

Community, ritual and shared experience



TAMMY SHELL

See Page 4 for more information, including performances times.



PHOTO PROVIDED



PHOTO PROVIDED



TAMMY SHELL

Finding 'Higher Ground'

BY GENE STOWE, FOR NDWORKS

Performances at the DeBartolo Performing Arts Center by Ronald K. Brown's New York-based Evidence contemporary dance ensemble on Jan. 22-24 will include opportunities for community engagement and connections to the Martin Luther King Jr. holiday to promote understanding and unity.

Community members "from ages 8 to 80" are invited to audition for a chance to perform with the ensemble in "On Earth Together," which uses the music of Stevie Wonder. Walk-in auditions start at 6 p.m. Jan. 14. No dance training or experience is required.

After the Jan. 23 performance,

dancers from Indiana University South Bend, led by Kelly Morgan, and community drummers led by longtime teacher and performer **James Riley** will offer an additional celebration called "Higher Ground."

The events are the culmination of a focus on community relations that started in November with performances of "In the Heat of the Night" by the L.A. Theatre Works, says **Leigh Hayden**, the performing arts center's director of external relations.



Ronald K. Brown

"We used that as a launching point to get people to start thinking about how we can come together as a community and give people the chance to express what their thoughts are on how we can achieve what we call Higher Ground," she says. "How do people from different racial, cultural and ethnic backgrounds come together and work for a solution?"

The project includes multimedia displays and sticky notes on a whiteboard where theatergoers jot their own thoughts, hopes and dreams, Hayden says. A version of the board will be in a booth at the community King Day Celebration at South Bend's Century Center.

The initiative has gained heightened relevance in the face of recent nationwide racial tensions

over the killing of African-Americans by white police officers, she says, referring to King's "something is happening" line in his "I've Been to the Mountaintop" speech.

"This is also a time when something is happening in our community, something is happening in our society," Hayden says. "How can we use the art that's presented here to open dialogue, to have people think of the content, when it is thoughtful content and relevant, not just entertainment, and bring people into conversations who normally wouldn't participate? Art is relevant. Art does have power. That's one of the things we're trying to get across. Art has power. It has power to move things forward."

Anna Thompson, executive director of the performing arts center,

says Brown's uplifting, often spiritual approach invites audiences to enjoy while prodding them to think without shame.

"You have to pull them in and keep them there," she says. "Ron has a loving way of doing that. "If we can open the dialogue, people can have the conversation. The arts allow us to look at things differently, more objectively than when we experience it personally. We have to find the common ground. We are all on this planet together."

For more information, visit performingarts.nd.edu.



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NEWS BRIEFS

CAMPUS NEWS

RESERVING LIBRARY MATERIALS

Hesburgh Libraries are currently accepting requests for material to be placed on physical and/or electronic reserve for the spring 2015 semester. Instructions on how to place reserve requests, as well as the answers to some commonly asked questions, are available at reserves.library.nd.edu/documentation/instructor-access.

Using library reserves will help protect instructors and the University by making sure the material being reproduced is compliant with General Counsel's Guidelines on the Reproduction of Copyright Material. Instructors who are proficient in University copyright guidelines and have resources available to pay rightsholders are welcome to post readings directly into Sakai.

Other course reserve questions may be directed to the Frontline Services staff, 631-7578 or reserves@nd.edu; music and media reserve questions, 631-7438; or contact your affiliated branch library during regular business hours.

CAMPUS SHUTTLES TO RUN CONTINUOUSLY FROM 7 A.M. TO 7 P.M. STARTING JAN. 5

Beginning Monday, Jan. 5, free campus shuttles on the north and south sides of campus will run continuously from 7 a.m. to 7 p.m. to better serve the Notre Dame community.

"We've received feedback that there is a need for shuttle runs outside of the limited hours we initially offered, so we are happy to be able to extend the service on a trial basis through the spring semester," said **Marty Ogren**, associate director, Warehouse, Delivery and Transportation. "The shuttles offer a safe and reliable transportation option as construction progresses and the colder weather continues. We will monitor the usage and effectiveness of this service throughout the semester to determine whether long-term adjustments are needed for the shuttle schedule."

The north shuttle, which takes passengers from the D Bulla lot to the Hesburgh Library, East Gate and Main Building, will pick up passengers every 15 minutes during

peak morning, noon and afternoon hours and every 20 minutes during mid-morning and mid-afternoon hours. The south shuttle route runs every 15 minutes from the C1 parking lot near the track and field complex and McKenna Hall to Eddy Street and to Holy Cross Drive, near Legends.

For ongoing campus shuttle information as well as construction updates, please visit construction.nd.edu.

WHAT'S GOING ON

CRÈCHES FROM AROUND THE WORLD

A display of 30 crèches from around the world, on loan from the Marian Library International Crèche Collection at the University of Dayton and presented by the Institute for Church Life, continues through Saturday, Jan. 31. Nativities from Asia, Africa, South America and France are on display at the Morris Inn, Eck Visitors Center, McKenna Hall, the Hesburgh Library and the Main Building.

RELAY FOR LIFE

Relay for Life 2015 takes place from 6 p.m. to midnight Friday, April 17, at the Compton Family Ice Arena—a six-hour event rather than overnight, as in previous years. ND Relay received two national awards from the American Cancer Society in 2014. For the second year in a row, the University won the first place award for Nationwide College Per Capita Income in our population category, and (also for the second year in a row), first nationwide in survivor engagement.

In addition, four staff teams were recognized for significant fundraising efforts: Fire Fighting Irish (the ND Fire Department), Techies Tackling Cancer (OIT), UR Walking on Sunshine (University Relations and the Office of Public Affairs and Communications) and Campus Services/Building Services.

A new Relay fundraiser this year is an 18-month (January 2015 to June 2016) 12 x 12-inch, spiral-bound calendar featuring 18 iconic images captured by University photographers Barbara Johnston and Matt Cashore. The calendars are \$20, and are available at the Hammes Notre Dame Bookstore and the Eck Visitors' Center. Calendars can be purchased online at relay.nd.edu/fundraisers.



For more information on ND Relay 2015 or to register to participate, visit relay.nd.edu.

PEOPLE

WOOD RECEIVES COMMUNITY ENGAGEMENT GRANT

Danielle Wood, program assistant director for community-based research at the Center for Social Concerns, has been awarded a \$3,000 Service Engagement Grant from the Indiana Campus Compact (ICC) in the Listening to Communities category for her project, "Coffee, Conversations and Community-based Research."

Indiana Campus Compact (ICC) is a network of 35 college campuses that supports higher education's efforts to develop students into well-informed, engaged citizens. Providing programs, services and resources, ICC serves as a catalyst for campuses and communities to improve lives through service-learning and civic engagement initiatives.

