



In the News

February 27, 2002

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A Message from the Chair...

Time keeps flying by and here we are, facing a new year with new challenges looking at us at every turn. Even with our daily challenges, we need to keep a solid perspective of our goals, values and opportunities. Although the upcoming year may look bleak at times with the idea of budget cuts and program restrictions, let us keep in mind how fortunate we are to be members of USCA's CEA and the University system as a whole.

It is always good to reflect on the opportunities that are provided to us at little or no additional cost. As members of the CEA and the University, we reap the rewards of educational programs as well as cultural and athletic events. I encourage everyone to take advantage of the programs offered at no cost such as tuition-free classes, computer workshops offered through CSD and university athletic events, as well as reduced prices to the Wellness Center, Natatorium, RPSE C events, Etheredge Center performances and discounts from the University Bookstore — just to name a few.

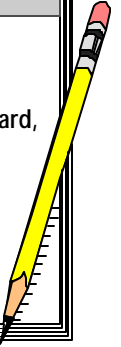
Participating in these activities not only shows support and involvement in the University, but also builds a sense of ownership and pride in our workplace and personal development. Just another way to improve upon ourselves while making USCA a better, stronger institution.

Sincerely,

Jeff Jenik
CEA Chairperson

TODAY'S AGENDA

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| I. Welcome / Approval of Dec. 4 Minutes | <i>Tony Ateca</i> |
| II. Guest Speaker:
Erin Wilson, Suman & Tres Marks,
March of Dimes | IV. Reports from CEA Committees:
CEA Employee of the Year Award,
<i>Carla Hayes</i> |
| III. Reports from Administration:
Strategic Planning Update,
<i>Randy Duckett</i>
Campus Beautification | Upcoming CEA Elections,
<i>Carol Cutsinger</i> |
| | V. Reports from the Chair |
| | VI. Announcements (Open Floor) |



Upcoming CEA Elections

It's that time again! As the year progresses, members of various committees roll off, and new members are voted on to fill newly opened seats. The CEA Nominating Committee is in charge of nominating individuals for offices and committees of the Assembly. It produces, distributes and tabulates official ballots. This committee consists of five elected members.

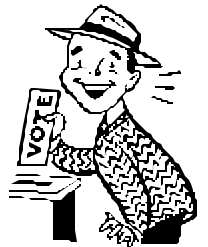
Carol Cutsinger, Committee Chair

Marshall Davis
John Hutchins

Troy Mothkovich
Jane Schumacher

CEA will be electing 2 members to each of the following committees (listed in parenthesis are the members rolling off of the committee this year):

- Advisory Committee (Teresa Davis and Randy Duckett)
- Nominating Committee (Marshall Davis and Carol Cutsinger)
- FUD - (Mary Anne Cavanaugh and Ahmed Samaha)



Since the Nominating Committee is responsible for overseeing the elections, Carol Cutsinger will ask that CEA members email or call her with their nominations. The election will take place at our next CEA meeting, which is scheduled for Wednesday, April 17 at 10:00am. Provisions will be made for voting boxes to be located campus as we approach the meeting time to allow for people who don't make it to the meeting to vote.

USCA Makes Plans for Expansion

As many of you know, USCA is planning several new building and remodeling projects meant to create a more attractive, more efficient and more effective academic environment on campus. Some of these projects include the much anticipated Convocation Center and the Roberto Herando Baseball Stadium. There are also renovations in the works of a storage closet adjacent to the SAC dining area that would create a new faculty/staff dining room. Here, Mr. Tony Ateca, Director of Operations has provided us with a projected timeline for major construction projects:

Convocation Center

- Feb '02 Schematic design approved by State Engineer's Office
- Jun '02 *Approval of state bond bill*
- Jul '02 Initiate detailed design development (mech/elec/arch drawings)
- Oct '02 Detailed design approval/commission final design and bid package
- Jan '03 Early site preparation in conjunction w/ stadium construction

- Feb '03 Request for bid proposals
- Apr '03 Start Construction
- Jan '05 Complete Construction/Begin SAC renovation
- May '05 First commencement exercises in newbuilding



*The entire Convocation Center timeline rest on this supposition.

Roberto Hernandez Baseball Stadium

- Apr '02 Schematic design approval/initiate detailed design
- Jul '02 Detailed design approval/commission final design and bid package
- Nov '02 Request for bid proposals
- Jan '03 Start stadium construction
- Aug '03 Complete stadium construction
- Feb '04 First home game at new site (?)



