

## IN THE WORKS



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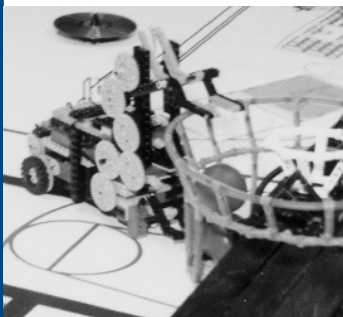
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## Father McDonald to serve in Father Jenkins' administration

By Dennis Brown

Rev. James E. McDonald, C.S.C., rector of Saint George's College in Santiago, Chile, has been appointed executive assistant to the president in the administration of Notre Dame's president-elect, Rev. John I. Jenkins, C.S.C.



McDonald

"Father Jim McDonald is a highly accomplished administrator and dedicated Holy Cross priest," Father Jenkins said. "He holds advanced degrees in theology, literature and law; is fluent in Spanish and French; was a very effective associate dean in our Law School; and has completed an extraordinarily successful tenure at head of one of Chile's most prominent schools. We are most fortunate to have him in our office, and I am grateful for his willingness to serve."

After completing his term as rector at the end of February, he

will assist in the transition in the President's Office. After taking a short sabbatical, he will begin in his new position in July.

Father McDonald was graduated from Notre Dame in 1979 with a bachelor's degree in the Program of Liberal Studies and in Spanish, and he began his preparation for the priesthood that same year. He was ordained in Notre Dame's Basilica of the Sacred Heart in April 1984, and a month later completed his master of divinity degree. After a year of teaching and hall ministry on campus, he entered Cambridge University in Great Britain (Magdalene College), completing a master's degree in Spanish and French literature in 1987.

Father McDonald assisted from 1987 to 1990 at Saint George's College with the first Holy Cross administration after the military intervention in 1973. He then returned to the United States and entered the Columbus School of Law at the Catholic University of America, earning his juris doctor degree in 1994.

As rector (headmaster) of Saint George's College, Father McDonald

oversees the administration of a private, coeducational school for 2,600 children between kindergarten and the senior year of high school. In his time as rector, the school has focused on major improvements in the academic and Campus Ministry programs, as well as a systematic reorganization of the physical plant. Saint George's College, sponsored by the Indiana Province of the Congregation of Holy Cross since 1943, is one of the distinguished private schools in Chile.

Father McDonald was formerly associate dean for administration of the Notre Dame Law School, managing the school's \$30-million-plus operating budget, including its student financial aid resources. He also supervised its admissions office and administrative personnel and assisted with University Relations and the Provost's Office in developing Notre Dame's presence throughout Latin America and the Caribbean. Fluent in French and Spanish, he has traveled extensively in recent years throughout Latin America with Notre Dame's current president, Rev. Edward A. Malloy, C.S.C., and other officers of the University.

Before joining the Law School, Father McDonald served from 1994 to 1997 as assistant provincial and provincial steward of the Indiana Province of the Congregation of Holy Cross.

Father McDonald is a native of the Hudson Valley region of New York.

## Parents, adults needed to help launch ethical rating system

### Informational sessions planned

By Gail Hichion Mancini

Darcia Narvaez would like parents to be able to select books, television shows and movies that help children learn how to get along with others. To do this, she's going to need some help.

Narvaez is looking for adult volunteers who will become part of a system that rates children's media on four content points: ethical focus, ethical sensitivity, ethical judgment and ethical action. The project is called "Good Media, Good Kids."

"There are rating systems, particularly for movies, that rate negatives: how much sex, bad language, how much violence," says Narvaez, associate professor of psychology. "We want ratings that are based on positive content."

Ethical content, Narvaez notes, is different either from the vast number of self-esteem-related books or more educationally focused books such as counting or word identification books. In emphasizing stories that teach children how to get along with others, the rating system also will differ from several whose prime concern is decency and sexual content.

Potential volunteers should contact Narvaez at her e-mail address, [narvaez.3@nd.edu](mailto:narvaez.3@nd.edu), or at her office phone, 631-7835. Potential members of the rating panel will

begin by attending an introductory session to make sure they understand the project. The sessions will take place from 7 to 9 p.m. Wednesday, Jan. 19 and Tuesday, Jan. 26 in the Robinson Community Learning Center. A two-hour evening training session will follow that teaches panelists how to recognize and report on moral content. The panel—at least 20 would make a good-sized rating group—will begin by reviewing picture books, then children's chapter books. Ratings for television shows and movies are planned for later.

Panelists will learn to recognize that the determination of the "Little Engine that Could" to deliver gifts to

children on the other side of the mountain represents ethical focus. From ethical action (solving problems peacefully with perseverance and courage) to ethical sensitivity (considering others' perspectives and controlling one's biases) to ethical judgment (making good decisions, identifying laws and codes of ethics), Narvaez insists that media have the potential to help children negotiate life's challenges.

A Web site is being designed, and panelists' responses will be posted on a database that allows parents to search for media that emphasize each or all of the four ethical characteristics. The site will allow input such as parents' book and movie reviews.

Rating ethical content in children's media is one of three objectives of the newly formed Center for Ethical Education and Democracy, which Narvaez directs. F. Clark Power, a concurrent professor of psychology and Liberal Studies, is associate director. Their other aims involve developing ethical expertise in school children and supporting character development in the context of sport.

***"There are rating systems, particularly for movies, that rate negatives: how much sex, bad language, how much violence. We want ratings that are based on positive content."***

**Darcia Narvaez, associate professor of psychology**



## Q: A giant Number 1 is lighted on top of the Grace Hall roof. What is that for and who takes care of it?

**A:** The Number 1 celebrates the top national ranking of an athletic team, and it's been shining brightly since early December to acknowledge that our women's soccer team won the 2004 national championship. It will stay lighted as long as the women retain the top ranking, which could continue past the preseason rankings and into next year's soccer season. There's only room for one Number 1 on the roof. So that Number 1 glow also celebrates Notre

Dame's first-place standing in the U.S. Sports Academy Division I Directors' Cup all-sports fall competition. Formerly known as the Sears Directors' Cup. The lighted figure has been standing for as long as John Heisler, director of sports information, can remember. It once was made of wood, which could not survive the elements. Facilities maintenance project coordinator John Kuczanski worked on a new design with members of Forsey Construction, a University partner on maintenance projects who forged the new "1" in the University's carpenter shop. The new version can be raised or laid flat on the roof as needed. Facilities Management and Sports Information collaborate to make sure the light shines when appropriate.