BERNSTEIN NAMED 2014 INDIANA MASTER OF INNOVATION

Gary Bernstein, Frank Freimann Professor of Electrical Engineering and associate director of the Center for Nanoscience and Technology (NDnano), was awarded the inaugural Indiana Master of Innovation Award from the Indiana Economic Development Corp. and Forbes Inc. for his work on the development of Quilt Packaging (QP) technology.

Quilt Packaging technology is an innovative method for connecting "bare" semiconductor chips at their edges to affect miniaturization, reduce power requirements and provide huge system performance gains, all at reduced costs.

Bernstein, together with **Patrick Fay** and **Wolfgang Porod**, invented the QP technology, which includes four patents, in University laboratories.

CHEN NAMED DISTINGUISHED SCIENTIST

Danny Z. Chen, professor of computer science and engineering and concurrent professor of applied and computational mathematics and statistics, has been named a Distinguished Scientist by the Association for Computing Machinery (ACM).

Chen was recognized for "fundamental contributions to geometric computing and medical applications, especially in radiation cancer treatment and medical imaging."

Chen's research interests encompass the areas of computational geometry and applications, algorithm design and analysis, computational biomedicine, biomedical imaging, parallel computing and data mining.



MEDIA LEGEND AWARD

Jimmy Gurulé (center), Notre Dame Law School professor, receives the University's 2014 Media Legend Award from **Sue Lister**, director of media relations, and **Dennis Brown**, assistant vice president of news and media relations.

Gurulú was presented the award Dec. 1 by the Office of Public Affairs and Communications for his role in bringing attention to the University's academic excellence through interviews with print, broadcast, Web and other media outlets.

An expert in complex criminal litigation, Gurulé's teaching and scholarship also concern criminal and scientific evidence, and international criminal law. He joined the Notre Dame Law School faculty in 1989, taking leaves to serve as assistant U.S. attorney general and undersecretary for enforcement in the U.S. Treasury Department.



FAREWELL TO THE FLOOR

"The Gold Gang" and the Leprechaun were among the many who attended the Hesburgh Library "Farewell to the Floor" Renovation Celebration and Launch Party Wednesday, Dec. 10. Students, faculty and staff were invited to sign and say farewell to sections of the floor, rows of wooden carrels and tables and other familiar second-floor sights before major renovations began in late December.



Wood



Bernstein



Chen

CONTACT US @

Have a comment, question or story idea? Contact NDWorks Managing Editor **Carol C. Bradley**, 631-0445 or bradley.7@nd.edu. For questions regarding The Week @ ND or the University calendar, contact Electronic Media Coordinator **Jennifer Laiber**, 631-4753 or laiber.1@nd.edu.

UNIVERSITY OF NOTRE DAME

Sanders named to internal communications post

BY SUE LISTER, MEDIA RELATIONS

Former Whirlpool Corp. senior communications manager **Cidni Sanders** has been named Notre Dame's internal communications program director. Sanders began her role in October. She is responsible for overseeing the internal communications department, which includes production of NDWorks, the monthly faculty/staff newspaper; TheWeek@ND, the weekly events and announcements email communication; the campus news page on news.nd.edu; and the University online calendar.

Sanders also provides internal communications consulting and advising to departments looking to enhance their communications strategies within their division or throughout campus.

"Cidni brings a wealth of experience to this position. She's worked in newspapers and handled complex communications initiatives on both the community and corporate levels," says **Dennis Brown**, assistant vice president for news and media relations. "She will be a wonderful resource for campus communications overall, and internal communications in particular. We could not be happier to have her as a part of the Notre Dame family."

Before joining the University, Sanders held various roles in global communications for Whirlpool in Benton Harbor, Michigan, including global lead for executive communications. At Whirlpool, she managed the communications efforts for the company's chief executive officer and human resources leadership teams, by developing and implementing communications strategies to support company strategy, advance the Whirlpool brand and reputation and enhance employee engagement.

Sanders also previously worked for six years in community outreach, diversity training and communications for the Council for World-Class Communities in Benton Harbor and as a copy editor for the Detroit Free Press newspaper.



Sanders

Prevent credit card fraud during—and after—the holiday season



BY LENETTE VOTAVA, OIT

Stick to online stores you know

If you get an email for an online merchant selling an item you want to purchase for a friend or loved one, see if you can find it on Amazon or another reputable online store you recognize.

Avoid providing extra information

If a website requests your social security number to "verify your identification," look for a different online merchant. There's no reason for you to provide other information.

Online stores should ask for your 3-digit security code

This helps the seller verify that you have the credit card itself and not just the number from the front of the card.

Look for the familiar "lock" icon at the top of your browser

The lock indicates that any transactions on the website will be private. You might notice that secure website names start with "HTTPS." The "S" stands for "Secure."

Don't shop or check your bank account over an unsecured wireless network at your local coffee shop.

Hackers can intercept online transactions.

Even if you're careful, you still have some risk of losing your credit card number to a cyber thief. How will you know if someone else is using your credit card or your identity?

First, check your credit card accounts online frequently to check

for unauthorized charges. Notify the card issuer immediately if there are charges you don't recognize.

Check your credit report. You can order three free credit reports each year, so it's a good idea to look at one every few months. Review it for unfamiliar addresses, loans or credit card accounts.

If you see a discrepancy, contact the credit-reporting agency that created your report and file a correction. If you see an account you did not open, contact the lender (usually a bank) and work with them to close the account.

There are many online companies that will try to charge for your credit reports. Avoid those websites. You can order a free credit report at annualcreditreport.com.

New Concur user interface launched

Changes will enhance appearance and usability

BY JAVIER HERNANDEZ, PROCUREMENT

At the end of January, Procurement Services will introduce a new Concur user interface that allows for effortless navigation while providing maximum benefits for travel and expense needs.

The upcoming changes will focus primarily on the modernization of the user interface with only a few functionality changes. Most core functionality and workflows will remain the same. These enhancements will make Concur accessible from any device, any time.

Beginning in December 2014, a select group of 100 users were switched over to the new user interface and asked to provide feedback. "The new user interface will modernize and enhance the user's experience," says **Shelly Goethals**, business manager in the Department of Physics. "The functionality of Concur has not changed, but the appearance and usability has improved."

Most of the new features will be accessible directly from the Concur home page, allowing users to get up to speed on pressing work items and make quick, informed decisions. These include a Quick Task Bar and a new Approvals page. Key actions and notifications will be clear and easy to find.

