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UA28/1 The Personnel File

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The Personnel File

Making A Difference With The Handicapped

He likes to think that when he dies his life will have made a difference. To the thousands of handicapped and mentally retarded children and adults he has helped, he has definitely made a difference.

Dr. Charlie Daniel of the Physical Education and Recreation Department believes that miracles happen. He believes people can be nice to each other and he believes good guys finish first. He also does his part to make his philosophy work.

He is in his sixth year at Western where his duties include training students in therapeutic skills for teaching the handicapped and coaching women's volleyball.

Besides his job, Dr. Daniel is a full-time, volunteer advocate for improving the quality of life of handicapped and mentally retarded people. He does this through his specialty—recreation.

"I enjoy working with the handicapped and I realize the need," Dr. Daniel says. "People tend to either ignore handicapped people or baby them. That's not what they need. They need the same things you and I need," he added.



Western students help a child in the Fit-By-Eight program coordinated by Dr. Charlie Daniel.

Dr. Daniel became interested in the handicapped and mentally retarded when his cousin became handicapped at the age of twelve due to a brain tumor.

Dr. Daniel has organized many activities for the handicapped. He tells about coordinating the regional Special Olympics program in Virginia before coming to Western. "When I took over the Special Olympics, it was in pretty good shape. We usually had 30,000 kids participate," he said.

"My last year with Virginia's Special Olympics, I promised the kids I would have medals for them. I never could afford them before and really couldn't afford them that year. Just a few days before the event, I still didn't have the medals. I was desperate so I went down to the radio station and announced on the air that we couldn't afford the medals that the kids wanted," he said.

"When I got back to the office there had already been \$4800 donated for the medals. We ended up having around \$9800 donated in all. That was great. That was fantastic," Dr. Daniel said leaning back in his chair.

Dr. Daniel doesn't resemble a physical education instructor, and he'll admit that. But like Dr. Burch Oglesby, head of the Physical Education and Recreation Department, says, "He'll fool you."

"I've got physical limitations of my own," Dr. Daniel confesses. "I've always been short," he said, then carefully explained that he's also overweight, "but that just makes me try that much harder. My wife says I'm a glutton for punishment because I work so hard."

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There's Still Time to Get A 1983 Tax Deduction

Save money for retirement, save tax dollars and see the Summer Olympic Games in Los Angeles. Sound too good to be true? Well, it's possible it could happen to you.

Western Kentucky University Credit Union is making these fantastic offers available to members who open an Individual Retirement Account (IRA) before April 15. Here's how it works.

By opening an IRA, you may contribute up to \$2000 of your yearly earned income to your retirement. If you are married and your spouse doesn't work, you may contribute up to \$2250 per year. If both of you work, each of you may set aside \$2000 per year. Whatever the case, your account will be federally insured to \$100,000.

"Anyone who earns an income can benefit from an IRA savings plan," said Valerie Kinder, manager of Western's Credit Union.

"We advise our customers to invest in a regular savings account until April 1 then transfer their savings into an IRA. This enables them to earn 8% interest from their savings account for the first quarter of 1984 then contribute the \$2000 to an IRA for 1983 tax credit," Kinder explained.

Depending on your tax bracket, up to \$900 of taxes can be saved by opening an IRA. This tax deduction may apply to 1983 only if the account is opened before April 15, 1984.

Your account earns 10% interest while the plan is in effect. Interest is compounded and is tax free until withdrawal at retirement age.

IRAs are designed as a retirement fund and there is a substantial penalty for early withdrawal. Except in the event of death or permanent disability, an IRA must be kept intact until age 59½. Unlike most institutions, Western's Credit Union does not add an extra fee to the federal penalty for early withdrawal.

The Credit Union offers a payroll deduction plan that allows them to deduct a designated amount from your check to put toward your IRA. They can monitor the IRA to prevent putting more in than the amount allowed. A 6% penalty tax is levied on any contributions exceeding the specified limit.

Kinder said that there will be a special promotion for people to start an IRA account before April 15. New participants in the IRA program will be eligible to win a cruise or a trip to the Summer Olympic Games in Los Angeles.

All Western employees and their immediate relatives are eligible to start their accounts at the Credit Union. Also, elementary and high school teachers in the region are eligible to use the Credit Union's facilities along with their immediate families.

Kinder explained why the services are extended to the regional school teachers. "We offer the services to the elementary and high school teachers around Bowling Green as a public service of Western Kentucky University," she said. "Their deposits strengthen the Credit Union which, in turn, helps all members and Western's employees."

WKU New Employees

The Personnel File would like to welcome the following new employees. We hope your experience here will be personally and professionally rewarding.

