Text and Tradition leads students on cultural journey

What could pre-medical students studying genetics have to learn from Thucydides, a Greek historian who wrote about the Peloponnesian War in 400 B.C.? And what could St. Augustine's Confessions, which describe his conversion to Catholicism in 400 A.D., teach business students studying modern economic theory?

According to George Pepe, Ph.D., associate professor and chair of classics and director of the Text and Tradition program, students have a lot to learn from these and the other "DWEMS" (death, white European males) included in the curriculum. Pepe and the other faculty are quick to note, however, that the curriculum also includes writings by women, by people of Mediterranean descent, etc. Through these writings, this unique program introduces 30 first-year students to the early intellectual traditions from which much modern thought has developed.

The program focuses on how the faculty believe have contributed significantly to Western culture, covering such diverse areas as paganism and Christianity, the rise of science, modern consciousness and various political and social theories. The texts span 2,500 years and include works by Plato, Homer, Dante, Voltaire, Malthus and as well as the Bible.

"These are not comfortable books; they require effort," Pepe said. "You want the students to like you, but it is much more important that they like and respect these books ... not to genuflect before them, but to get a thorough understanding of them.

Students can enroll before the fall semester and are accepted on a first-come, first-served basis. The program includes two courses in literature, two in history; one in the history of natural science, and one in the social sciences.

In addition to Pepe, other faculty members include Robert B. Barrett Jr., Ph.D., professor of philosophy, Miriam L. Spack, associate professor of English, Naomi Lebowitz, Ph.D., the Hertzen and Tobias Lewis Distinguished Professor in the Humanities and professor of English, and Max J. Okenfuss, Ph.D., associate professor of history.

A student who takes at least five of the six courses earns a minor in Text and Tradition. The mini "great books" program attracts students from all disciplines, including a large number of pre-medical students interested in exposure to the humanities.

"These are the best students, many from pre-professional fields who are hungry for a wide cultural education. As a result, they are the most vivid responders to new ideas and discussions is lively," Lebowitz said.

In her literature class, Lebowitz takes students on a classical literary journey from the Renaissance through the 18th and 19th centuries to modern day, reading Adam Smith, David Hume, Jean Jacques Rousseau and others.

Author Tom Wolfe opens fall Assembly Series

Tom Wolfe, distinguished journalist and author of The Bonfire of the Vanities, will open the 55th Assembly Series, announced Sue Girard, chair of the assembly events and special projects. His lecture, titled "The End of the Century and the Spirit of the Age," is scheduled for 11 a.m. Wednesday, Aug. 31, in Graham Chapel. Wolfe will speak in public seating.

"Better than anyone else, he can epitomize the importance of capturing the myriad aspects of campus life on film and slides." In recognition of his service to the School of Arts, the photography gallery at the school's Lewis Center will be renamed the "Weitman Gallery of Photography at the School of Art, Washington University," Dean Joe Deal has announced. An exhibit inaugurating the newly named gallery will be held in September. The show will feature works by staff members and students who have studied under Weitman, said Stanley Strembicki, professor of art. Strembicki is organizing the September show.

Weitman has won recognition from numerous regional and national organizations, including medals and awards from the St. Louis, New York and Washington, D.C., Art Director's Clubs. He twice was named "Photographer of the Decade" by the Council for the Advancement and Support of Education (CASE) for his outstanding work. He first won the award for the 1960s and then repeated the award for the 1980s. In 1992 Weitman received the Recognition of Artistic Excellence from the St. Louis chapter of the Jewish

Herb Weitman's photographic legacy exhibited at Gallery of Art

Photographs of campus, students and professors are featured in an exhibit of renowned photographer Herb Weitman's work. Weitman, director of Photographic Services, has been affiliated with Washington University since 1947. Crick visited campus and delivered three lectures on DNA in March 1980.

"Herb Weitman is the dean of university photographers in America," said M. Fredrik Vollmoen, vice chancellor for public affairs. "Better than anyone else, he has come to epitomize the importance of capturing the myriad aspects of campus life on film and slides."