"I definitely like the look of the new font in the enhanced user interface and that I can easily see

outstanding to-do items on the Quick Task Bar," says **Gina Pilarski**, senior administrative assistant for Planning, Design, and Construction. The Quick Task Bar will allow users to create a new expense report or travel request, approve a trip or quickly jump to areas needing attention directly from the home screen.

Procurement Services has created a webpage that provides updated training videos and quick reference guides for the new interface. Visit travel.nd.edu/newui.

Prior to the rollout, Procurement Services will facilitate live demonstration and Q-and-A sessions. All campus travelND users are invited to attend.

- **Wednesday, Jan. 7**
10:30 - 11:30 a.m.
Hesburgh Library Auditorium
- **Friday, Jan. 9**
9:30 - 10:30 a.m.
Hesburgh Library Auditorium
- **Monday, Jan. 12**
3:30 - 4:30 p.m.
Hesburgh Library Auditorium
- **Thursday, Jan. 15**
10 - 11 a.m.
LaFortune Student Center
Montgomery Auditorium (Room 107)
- **Friday, Jan. 23**
3:30 - 4:30 p.m.
Geddes Hall Auditorium
- **Wednesday, Jan. 28**
3 - 4 p.m.
LaFortune Student Center's
Notre Dame Room (Room 202)
- **Friday, January 30**
3 - 4 p.m.
Geddes Hall Auditorium

Notre Dame launches MOOCs on edX

Advancing learning, free and worldwide

BY SONIA HOWELL, OFFICE OF DIGITAL LEARNING

The University's first MOOCs (Massive Open Online Courses) are now open for registration.

Created by faculty working with the Office of Digital Learning, these inaugural four MOOCs, offered through the University's partnership with edX, draw on expertise from across the University. The courses are available to anyone with a free edX account, and all four inaugural

courses are aimed at a global and non-specialist audience.

"Notre Dame's courses on the edX platform deliver on the promise we make as a university—to advance learning in the service of human flourishing both here on campus and in the wider world," says **Elliott Visconsi**, the University's chief academic digital officer.

"Our initial courses feature Notre Dame's world-class faculty on topics of broad interest from a variety of disciplines. Through these courses—designed for everyone—we hope to create learning communities in

schools, colleges and universities. We also look forward to enhancing the connection with our alumni, parents and friends through these engaging offerings."

The first of these not-for-credit courses, "I Heart Stats," will commence April 15. "Understanding Wireless" launches May 18, "Jesus in Scripture and Tradition" on June 1, and "Math in Sports" on June 15. To register for these courses, visit the NotreDameX Course page on the Office of Digital Learning website, online.nd.edu.



The launch courses are:

- "I Heart Stats," with Vice President and Associate Provost **Dan Myers**, an introductory course on statistics in everyday life.
- "Jesus in Scripture and Tradition," with Hesburgh Professor of Catholic Theology **Gary Anderson** and Professor of Theology **John Cavadini**.
- "Understanding Wireless," with **J. Nicholas Laneman**, professor of engineering; **Barry Keating**, Jesse H. Jones Professor of Finance; **Aaron D. Striegel**, associate professor and associate department chair of computer science and engineering; and **Patricia L. Bellia**, professor of law and Notre Dame Presidential Fellow. The course provides an introduction to the technical, commercial and legal aspects surrounding wireless communications.
- "Math and Sports," with **Mike Hildreth**, professor of physics, and **Annette Pilkington**, associate professor of teaching in mathematics, combines mathematical tools with Notre Dame's student-athletes to demonstrate how math can help predict and analyze sporting performances and outcomes.



The Arts

at Notre Dame

For tickets to events at the DeBartolo Performing Arts Center, visit performingarts.nd.edu and create an account or log in to view faculty/staff and student discounted ticket prices, or contact the ticket office, 631-2800. Ticket prices listed are the faculty/staff rate.

MUSIC

June H. Edwards Chamber II South Bend Symphony Orchestra
Sunday, Jan. 11, 2:30 p.m.; \$24
Leighton Concert Hall
An afternoon of Rossini, Haydn and Milhaud's percussion concerto, performed by SBSO Principal Percussionist Kent Barnhart.

**Deborah Mayer—Soprano
Paivi Ekroth—Piano**
Friday, Jan. 16, 7:30 p.m.; free admission
Metropolitan Opera soprano, Deborah Mayer and pianist, Paivi Ekroth join forces for an evening of Richard Strauss's arias and lieder written for the soprano voice. Family friendly, all ages are welcome. *Dialogue or vocals in a foreign language.*

EnsembleND Presenting Series
Sunday, Jan. 25, 2 p.m.; \$19
Music of J.S. Bach—also Bach's music as transcribed by Robert Schumann, Johannes Brahms, Ferruccio Busoni and György Kurtág. Limited on-stage salon seating for an exceptional opportunity. Best for ages 5+. No late seating.

In a varied program of string and piano music, ensembleND presents a series of Bach's works as explored and transcribed by important composers of more recent eras.

Bach's Lunch
Department of Music
Friday, Jan. 30, noon; free
Bring a friend and join the Department of Music students in an enjoyable noontime concert.

THEATER

Skippyjon Jones Presenting Series
Saturday, Jan. 31, 11 a.m. and 2 p.m.; \$10
Patricia George Decio Theatre
Adapted from Judy Schachner's picture book, **Theatreworks USA's** family musical tells the tale of a Siamese cat's impossible dream: to be a Chihuahua. Best for ages 5+. Program is 60 minutes long with no intermission. ASL will be provided.

Based on the popular book series' title character, Skippyjon Jones is an enchanting musical about unleashing your imagination and following your dreams.

AT THE BROWNING CINEMA

The Met: Live in HD presents **Die Meistersinger von Nürnberg (Encore)**
Sunday, Jan. 11, noon; \$23
James Levine returns to one of his signature Wagner works conducting this epic comedy—back at the Met for the first time in eight years—about a group of Renaissance “master singers” whose song contest unites a city. Johan Reuter, Johan Botha and Annette Dasch lead the international cast, which also features ND alum Paul Appleby. 360 minutes.

National Theatre Live: John
Thursday, Jan. 15, 7 p.m.; \$18
Directed by Lloyd Newson
For his latest verbatim dance-theater work, Lloyd Newson, artistic director of DV8 Physical Theatre, interviewed more than 50 men asking them frank

questions about love and sex. One of those men was John and what emerged was a story that is both extraordinary and touching. Years of crime, drug use and struggling to survive lead John on a search in which his life converges with others. “John” authentically depicts real-life stories, where movement and spoken word combine to create an intense, moving and poignant theatrical experience.

