jan. 1, 2007
Dr. Grant Gardner, Dean of Science, associate dean, Jan. 1, 2007
Prof. Ken Livingstone, Sir Wilfred Grenfell College – Fine Arts, division head, Jan. 1, 2007
Dr. Kati Szego, School of Music, interim associate director, Jan. 1, 2007
Dr. Peter Trinka, Department of Philosophy, interim department head, Jan. 1, 2007

Cross Appointments
Donna Hardy-Con, Faculty of Education, associate professor, Sept. 1, 2006

Confirmation of appointment (tenure)
Dr. Majid Abdi, Faculty of Engineering and Applied Science, associate professor, Sept. 1, 2007
Dr. C. Todd Andrews, Departments of Physics and Physical Oceanography, Sept. 1, 2007
Dr. Robert Bertolo, Department of Biochemistry, assistant professor, Sept. 1, 2007
Dr. Ivan Booth, Department of Mathematics and Statistics, assistant professor, Sept. 1, 2007
Dr. Christina Bottaro, Department of Chemistry, assistant professor, Sept. 1, 2007
Dr. Janet Brunton, Department of Biochemistry, assistant professor, Sept. 1, 2007

Administrative

Appointments
Jason Langdon, Distance Education and Learning Technologies, manager of operations, Nov. 14, 2006
Donald Wood, Department of Facilities Management, radiation/biosafety officer, Jan. 4, 2007

Contractual to Permanent
Lynn Best, Department of Human Resources, learning and development officer, Nov. 16, 2006
Gordon Coffin, Department of Facilities Management, maintenance plumber, Jan. 22, 2007
Ken French, Faculty of Business Administration, information technology consultant, Sept. 4, 2006
Ron Kelland, Department of Facilities Management, utility worker, Jan. 19, 2007
Marsha McEvoy, Department of Facilities Management, intermediate clerk stenographer, Jan. 19, 2007
Karen Randell, Faculty of Medicine, secretary, Nov. 30, 2006
Marie Rowe, Dean of Science, math learning instructor, Nov. 30, 2006
Krista Saunders, Faculty of Engineering and Applied Science, intermediate clerk stenographer, Nov. 24, 2006
Sharon Warford, School of Graduate Studies, intermediate clerk stenographer, Jan. 8, 2007

Contractual appointments (one year or more)
Susanne Allured, School of Nursing, intermediate clerk stenographer, Nov. 20, 2006
Mary Bruneau, Faculty of Medicine, research assistant II, Dec. 1, 2006
Moya Clarke, Faculty of Medicine, instructional design assistant, Jan. 1, 2007
Clyde Clements, CREATE Network, research laboratory co-ordinator II, Nov. 20, 2006
Kelly Foss, Division of Marketing and Communications, communications co-ordinator II, Jan. 15, 2007
Gail Greensdale, Department of Human Resources, data entry operator, Nov. 20, 2006
Chris Hibbs, Student Success Programs, student life programs liaison officer, Jan. 8, 2007
Lauren Husey, Centre of Institutional Analysis and Planning, institutional analyst, Dec. 4, 2006
Amanda Ivany, Division of Marketing and Communications, marketing co-ordinator II, Nov. 12, 2006
Valerie Ludlow, Faculty of Medicine, research assistant II, Nov. 13, 2006
Ian McKinnon, Department of Human Resources, human resource advisor, Feb. 5, 2007
Richard Mercer, Faculty of Education, research assistant II, Jan. 15, 2007
Pam Murray, Faculty of Medicine, secretary, Dec. 18, 2006
Pablo Navarro, Faculty of Medicine, research assistant II, Feb. 5, 2007
Shannon O’Dea Dawson, Division of Marketing and Communications, communications co-ordinator II, Jan. 3, 2006
G. Todd Pardy, Faculty of Medicine, programmer consultant, Nov. 8, 2006

Andrea Pike, Faculty of Medicine, programmer consultant, Nov. 8, 2006
Andrea Pike, Faculty of Medicine, research assistant I, Jan. 16, 2007
Dawn Roche, Division of Marketing and Communications, communications co-ordinator II, Jan. 15, 2007
Hui Shi, Housing, Food and Conference Services, IT consultant, Jan. 12, 2007
Barbara Smith, Faculty of Medicine, research assistant II, Jan. 8, 2007
Joan Sullivan, Newfoundland Quarterly Foundation, managing editor, Jan. 8, 2007
Erika Wijekoon, Department of Biochemistry, research assistant II, Dec. 4, 2006
Valerie Wilson, Faculty of Medicine, research assistant II, Dec. 21, 2006

Promotions and Transfers
Terri Lynn Condon, Queen Elizabeth II Library, library assistant IV, Dec. 8, 2007
Bernice Devereaux, Department of Human Resources, senior clerk, Jan. 3, 2007
Katie Dwyer, Faculty of Education, intermediate clerk stenographer, Jan. 8, 2007
Beverly Evans-Hong, Department of German and Russian, administrative secretary, Sept. 21, 2006
Jeanie Hayes, Department of Facilities Management, senior clerk, Nov. 3, 2006
Tracy Hedd, Department of English, intermediate clerk stenographer, Jan. 15, 2007
Renée Lepage, Department of History, intermediate secretary, Jan. 3, 2007
Donna Norman, Faculty of Medicine, library assistant VI, Dec. 18, 2006