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A $10 million medical center facility currently under construction will house an auditorium, classrooms, meeting rooms and offices

Model teacher ............... 3
Robert H. McDowell is dedicated to enhancing teaching effectiveness at the University

Active alumni ............... 6
Four of the five newly elected members of the Board of Trustees are Washington University graduates
New shuttle service to begin Aug. 29

Beginning Aug. 29, the School of Medicine and Barnes-Jewish and St. Louis Children's hospitals will consolidate their shuttle bus programs. The measure will save $590,000 and eliminate shuttles from different institutions following the same routes. Ryder Transportation will provide the new shuttle service. Medical center employees should allow extra time for the first couple of days, but, according to Caroline Miser, manager of transportation services, the new routes will be similar to former routes. Some routes will have additional stops, she said.

Flies with route information will be distributed to hospital and medical school departments, parking representatives, employees with Clayton Garage parking permits and shuttle bus riders.

The routes are as follows: (Route 1-Blue) Clayton and Taylor Garage to the 4444 Forest Park Building, (Route 2-Pink) Clayton and Taylor, Clinical Sciences Research Building, and Wolf Hall; (Route 4-Purple) Clayton Press4444 Forest Park Building, Clinical Sciences Research Building, Wolf Hall Circle; and (Route 4-Purple) Campus Circle. For more information, call Tammy Decker at 654-6263 or Martha Williams at 362-4624.

Building for the future

Medical center constructs $10 million continuing education facility

Washington University Medical Center will build a $10 million continuing education facility.

The Eric P. Newman Education Center, which is scheduled to be completed next summer, will be located on the northeast corner of Euclid Avenue and Children's Place.

American Diabetes Association's highest scientific award presented to researcher

Philip E. Cryer, M.D., professor of medicine and director of the Division of Endocrinology, Diabetes and Metabolism, has received the 1994 Banting Medal for Scientific Achievement.

The award honors highly meritorious career achievement in the field of diabetes research. It is the highest scientific award given by the American Diabetes Association. The Banting Medal is presented annually to an individual who has made significant, long-term contributions to understanding diabetes, its treatment and prevention.

Cryer, who is also director of Washington University's General Clinical Research Center, has concentrated his research on the mechanisms that prevent or correct hypoglycemia in patients with insulin-dependent diabetes. Hypoglycemia, or low blood sugar, can occur when patients use too much insulin or eat too little food. It can result in blackouts and other problems associated with insulin-dependent diabetes.

Cryer has focused on the actions of the hormones epinephrine and its role in glucose counter-regulation.

Cryer has conducted all of his research in a clinical setting. "I am especially honored to receive an award like this," he said. "It is unusual for the Banting Medal to go to an investigator who has worked only in humans, but I believe it is important that we ask basic questions in people."

Cryer is the fourth Washington University researcher to receive the Banting Medal. His predecessors and the years they received the award are: the late Nobel laureate Carl F. Cori, M.D., former head of pharmacology and biological chemistry, 1955; Paul E. Lacy, M.D., Robert L. Knoc Professor and former head of pathology, 1970; and David M. Kipnis, M.D., Distinguished University Professor and former head of medicine, 1977.

Cryer has written more than 250 scientific articles. He is the editor of the journal Diabetes, and he sits on the editorial boards of several other publications.

He earned undergraduate and medical degrees from Northwestern University. Cryer completed his residency at Barnes Hospital, a fellowship at Washington University, and also served a tour of duty in the Medical Corps of the U.S. Navy.
tending the University of Chicago in the late 1940s was a turning point in Robert H. McDowell's life. "The experience was a bombshell," he said.

"That's the first time the students were divided into small groups. They met twice a week to work on problems that encouraged them to think, rather than just calculate answers. The results were both surprising and encouraging. According to a study done by Edward Spitznagel, Ph.D., professor of mathematics, the students performed significantly better in their calculus courses than students who had not participated in the study.

"What gives me the most satisfaction is bringing what excites me about the subject to the student."
Webtman — from page 1
Community Centers Association. That award is given annually to a nationally recognized senior artist who has made contributions to the artistic life of St. Louis.

