

ACCENT

Faculty and Staff Publication

Volume 9, No. 11 March 24, 1980

TSU--Love It or Leave It!

President Frederick S. Humphries told an audience of faculty and industry representatives that the University is one of the most challenging places to work in higher education. The speech was given, Feb. 21 at the TSU Cluster quarterly meeting in the Brown-Daniel Library.

"If you like to solve problems, this is the place to work," he told the group in his opening remarks. "We are doing alright since our merger last July; we have a full-range of academic programs despite losing some students last fall. However, we are encouraged by the increase in new students this semester."

He told the audience that there are elements at the University not working to create a single institution. "We are working hard to build a single institution, but there are those who are not working for this oneness," he noted. "These people are doing damage to discredit the University." He admonished faculty members to work towards minimizing the harm being done by those individuals.

"The best thing that can happen to the University is for those people to leave, but they probably won't," he added. He said that by unifying those who are loyal to the purpose of the merger, the institution can drive this small element out. "We need to continue, unabated, the business of creating a single institution," he said.

Cluster (a group of business representatives from major corporations who support the University financially and provide jobs for graduates) was urged to continue assisting the expanded institution. The President reminded the representatives that "before the merger, Cluster was an important concept; we want it to continue after the merger."

Sidney Tarrant and Amos Crews, two engineering students who have developed an electric car, concluded the meeting with a discussion of their invention.



National Alliance of Business and Urban League consultants in one of their classroom sessions with School of Business students during the World of Work Conference held recently.

photo by Jce Zinn

Non-members Disrupt Senate

In her attempts to either continue deliberation or adjourn the March 20 meeting of the Faculty Senate, chairperson Dr. Audrey Lewis was shouted down by Rose Palermo, the attorney for faculty member Dr. Subodh Kumar, and Dr. Lewis Laska, Grievance Committee member.

Prior to the oral foray, Dr. Lewis had entertained a motion that the meeting be adjourned because the Senate had reached its time limit. She also noted

that Dr. Bernard Crowell had said there was some new evidence concerning the case before the Grievance Committee. Dean Isibor, who was at the meeting, requested to be heard by the committee. This request was denied by Dr. Lewis. However, Dr. Peter Jordan, a Faculty Senate Member, made a motion that the meeting continue so that the report from the Grievance Committee could be made. That motion was seconded by Dr.

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ACCENT'S SCHEDULE

ACCENT, the University publication, is published each Monday by the Bureau of Public Relations through the fall and spring semesters. Deadline for inclusion is 10:00 a.m. Monday for publication the following Monday. Editor Emeritus, Ann W. Bell; Editor, Mary M. Vowels



Alfred Sharpe, Director of Purchasing

Planning Ahead Is the Key

"It's like this," one fellow simply stated. "Fill out and mail your income tax and a purchase requisition at the same time." I guarantee that you will have received cashed and spent every last penny of your refund before your purchase requisition leaves the budget office."

This may seem like an exaggeration, but it is true according to Alfred Sharpe, director of university purchasing, because many people don't understand institutional buying.

"The key is an effective advance planning program. That's what it is all about," Sharpe commented.

Sharpe said the department is on a three month purchasing cycle, four times a year. This means that if a purchase requisition is submitted in July a person can expect to receive their material three months after it gets to purchasing.

"People should realize their needs and ask, 'What do I need to carry me for the next three months?'" Sharpe explained.

"Another problem is that, people like to wait to the last minute with their requisitions," he added.

Sharpe said he realizes that there are some exceptions and emergencies. But an emergency is not something that is simply forgotten and it shouldn't happen frequently.

"We don't like walk-throughs because

it is unfair to those who have followed procedures," he said. "An emergency is something that is unexpected or an act of God."

Sharpe also pointed out that if people do not understand or know the procedure for processing a purchase requisition, they should read the back of the form. There are 13 steps to follow on the back of the requisition, including how the form is to be typed, signatures needed for approval of the purchase and specifications needed on the requisition.

Specifications, according to Sharpe, are important because they determine if the item requires a bid or not.

"We use specifications to get the best merchandise at the best price," Sharpe stated. "We do not buy materials by brand name alone.

"People need to do a better job of writing down what they want rather than ordering by a particular brand name. We need full details and specifications before we can procure the merchandise, he added.

Not listing the specifications can and does delay the requisition and causes it to be returned to the original office.

"There is a purchasing library on hand so people can see and learn how to write specifications," he said.

Even though contracts do not directly affect his office, Sharpe advises that, like all requisitions, they must be signed by the president or a designee prior to temporary or permanent employment.

"Never put anyone to work without a contract signed and in hand," he advised. "And if you do, you are

liable--not the University."

"If office supplies need to be ordered, a transfer voucher may be used," Sharpe said, and it only take a short while.