The Met: Live in HD presents **The Merry Widow**
Saturday, Jan. 17, 1 p.m., with an encore performance 1 p.m. Saturday, Jan. 24; \$23

The great Renée Fleming stars as the beguiling femme fatale who captivates all of Paris in Lehár's operetta, seen in a new staging by Broadway virtuoso director and choreographer Susan Stroman. Stroman and her design

team of Julian Crouch (Satyagraha, The Enchanted Island) and costume designer William Ivey Long (Cinderella, Grey Gardens, Hairspray) have created an Art Nouveau setting that climaxes with singing and dancing grisettes at the legendary Maxim's. Nathan Gunn co-stars as Danilo and Kelli O'Hara is Valencienne. 197 minutes.

National Theatre Live presents **Treasure Island**
Thursday, Jan. 22, 7 p.m.; \$18
Robert Louis Stevenson's story of murder, money and mutiny is brought to life in a thrilling new stage adaptation by Bryony Lavery. It's a dark, stormy night. The stars are out. Jim, an innkeeper's granddaughter, opens the door to a terrifying stranger. At the old sailor's feet sits a large chest, full of secrets. Jim invites him in—and her dangerous voyage begins. Not Rated

(recommended for ages 10 and up)
The Met: Live in HD presents **Les Contes d'Hoffmann (Live)**
Saturday, Jan. 31, 1 p.m.; \$23
Tenor Vittorio Grigolo takes on the tortured poet and unwitting adventurer of the title of Offenbach's operatic masterpiece, in the Met's wild, kaleidoscopic production. Soprano Hibla Gerzmava faces the operatic hurdle of singing all three heroines—each an idealized embodiment of some aspect of Hoffmann's desire. 226 minutes.

For a list of upcoming films at the Browning, visit performingarts.nd.edu.

Arts IN THE SPOTLIGHT



Ronald K. Brown/Evidence dance ensemble

7 p.m. Thursday, Jan. 22, and Friday, Jan. 23; 7:30 p.m. Saturday, Jan. 24; \$26
Patricia George Decio Theatre

Brown's inventive fusion of traditional African and modern dance returns, part inspired celebration of the music of Stevie Wonder and featuring community dancers.

Ronald K. Brown's profound “stories in movement,” told to several songs from Stevie Wonder's legendary catalog (“You and I,” “Living for the City,” “Higher Ground”), incorporate themes of community, ritual and shared experience.

The company's arts education residency integrates auditions and rehearsals for the piece **On Earth Together**, transforming Michiana residents into dancers who will join the ensemble onstage.

Celebrate! Higher Ground: A Celebration of African Drumming and Dance

After the Friday (Jan. 23) performance, join **Evidence** for a free (ticketed) celebration of African dance forms and rhythms.

Dance-drumming is a demonstration of the collective will to work together toward a common purpose. Community participants include dancers from IU South Bend and community drummers led by James Riley.

Note: This is a free but ticketed event. To guarantee your reservation, please pick up will-call tickets at least 15 minutes before the event. In the event of a sellout, unclaimed will-call tickets will be used to seat patrons waiting on standby.

Call the ticket office, 631-2800, or visit performingarts.nd.edu for more information or to purchase or reserve tickets.

—HR SPECIAL SECTION: MAXIMIZING YOUR POTENTIAL—

A commitment to employee training and development

Program offerings available for those at every level

BY CAROL C. BRADLEY, NDWORKS

“Overall, we’re trying to help people develop their talents and gifts to the fullest,” says **Kara McClure**, manager of learning and organizational development in the Office of Human Resources. “That sounds blue-sky, but we want to help people pursue learning that advances their career interests within the context of the goals and mission of the University.”

What sets Notre Dame’s learning and talent development programs apart, says McClure, “is that we truly offer something for all levels within the organization. From **Workplace Literacy** for those wanting to enhance their reading skills to **Building Leadership Excellence** for senior leaders, we try to identify and meet the needs of our talent pipeline.”

Professional development, she notes, “has a strong and visible commitment from senior leaders.”

Robert McQuade, vice president of Human Resources, sums it up: “We feel a tremendous responsibility to provide development opportunities for our staff and faculty, just as we educate our students. It ties in with our mission to prepare all who work and study here to be able to make a contribution to the world. The University invests over a million dollars a year in training and education for employees, which puts us at the forefront of our peer academic institutions in terms of our overall commitment to employee development.”

The University’s commitment begins with the onboarding process and continues through one’s entire career, says McClure. So far this year, **Onboarding** has reached nearly 700—and recently, postdocs have been included.

In addition to an introduction to the University’s culture and Catholic mission, Onboarding now includes training in subjects such as workplace harassment and goal-setting and performance management in Endeavor. A campus tour has been added as well.

For all employees, new and experienced, acquiring new skills and knowledge to perform one’s current job and for the future, says McClure, is emphasized in the performance management process. “Every staff member is expected to accomplish at least one development activity each year.”

On a more general level, the department also offers **Career Services**, which helps people explore what they want to do in their career. Workshops are available on subjects such as managing your career, developing a personal brand, résumé writing and preparing for interviews. Participants may complete a variety of assessment tools to help identify specific career interests as a part of workshops or during individual counseling sessions.

Many employees view the individual learning programs and learning series as the primary means to their development. Others may seek to develop themselves through the various educational programs comprising **Learning at Work Academy** programs. These on-campus offerings range from **English as a New Language**, **High School Equivalency Preparation**, **Workplace Literacy** and **Computer Skills Training** to the **Ivy Tech Associate of Applied Science degree**.

When McClure joined the University in 2008, the department offered fewer than 15 different programs annually. In 2015, that number has grown to include more than 60 different topics, almost half of which are new or updated each semester.

“When you do something—such as the **Today’s Administrative Professional** program or **Frontline Supervision**—that people find useful, they want more. They want different,” McClure says. “We’re constantly on the lookout for new ideas. We keep our ears to the ground and listen to make sure we address as many needs as possible.”

New on the radar are courses on developing skills using social media and on generational differences in the workplace. “We are also experimenting with ‘blended learning’ by combining web-based self-paced learning with instructor-led sessions,” she says. “The challenge is finding or creating high quality digital programs that teach interactional skills relevant to the University.”

The department is also available to create custom programs such as staff retreats or team building exercises to help departments or work groups perform well together.

Ultimately, the goal, says McClure, is that employees “be intentional about their development. We want to work with employees and managers to assess interests, explore opportunities and build skills to achieve goals. We want to help you prepare to move up, or to love the job you have.”

PHOTOS: SCOTT PALMER



Top, Kara McClure, manager of learning and educational development. Below, Jay Rifenburg, of Rifenburg Training and Development—one of many prominent outside experts who conduct training and professional development programs on campus.