In addition to his thousands of photographs in Washington University Magazines and the Record, Weitman has contributed to numerous national publications, such as Newsweek, Time, Life, Sports Illustrated, Picture Magazine, a prestigious photographic art periodical, and CASE Currents. Weitman's photographs of St. Louis and regional landmarks appear in two popular area guides — Seeing St. Louis and Seeing Beyond St. Louis, both published by Washington University.

The Saint Louis Art Museum and the Gallery of Art have acquired Weitman's work, which also is in a number of museums and private collections across the country.

In addition to his portrayals of campus life, Weitman also was the official photographer of the St. Louis Football Cardinals and was an official NFL photographer, covering Super Bowls V to XXVIII. The gallery is open 10 a.m.-5 p.m. weekdays and 1-5 weekends. For more information, call 935-4523.

Herb Weitman captured this image of two students on a rainy day in 1980.

**Exhibitions**

"A Gallery of Modern Art." Features 85 19th- and 20th-century masterpieces from the Gallery of Art's permanent collection, considered one of the finest university collections in the country. It is the first time the paintings have been shown together. Through Oct. 16. Gallery of Art, Steinberg Hall. Hours: 10 a.m.-5 p.m. weekdays; 1-5 p.m. weekends. 935-3490.

"Herb Weitman: Quintessential Campus Photographer." Features the work of renowned Washington University photographer Herb Weitman, including 50 black-and-white and color photographs of the University's campus, students and professors. Through Sept. 11. Gallery of Art, Steinberg Hall. Hours: 10 a.m.-5 p.m. weekdays; 1-5 p.m. weekends. 935-3490.

"Orpheus on the Mississippi: 19th-century Music Publishing in St. Louis." Sponsored by Gaylord Music Library and Special Collections. Exhibit features examples of sheet music from Gaylord Music Library's collection. Through Sept. 11. Olin Library, Special Collections. Level 5. Hours: 8:30 a.m.- 5 p.m. weekdays; 11 a.m.-4:30 p.m. weekends. 935-3400.

"Posters of Leonetto Cappiello." Features works of Cappiello, an artist who was renowned for his ability to produce image and color photographs of the University's campus. Through Sept. 11. The opening reception will be held 5-7 p.m. Aug. 26. Some posters will be for sale. Bixby Gallery, Bixby Hall. Hours: 10 a.m.-4 p.m. weekdays; 1-5 p.m. weekends. 935-4043.

**Lectures**

Friday, Aug. 26

Tuesday, Aug. 30
4 p.m. Chemistry seminar. "Chiral Secondary and Fluorinated Heterocyclic Phosphines," S. Bruce Wild, prof., of chemistry, Australian National University, Canberra, Australia. Room 311, McMillen Lab. (Coffee: 3:40 p.m. outside Room 311.) 935-6530.

Wednesday, Aug. 31


Thursday, Sept. 1
Noon. Genetics seminar. "The Behavior of Trichosporon Repeaters in Fragile X Syndrome (FRAXA) and FRAXE," David Nadeau, caps. prof., Dept. of Molecular and Human Genetics, Baylor College of Medicine, Nims Texas. Erlanger Aud., McDowell Medical Sciences Bldg. 362-2349.

2:30 p.m. Mechanical engineering seminar. "Electric and Magnetic Detection of Electrical Activity in the Heart and Brain," Jankko Malimimo, prof. and director, Ragnar Granit Institute, Tampere U. of Technology, Tampere, Finland. Room 100, Cupples II Hall. 935-6055.

Music

**Thursday, Aug. 25**
1 p.m. Dept. of Music vocal auditions. Vocal Jazz Choir, 1-4 p.m., Room B-10 Biever Hall; Chamber Choir, 4-7 p.m., Tietjens Hall. Auditions continue Aug. 26 for University Chorus, Vocal Jazz and Black Composer Repertory Chorus from 1-4 p.m., in Room B-10 Biever Hall. Call 935-7405 to schedule specific times.

Saturday, Aug. 27
1 p.m. Dept. of Music instrumental auditions. Wind Ensemble, 1-4 p.m., Tietjens Hall. There are openings for all sections; however, trumpet, trombone, tuba, percussion and bassoon players are especially needed. Orchestra winds should audition during wind ensemble auditions. Open to all qualified musicians in the St. Louis area. Call 935-7405 to schedule specific times.