"University stores stocks a number of articles or office materials and it only takes one day to get an order through," he recommended.

"We try to stock a lot of common items, so we will have those on hand if needed. But we are limited in space," he added.

Larger items require more time because they are handled differently. If they are under \$100, they can be negotiable and may not have to go out on bid. Items over \$100 must be bid on and depending on the specifications and price may demand additional time.

Sharpe assured this procedure is the only course to take in getting a requisition advanced.

"It is required by law that we handle all purchases this way," he said.

The budget office must receive one of the three copies of the order before it gets to purchasing to ratify the availability.

There are 450 budgetary units in the University and many have three or four accounts so the requisition may be held up at some point.

Although the process does take a maximum of three months to acquire the materials ordered, Sharpe says there are a few things requisitioners can do to help things operate smoother: Remember to read the instructions on the back of the requisition, write specifically what is being requisitioned, and plan ahead, that's the key.

If one still does not know the correct guideline to follow, Sharpe says ask your boss, he or she should know.

"And if your boss doesn't know, then call me," he said.

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BIRTHDAY SALUTE

Each month the Bureau of Public Relations will publish the birthdays of University personnel in ACCENT. If you want to salute your staff members and/or co-workers, please submit the names and birth dates to our office by the end of the month prior to the birthday month.

Protect Yourself from Crime

First of a two-part series

Making yourself less vulnerable to crime and eliminating opportunities for crime are two ways you can protect yourself, a representative of Operation Crime-fight International told members of the TSU community recently.

Millie Hawkins, a representative of the company which distributes and sells a Mace-like personal protection spray, said the three elements in crime are criminal intent, vulnerability and opportunity.

"Since you can't control the intent of the criminal or the craziness you run into on the street," Hawkins said, "you must pay attention to putting yourself into situations where you are less vulnerable to crime and where there is less opportunity for the criminal."

She suggested that, in home security against burglary and assault, solid wood core doors should be used wherever possible and that deadbolts at least one inch thick should be installed as well as peepholes which give a full 180-degree view of the outside without opening the door.

"Often you can protect yourself by being able to look outside without opening the door," Hawkins said. "And often criminals will leave when they discover a deadbolt in the door. But don't rely on those chain locks everyone thinks are so good because a child can open them or force the door once you open it."

Hawkins suggested that repair persons who come to your home unsolicited should be asked to show identification and tell you the name of their company. Then she suggested, while the caller waits outside and before you open the door, call the company and verify the person and the visit, looking up the phone number yourself to avoid being duped by a would-be criminal's confederate.

"When you're home alone you should

not open the door for anyone you don't know," she said. "You should call a fake name so that the person outside will either tip his or her hand by responding to it in order to gain entrance or think there is someone else in the house with you."

Hawkins also suggested that everyone should keep a record of their credit cards in a safe place so that reports can be made more quickly if they are lost or stolen or if their purse is snatched.

"You also should not flaunt money and be careful of conversations in public places, like grocery stores, where criminals could be listening and mark you as a person to rob," she said. "And by all means record the serial numbers of your expensive possessions like televisions and stereo equipment. If these items do not have serial numbers, then mark them with some permanent identifying mark."

Hawkins said very valuable pieces of property often cannot be claimed by the owners even if recovered because they cannot positively identify the items.

As to car security, Hawkins suggested always parking in well lit places and always locking the car, even if you will be absent only a short while.

"When you get back into the car, you should always check in the back seat area to see if someone is waiting there to rob, rape, or otherwise assault you," Hawkins said. "Don't pick up hitchhikers and don't hitchhike because if you do you're asking for trouble."

You should always have your keys in your hand before you approach your car, home or business because this saves you time in getting inside if trouble occurs and a key can be used as a slashing weapon in case of attack, Hawkins said.

When you are walking and see or hear

something or someone suspicious, walk in a different direction and toward people because there is strength in numbers and a would-be assailant is less likely to attack you when other people are around," she said. "When people stop their cars to ask directions, stand well back from the car window and talk to them there so they can't grab you and yank you into their car."

Hawkins' talk was sponsored by the Campus Security Office as a method of informing the campus community about crime and how it can be prevented.

NEXT: What to do if you are assaulted or attacked by a rapist.

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Multiphasic Screening

During the months of April and June, the Department of Public Health will sponsor multiphasic screening examinations, available to all State employees. Multiphasic screening is an important tool in detecting early health problems and preventing serious illness or disability. The program, which includes screening tests and physical examinations, will help in identifying certain abnormal conditions.

All employees, regardless of county assignment, must be willing to return for Employees screened previously, can be clinic locations and dates will be announced at a later date.

Interested persons should make their appointment beginning March 14, for the April and June quarter. If all times available are reserved, the remaining names will be placed on a waiting list. All appointments are made on a first call, first served basis.