**Answer contributed by Gary Shumaker, director of facilities operations, and John Heisler**



The Q team, carpenters Jeff Hojnacki, from left, and Tim Meers of Forsey Construction, and John Kuczanski, project coordinator in facilities operation, anchor the Number 1 in place in December, after the women's soccer team snagged the national championship. *Photo by Bryce Richter*

## Cunningham leaves a legacy for students and alumni

**By Kelly Roberts**

Each fall, about the time the Notre Dame band reassembles and takes its first lap around campus, Sue Cunningham began to get a parade of her own.

Students who had spent their summers engaged in the Center for Social Concerns' Summer Service Project (SSP) landed at Cunningham's office door to recount the trials of a summer spent trying to make the world a better place.

As she had for 19 years, Cunningham, the program's director, listened intently, compared the stories to similar trials in years gone by, offered guidance on writing papers about the students' adventures, and chortled at just about everything else.

Cunningham retired in December, having grown SSP from about 50 students in 1985 to almost 200 in 2004. Of 3,100 students who have been through the program, Cunningham worked with 2,833 of them.

Although she didn't start the SSP, her name is synonymous with it, having forged its academic component. She spearheaded the effort to ensure that students receive three credits for their SSP project and that the experience has a meaningful academic element.

And while she can't take credit for starting the service programs at alumni clubs around the country, her ebullience and indefatigable promotion has played a significant role in nurturing SSP as a major initiative in at least 115 alumni clubs.

"I cannot begin to explain the profound impact Sue has had on the center," said Rev. Bill Lies, C.S.C., executive director of the Center for Social Concerns. "Through her dedication and passion, she has helped us to deepen our commitment to service and learning, not only on campus, but throughout the country."

The Summer Service Project was started in 1980 as an "experiential learning program" meant to encourage Notre Dame students to assist those in need while learning about the Catholic Church's response to social problems. The learning would come as students developed a deeper, more nuanced understanding of social problem through service to such organizations as the Boys & Girls Club, Catholic Charities agencies or local homeless shelters.

The SSP was established by the center's former executive director, Rev. Don McNeill, C.S.C.; Dick Conklin, retired assistant vice president of information service, and University Trustee Kathleen Andrews in the name of her deceased husband, Jim. Funding from Andrews, who continues to be active in the program, and Jim Andrews' business partner, John McMeel, created an endowment to help alumni clubs pay scholarships to students. Local alumni clubs also contribute funds to help underwrite the student service stipend.

The program was innovative from the start.

"No one was doing anything like this," explains Cunningham. "There were service trips that students organized, but no institution was actively promoting an intensive eight-week program that relied so heavily on alumni support." In the first year, five students participated. By 2004, 191 students participated and every student received a \$2,000 tuition scholarship.

Alumni support distinguishes the program from similar efforts at other universities. Clubs assure free room and board for each student and work closely

with local community organizations on student placements. Most clubs also provide continuing support to the agency after the student has left.

"Sue has seen the value of having alumni play a key role in the program and has nurtured those relationships," says Chuck Lennon, director of the Notre Dame Alumni Association. "Because of the alumni component, the students come to see that they are part of a 'Notre Dame family.'"

Cunningham says her greatest satisfaction has been to see former students become the support system for a new generation.

Andrea Smith Shappell, director of Senior Transitions at the center, will take over for Cunningham. Shappell has been with the center since its inception and directed SSP before Cunningham. "I know this program will continue to prosper," says Cunningham. "It has to—because I'll be watching."



Sue Cunningham, left, and her student assistant, Katie Chenoweth, coordinate student placements at the 140 service agencies that participate in the Summer Service Program. *Photo by Kelly Roberts*

## Special sign-up planned for long-term care insurance Information sessions scheduled

**By Gail Hinchion Mancini**

The Office of Human Resources benefits division will focus on long-term care insurance (LTC) during February as the University's LTC provider, Aetna, launches a one-month open enrollment period. Six informational sessions are scheduled to describe the Aetna LTC plan.

Employees who sign up for the benefit during February will be guaranteed acceptance, meaning they will not have to prove good health to enroll, according to Michelle Piper, assistant director of benefits. Family members, including parents and in-laws, of active full-and part-time employees also may apply for the LTC benefit, but will need to provide health-related information and be approved to enroll. A 10 percent discount will be provided to a second policy if an employee and spouse sign up at the same time. Spouses are required to complete a short questionnaire to apply for coverage.

Nationally, LTC coverage has achieved only nominal popularity, and only about 300 Notre Dame employees currently are enrolled in the benefit. Yet it is considered by both insurance specialists and the federal government as providing coverage for one of the least understood threats to financial security in retirement: the debilitating cost of long-term care.

Long-term care covers some nursing home costs and the cost of in-home care for individuals of any age whose physical and/or mental dementia problems prevent them from taking care of such day-to-day tasks as bathing, eating, toileting or dressing. Surveys indicate that American workers incorrectly assume that those costs are covered by health insurance, disability insurance or Medicare. When not covered by insurance, long-term care needs can quickly wipe out a family's life savings and assets.

Since LTC benefits are used most often by the aged, most people consider them an investment to be made just prior to retirement. Yet those who sign up while young face manageably small premiums and pay substantially less over the life of the policy than those who wait until retirement.

LTC insurance policies, including Aetna's, provide a complex variety of options, maximum payouts, cost-of-living protection and premium payments, and homework and price comparison are encouraged.

Group presentations will take place on Tuesday and Wednesday, Feb. 8 and 9, at 8 a.m. in the Notre Dame Room of LaFortune Hall, and at 1:30 and 3:15 p.m. in 234 Grace Hall. In addition to the presentations, attendees will be provided a detailed summary of the benefit offering and given the opportunity to ask questions of the enroller. Those who want a head start on their research can call Aetna at 1-800-537-8521 or visit the Notre Dame LTC Web site at <http://www.aetna.com/group/notredame>. Notre Dame's policy details and a premium calculator can be found online.