Sunday, Aug. 28
1 p.m. Dept. of Music symphony orchestra auditions. String players, 1-4 p.m., Tietjens Hall. Viola, cello and bass players are especially needed. Open to all qualified musicians in the St. Louis area. Call 935-7405 to schedule specific times.

**Calendar guidelines**

Events sponsored by the University — its departments, schools, centers, organizations and its recognized student organizations — are published in the Calendar. All events are free and open to the public, unless otherwise noted.

Calendar submissions should state time, date, place, sponsor, title of event, nature of speaker(s) and affiliation, and admission cost. Quality promotional photographs with descriptions are welcome. Send items to Judy Ruble at Box 1070 (or via fax: 935-4296). Submission forms are available by calling 935-4092.

The deadline for all entries is noon Tuesday one week prior to publication. Late entries will not be printed. The Record is printed every Thursday during the school year, except holidays, and monthly during the summer. If you are uncertain about a deadline, holiday schedule, or any other information, please call 935-4062.
Fall series brings Nadine Gordimer, James Carville to campus — from page 1

Assembly Series Fall 1994 lineup

Tom Wolfe
Susan Faludi
Richard Selzer
Nadine Gordimer
David Grossman
Wladimir Belogolovsky
Marion Chesney
Lerone Bennett Jr.
Enst Stein
Tommy
Carol Bove
Richard Selzer
Robert Olby
Emst Stein
James Carville

Tennis World. Nov. 5 in Edison Theatre. Bove has written extensively on the history of tennis and is the author of the novel "The Watcher." The lecture is titled "Politics and Tennis: The History of Tennis in America."

Women’s soccer

After rolling to a three-year record of 34-11-5 — and nearly taking a pair of NCAA tournament pit stops — the wheels fell off in 1993 for the Washington University women’s soccer team.

The bulk of the returning talent is from the 1994 Black Arts and Sciences Festival speaker Oct. 26 will be senior editor of Ebony magazine Lorne Bennett Jr., poet, historian and author. Bennett is a fellow of the Black Academy of Arts and Letters.

Summer’s end signals the start of a new school year. Here, Peggy Wright, left, lugs a television while her daughter, Jennifer, follows her. Wright, a sophomore economics major from Denver, Kan., moved last week into her new home — Wydown Residence Hall.

Men’s Soccer

Under the guidance of eighth-year head coach Ty Kershew, Washington University is hoping 12 is its lucky number this fall. The Bears, who have seven seniors returning, are eyeing a consecutive winning season along with a 12th NCAA postseason tournament berth.

The following is compiled by Mike Wolf, director of sports information, and David Moosener, assistant director.

The successful team is hoping 12 is its lucky number this fall. The Bears, who have seven seniors returning, are eyeing a consecutive winning season along with a 12th NCAA postseason tournament berth.

With eight returning starters, the Bears have the experience to make another run at a national crown. Washington, however, must replace two key defenders — Kyle Draeger and Scott Jones — two first-team all-Midwest selections. If the Bears can quickly shore up their defense, the likelihood of contending for a UAA title remains likely.

Offensively, the scoring burden falls on second-team all-UAA and all-Midwest forward Karl Kevin Sheehy, Cleveland, second-team all-UAA forward Justin Reed, Kansas City, Mo., and midfielder Scott Engroff, Cincinnati, a much-heralded recruit who was 1993 tore the anterior cruciate ligament in her knee during the opening half of her first collegiate game. Washington plays its first home contest vs. the University of Missouri-St. Louis at 5:30 p.m. Sept. 8 on Francis Field.
The following criminal incidents were reported to the Hilltop Campus Police Department Aug. 1-21. Readers with information that could assist the investigation of these incidents are urged to call WUPD at 661-3555. This release is provided as a public service to promote safety awareness on campus.

**Campus Watch**

### Aug. 2
8:21 a.m. — A tool box and tools belonging to a faculty member were reported stolen from a vehicle parked in the lot at Millbrook and Chippewa sometime between 7:49 and 8:13 a.m. Aug. 1.