David Culley—Football Office, assistant football coach

Cassandra Hall—Student Financial Aid, financial aid clerk

Linda Johnson—Military Science, departmental secretary

Judith Keiner—Art, departmental secretary

Linda Kepinger—Credit Union, teller

Tim Moore—Football Office, assistant football coach

Alan Motley—Physical Plant, building services attendant

Donald Powers—Football Office, assistant head football coach

Steve Shankweiler—Football Office, assistant football coach

Terri Shannon—Office of the Registrar, receptionist

Sandra Sherrell—Downing University Center, administrative secretary

David Spicer—Industrial & Engineering Technology, electronics technician

Richard Walker—Water Quality Laboratory, laboratory technician

Martha White—Student Financial Aid, financial aid clerk

Redea Wilson—Physical Plant, building services attendant

Fighting The Freeze; It Took Teamwork

"I was asleep. The phone rang about 4:20 Sunday morning. It was Public Safety telling me that Bowling Green was suffering a power outage. To me, that triggered an immediate alarm," said Owen Lawson, Physical Plant director, describing the frustrating events of this past Christmas.

At least ten campus buildings suffered major damage from burst water lines that froze in the eight below zero temperature. An estimated \$250,000 worth of damage resulted, but that is a small figure compared to what could have happened if Lawson and about 175 other Physical Plant workers hadn't reacted immediately to the alarm.

"It was the longest Christmas I ever spent. I just hope it never happens again."

Ted Wingfield
Physical Plant employee

"It was a nightmare," said Lawson. "It was snowing and there was freezing rain. The job was hindered by the severe weather and, due to the holidays, a lot of trained people couldn't be found," he added.

All in all, 85% of all Physical Plant workers responded to the emergency. Public Information enlisted the help of local radio and television to broadcast the call back to work.

The workers, who had just started their vacations on December 23, answered the call that had some of them staying on campus for 40 hours non-stop. Several worked 18 hour shifts to relieve the problem.

Kenny Wells, a Physical Plant employee described his Christmas, "I realized the electricity was off so I got up and built a fire. I put my little boy and girl in front of the fire. I knew I would be getting a call from work so I just sat up and waited for the call."

"I didn't get to see my kids till the next Friday. I was pooped by then. I had just about had enough," Wells said after almost a 100 hour work week. "Everything worked out pretty good though, a lot better than I expected," he added.

Lawson continued, "Some of them slept here and some, well, I don't know if they slept at all. We fed people here at the office. Over 1200 meals were served."

Bill Harrison, who supervises all the mechanical operations at the Physical Plant, said the workers appreciated the meals brought in by the University. "Because the power was off the first day, we couldn't get anything to eat. We had our first meal Christmas Day at 6:00 that evening. A friend brought over a pot of chili. That's the first thing we got to eat," Harrison said with a laugh.

Bill Dodds came to campus Christmas Eve and stayed till about 2:30 Christmas morning. He had been in bed about a half an hour when he was called back in.

"I knew we were in for problems," Dodds said, "but I didn't anticipate them being as big as they were. My wife wasn't very pleased that I missed Christmas, but she's real understanding."



Thompson Complex was one of ten buildings that received major damage over Christmas.

"We had two big teams, one for the buildings around Central Hall and the other for the dorms by Pearce-Ford Tower. There were five or six crews working in each team," Lawson explained.

He added, "One crew carried heaters from place to place for thawing. Another crew pumped water out as it thawed. A third crew handled the repairs, while the fourth crew waited to reassemble the area. The next crew put the room back in order and the last crew inspected all the work."

"It kept us hopping," said Ted Wingfield, "but I never saw anyone get angry or complain. It was the longest Christmas I ever spent. I just hope it never happens again."

Landon Dalton said he really didn't have time to think about it. He said, "We just went to work and kept working until we felt we could stop for the day. Then we started back again the next morning."

Charles Yates said although he felt kind of helpless, it was a good feeling when everything was done. "Everybody worked great together," he said, "we just pitched in and did what we had to do."

Owen Lawson summed up the experience this way, "There is a story for every person that was there; 175 personal tragedies. Many of those stories will never be told. They just came in and did it."

Express Mail Service

Several offices and departments on campus have recently had the need for next day delivery of grant proposals in order to meet deadlines established by federal and state agencies.

These departments have taken advantage of the U.S. Postal Service's Express Mail Next Day Service. A flat rate of \$9.35 is charged for next day delivery from the Bowling Green Post Office to the addressee. The addressee is expected to receive the Express Mail package by 3:00 p.m. the next day. The \$9.35 rate is charged for any package weighing less than two pounds. Packages weighing more than two pounds are charged according to weight and postal zone tables.