New series programs start in 2015



Dana Conway, Conway Coaching and Consulting

SCOTT PALMER

Development. Since its inception in 2009, more than 200 men and women have completed **Today's Administrative Professional (TAP)**. So what's next?

For those who have completed TAP, a new pilot series, **TAP 2**, launches this spring. Designed to strengthen skills and competencies learned through the original program, TAP 2—open to anyone who has completed TAP—will consist of a “blended” approach with both instructor-led segments and webinars. Plans are in the works to offer both TAP and TAP 2 as long as there is a need. The administrative support presence on campus is vital in furthering the mission and values of the University.

MOVING AHEAD PROFESSIONALLY

MAP identifies next-step development opportunities for students and graduates of the Learning at Work Academy's Ivy Tech Associate Degree program. Online learning modules focus on interpersonal communication skills, and participants receive professional development tips and suggestions for training workshops that are the best match for the group.

For all series programs, certain eligibility requirements apply. Participants must commit to all attendance and activity requirements. Go to br.nd.edu>Maximizing Your Potential.

SERIES PROGRAMS

These multi-day programs offer in-depth development for faculty and staff at every level:

- **Project Management Certificate Program** (IT and general tracks)
- **Leading With Impact Institute**
- **Today's Administrative Professional (TAP)**
- **TAP 2**
- **Building Leadership Excellence**
- **Moving Ahead Professionally (MAP)**
- **Considering Supervision**
- **Learning to Lead**
- **Frontline Supervision**

BENEFITS OF A SERIES PROGRAM

What people have told us they like:

- “Putting into practice what I learned. One session builds on the prior ones.” *Frontline Supervision participant*
- “Outside instructors from high quality regional and national training firms.” *Project Management Certificate participant*
- “The exposure to senior leaders and the visibility provided by the team project.” *Leading with Impact participant*
- “Networking with people from other parts of campus.” *TAP participant*

LEARNING TO LEAD

About 25 percent of potential enrollees for the **Frontline Supervision** series have been turned away because they don't meet one prerequisite—“currently supervising others.” So how can an employee be trained to move up to supervision?

“The demand for supervisory and leadership talent at the University

continues to increase, and the University is committed to growing our bench strength internally,” says **Kara McClure**, manager of learning and organizational development.

Learning to Lead is a new series aimed at those with the near-term potential to take on the role of leading and supervising others. This new four-part series starts in

March and covers basic roles and responsibilities, the critical transition from peer to supervisor, critical thinking skills and setting direction.

TAP 2

Connecting staff with resources valuable to them in their current position is an integral part of the philosophy of HR's Talent

LEARNING AT WORK ACADEMY

A multi-approach program to encourage personal development and success. Instruction is brought to the Notre Dame campus by outside institutions.



ENGLISH AS A NEW LANGUAGE (ENL)

Saida Islamovic, building services associate in Fisher Hall for seven years, couldn't read in English. Now, with help of **English As A New Language (ENL)** and **Workplace Literacy** programs, she has read five books including “Diary of a Young Girl,” by Anne Frank. Her family is proud of her ability to read—especially her son, since now she can read his mail to him if he is not home to get it himself. “Programs like these are why ND is #1!” Islamovic says.



WORKPLACE LITERACY

Angelica Salazar was promoted to her current role as supervisor in building services, in part because of the gains she made in reading, speaking and writing English. The **Workplace Literacy Program** has increased her confidence in leading team meetings and writing emails. “This has helped me set more goals for myself, both personally and professionally.” Now, when she goes to school meetings for her daughter, Salazar can go by herself—she doesn't need her son with her to translate.



HIGH SCHOOL EQUIVALENCY (GED)

Ten-year Building Services employee **Cathy Nickens'** reading level scores on practice tests for the **High School Equivalency** certificate jumped so significantly—a fourth-grade to ninth-grade reading level in one year of taking literacy classes—that she was asked to re-test. The results were the same. She'll soon be ready to pass the exam. She says “take a chance. Get into a class to learn and don't worry about what others think.” Nickens now reads “just for fun” and holds the record for the highest number of books read (12) in the literacy class.



COMPUTER SKILLS

Alberto Magaña, North Dining Hall food services associate and an eight-year employee, has so far taken three levels of computer skills classes. As soon as he learned how to navigate Quick Apps on **inside.nd**, he was online to do email, get his pay statement and check vacation balances from his home computer and tablet. “The classes helped me so much and gave me the push I needed to learn more,” says Magaña. “I can't wait for Level 4!”



IVY TECH CERTIFICATE/DEGREE

Elmer Blakemore happily attests that good things happen during the month of October: his birth date, his hire date and his promotion date. A member of the Ivy Tech program's first cohort, he felt his ability to balance his educational pursuits with his job responsibilities helped him land a promotion to Building Services supervisor midway through the program. “Sometimes you don't know what your best really is until you challenge yourself, and make up your mind that you are going to do whatever it takes,” he says.

Winter-Spring Learning Programs 2015

Enroll through Endeavor, endeavor.nd.edu. Select Learning>Catalog>(Search by program title “___”)>Register

COMMUNICATION & INTERPERSONAL SKILLS

DiSC: Advanced NEW! TEAMWORK

For those who have completed a DiSC Style Assessment and previously participated in DiSC training, this session will help you more effectively identify others' styles and adjust your approach to maximize the interaction.

Facilitator: Kara McClure, Human Resources
Date/Time: Jan. 29 (8:30 a.m. – noon)
Audience: Must have previously completed a DiSC assessment and session

Communicating With Colleagues & Co-Workers INTEGRITY

Success in a collegiate environment depends on your ability to build and maintain good relationships. Learn tips that help you build trust, defuse confrontation and create “emotional bank accounts” that help mend relationships.

Facilitator: David Robey, ISI Communications
Date/Time: Feb. 17 (1 – 4:30 p.m.)
Audience: All Staff/Faculty

Communicating With Colleagues & Co-Workers – ADVANCED ACCOUNTABILITY

This advanced version helps you build strong give-and-take relationships through improved communication skills. Through case analysis and situational probing, you will put into action specific communication tools that build mutually satisfying relationships, get your ideas across in a manner that has real impact and de-escalate emotional situations.

Facilitator: David Robey, ISI Communications
Date/Time: April 15 (1 – 4:30 p.m.)
Audience: Those who have completed “Communicating with Colleagues & Co-Workers”

Communicating With Professionalism EXCELLENCE

Use your physical presence, compelling words and appropriate non-verbals to establish credibility and build rapport from the point of the first impression and beyond. Project a positive, calm attitude by choosing your words and reactions and by using active listening skills.