### Aug. 3
7:41 p.m. — A student's bicycle was reported stolen from the rack at Arts 1708 and Office of Residential Life with a key sometime between 7 p.m. Aug. 17 and noon Aug. 18.

### Aug. 6
8:45 a.m. — A student's bicycle was reported stolen from the rack at Arts 1708 and Office of Residential Life with a key sometime between noon and 8:10 p.m. Aug. 4.

### Aug. 11
9:19 a.m. — A student's bicycle was reported stolen from the rack at Arts 1708 and Office of Residential Life with a key sometime between 2:30 p.m. Aug. 5 and 8:15 a.m. Aug. 10.

### Aug. 12
8:49 p.m. — Someone reportedly entered the Office of Residential Life with a key sometime between 9:19 a.m. and 8:49 p.m. Aug. 11.

### Aug. 18
8:43 p.m. — A student's bicycle was reported stolen from the rack on the northwest side of Lee Residence Hall sometime between 9 a.m. and noon Aug. 18.

### Aug. 19
10:07 p.m. — A student's bicycle was reported stolen from the rack on the northwest side of Lee Residence Hall sometime between 9 a.m. and noon Aug. 18.

### Aug. 21
7:52 p.m. — A student's common area bike was reported stolen from a vehicle parked in the lot at Millbrook Apartments sometime between 12:30 and 8:30 p.m. Aug. 19.

### Aug. 22
7:53 p.m. — A student's television, video games and Discman were reported stolen from Sigma Phi Epsilon somertime between 2 and 7:51 a.m. Aug. 19.

**Program links ancient, modern thought.** — from page 1

"As the literature feeding disciplines goes in more specialized and scientific directions, rhetor is reading writers like Adam Smith anymore. We wanted students to read these major texts, not just the jazzy, career-oriented texts. Our texts are rich carriers of morality, philosophy, religion and psychology," Lebowitz said.

Text and Tradition faculty use a teaching formula that combines careful reading, critical analysis and class discussion to teach, among other things, the importance of knowing how to read and write. "I try to teach them to write in a little more linear manner with those texts, that one must be a good active reader of the text to be a good active writer of the text," Lebowitz said.

"I want students to read with complete understanding of the text; that understanding ranges from vocabulary, proper names, places to complicated arguments. If Plato or Socrates refer to Cretes, the student need to know where Crete is," Pepe said.

"But students also need to understand the arguments presented. These are persuasive texts that try to get the reader to agree to very radical propositions. In a sense, the arguments themselves often don't matter. The important lesson is that question you have to understand." Through daily class discussion and frequent writing assignments, faculty try to teach students to speak and write persuasively, to question, and to understand. As students learn the art of persuasion, classroom discussions get more heated.

"I'm sort of a libertarian who eventually hopes to get a Ph.D. in the classics, said classmate Thomas G. Okenfuss, 'but on the other hand, I'm not a total utilitarian. I think there should be a quick jump to today's political arena, where rhetoric abounds as much as it did in ancient Athens."

"I start with the 18th century and establish a challenging theme we can follow, like the devolution toward modernism," Pepe said. "We want students to read these major texts, not just the jazzy, career-oriented texts. Our texts are rich carriers of morality, philosophy, religion and psychology."

— Naomi Lebowitz

CBS station in St. Paul-Minneapolis. She began her successful media career as a student intern at KMSP-TV in 1989. This received a bachelor's degree in sociology and psychology, with a minor in education, at the University of California in Los Angeles. In 1986. Trushel graduated with a master's degree in education from Columbia College in 1948, and a master's degree in political science from Northwestern University in 1950. She taught at Concordia College from 1948-1950 and at Lutheran High School from 1950-55.

H. Edwin Trushel received a bachelor's degree in education from Concordia College in 1948, and a master's degree in political science from Northwestern University in 1950. He taught at Concordia College from 1948-1950 and at Lutheran High School from 1950-55.
Introducing new faculty members

The following are new faculty members on the Hilltop and Medical campuses.