May is reserved as Hypertension Month and a schedule of the screening clinic locations and dates will be announced at a later date.

Multiphasic screening is a function of the State Employee Health Service and is located at the Cordell Hull Building, Floor C-1, Room 135. For appointments call 741-7831.

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Nancy Hendrix. A role call vote was requested and after voting, which ended in a 9 to 9 tie, discussion continued until one senator changed his vote. Because the chairperson of the Grievance Committee had to leave, a vote was taken to allow the report to be presented, without any discussion, until the next meeting of the Faculty Senate.

It was unclear what happen at this point, since, in the final action Laska and Palermo began shouting that the administration was covering up the committee's report and both of them motioned to be recognized. Senate members then began milling around and the meeting appeared adjourned.

All of these activities were witnessed by a local newspaper reporter and it seemed that those persons who were disrupting the meeting were directing their attention to him.

The apprehension at the outset of the meeting came as a result of the presence of the reporter, since the evening newspaper had already published a story about the committee's report.

The news article stated that the committee recommended that the Dean of the School of Engineering, Dr. Edward I. Isibor, "may and could be dismissed."

The Grievance Committee was supposed to submit its report for the elected Faculty Senate to vote on its recommendation(s). Those recommendation(s) can either pass or fail on a vote with a quorum of members. Once this action is taken, the recommendation(s) are taken to the vice president of academic affairs, who then forwards his recommendation(s) to the president.

The Grievance Committee's recommendation have to say, even though Dr. Lewis some "new material." This new material cannot be a part of the report, which is purely a faculty concern. Those non-members failed to recognize this fact.

Also a comment came out of the meeting which alluded to TSU being an unjust "Black college" prior to merger. This statement, made by a faculty member, brought race into the report when at no time during the Grievance Committee's deliberation did race enter the discussions.

The disturbances at this Faculty Senate meeting leaves a question in the minds of many as to how the Senate can conduct its business in a more orderly fashion. Specifically, can the elected representatives of the faculty conduct their business without disruptive internal and external forces?

Upcoming Events

March 19.....	Grant Proposal Workshop
March 22.....	Secretarial Seminar
March 26-29.....	Social and Behavior
March 26.....	Scientists Conference
March 31-April 4.....	Master Class in Violin
April 7.....	Spring Recess
April 9-10.....	Dental Hygiene Open House
April 11-May 9.....	Research Day
April 12.....	Annual Student Art Exhibition
April 13-19.....	Big Blue Banquet of Champions
April 17.....	Founder's Week Observance
April 21-26.....	General Faculty Meeting
April 29-May 2.....	National Secretaries Week
May 3.....	Final Examinations
	Commencement

Engineering Workshop Scheduled March 27

The School of Engineering and Technology will sponsor a high school counselor and teacher workshop on Friday, March 28.

The workshop will be held at the Hyatt Regency Hotel, Suite 4, from 3:30 p.m. - 6:00 p.m. An informal reception will follow immediately after the workshop in the Davidson Room beginning at 6:00 p.m. The workshop is being sponsored under a grant from the General Electric Foundation.

The theme of the workshop is "Identifying the Prospective Engineer: The Role of High School Counselors and Teachers." It was designed to better inform high school counselors and teachers about their role in joining with University personnel to attract prospective students who have a strong desire and potential to pursue a career in engineering.

The goal of the School of Engineering

and Technology is to substantially increase the quality of students enrolling in its engineering programs and to introduce engineering education in layman terms for effective communication between high school personnel and students.

The visiting speakers for this occasion are: Mrs. Gloria Dailey, president of Metro Nashville Education Association, Charles Story, director, INROADS Nashville Incorporated, and Ms. Alice Spicer, president of the Humphreys' County Education Association.

Mrs. Dailey will speak on "The Role of Teachers and Counselors in Producing Students for the Engineering Profession. Story will discuss "Tennessee State University participation in the INROADS Nashville Project" and Ms. Spicer will speak on "Motivational Factors for Stimulating Student Interest in the Engineering Program."

News Briefs

"Heart Sounds - Review a n d Variation" will be offered March 28, 1980, on the Downtown Campus. Linda Goode and Mary Kornguth of the TSU School of Nursing faculty will be the instructors.

Fee for the seminar will be \$14.00 and will include instructional materials, continental breakfast, and parking. CEU's will be awarded for the program. All interested nursing or other medical personnel are welcome.

Reminder to faculty: Pre-registration continues until April 25th. Remind your advisees that it is too late to apply for financial aid for summer semester. For fall semester financial aid applications, the deadline is April 1 for new students and May 1 for previously enrolled students. Students on financial aid can pre-register. Also remind students that they must pick up their awards on the campus where they applied.

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