## Celebrations to honor King, Black History Month

Members of the faculty and staff are welcome to join the Martin Luther King Jr. Celebration town hall meeting at 8 p.m. Tuesday, Jan. 18 in the Coleman-Morse Lounge.

The event is sponsored by Multicultural Student Programs and Services (MSPS) and provides an open forum on issues that affect climate and diversity on campus.

Other upcoming MSPS events, as Black History Month approaches, include:

MSPS Inter-race Forum at 5:30 p.m. Wednesday, Feb. 2 in the Coleman-Morse Lounge. The forum establishes a setting for students and staff to eat and enjoy a panel discussion.

Members of Wabruda, a University brotherhood among African-Americans dedicated to intellectual elevation, communal interaction and faith in God, will join peers at Indiana University South Bend Friday and Saturday, Feb. 4 and 5, for the ND & IUSB Black Men's Think Tank session "Reconnecting to our Roots." There is no charge for the event, which takes place in the IUSB Student Activities Center from 6 to 9 p.m. on Feb. 4 and 9 a.m. to 3 p.m. on Feb. 5.

# NDWorks

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# Gutiérrez steps down as vice president

By ND Works staff writer

J. Roberto Gutiérrez has stepped down as vice president of public affairs and communication, effective Jan. 19.

Gutiérrez came to Notre Dame in 2002. During his tenure he opened Notre Dame Downtown, founded ND Works and shepherded the University's graphic design shop toward a marketing communications model that includes a Web design component. In 2003, in cooperation with Business Operations, Gutiérrez's division commissioned the University's first comprehensive economic impact report.

"He has served the office and the University faithfully and with great professional acumen," say University President Rev. Edward A. Malloy, C.S.C. "I have found that Roberto is a man of integrity, loyalty and commitment to the task at hand.

Gutiérrez's staff says he will be remembered in the community for his work in improving relations with and revitalizing the Northeast Neighborhood and for orchestrating a successful grassroots neighborhood communication campaign to reroute Juniper Road.

Before coming to Notre Dame, the San Antonio native was a telecommunications executive whose productions broke ground in Catholic evangelical programming for Latino audiences. He cofounded the Hispanic Telecommunications Network (HTN) in 1982. The organization produces the award-winning weekly television series, "Nuestra Familia," the only national Catholic evangelization series televised for the nation's Latino community.

Gutiérrez became HTN president and CEO in 1985. In his role as executive producer of all HTN productions, he created and produced 1,200 episodes of "Nuestra Familia" as well as other award-winning projects and feature-length documentaries, seen on the UNIVISION, Galavisión, PBS and ABC networks. He has served as a media consultant to Catholic congregations and organizations such as Maryknoll, Daughters of St. Paul and Missionary Oblates, among others.

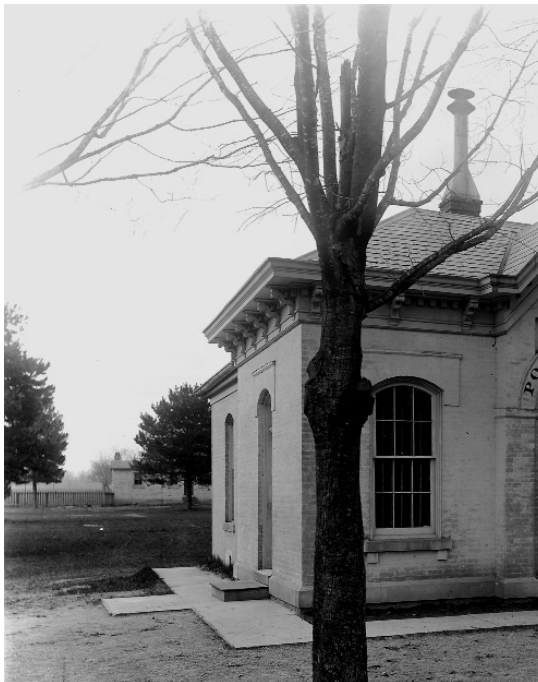
Gutiérrez has served in a number of leadership positions with Catholic organizations, including the U.S. Conference of Catholic Bishops' Communications Committee; the Hispanic Catholic Communications Conference; CTG, the Catholic advocacy group to the Faith & Values Channel; the Association of Catholic Television and Radio Syndicators; and the Catholic

Academy of Communication's Professionals. He also served as vice president of the National Interfaith Cable Coalition Member Council and was the 1997 recipient of the Everett C. Parker Award in Telecommunications from the United Church of Christ.

He was graduated from St. Mary's University in San Antonio in 1980 with a bachelor's degree in English Communication Arts. He received an honorary doctorate from Notre Dame in 1999.

The Board of Trustees established the Office of Public Affairs and Communication in 2001. The vice president of public affairs and communication has chief responsibility for advancing the public interests, accomplishments and images of the University by overseeing its internal and external communications. The Office of News and Information, Notre Dame Magazine, marketing, electronic communications, and governmental and

community relations are under the vice president's supervision.



Gutierrez

## Edwards to direct research office

By Bill Gilroy

Michael T. Edwards, Notre Dame director of technology transfer in the Graduate School, steps in on Jan. 28 as assistant vice president and director of the school's Office of Research.

Edwards succeeds Howard Hanson, who is retiring after serving in the Office of Research for 15 years, the last five as assistant vice president and director. The Office of Research helps faculty members obtain and manage the funding they need to support their research and scholarship.

"The doubling of sponsored research at Notre Dame over the last few years requires us to provide new levels of administrative support and service to faculty and students at the University," says Jeffrey Kantor, vice president for graduate studies and research. "I'm looking forward to working with Mike to meet this challenge."

"I'm privileged to have this opportunity," Edwards said. "Howard Hanson, with the support of Jeff Kantor and the leadership of the Graduate School, has created a culture of outstanding support to the faculty. With the assistance of the superb staff in the Office of Research, I intend to maintain that culture and continually seek ways to improve it."