Facilitator: Ava Fluty, National Seminars
Date/Time: April 30 (8:30 a.m. – noon)
Audience: All Staff/Faculty

How to Influence Others INTEGRITY

Persuade, convince and inspire collaboration through influencing skills. Learn how to listen, discover what's important to the other person, align your request with their interests and phrase your requests in ways that make it easy for people to say “yes.”

Facilitator: Steve Iwerson, National Seminars
Date/Time: Feb. 26 (8:30 a.m. – 4:30 p.m.)
Audience: All Staff/Faculty

Resolving Differences While Maintaining Relationships UPDATED TEAMWORK

Be more effective in handling conflict using specific communication tactics that help you clearly understand the other person's issue when you find yourself wanting to disagree or to express a very different opinion. Manage the aftermath and get the relationship back on track.

Facilitator: Linda Mechem, National Seminars
Date/Time: Jan. 22 (1 – 4:30 p.m.)
April 16 (8:30 a.m. – noon
or 1 – 4:30 p.m.)
Audience: All Staff/Faculty
(Elective for Project Mgmt Certificate)

Speak with Confidence EXCELLENCE

Do you panic at the thought of standing in front of others to make a presentation or freeze in a group when it comes to your turn to provide an update? This program can help you communicate effectively in formal presentations, impromptu situations and small group presentations through small group exercises.

Facilitator: Denny Faurote, The Faurote Group
Date/Time: Jan. 22 (1 – 4:30 p.m.)
Audience: All Staff/Faculty
(Elective for Project Mgmt Certificate)

Toastmasters Club EXCELLENCE

Notre Dame Toastmasters Club embraces the power of public speaking. Members of this club will complete a Competent Leader and Competent Communicator workbook by participating in various projects such as speeches, impromptu speaking and leadership skills.

Contact: Tammy Freeman, tfreema1@nd.edu
(No Endeavor enrollment)
Date/Time: Ongoing Tuesdays (4:30 – 5:15 p.m.)
Audience: All Staff/Faculty, Graduate Students

TEAMWORK SKILLS

Working Across Generational Differences UPDATED TEAMWORK

Learn how “defining moments” help develop specific values, expectations and perspectives for each generation. Understand how to effectively use this generational diversity in work teams, projects and relationships with colleagues and/or direct reports.

Facilitator: Laura Picking/Kara McClure, Human Resources
Date/Time: March 31 (8:30 a.m. – noon)
Audience: All Staff/Faculty

Team Dynamics TEAMWORK

Especially for team leaders and project team managers, learn how to form and maintain teams by creating individual buy-in to group goals and overcoming the common dysfunctions of teams.

Facilitator: Bill Murray, Murray Associates
Date/Time: Jan. 7 (8:30 a.m. – 4:30 p.m.)
Audience: Supervisors, Crew Leaders, Project Managers
(Elective for Project Mgmt Certificate)

Be a Better Team Player NEW! TEAMWORK

Identify the skills and characteristics needed for true team thinking and collaborative behaviors essential for building trust, effective communication, true synergy and creative problem solving. Learn how to maximize your individual contributions to overall team performance through health “give and take.”

Facilitator: Jimmy Westrick, National Seminars
Date/Time: Feb. 12 (8:30 a.m. – noon)
Audience: Crew Leaders, Leaders, Supervisors and Managers

BUSINESS SKILLS & TOOLS

Everything's Negotiable NEW!

Become more aware of opportunities to negotiate your professional and personal needs. Learn specific persuasion techniques that lead to a fair win-win situation; phrases never to say; preparation tips; how to break deadlocks; when to stop negotiating.

Facilitator: Greg Karoly, National Seminars
Date/Time: April 22 (8:30 a.m. – noon
or 1 – 4:30 p.m.)
Audience: All Staff/Faculty

Hiring Game Changers: A Success Toolkit for Leadership NEW!

The higher education landscape is rapidly changing. To be prepared, you need to attract, identify, recruit and hire top talent that is motivated to competently move your organization forward. Learn how to create an unbiased performance-based hiring strategy that can increase your percentage of landing the best candidates in the pool.

Facilitators: Human Resources Staff
Date/Time: April 21 (8:30 a.m. – noon)
Audience: Hiring Managers

Social Networks: An Overview NEW! EXCELLENCE

Some would say that social media is where it's at, but does it make sense for your organization to be on Twitter, Facebook, LinkedIn, Pinterest or Instagram? All of them or none of them? Learn the different uses of these social networks and determine whether they could be relevant to your work.

Facilitator: Liz Harter, University Communications
Date/Time: Feb. 20 (9 – 10:30 a.m.)
Audience: Anyone using social media in a business setting

Six Thinking Hats Plus! Creative Approaches to Problem Solving EXCELLENCE

Use Edward de Bono's classic Six Thinking Hats and other tools to increase your creativity in solving problems. Learn specific tools such as a multistep problem-solving model and mind mapping to apply both systematic and creative thinking.

Facilitator: David Robey, ISI Communications
Date/Time: April 15 (8:30 a.m. – noon)
Audience: All Staff/Faculty

Meeting Facilitation EXCELLENCE

Move things forward faster, keep them on track and build maximum participation during meetings. Learn how to manage through an agenda, generate a wide variety of ideas, reach consensus, monitor progress, deal with difficult participants and get buy-in for change.

Facilitator: Ellen McNally, Varnum Consulting
Date/Time: March 26 (8:30 a.m. – noon)
Audience: All Staff/Faculty
(Elective for Project Mgt Certificate)

UNIVERSITY EDUCATIONAL BENEFITS

In addition to training and professional development, the University also offers **tuition remission** for University classes to exempt and non-exempt staff and **tuition reimbursement** for courses taken toward a college degree or for job-related certification, skills or trade training at a non-Notre Dame institution. For non-exempt staff, the **Fred E. Freeman Scholarship** provides tuition reimbursement for post-secondary education, certification or a college degree. For information and eligibility requirements, visit hr.nd.edu>Benefits.

Continued on next Page

Winter-Spring Learning Programs 2015

Continued from previous page

CAREER DEVELOPMENT

Interview Prep 101 **NEW!** ACCOUNTABILITY

This two-part workshop will teach you the secrets of successful interviewing. Participants will create strategic résumés and cover letters, and practice interviewing to sharpen the skills needed to sell the most valuable asset you have—YOU!

Facilitators: Susan Hlade and LaTonia Ferguson, Human Resources
Date/Time: Feb. 5 and March 12 (Two-part program) (9 a.m. – noon)
Audience: All Staff/Faculty

Managing My Career ACCOUNTABILITY

Completion of this two-part program is a prerequisite for individual career coaching and consulting. In this two-part program, begin your career planning process by exploring your personal interests, professional aspirations and lifestyle needs. Match your interests and skills profile to suitable careers for use in creating your own Career Action Plan.