David B. Carr, M.D., assistant professor of medicine, Program in Aging, comes from the University of Medicine and Science in St. Louis, Missouri. He was also medical director of the center’s Skilled Nursing Unit. Carr’s research interests include dementia and driving and long-term care. He received his bachelor’s degree in chemistry in 1981 and a medical degree in 1985, both from the University of California, Los Angeles. Steven Don, M.D., assistant professor of radiology at the School of Medicine’s Mallinckrodt Institute of Radiology, comes from the Indiana University Medical Center in Indianapolis, where he received a master’s degree in medical education. His research focuses on electronic radiology, specifically quality control of radiographic images to conventional film images. He received a bachelor’s degree in biology in 1983 from The Johns Hopkins University in Baltimore, Md., and a master’s degree in education in 1985 from Vanderbilt University in Nashville, Tenn.

Chin-Lin Hsieh, Ph.D., assistant professor of statistics and genetics, is a specialist in biochemistry and molecular biology and the director of the Cytophotometric Laboratory at the University of Missouri-Kansas City Medical Center, where she was a research assistant professor. Her research focuses on understanding the role of DNA methylation and gene regulation and finding DNA marks linked to inherited prostate cancer. She received a bachelor’s degree in 1979 from National Taiwan University in Taipei, Taiwan, a master’s degree in biology in 1981 from Kansas State University at Manhattan, Kan., and a doctorate in zoology in 1985 from The University of Texas at Austin.

Pauline T. Kim, J.D., associate professor of law, comes from the Legal Aid Society of San Francisco in San Francisco. Her previous positions also included working as a law clerk for the 9th U.S. Circuit Court of Appeals in San Francisco. Her research interests include human rights and international law as well as employment discrimination. She received a bachelor’s degree in 1977 from Harvard and Radcliffe colleges in 1984 and a law degree from Harvard Law School in 1983.

Barbara N. Kinkel, Ph.D., assistant professor of biology, comes from the University of California, Berkeley, where she was an assistant professor of molecular biology. Her other research interests include genetics as well as cellular and developmental biology. She received a bachelor’s degree in genetics from the University of California, Davis, in 1984, and a doctorate in biology from the Harvard University Department of Cellul- lar and Developmental Biology in 1990.

Ronald J. Mann, J.D., associate professor of law, comes from Washington, D.C., where he worked as an assistant to the solicitor general at the U.S. Department of Justice. He was a law clerk for Justice Lewis F. Powell Jr. of the U.S. Supreme Court from 1986-87. His research interests include environmental law, commercial, immigration and criminal law. He received a bachelor’s degree from the University of Illinois in 1982 and a law degree in 1985 from the University of California-Berkeley.

Curtis A. Milhaup, J.D., associate professor of law, comes from Tokyo, where he was a fellow at the Japan Foundation for Social Welfare. He was also a law clerk for Justice Lewis F. Powell Jr. of the U.S. Supreme Court from 1986-87. His research interests include environmental law, commercial, immigration and criminal law. He received a bachelor’s degree from the University of Illinois in 1982 and a law degree in 1985 from the University of California-Berkeley.

For The Record

The following list includes promotions effective July 1, 1994. These promotions were on record as of July 31, 1994. The faculty list includes all promotions that have been promoted or promoted with tenure at the School of Medicine.

**Donald C. Shreffler dies at 61**

Shreffler, who had been professor of genetics at the School of Medicine since 1975, was 61.

Shreffler, who had been a professor of genetics at the School of Medicine since 1975, was 61.

Shreffler had been a professor of genetics at the School of Medicine since 1975. He received a bachelor’s degree in agriculture in 1954 and a master’s degree in dairy science from the University of Illinois in Urbana-Champaign.

Shreffler received a bachelor’s degree in agriculture in 1954 and a master’s degree in dairy science from the University of Illinois in Urbana-Champaign.

The Host Family Program is designed to promote cultural exchange between international students and local families. As part of the program, volunteers invite students to share in family celebrations, as well as sports or cultural events, at least once a month. Volunteers may be single or multi-generational households. Host families do not need to be of any particular religion or culture.