Edwards came to Notre Dame in 1986 as an assistant professor of military science. He returned in 1997 as a professor and chair of the Army ROTC program and was named director of technology transfer in 2000.

## Research projects on race broaden focus

By Susan Guibert

Almost 40 years have passed since the civil rights movement shook the foundation of this country, and the American consciousness is still engaged with questions of race, ethnic identities and social protest.

Notre Dame's Workshop on Riots and Protest, launched in 2000 by Department of Sociology Chair Dan Myers and currently run by Rory McVeigh, assistant professor of sociology, is a research project that allows undergraduate students to intensely examine those issues.

Based on a vast archival collection of documents on racial attitudes and the race riots of the late 1960s and early '70s, the original thrust of the research was race and urban rioting that occurred in response to racial injustice. Serving as a launching pad for students as they explore new aspects of race activism, the project now undertakes a broad range of research on protests involving race or ethnicity, says McVeigh.

Explaining variation in anti-busing protests—why some cities protested and others didn't; or examining race, party affiliation and protest propensity among pro-choice/pro-life adherents—are two examples of current student research directions.

"These emerging areas of study hold considerable promise for generating new insight into social protest," says McVeigh. "Our goal is to have all the students present their papers at a conference, and several could be published in regular sociological journals."

Junior Marques Bolden is a preprofessional major with plans to attend medical school and become a physician. His research project focuses on the role racial poverty and political repression played in the emergence of the

Black Panther Party in local communities.

"I've always been interested in issues that have affected African-Americans. In my lifetime, I've seen the degradation of the black community, and the growing disparity between the affluent and the poor in America," Bolden explains.

"I chose to study the Black Panthers because their movement represented an attempt to change the problems affecting African-American poor. They were able to do something which has so far never again been successfully accomplished: Mobilize the African-American poor across the nation into a nationally recognized political force."

In recent years, McVeigh says social scientists have begun studying a new set of questions and issues related to social movement activism, which means that the students currently involved in this phase of the project will be uniquely situated to make original contributions to newly emerging areas of study.



McVeigh

Sophomore Amanda McBride is having her first undergraduate research experience. She is exploring individual differences among protest participants by considering the individuals' propensity to volunteer and the racial and ethnic heterogeneity of their surrounding culture. The research project attracted her in two ways.

"The breadth of subtopics—the possibilities are endless," she says. "Number two, in a diversifying and volatile world 'race, ethnicity, activism and protest' are pertinent topics of discussion."

McBride praises McVeigh for establishing a classroom setting similar to a graduate course, in which students work closely with one another and, in some ways, become teachers to one another. An ongoing goal of undergraduate research projects is to encourage students to consider a life a scholarship and research. That is happening with McBride.

"I've given more serious thought to graduate school," she says. "It took this experience in sociology to show me what graduate school entails."

# Breaking in the new

## Tradition of service still chief's motto as Security moves to new headquarters

By Gail Hinchion Mancini

One of Rex Rakow's favorite rooms in the new security/post office building has no relation to law enforcement.

"I'm excited the building has a general classroom," says Rakow, the long-time director of Notre Dame Security/Police (NDSP). "I like students, faculty and staff to have a reason to come to our facility and see us when they're not experiencing a problem."

Rakow celebrated his 25th anniversary at Notre Dame late last year, a period defined by a move from "the best office on campus" (a hop from the golf course and overlooking the lake) to possibly the best university police facility around. Since being named director in 1985, Rakow has focused the department's efforts on service. While members of the force occasionally use handcuffs and their powers of arrest, they are more likely to wield jumper cables or a lock jock (a device that opens locked cars).

Working with other police agencies is important to the force. Thus, Notre Dame officers provided traffic assistance for hours in mid-December when a private plane made an emergency landing on Indiana 993. Headquarters include a dedicated office for state, city, county, state police and members of federal law enforcement such as the FBI and Secret Service.

The darkest episodes in Rakow's tenure illustrate the importance of these relationships. One was the fatal crash in 1992 of the women's swim team bus on the Toll Road just outside of town. The other was the disappearance of freshman Chad Sharon in late 2002. For the latter, members of all local law enforcement agencies kept up the search and investigation until Sharon's body was discovered two months later.

To Rakow's surprise and delight, the University is experiencing a period in which students will contact security merely as a precaution, because something "doesn't look right," he says. To his occasional dismay, today's students sometimes first call their parents when something's wrong. The parents then report the crimes from their homes in any number of far-flung states.

"Every student out there seems to have a cell phone. They're in touch with their families on a daily basis," Rakow says. "The parents call us and give us their child's cell phone number." When students run into trouble off campus, they use their cell phones and call NDSP. "We're flattered they think of us first, but we have to tell them to contact the agency that has jurisdiction," he says.

Rakow's law enforcement career has been defined by service to higher education, beginning as a cadet police officer at Indiana University in the early 1970s. He became director of the Albion College student-staffed security force in 1977 and joined the Notre Dame department in 1979 as assistant director.

When he started at Notre Dame, there were about 50 employees, most who served as monitors in men's and women's residence halls. The new headquarters accommodates a staff of about 100 members, 26 who are sworn police officers. On the "street," they use such equipment as an all-terrain vehicle for patrolling the lakes in winter. "The bicycle patrol has been huge for us," he says. "They're the fastest to get to a call location. They beat the squad cars every time."

The department is guided by a strategic plan that could be as thick as the city phone directory but isn't, with four core values—respect, integrity, service and excellence. Rakow thinks shorter would be even better.

"Our motto is 'A Tradition of Service' and we deliver this by keeping faith to our core values," he says. "We have a tremendously talented and caring staff that is dedicated to this campus community and all that it has to offer. NDSP officers make the difference for many people every single day of the year."



Before sunrise on Jan. 3, Steve Smorin and Karen Bauer, in background, of the Mail Distribution Center, load mail boxes into the back of a van for delivery to campus locations, which were due Dec. 31. Photo by Lou Sabo

## In rain, sleet and snow, they process our mail

By Meghanne Downes

Approximately 12,000 pieces of mail pass through their hands as they pick up and deliver mail at 160 different mail stops two times a day. However, these couriers do not work for the U.S. Postal Service.