Facilitator: LaTonia Ferguson, Human Resources
Date/Time: Feb. 18 and 25 or April 1 and 8 (Two-part program) (9 a.m. – noon)
Audience: All Staff/Faculty

Managing My Career: Deciding and Setting Goals **NEW!** ACCOUNTABILITY

Completion of Managing My Career is a prerequisite. This in-depth workshop focuses on the second stage of the Career Management Process. Participants will identify and apply specific resources that may assist in setting SMART goals to achieve desired career development outcomes.

Facilitator: LaTonia Ferguson, Human Resources
Date/Time: March 4 (9 a.m. – noon)
Audience: All Staff/Faculty

Managing My Career: Taking Action **NEW!** EXCELLENCE

Completion of Managing My Career is a prerequisite. This in-depth workshop focuses on the third stage of the Career Management Process. Participants will create a strategic marketing plan on how to sell their knowledge, skills, and abilities on résumés, cover letters and in their networking & interview techniques.

Facilitator: LaTonia Ferguson, Human Resources
Date/Time: March 26 (1 – 4 p.m.)
Audience: All Staff/Faculty

Establishing My Personal Brand EXCELLENCE

Personal branding is important in building work relationships, looking for a job or changing careers. Learn tips, including how to increase your awareness of your brand, articulate what is distinctive about you, explore potential career interests through informational interviewing and networking.

Facilitator: Jenny Borg, ND Athletics
Date/Time: March 25 (9 a.m. – noon)
Audience: All Staff/Faculty

Mindset Shift: Expanding Your Career Potential ACCOUNTABILITY

Recognize and adopt those behaviors that lead to career mobility and professional success. Learn: self-leadership; use of proper vocal skills (proper grammar, elimination of slang, clarity of ideas); how to apply “filters” in diverse situations; goal-oriented work habits. This is a two-part program.

Facilitator: Lisa Greco, Bethel College
Date/Time: Feb. 25 and March 4 (Two-part program) (1 – 4:30 p.m.)
Audience: All Staff/Faculty

Developmental Dialogues (Supervisors & Managers) MISSION

Learn the difference between assisting your staff’s development in their current role and guiding them in their longer-term career development. Through “best practices,” learn the most effective development methods and how to conduct a truly developmental dialogue that supports your staff’s development needs and wants.

Facilitator: Kara McClure, Human Resources
Date/Time: March 11 (10 – 11:30 a.m.)
Audience: Supervisors, Managers, Supervising Faculty

StrengthsFinders **NEW!** EXCELLENCE

Research shows us that developing our existing strength vs. focusing on our weaknesses results in greater success and satisfaction. Identify your strengths and opportunities to use them more fully and frequently at work. Participants must complete a self-assessment and read the book provided prior to the workshop.

Facilitator: Kara McClure and Dana Schrader, Human Resources
Date/Time: April 23 (9 – 11 a.m.)
Audience: All Staff/Faculty

ACCOUNTABILITY

Assertiveness Skills for Professionals **NEW!** INTEGRITY

Understand the difference between passive, aggressive and assertive approaches so you can use your voice, body language and messaging to communicate self-confidence. Prepare yourself to handle complaints, resolve problems without grudges, respond tactfully when challenged and disarm difficult people.

Facilitator: Sherry Darden, National Seminars
Date/Time: Jan. 28 (8:30 a.m. – noon or 1 – 4:30 p.m.)
Audience: All Staff/Faculty

Amazing Moments MISSION

Notre Dame is a special place with a unique character that affects nearly everyone who steps foot on campus. Learn about the Notre Dame way and how YOU can personally create amazing moments for visitors, fans, students, parents, donors, customers, potential new hires, faculty and co-workers.

Facilitator: Ava Fluty, National Seminars
Date/Time: Feb. 12 or April 30 (1 – 3:30 p.m.)
Audience: New Hires and All Staff/Faculty

Crucial Conversations MISSION

Learn how to prepare for and handle sensitive conversations that may involve controversial and complex issues accompanied by strong emotions and differing opinions. You will practice the key skills of: start with heart, learn to look, make it safe, master my story and state my path.

Facilitator: Jillian Morenz, VitalSmarts, Inc.
Date/Time: Feb. 19 (8:30 a.m. – 4:30 p.m.)
Audience: For graduates of Leading with Impact, Supervising with Impact and Frontline Supervision

PERFORMANCE MANAGEMENT SKILLS

Performance Review Roundtable for Supervisors **NEW!** ACCOUNTABILITY

Exchange ideas with experienced managers and human resource professionals to increase your practical knowledge about effective approaches to handling the review process. Get tips for writing reviews that impact future performance and ideas for handling difficult review meetings. (See also “Developmental Dialogues.”)

Panel: Managers, HR Staff
Date/Time: March 11 (9 – 10 a.m.)
Audience: Supervisors/Supervising Faculty

Writing Performance Reviews ACCOUNTABILITY

Use documentation from work samples, hand-written notes or Endeavor Notes to complete your performance review. Learn WHAT and HOW to provide information that reflects a fair and accurate assessment of performance. Bring your own, or your direct report’s, SMART goals to the session.

Facilitators: Human Resources Staff
Date/Time: March 25 (1 – 3 p.m.)
Audience: All Staff/Faculty (supervisory or non)

SERIES PROGRAMS

For full description, dates, locations and eligibility requirements, go to hr.nd.edu>Maximizing Your Potential>Learning & Education>Learning Series

Learning to Lead **NEW!**

If supervising others is in your near-term career plan, this series will help prepare you for the transition. Nomination by your current supervisor required; see website for details. Starts in March and meets weekly for four sessions.

- What Supervisors Do
- Making the Transition
- Critical Thinking and Problem Solving
- Setting Direction and Staying On Track

TAP 2 **NEW!**

Continue to invest in yourself and increase your value-add to the University. Enhance your administrative, interpersonal and technology skills in the new six-part series. As TAP alumni, you will take their current skills to the next level and acquire new ones to enable you to make even greater impact. See website for details. Four half-day sessions plus two technology topics scheduled monthly beginning February.

- Six Thinking Hats Approach to Problem-Solving
- Your Professional Brand
- 5 S Techniques
- Building Rapport & Relationships
- Technology Topics: File Sharing & Storage with box; Google Drive & Apps

Project Management Certificate-General

Learn to effectively manage small or large projects by learning PM concepts, tools and processes plus the interactional and change management skills to manage both stakeholders and project team members. You must have a project and be committed to completing all certificate requirements (five total days) within 12 months. Starts in March. See website for details.