Because of the expense involved, the Express Mail Service should only be used in time of need. For example, it generally would not be effective to try to send a package by Express Mail on a Friday, since first class or priority (first class mail weighing over 12 ounces) mail would also get to the same addressee by the following Monday. However, it is available when there is a pressing need to get a particular mailing to a destination within one day.

Mail needing to be sent by Express Mail should be handcarried to the Wetherby Administration Building Mailroom in order for the necessary postage to be placed on the envelope. Express Mail mailings may then be taken to the College Heights Post Office if prior to 12:00 p.m. or they must be hand delivered to the Bowling Green Post Office prior to the 2:30 p.m. postal deadline.

Should you have a mailing that needs to be sent by Express Mail, or if you have any questions, call Mike Dale at 2071 or Winnie Palmer at 2244.

Service Anniversaries

The following Western employees celebrated service anniversaries in February. Congratulations from *The Personnel File*.

15 Years

Nancy Davis—After joining the English Department in 1969 as an assistant professor, Dr. Davis was promoted to associate professor in 1972. She received her promotion to professor in 1977.

George Dillingham—Dr. Dillingham came to Western as an instructor in Secondary Education. In 1978, Dr. Dillingham was promoted to associate professor in the History Department.

Sara Gleaves—Ms. Gleaves came to Western as a documents and reference librarian in 1969. She received her rank of associate professor in 1981.

10 Years

James Greenwood—Mr. Greenwood, who started at Western as an electronics technician in 1974, is now assistant supervisor of electronics. He was promoted to this position in 1979.

5 Years

Carl Johnson—Mr. Johnson was soon promoted to senior carpenter after coming to Western in 1979.

Beverly Skaggs—Ms. Skaggs has worked as a building service attendant during her five years at Western.

February Spotlights from Western's History

The following information was taken from old copies of the *College Heights Herald*.

20 Years Ago

Lucy Erwin and Marian Meyers were employed by Western as the first two members of the newly formed Nursing Department.

Bob Adams, an English major from Danville, was appointed assistant editor of the *College Heights Herald*. (Adams is now faculty advisor to the *Herald* and associate professor in the Department of Journalism.)

15 Years Ago

Sergio Mendes, a popular jazz musician, and his band, *Brazil 66*, appeared in concert at Diddle Arena.

Nursing Department Celebrates 20th Anniversary

Near classtime, students begin migrating from the buildings surrounding the Downing University Center toward their destination, the Academic Complex.

Underneath their lengthy winter coats, the white slacks and white shoes of their uniforms stand out in contrast to the other students walking from place to place.

Since the Fall of 1964, nursing students have donned their snow white apparel for clinical instruction in Western's Department of Nursing.

The Nursing program at Western is the only program in the state with both associate degree and baccalaureate degree programs being accredited by the National League of Nursing.

Dr. Mary Hazzard, head of the Nursing Department explains how the program attained accreditation. "The National League for Nursing's Council on Baccalaureate and Higher Degree Programs establishes a criteria for accreditation. They looked at our administration, students, faculty, curriculum, plus our resources, facilities and services. It's much like the university accreditation process," she said.

Nursing has always been an ever-changing profession, especially today. "There are several proposals being considered and many being passed into legislation that will affect the nursing program," Dr. Hazzard said.

This attention is being focused on the associate and bachelor degree programs and the limitations of each. The associate degree program prepares the student in technical skills while the

Nursing: an everchanging profession

bachelor degree program goes beyond that and develops decision-making and critical thinking skills.

Dr. Hazzard said there are resolutions being proposed that state, by 1990, nurses with an associate degree will be licensed practical nurses (LPN). Nurses with bachelor degrees will be eligible to become registered nurses (RN). Nurses with associate degrees are eligible to be registered nurses under present regulations.

Nursing students must participate in an extensive continuing education program after being licensed. They are required to complete successfully 30 hours of continued study every two years to renew their license.

"We are approved to provide the continuing education courses," Dr. Hazzard said. "We do a needs assessment of all the nurses on our mailing list which contains from 1500 to 2000 names, to determine what our people need. Our faculty instructs the course or we bring in someone from outside for new ideas and expertise.

In addition to the regular expectations of faculty, the nursing faculty have unique requirements they must complete to remain in teaching. They too must complete the mandatory continuing education requirements.

"Our faculty must maintain clinical competence. This area is also getting a lot of attention. They are required to complete a certain number of hours per week in the clinical setting or during their summer break," Dr. Hazzard explained.

"Our faculty is also regulated as to the number of students they can supervise in the clinical situation. We are limited by state law to maintain a ratio of 12 students per faculty member," she added.

To provide their students with practical experience, they are placed in hospitals and agencies in the area. The department is under contract with Greenview Hospital, the Medical Center, Bowling Green School System, nursing homes and several other agencies.