Corporate Lingo Directory

We've all heard them, whether we are submitting a resume or taking on a new project at work. But, what do those corporate catch-phrases really mean?

"Fast-Paced Organization."

We have no time to train new employees."

"Deadline-Oriented."

You'll be six months behind schedule on your first day."

"Some Overtime Required."

Some time each night and every weekend.

"Duties will vary."

Anyone in the office can boss you around.

"Wide Variety of Experience."

One person does the job of three.

"Problem-Solving Skills"

This organization is in perpetual chaos.

"Team Leadership Skills."

The responsibilities of a manager without the pay or respect.

"Good Communication Skills."

Management gives orders, staff listens, figures it out, and does it.

Co-worker Speak Translator

Every office has that "someone" who has no problem flaunting every supposed success and never seems to make a mistake--even though you know better. So, what exactly does this person mean when the bragging starts?

"I'm extremely adept at all manner of office organization."

I've used Microsoft Office

"I'm honest, hard-working and dependable."

I pilfer office supplies.

"My pertinent work experience includes..."

I hope you don't ask me about all the McJobs I've had.

"I take pride in my work."

I blame others for my mistakes.

"I'm personable."

I give lots of unsolicited personal advice to co-workers.

CEA Employee of the Year Award

The nomination ballots are in and the second phase of CEA Employee of the Year Award elections has begun. Each nomination form will be reviewed by the CEA Chairperson and the Human Resource Director to make sure they meet all nomination criteria prior to being forwarded to the Employee Awards Committee for these selections.

The classified Employees Awards Committee consists of the previous years Award winners and one member appointed by the Executive Committee who will serve as a non-voting member to provide guidance to the committee. This year's Awards Committee will consist of Marshall Davis, Deidre Martin, Erin McKinney and Joan Stevens.

Once eligibility is confirmed, nominees will be notified in writing by the awards committee and asked to submit a description of their job responsibilities. This statement may include the nominee's opinions of their contribution and goals or philosophies concerning USCA.

Twelve candidates will be chosen by the Awards Committee based upon the nomination forms and the nominees statements. These candidates will be asked to submit a final support letter. The Awards Committee will select three (3) members from the community to make the final selection of the award. This unbiased group will make the final selections individually and on a scale system based upon the nomination form, nominee form and support letter. The group of individuals will be contacted by the appointed non-voting member and will address any questions to that individual only. Ballots will then be returned and tabulated. In the event of a tie, a fourth outside member will be selected.



Meet the March of Dimes Pacers

The March of Dimes is successfully fighting to save babies' lives, and our local MOD Pacers are helping to make it happen! The MOD Pacers is made up of USCA students, faculty and staff, who volunteer to coordinate and take part in a variety of activities geared toward raising funds for the March of Dimes. This year's MOD Pacers members include, Kay Benitez (Chair), Donna DeTroye, Randy Warrick, Joyce Pompey, Allison Brown-Owens, Suman Marks and Summer Garrison. Funds raised through WalkAmerica have helped achieve major medical breakthroughs, including:

- A newborn screening test ("heel-prick" test) for PKU, a condition that causes mental retardation if left untreated
- Discovery that drinking during pregnancy can cause birth defects
- Establishment of a system of neonatal intensive care units to treat very sick babies
- Development of surfactant therapy, which saves the lives of thousands of premature babies with premature lungs by helping them breathe
- Folic acid awareness campaign encouraging all women of childbearing age to take a daily multivitamin containing the B vitamin folic acid, which helps prevent serious birth defects of the brain and spine.

For the March of Dimes to continue its mission, the foundation needs the ongoing support of all USCA Employees. The MOD Pacers will be sponsoring a number of events this semester to raise funds for the March of Dimes Aiken Chapter, including the chances to win a four foot tube of chocolate for Valentine's Day, opportunities to order goods from Pampered Chef, Beanie Baby Pacers sales at the Aiken Triple Crown Harness Races, and the annual WalkAmerica in April. For more information about the March of Dimes or how to get involved, please contact Kay Benitez (ext.3609).



Updates & Reminders

- 📅 Feb 8 Last day to send in nomination forms for CEA Employee of the Year
- 📅 Apr 2 Pacers Vs. Newberry College CEA Bar-B-Q -- BYOB (Bring Your Own Beef!)
- 📅 Apr 17 CEA Committee Elections



"I'll be honest with you. I'm only hiring you because I need someone new to abuse."