Just a couple hundred yards from the new post office in Hammes Mowbray Hall stands Notre Dame's Mail Distribution Center. Here, the staff serves as the go-between for campus mail and for mail between the post office and campus locations.

Carol Denney, manager of the Mail Distribution Center, and her team of six full-time staff work with about a half-dozen student employees to deliver and pickup both campus and post office mail twice a day. They meter all outgoing postal mail before turning it over to the new post office. The cycle of pickup, sort, process and delivery is constant.

Communication is essential to handling the University's voluminous paper correspondence, as is "an excellent team effort, coordination, and cooperation," Denney says.

The center's staff is recovering from the Christmas mail rush and the crush of correspondences they returned to Jan. 3, including undergraduate admissions applications. Denney says that there never really is an "off" time or down moment. While there are peak times—any holiday, application deadline, admissions notification, commencement, monthly bills or alumni function—these periods occur so frequently that her staff is always prepared for a mail rush. (When ND Works started a year ago, the staff added the newspaper's distribution to their already busy schedule.)

Notre Dame began centralizing its mail services in 1989 and in the past 15 years the department has expanded to undertake nearly the entire University's mail services. Denney says her department prides itself on providing prompt service and ensuring the Notre Dame community that its mail will be turned over to the postal system the same day it enters the office out box.

Moving the Notre Dame U.S. Post Office has not affected the distribution center's operation, but Denney says its proximity to the Mail Distribution Center will make pick ups and deliveries easier for her staff. Not all universities have the convenience of an on-campus postal service, and Denney believes the partnership ensures prompt service.

"Working this closely with the post office affords us the opportunity to coordinate efforts between University departments and the post office on many levels and issues,



In opening day activities, left, Director of Security Rex Rakow hoists the first flag on the pole in front of his department's new headquarters. In the new post office, Linda Taylor, left, and Cindy Huff greet customer Terry Kelly. Huff, who has worked at the Notre Dame station for 23 years, helped Taylor distribute 706 box keys. Photo by Bryce Richter

## building



Distribution Center unpack a Christmas break's backlog of mail including undergraduate admissions

Denney says. "In turn the post office has the opportunity to know our customers needs and how the University operates on a very up-close level."

She adds that just like the actual U.S. Postal Service, her department serves in all weather. A cycle of rain, freezing rain and snow means Denney's office is flooded with phone calls about courier delays.

The staff has its way of adjusting to various challenges. Knowing, for example, that the return from break means a landslide of mail, the staff schedules its Christmas party for lunch the afternoon after the backlog is cleared.



From left, Karen Bauer, Tina Schaal and Steve Smorin sort the first round of backlogged mail that arrived in the first hours following Christmas break. They worked quickly to make way for a second load, which was to show up mid-morning. Photo by Lou Sabo

## FROM THE ARCHIVES



The University's post office in 1900. Photo provided by Charles Lamb, University Archives

# 1851 addition of post office is a classic Sorin tale

## New post office is ND's fifth

By Dennis Brown

Anyone familiar with Notre Dame's history knows that the University's founder, Rev. Edward F. Sorin, C.S.C., was a forceful, even blunt, leader who let nothing stand in the way of his vision for the institution. He was "one of those people who assume that they should be in charge and proceed accordingly," wrote Rev. James T. Connelly, C.S.C., editor of "The Chronicles of Notre Dame du Lac."

Among the early projects on which Father Sorin took charge was the petition for a U.S. post office on the University's grounds—with him, of course, as postmaster.

Beyond the convenience factor, Father Sorin understood the benefits of having a federal facility on the campus, including the opportunity to generate revenue, the inclusion of Notre Dame on all official government maps, and the assurance that roads leading to the campus would be better maintained.

Father Sorin also saw a chance to improve morale and spread the name of his fledgling school. "The sight of the mail coach sweeping up to the door each day," he said, "will add dignity and attract attention to the University."

Given Notre Dame's proximity to South Bend, U.S. postal officials said there was no need for a separate office on campus and rejected Father

Sorin's request in early 1850. Accustomed to getting his way, the French priest then turned to Henry Clay, the well-known and respected U.S. Senator from Kentucky, for assistance. How or why Father Sorin and Clay knew each other is a mystery, but the extra clout proved effective, and a post office was officially established at Notre Dame on Jan. 6, 1851. Father Sorin was appointed postmaster, a position he held until his death in 1893.

The post office was a modest operation in its first year of existence. There was no separate building and postal receipts amounted to just \$36.02, according to an article published by the Northern Indiana Philatelic Society. Business gradually grew, however, and the University's first post office building—a small, brick structure—was constructed in 1856 on the east side of Notre Dame Avenue near the current site of the Law School.

The University's second post office building, twice the size of the first, was constructed of yellow brick

on the same site in 1914. It was in service for 20 years, during which time more than 200,000 pounds of published material alone were processed annually, a postal business equal to a city of 12,000 people.

The third postal facility again doubled the size of the previous building when it was opened Nov. 16, 1934, on a site just south of Walsh Hall adjacent to the present-day Coleman-Morse building. Designed to blend with other campus architecture, the building now serves as home to the Notre Dame chapter of the Knights of Columbus.

From 1967 to the present, the University's postal services have been operated in a 4,973-square-foot building on Notre Dame Avenue, just south of where the first two post office facilities stood, a location more accessible to the general public.

The new building on Holy Cross Drive is about the same size as the previous facility, but has numerous conveniences, such as a 24-hour lobby, and is even more accessible to the greater community, including 12 parking spaces.

All that's missing is a designated space for the horse-drawn coach to come "sweeping up to the door each day."

## Career fair planning team readies for year's chief event

There were no slow starts for members of the Career Center returning from Christmas break. Fourteen of the 20 staff members already were deeply engrossed in the logistics of organizing the annual Winter Career and Internship Fair, to take place in various campus venues Jan. 25 and 26.

The challenge: to bring representatives from more than 141 companies together with Notre Dame students for two days of meet-and-greets and job interviews. The employers are scouting for candidates to fill more than 250 specific full-time jobs and internships.