Western's Nursing students get practical experience in area hospitals and agencies.

Making A Difference With The Handicapped

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"What we need around here are more opportunities for the handicapped. Parents are not satisfied with the programs in this area. How would you like to be limited to just a couple of days a year to look forward to. I can't satisfy my conscience with just one or two days a year," Dr. Daniel said.

Dr. Daniel has worked on several programs to give the handicapped a year-round schedule of activities.

One such activity is the Fit-By-Eight program, which allowed handicapped kids ages 3-12 to enjoy exercise and recreation with the more fortunate, healthy kids in the area.

Camp Happy Days, which is sponsored by WKU and the Association for Retarded Citizens (ARC) and held on Western's campus, is a summer camp for the handicapped. Dr. Daniel said Jan DeVasier, president of Warren County's ARC, plans to open Camp Happy Days to all the children in the area in the future.

"What we want to do is normalize the handicapped, whereas, in the past, people have isolated them. In the Fit-By-Eight program, handicapped kids and the healthy kids got along beautifully. There were no problems at all," Dr. Daniel said.

Consulting is another area Dr. Daniel is involved in. Along with consulting school systems and park and recreation departments, he is currently working with the National YMCA's Handicapped Adult Leisure Physical Education program (HALPE).

"One area we are really lacking in is with handicapped adults and the aged. After a handicapped person leaves high school, the funds are cut off. Where do they turn? Most of these people live to be as old as you or I. The aged become handicapped, but at the same time, the handicapped become aged," Dr. Daniel said.

Dr. Daniel said he likes to get things started then get other people involved and eventually he lets them take over. Then he moves on to something else. As he puts it, "I drop the seed, let them come along and pick it up, then it's theirs. They call it theirs and that's good."

"People tell me that I just want to see my name up in lights. I actually have people tell me that. I could care less if they find my name associated with a project," he said.

Presently, Dr. Daniel has taken on yet another project. He has set his sights on finding land in the Bowling Green area to set up a permanent, full-time facility for the handicapped.

"The Junior Women's Club recently committed to donate \$25,000 to the Association for Retarded Citizens. ARC plans to make those funds available for Western to purchase land for the camp. Some good things are in the works," Dr. Daniel said.



Personal attention is important in "normalizing" handicapped and retarded children.

Dr. Daniel, who said in a way he feels like a crusader, is a believer that one person can make a difference. His energetic attitude reflects that he is proud of the accomplishments he has made; not for his sake, but for the sake of those he serves.

He has a habit of looking back on his life like a man many years older. He wants to be able to say, "I did the best I could, helped all I could help, and made a difference. These things happened and I helped make it happen. That's great. That's fantastic."

Spring Vacation Announcements

Spring vacation is scheduled for March 5-9. Offices will close at 4:30 p.m. on March 2 and reopen at 8:00 a.m. on March 12. As always, there are essential jobs to be performed during the spring vacation period, and those offices will remain open as required.

The bi-weekly and student checks will be issued on Friday, March 2.

Promotions

Phyllis Bessette—from senior applications clerk, Student Financial Aid, to financial aid advisor

Rebecca Bush—from assistant director, McCormack Hall, to director, McLean Hall

Marilyn Clark—from veterans certifying agent, Student Financial Aid, to VA/financial aid advisor

Marjorie Dye—from staff assistant, Student Financial Aid, to student employment officer

Laura Faith—from teller, Credit Union, to account assistant

David Fenwick—from patrol sergeant, Public Safety, to patrol lieutenant

Mae Hardcastle—from scholarship clerk, Student Financial Aid, to scholarship disbursement officer

John Holder—from staff assistant, Student Financial Aid, to assistant to the director for financial aid counseling

Trudy King—from cashier, Student Financial Aid, to financial aid officer

Anne McKee—from technical services assistant II, to technical services assistant III, Library Automation and Technical Services

Huda Melky—from grants and loans clerk, Student Financial Aid, to financial aid advisor

Pauline Nowicki—from teller to teller II, Credit Union

Jerry Phelps—from police officer, Public Safety, to patrol sergeant

Michael Renfro—from building services attendant, Physical Plant, to storekeeper, Central Stores

Barbara Scheidt—from records specialist, Student Financial Aid, to records management officer

Ann Sims—from junior accountant, Student Financial Aid, to financial aid accounts officer

EDITOR'S BOX

As an employee of Western Kentucky University, you are entitled to a number of benefits and services. *The Personnel File* strives to keep you informed so that you may take full advantage of these benefits.

Often questions arise concerning personnel practices and policies. If you need further information or clarification on a particular personnel issue, please let us know. Contact:

Kerry Hart
Personnel Services
745-2071