**International Office seeks volunteers**

**For more information, call the International Office at 935-5913.**
Hilltop Campus
The following is a list of positions available on the Hilltop Campus. Information regarding these positions may be obtained in the Office of Human Re-
sources, Hilltop, 126 North Brookings Hall, or by calling 935-5990. Note: All posi-
tions require three letters of recomme-
dation.

Research Assistant
950027. Requirements: Bachelor’s degree; working knowledge of all techniques and instruments in the lab; ability to work without supervision, train-
ing and experience in the area of the re-
search project or a great deal of exper-
ience in related areas. Duties: Assist in studies started by departing assistant; pass experi-
ments on structure/function of RNA polymerase, run automated DNA synthe-
sis.

Administrative Assistant for Financing Programs
950026. Financial aid. Requirements: Some college; receptionist and bookkeep-
ing experience; familiarity with FIS and SIS systems. Duties: Provide assistance to secretarial personnel; register and TIP functions; assist in interface with student accounting and registrar functions; provide assistance in response to front desk finance functions; assist other staff as needed; typing 45 wpm with accuracy. Clerical tests required.

Sales Associate
950030. Campus Stores. Requirements: Good customer relations; ability to stand, lift and display mechanical, organiz-
tional skills; cash handling experience; typing 35 wpm with accuracy. Work on weekends and weekdays. Clerical tests required.

Client Services Specialist
940031. Academic Computing Network. Requirements: Bachelor’s degree in business or comparable experience; excellent interpersonal skills and willingness to work with students and student employees; experience with computer systems, such as Macintosh, DOS, MS, Windows, UNIX; experience with networked computers, LANs; comfort level with a technical environment; typing 35 wpm with accuracy. Clerical tests required.

Administrative Assistant/Alternate Work
950032. John M. Olin School of Busi-
ess. Requirements: Secretarial school or some college preferred; some knowledge of word processing packages — Microsoft Word and Pagemaker on the Macintosh and Microsoft Word, Word-
Perfect, and Windows; good communica-
tion and interpersonal skills; ability to work independently; typing 55 wpm with accuracy. Clerical tests required.

Receptionist/Accounting Assistant
940036. School of Law: Requirements: High school graduate; excellent tele-
pone, public relations and organiza-
tional skills; experience with IBM com-
patible computers and WordPerfect software preferred; eligibility to serve as a notary public; three semester hours of college accounting preferred; typing 40 wpm with accuracy. Clerical tests re-
quired.

Departmental Secretary
950037. Major Gifts. Requirements: Some college or other research-related experience; strong capacity to use on-
line data bases and library-related infor-
mation sources; typing 50 wpm with accuracy; willingness to conduct and keep track of several jobs at once; a flair for detail; good verbal and para-verbal communication ability; profes-
tional telephone skills. Clerical tests required.

Administrator, Center for Mental Health Research
950039. George Warren Brown School of Social Work. Requirements: Master’s degree in psychology or related master’s degree; knowledge of mental health services; excellent written and verbal communication skills; administrative experience; experience in grant writing; knowledge of the research process; a minimum of two years previous professional experience; preferably in a management capacity in mental health. Resume re-
quired.

Special Projects Assistant
950042. Olin Library. Requirements: Two years of college-level study or equivalent work experience; ability to work with details in an organized and accurate manner; typing 35 wpm with accuracy; ability to work in a rapidly changing environment, under deadlines and high pressure; willingness to work evenings and weekends; library work experience desirable; computer word processing and spreadsheet experience desirable. Clerical tests required.

Technical Sales Specialist
940047. Campus Stores. Requirements: Some college; knowledge of personal computers and popular software; experi-
ence using a variety of microcomputer interface peripherals, such as modems and printers; physical ability to lift system components, move furniture, and attend services and Saturdays. Resume required.

Library Service Assistant
950048. Law Library. Requirements: High school graduate; some college preferred; library technical services experience; typing 30 wpm with accuracy. Clerical tests required.