Retirements
Lydia Barlett, Sir Wilfred Grenfell College, Jan. 31, 2007
Suresh Bellahde, Department of Biochemistry, Dec. 8, 2006
Lillian Berven, Student Success Programs, Jan. 3, 2007
Sheila Busey, Marine Institute, Jan. 19, 2007
Robert Dilllon, Department of Facilities Management, Oct. 27, 2006
Christopher Hayes, Sir Wilfred Grenfell College, Jan. 5, 2007
Cathy Purcell, Faculty of Engineering and Applied Science, Jan. 19, 2007
Milton Rose, Department of Facilities Management, Jan. 12, 2007
Walter Samsom, Department of Facilities Management, Jan. 5, 2007
Joan Squires, Department of Chemistry, Jan. 20, 2007

Secondments
Ruby Bishop, Department of Linguistics, administrative secretary, Dec. 11, 2006
Richard Blenkinsopp, School of Music, music technical specialist, April 2, 2007
Roma Bowen, Office of the VP Academic, interim secretary, Nov. 15, 2006
Joy Cares, Major Research Partnerships, accounts clerk, Jan. 15, 2007
Bernard Doyle, Department of Facilities Management, procurement officer, April 2, 2006
Tracy Hedd, Department of English, Language and Literature, intermediate clerk stenographer, Jan. 15, 2007
Robyn Saunders, Centre for Institutional Analysis and Planning, academic program review co-ordinator, July 31, 2006
Kim Slaney, Department of Human Resources, senior clerk, Nov. 27, 2006
In honour of National Volunteer Week, which runs April 15-21, 2007, The Communicator wondered:

Why do you volunteer? Here’s what some of your co-workers had to say.

Both Beatrice and I have some very different interests but both feel that the value of our volunteer experiences comes out of – and contributes to – the place where we live. She has been a long-time volunteer with the Labrador Heritage Society and the Big Land Challenge Dog Team Race, interests fostered by her own heritage as a Labradorian. I found that Happy Valley-Goose Bay was the perfect place to pursue interests in theatre and music and have volunteered in these areas since moving to the town. Volunteering makes both of us more aware of the rich variety of people in our community, and allows us to appreciate the spirit of co-operation necessary in smaller communities.

Volunteering is an important part of everyday life and while it can be difficult to squeeze in the extra time needed to do it, it can also be very rewarding and self-fulfilling. I do a lot of volunteering with my local church. Certain months I act as an usher for my church which essentially is helping people with seating and handing out bulletins. I also volunteer as a member of church committees as well.

Geoff Wright
Intermediate Clerk Stenographer
Department of French and Spanish

Being a volunteer has added colour to my life. I have learned more about my community, its people and myself. It is very rewarding and a way I can give back. In my role as M1, I encourage students to volunteer to broaden their life experience, too. I am currently a volunteer with the Friendly Visiting Program at my church, as well as volunteer with numerous student and staff lead activities. I have always volunteered since I was a child as I grew up in a family who recognized the importance of volunteering.

Darlene Foote
Placement Officer
Fisheries and Marine Institute

What do you like about working at Memorial?

“To immerse oneself amongst truly gifted and multi-talented individuals who are highly-motivated and creative is a privilege. One can’t help being pulled along in the wake. Memorial has provided my family and me with unlimited opportunities through scholarships, MUCEP positions, Wise Program placement, local and foreign travel and professional development. I cherish and celebrate Memorial and especially the Department of Geography where freedom of expression, creativity and participation is enthusiastically encouraged.”

Carole Anne Coffey
Intermediate Secretary
Department of Geography

Nap attack

Here’s something to mull over. Government officials in France are considering allowing workers to nap on the job. According to reports earlier this year, 56 per cent of French complain a poor night’s sleep has affected their performances at work. The country’s health minister said he’s now looking into whether on-the-job naps could be proven beneficial for workers. The French government is considering the idea as a way to make workers more efficient and productive.

Days Gone By

This vintage photo (below) certainly tells a different story of a different Memorial when many of the buildings on our St. John’s campus were still under construction. The photo certainly caught the attention of a few of our readers. Readers guessed it was anything from current Printing Services building to St. John’s College. We may have stumped some of you, but some of the folks over in Hatcher House were able to correctly identify the photo as the construction of R. Gushue Hall and Rothermere House. It was snapped in April 1961; it is suffice to say our main campus has changed quite a bit over the years. Congratulations to Darren Newton, residence life officer, for correctly identifying this photo. Darren didn’t just submit the correct answer, though, he sent along a current photo (above in colour) to give our readers a before-and-after perspective of this part of campus. Thanks, Darren. Let’s keep the momentum going for our contest.

Take a look at the picture above. Where was it taken? Again, be as specific as possible. Send your submissions to jeffg@mun.ca for a chance to win a unique Memorial prize. The contest is open to all Memorial faculty, staff and pensioners and the deadline for entries is May 1, 2007. One entry per submission. Include your name, work or home number and your department in your e-mail.

Special thanks to Linda White from the Archives and Manuscripts Division in the Queen Elizabeth II Library for helping with this great contest. Good luck!