For earnest students, the career fair culminates a period that includes sessions on reviewing job applications, preparing resumes and communicating well during interviews. For visiting employers, the fair culminates a series of personalized contacts by the Career Center staff members. (Note to those who seeking a profession in career placement: it involves a lot of relationship building.)

The logistics of the winter fair are overwhelming. Tricia Ford-Langman and Robyn Karkiewicz are in charge table arrangements, and they will smooth the delivery of employer materials. Allison Keller will organize a breakfast and Terri Prister will assign interview rooms. The communications tools created and disseminated by Jeanie Martz, Rose Kopec, Paul Reynolds, Bridig Kibbe and Allison Keller are numerous: registration forms, Web site updates, e-mail announcements, employer profile guides, posters, flyers and student newspaper ads.

No one can pinpoint how many hours they'll contribute between Jan. 24 and 26 or how much sleep they'll get. "I think we work in our sleep," explains recruiting manager Kathy Beaton.

In the first planning meeting of January, the team learned they already had attracted more companies than last year's total participation, and companies still were signing up to attend. Team Leader Anita Rees credits the staff's diligent work. Reynolds, whose 26 years experience provides well-informed perspective, adds, "The job market is better. It's been improving a little bit each year over the last few years."

How do they know their work is a success? Large measures and small tell the tale: Last year, 2,000 students attended. They walked away with internships and full-time jobs with such gems as MTV, the National Football League, the U.S. Department of Justice, the Smithsonian Institution and Hewlett-Packard Company.

## An update from our in-house tax specialist

This time of year, it's always good to check in with Rick Klee, tax director in the controller's office. 2005 isn't bringing too many changes. But tax laws grow more complicated all the time. He offers some suggestions and reminders:

- Expect your 2004 W-2 Wage and Tax statement at the end of the month. The University traditionally mails them late in January.

- If you've moved during 2004 and have not listed your new home address with Human Resources (HR), your W-2 will be mailed to your old address. This may delay your ability to file your return and receive your refund. Make sure HR has your current address.

- The federally approved rate for business-related car mileage is up from 37.5 cents per mile in 2004 to 40.5 cents per mile in 2005.

- If you incur a business expense on Notre Dame's behalf, file your Travel and Expense reimbursement report right away so you don't forget. If you procrastinate and file more than 120 days after the expense was incurred, the government considers the reimbursement taxable income instead of a business reimbursement.

- Accounts Payable has resumed collecting Social Security numbers for outside contractors and federal identification account numbers for vendors. Requests for payment will be returned to the department if they do not have this important information on the Check Requisition or IPS form.

- If you happen to be a supervisor who occasionally provides cash bonuses or gift certificates as incentive or merit rewards, or if you've won a cash prize, be aware that these windfalls represent taxable income. Klee's office will help

supervisors through the process that reports the gift to an employee as income. The University can take out Social Security (FICA) tax, but paying federal or state income tax on these gifts is the employees' responsibility. If all that sounds like a lot of trouble, Klee notes that gift items of tangible property valued at \$75 or less, like a sweatshirt, books or a food basket, are not taxable income.

- If you take a business flight for which you are issued an e-ticket, the IRS wants a few other pieces of information to document it as a business expense. Two of the following three proofs are needed: a credit card statement verifying the purchase, a passenger receipt issued by the airline during check-in or a flight itinerary.

- If you plan to employ one of our many new international students in your department, they will need to apply for a Social Security number. In doing so, they will be asked to verify their campus employment by producing a verification letter from their boss and the Immigration Services office.

## Ghosts and drag racers populate student films

Don't think the 16th annual Student Film Festival is just for college students. The event promises to provide some unusual opportunities for area residents to see their hometown in a new light.

Who knew, for example, that a group of local residents regularly goes ghost hunting, as happens in "Soul Searching At Millark Mill"? Directed by Todd Boruff, who graduated in 2004, and senior John-Michael Kirkconnell, the story documents the work of the South Bend Chapter of the Indiana Ghost Trackers.

You may be aware that Mishawaka's McKinley Avenue is regularly beset by cruisers and drag

racers. The motivation of these young men is explained in "Piston Envy." Senior Monika Mehlmann and 2004 graduate Bailey Ertel provide a clever look under the hood of male bonding.

John Kennedy, the lead singer and player in the popular local Irish group Kennedy's Kitchen, would be out of place on McKinley Avenue. His struggling artist story is told in "joHn in 6/8 time" by graduate student Laura Giannuzzi and 2004 graduate Elspeth Johnson.

Film instructor and festival faculty sponsor Ted Mandell has challenged the students to engage themselves in the local community as a means of understanding more about the setting where they've spent several years. In the past, his encouragement has yielded such stories as "Time & Temperature" (2000) a droll look at feuding real estate agents in Osceola.

Community settings are not required, and students sometimes don't wander far to find their topics. Of note, Mandell says, is "Train Wreck: The Making of a Student Film." Senior Justin Rigby and 2004 graduate Ryan Steele set out to film the trials and tribulations of another student film project. Unexpectedly encountering a film project that had no problems, they ended up with a train wreck of a film themselves, and saved it by documenting their own troubles.

The festival includes 17 documentary and fictional pieces lasting about 10 minutes each. It runs from Thursday, Jan. 20, through Wednesday, Jan. 26, with screenings each night at 7 and 10 in the Browning Family Cinema of the DeBartolo Center for the Performing Arts. (There will be no screenings on Sunday.) Tickets are \$5 for Notre Dame faculty and staff. Tickets have been on sale since Jan. 10, so availability may be limited. The festival usually sells out.

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## WHAT THEY WERE DOING

The Santa suits have been packed away, but the children of St. Margaret's House surely have not forgotten the good times of the annual Facilities Operations Christmas gala in Stepan Center Dec. 11. Below left, Mike Standiford of the maintenance department and wearing elf ears, and his brother, Clifford Standiford, who does not work at Notre Dame, make balloon hats.



The annual event relies on lots of outside help and non-employee volunteers. Face painting and card making is organized here by Kari Farrell of WAOR, a party sponsor, and SueBeeth Laskowski from Rose Exterminators. Rod Abbott is Santa. **Photos by Rebecca Varga**

## SHORT TAKES

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### If inmate calls, just hang up

A senior accounting assistant in the Office of Information Technologies (OIT) isn't usually the one to sound the alert about crime, but Judy Rossow rose to the occasion last month.