School Accountant
950049. Accounting Services. Require-
ments: Minimum of bachelor’s degree in accoun-
ting or finance and/or a Certified Public Accountant; a master’s degree in busi-
ness administration is a plus; several years of public accounting experience, preferably in public accounting and a working knowledge of GAAP; three to five years of financial experience, if available, in a comple-
tely in a complex environment un-
ion, an analytical mind with a high degree of intelligence and the ability to "think on his/hers feet," experience working with local area networks and per-
onal computers; proficiency in word processing, spreadsheet and data base management software; excellent interper-
sonal skills; a service-oriented communi-
cator who is accessible and a team player; self-motivated, driven by the need to succeed. Resume required.

SIS Systems Assistant
95050. Registrar’s Office. Requirements: Bachelor’s degree preferred. Duties: Understand and maintain system files within the Student Information Data base including: classes, titles, registration and grade processing operations; serve a "Help Desk" function university-wide to deans and departmental offices; coordinate problems reports between schools and the Registrar’s Office specifically related to improving the student registration course direc-
tories. Clerical tests required.

Seismic Deployment Coordinator, Part Time
950052. Department of Earth and Plan-
itary Science. Requirements: Bachelor’s degree, knowledge of SUN and Macintosh computer systems, experience with prin-
ciples of seismology. Resume required.

Secretary II
950058. Academic Computing Network. Requirements: High school graduate or equivalent; clerical experience; word processing and secretarial experience; typing 50 wpm. Position located at Barns-St. Peters.

Phlebotomist
950129-R. Pediatrics. Schedule: Part time: 16 hours per week, Saturdays and Sundays with five holidays. Requirements: High school graduate or equivalent, willingness to attend phlebo-
tomy certification training.

Medical Secretary I
950131-R. Psychiatry. Schedule: Part time, 20 hours per week, flexible hours. Requirements: High school graduate or equivalent; secretarial experience or col-
lege course work; knowledge of medical terminology; experience with Macintosh and Microsoft Word; typing 60 wpm.

Q&A provides an opportunity for faculty and staff to have their questions about human resources answered by the human resources Department of the medical human resources and affirmative action of-

Secretary 1
950100-R. Pharmacy. Schedule: Part time, 30 hours per week, 5 a.m.-3 p.m. Mondays through Fridays. Requirements: High school graduate or equivalent; some office experience preferred; knowledge of WordPerfect; typing 40 wpm.

Manager of Administrative Service
950112-R. Neurology. Requirements: Bachelor’s degree in business, hospital administration or public administration; at least one year administrative and supervi-
sory experience; experience in University account-
ning systems; experience in grant applications and grant budgeting pre-

Clerk Typist II
950120-R. Risk Management. Schedule: Part time, 24 hours per week, 8 a.m.-5 p.m. Mondays, Wednesdays, Fridays. Requirements: High school graduate or equivalent with one year related experi-
ence; some college preferred; ability to type; legal and medical dictation; typing 50 wpm with experience on WordPerfect 5.1.

Medical Transcriptionist
950075-R. Academic Computing. Schedule: Part time, 0-based hours. Requirements: High school graduate or equivalent; ex-
perience as a medical transcriptionist; knowledge of medical terminology and dictaphone skills; typing 60 wpm.

Secretary III
950087-R. Radiology. Requirements: High school graduate or equivalent; three years secretarial experience in business math, recordkeeping and practical comput-
ers; library research experience; typing 50 wpm.

Technical Writer/Editor
940089-R. Surgery. Requirements: Bachelor’s degree in English or Journalism, or Ph.D. preferred; experience in National Institutes of Health grant writing in bio-
medical sciences. Project will last from September 1994 to January 1995.

Medical Secretary 1
950097-R. Pediatrics. Schedule: Part time, 20 hours per week, Tuesdays, Wednesdays and Thursdays. Require-
ments: High school graduate or equiva-
 lent; two years progressive work-related experience; some college or technical training preferred; supervisory experience; WordPerfect experience preferred, typing 40 wpm. Position located at West county Office.

Secretary
950106-R. Pharmacology. Schedule: Part time, 30 hours per week, 5 a.m.-3 p.m. Mondays through Fridays. Requirements: High school graduate or equivalent; some office experience preferred; knowledge of WordPerfect; typing 50 wpm.

Manager of Administrative Service
950101-R. Psychology. Requirements: Bachelor’s degree in business, hospital administration or public administration; at least one year administrative and supervi-
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