She sent out a campus warning that faculty and staff should not accept collect calls. There was a bit of fraud going on, she says.

Inmates of the St. Joseph County

Jail were placing collect calls to Notre Dame. By taking advantage of the kindness of those who answered, they eventually were transferred to off-campus numbers. The person they wanted to speak with avoided the fee for the collect call, \$4.75, and Notre Dame got stuck with the bill.

Rossow's advice is to hang up on collect calls, unless you know the person who is calling.

For the six years that she's been at Notre Dame, Rossow's job has been to pay the bills for the phone service. That's how she knows there were 68 collect calls through the fall.

"Sometimes in a big organization like Notre Dame, you wonder, 'Am I



Rossow

doing that much good?' But if I can help stop this sort of fraud, that's good," Rossow said.

She asks anyone who gets an unwanted collect call to let her know: 631-9315 or [rossow.3@nd.edu](mailto:rossow.3@nd.edu).

## FYI

### Roger Clemens to kick off Irish baseball season

He bats right, throws right, and hopefully famed Houston Astros pitcher Roger Clemens spins a good story, as he is the keynote speaker at the baseball team's fourth annual opening night dinner Thursday, Feb. 10, in the Joyce Center.

He will be joined at the podium by Astros teammate Brad Lidge, a former Notre Dame standout and a top-rated relief pitcher. Tickets are \$30; less for senior citizens and students. Early ticket sales were extremely brisk, so availability is not guaranteed. The ticket office at 631-7356 has more information, as does the athletic department's Web site, <http://und.collegesports.com/>.

### Snite rolls out welcome mat for new shows

Craving a bit of color in your winter landscape? The Snite Museum will host a reception and some illuminating lectures from 2 to 4 p.m. Sunday, Jan. 23, for three new art exhibitions.

On view in O'Shaughnessy Galleries II and III through March 6 will be "Haitian Vodou Arts," featuring 20 banners that combine colorful beadwork and sequins to depict Vodou deities and their symbols. Also featured will be a rare Rara chasuble, a vestment worn by a musical band leader, as well as a painted offering-gourd and musical instruments.

This will be the first comprehensive exhibition of Vodou arts on campus.

"Art from the Inside: Drawings (Paños) by Chicano Prisoners" will continue through Feb. 27 in

O'Shaughnessy Galleries West. Featured will be about 120 drawings on cotton handkerchiefs by Chicano prisoners in a penitentiary in San Antonio, Texas. Curator Douglas Bradley will lecture at 3 p.m. on this show as well as the Haitian show.

"You're Not from Around Here: Photographs of East Tennessee by Mike Smith" will be on display through March 13 in the Mestrovic Studio Gallery. The exhibit features 40 large color prints as well as panoramic landscapes. Smith will lecture at 2 p.m.

### Executive education to offer programs

Two nondegree development opportunities are being offered by the Executive Education program of the Mendoza College of Business, and at a discount. The programs begin in March.

The Certificate in Executive Management program is for managers, department heads and directors desiring a foundation or refresher in core business management topics. It meets weekly on Monday evenings for 10 weeks in the spring and 10 weeks in the fall and starts on March 7, 2005.

The Supervisory Development program is a two-day program for supervisors, managers, and team leaders looking for practical skills in dealing with day-to-day management challenges. It will be offered Tuesday and Wednesday, March 8 and 9, and again Nov. 8 and 9.

There are no prerequisites for either program. Employees of Notre Dame receive a 20 percent discount on the fees for these programs. Information is available from Chris Cushman at 631-4099 or [cushman.1@nd.edu](mailto:cushman.1@nd.edu).

### Get the skinny on cholesterol, blood pressure

If your New Year's resolution is to manage your health, stop in for a free cholesterol blood test Thursday, Jan. 27, from 7:30 to 10 a.m. in 234 Grace Hall. Be sure to fast for 12 hours before the test. South Bend Medical Foundation will conduct the tests.

Blood pressure and body fat screenings will be conducted Wednesday, Feb. 2 from 11:30 a.m. to 1 p.m. on the second floor, Old Security Building. ProHealth will conduct the tests.

### Tone up, have fun

Cabin fever setting in? There's nothing like a fitness class to get you moving. Registration is in full swing at RecSports in the Rolfs Sports Recreation Center, and classes range from cardioboxing to flex 'n tone. The classes are open to staff, faculty, retired staff and their families, as well as students.

RecSports has added tennis, Individual Latin Dance and Excellence in Swimming to its roster of adult courses. Registration for dance is under way, and registration for tennis and swimming starts Jan. 19. For children, try Yoga Kids on Saturdays, starting Jan. 29. (Registration starts Jan. 24.) Registration for kids swimming lessons is in progress, classes begin Jan. 22.

Class schedules as well as hours for family swimming and family recreation are listed at <http://recsports.nd.edu>. Or call 631-6100.

For those who enjoy fun in the snow, crosscountry ski rentals will be available at the Ski Shop on the west side of the Rockne Memorial Fridays (2-5 p.m.), Saturdays and Sundays (1-4 p.m.) until the weekend before spring break, if the snow conditions are suitable on the Notre Dame Golf Course. Ski rentals cost \$5 for one day, and \$10 overnight. RecSports will host a crosscountry ski clinic at 2 p.m. Saturday, Jan. 29, at the Rockne Ski shop. Cost is \$10 and registration will begin Jan. 24 at the RSRC.

The Joyce Center Ice Rink will be open for skating during the noon hour Mondays, Wednesdays and Fridays through March 30. Hockey is played at noon Tuesdays and Thursdays.

### Investing in your future

If you don't know where to begin when it comes to investing your money, or feel you have no money to invest, a representative of Fidelity Investments will offer tips with, "Getting Started: Basics of Investing," on Monday Jan. 24 in 234 Grace Hall.

## He's not expecting any Oscar invites

There seems little reason to expect actor Tom Hanks' name to be linked with that of theologian Rev. Richard McBrien. But they both were prominently mentioned in a recent Entertainment Weekly magazine article on the upcoming movie of the best-selling novel "The Da Vinci Code."

Hanks will play the dashing leading man who cracks the case and gets the girl. Father McBrien is under contract with Columbia Pictures as a consultant.

Columbia executives have asked Father McBrien and other esteemed theologians to read the script. Father McBrien is to give input on areas that are likely to disturb Roman Catholics.

"The Da Vinci Code" weaves a mystery in which a secret society protects a "truth" about Jesus and Mary Magdalene that differs from Church teachings. Father McBrien has been quoted in television documentaries and newspapers articles about the story. He gives author Dan Brown a failing grade for theology, but a lighthearted A+ for entrepreneurship.

Columbia Pictures executives liked the insights Father McBrien offered in a handful of televised documentaries about the controversy. Just before Christmas, Father McBrien was awaiting delivery of the script. Columbia will ask Father McBrien to help with interviews when the movie is released, should theological interpretation be helpful.

Is a cameo possible? "No, but I wouldn't mind," laughs Father McBrien, who suggests that if you want to see him on the silver screen, wait until the end of the movie. The producers have said they will put his name in the credits, which Father McBrien wisely notes, "only a handful stay to see."

Sessions are 11:45 a.m. to 1 p.m. or 3:30 to 4:45 p.m.

Fidelity representatives will offer individual financial and retirement counseling on campus Tuesday, Jan. 25. For an appointment, call (800) 642-7131.

Representatives of TIAA-CREF will offer individual counseling Wednesday, Jan. 19. For an appointment: (877) 267-4507 or [www.tiaa-cref.org/moc](http://www.tiaa-cref.org/moc).

Representatives of The Vanguard Group will be on campus Feb. 16 and 17. For an appointment, call (800) 662-0106 or [www.meetvanguard.com](http://www.meetvanguard.com).

The semester-long schedule of visits by these financial representatives is at <http://ilearn.nd.edu>.

### Class offered for caregivers

Do you monitor the daily health of a family member?

You may want to sign up for Work Life's next class in its Older Adult Series, General Caregiving Skills, from noon to 1 p.m. Feb. 2, in the Notre Dame Room of LaFortune Student Center.

Participants will learn how to take vital signs such as blood pressure, body temperature, pulse and respiration as well as monitor medications. Register at <http://ilearn.nd.edu> or by phone at 631-5777. A related class in home safety for the elderly will be held Wednesday, April 6.

LifeWorks online Elder Care Locator is available to help those looking for information on health care agencies, assisted living options and skilled nursing facilities. Check out [www.lifeworks.com](http://www.lifeworks.com).

### Grammar, conflict topics of sessions

Two sessions in the Professional Development and Learning Certificate Program are coming up:

"Grammar Guidelines" for writing will take place Thursday, Feb. 3 from 9 to 11:30 a.m. "Conflict Style Indicator" for conflict resolution will be discussed on Wednesday, Feb. 9 from 9 to 11 a.m. (Register by Jan.

31.) Both will be in 234 Grace Hall.

Register at <http://ilearn.nd.edu>, or 631-5777.

### Need IT training?

The Office of Information Technology (OIT) is up and running with a semester's worth of training opportunities, including several sessions on computer security. And speaking of security, department managers can ask OIT to give presentations on security in individual departments. To set one up, contact Shiree Moreland, [moreland@nd.edu](mailto:moreland@nd.edu)

Again this semester, OIT won't be distributing a catalog of its courses. Instead it will send out monthly flyers, which are intended to get information in our hands more closely to the time when we can make scheduling decisions. The full catalog can be seen at <http://ilearn.nd.edu>.

### Moms to meet

BEST (Breastfeeding Encouragement Support Team) will begin its monthly meetings Wednesday, Feb. 2. Geared to mothers and mothers-to-be, the group discusses infant care and issues of concern to working mothers. Spouses are welcome too.

Meetings are held the first Wednesday of each month from 11:30 a.m. to 1 p.m. in the Foster Room, LaFortune Student Center.

### Check out discounts

With post-holiday bills coming in, saving money sounds good, doesn't it? Did you know that faculty, administrators and staff qualify for discounted rates on auto and home insurance with Liberty Mutual's Group Savings Plus program?

Liberty Mutual representative Greg Lucas will answer questions and offer cost comparisons from 10 a.m. to 2 p.m. Tuesday, Jan. 25 in the Benefits Office, 2nd floor, Grace Hall.

Looking into a post-holiday fitness plan? Discounts are available for health club memberships at Memorial Health and Lifestyle Center, Curves, Fitness USA, Jazzercise, Pinnacle Athletic Club, World Gym and YMCA of Michiana. bGet details at <http://hr.nd.edu/worklife>.

## Distinctions

The University offers its thanks and congratulations to employees celebrating employment anniversaries in January including **Sue Diel**, University Libraries, who has worked at Notre Dame for 30 years; **Joanne Birdsell**, engineering graphics; **Jean Humeston**, Academic Services for Student Athletes; **Carol Rhoades**, facilities operations; **Peter Shaw**, information technologies; and **David Thibault**, landscape services, have been with the University for 25 years.

Observing 20 years of service are **Beverly Fillmore**, The Huddle; **Robert Harris**, building services; **Kenneth Kinslow**, University Libraries; and **James Reed**, central receiving.

**Daniel Crossen** and **Shelia McMahan**, development; **Shirley Grauel**, The Observer; **Tracey Hahn**, security; **Lori Kish**, procurement services; **Maureen McNamara**, athletics; **Eugene Pilawski**, financial aid; **Ofelia Smith**, Morris Inn; and **Barbara Snyder**, University Libraries, have been with Notre Dame for 15 years.

Marking their 10-year anniversaries are **Janusz Bednarski**, athletics; **Kathleen Cybulski**, biological sciences; **Michael Fitzpatrick**, information technologies; **John Hannan**, development; **Diane King**, Kroc Institute for International Peace Studies; **E. P. Krueger**, development; **Joan Metzger**, National Institute for Trial Advocacy; and **William Wolter**, Freimann Life Science Center.