- Project Management Fundamentals-General (Core)
- Stakeholder and Change Management (Core)
- Electives (see website)

See website for dates, times and elective requirements.

FOR OTHER LEARNING OPPORTUNITIES ON CAMPUS, VISIT:

oit.nd.edu/training-classes
Technology training

continuousimprovement.nd.edu
Continuous improvement methods

Construction underway at the Morris Inn

Updates to include accessible family restroom

BY COLLEEN O'CONNOR,
FOR NDWORKS

New construction underway at the Morris Inn involves “things we found since re-opening,” says **Joe Kurth**, director and general manager of Morris Inn.

“We’ve received the AAA Four Diamond designation two years in a row, as well as overwhelmingly positive comments on our guest rooms and restaurants. Now that we’ve lived in the space, we have identified some minor areas to improve our guest service delivery.”



Kurth

Combining the business operations of the Morris Inn and Notre Dame Conference Center has brought increased foot traffic to the hotel, particularly during

special events such as home football weekends, Commencement, Alumni Reunion Weekend and major academic conferences.

The most noticeable change will be the addition of a staircase from the hotel lobby (near the gift shop) to the lower level.

McKenna Hall/Notre Dame Conference Center is connected to the hotel via an underground concourse. The addition of a staircase will eliminate long waits for the two elevator cars.

The concourse is also symbolic of the unification of the Morris Inn and Notre Dame Conference Center into one entity—and it’s a major campus attraction in its own right, says Kurth.

Murals depicting seasonal campus scenes line the walls of the tunnel, in addition to individual stories from the deans of each college, First Year of Studies, Hesburgh Libraries and the Graduate School. “It is a great place to experience Notre Dame,” he says.

Additional changes include doubling the size of the men’s and women’s restrooms off the lobby, and the addition of an accessible family restroom with a changing table. The restrooms by Rohr’s and the Smith Ballroom remain open during construction.

Lastly, to provide additional warmth for the lobby, an air curtain is being added at the front entrance to the hotel.

Renovations, which began Monday, Dec. 29, are expected to be completed by the end of February.

PHOTOS: MATT CASHORE



The underground concourse between the Morris Inn and McKenna Hall/Notre Dame Conference Center, with murals depicting seasonal campus scenes, has become a destination in its own right. Remodeling will add a new staircase at the west (hotel) end of the concourse.

NEW EMPLOYEES

The University welcomes the following employees who began work in **November**:

Julie Admave-Hartle, Radiation Laboratory
Carlo G. Anastasio, Morris Inn
Jason P. Casey, Office of Strategic Planning
Crystal J. DeJaegher, Provost’s Office
Donald Holst, Utilities—Operations
Pristina Jones, Track and Cross Country
Caroline C. Maloney, Development—Donor Services
Omayra Moreno, Custodial Services
Monique L. Paskell, Office of Human Resources
Gary B. Rigley, Financial Aid
Alexander J. Sejdinaj and **Casey Sponseller**, Customer IT Solutions

SERVICE ANNIVERSARIES

The University congratulates those employees celebrating significant service anniversaries in **January**:

35 Years

Joanne D. Birdsell, College of Engineering
Peter F. Shaw, Infrastructure Services

30 Years

Kenneth J. Kinslow, Hesburgh Libraries
James M. Reed, Recycling

25 Years

Daniel J. Crossen, Principal Gifts
Tracey L. Hahn, Security
Lori K. Kish, Procurement Services
Sheila McMahan, Development—Information Services
Maureen L. McNamara, Athletics Facilities and Sports Operations
Eugene M. Pilawski, Student Accounts

Ofelia T. Smith, Morris Inn
Marsha Stevenson, Hesburgh Libraries

20 Years

Janusz A. Bednarski, Fencing
Kathleen A. Cybulski, Biological Sciences
Michael J. Fitzpatrick, Infrastructure Services
M. Catherine Hilkert, Theology
Diane P. King, Kroc Institute
Joan M. Metzger, Development—Donor Services
William R. Wolter, Freimann Animal Care Facility

15 Years

Carlos W. Brazo, Food Services, North Dining Hall
Barbara Z. Brook and **Kari A. Gallagher**, Law School
Alexandra F. Corning, Psychology
Maria V. DiPinto, Morris Inn

Margaret A. Doody, English
Virgilio P. Elizondo, Theology
Peter M. Garnavich, **Michael D. Hildreth** and **Heidi E. Lamm**, Physics
Holly V. Goodson, Chemistry and Biochemistry
Terry A. Hanyzewski, Service Center
Tamara Kronewitter, Planning, Design, and Construction
Elizabeth M. Lemanski, Catering By Design
Roseanne R. McDowell, Center for Social Concerns
Alexander Mintairov, Electrical Engineering
Kim P. Pham, Food Services, South Dining Hall
Cynthia D. Schock, Custodial Services
Shohn L. Turner, Office of Research

10 Years

Jeffrey D. Fersch and **Austin S. Smith**, Development—Inst. and Individual Giving
Margaret M. Forster, Finance
Erin E. Hafner, Office of Sustainability
Wendy L. Harris Hurley, Building Services
Anthony Juan, Film, Television, and Theatre
Daniel K. Lapsley, Psychology
Lorie Marsh, Accountancy
Philip J. Sakimoto, First Year of Studies
Dewayne Sconiers, Food Services, South Dining Hall
Charles L. Shakes, Morris Inn
Chantelle C. Snyder, Office of Communications
Gwen M. Stayback, Freimann Animal Care Facility

RecSports

DIVISION OF STUDENT AFFAIRS

For general RecSports information, please visit recsports.nd.edu.

To register for a class, special event or any other activities, please visit recregister.nd.edu.

F.A.S.T. (Faculty and Staff Training) Classes

Classes meet Jan. 5 – May 8. Classes will meet over spring break, March 7 – 15. Full refunds available until Feb. 1; half-price refunds Feb. 8. All schedules are subject to change.

Mondays

9 – 10 a.m.	Zumba	Kimmi	RSRC AR 1	\$30
12:15 – 12:45 p.m.	Zumba Step	Amy U.	RSRC AR 2	\$30
4:30 – 5:15 p.m.	Body Sculpt	Indiana	RSRC AR 1	\$30

Tuesdays

9 – 10 a.m.	Cardio Sculpt	Indiana	RSRC AR 2	\$30
12:15 – 12:45 p.m.	Zumba	Angelica	RSRC AR 1	\$30
12:15 – 12:45 p.m.	Flex N Tone	Indiana	RSRC AR 2	\$30

Wednesdays

9 – 10 a.m.	Yoga	Steve	RSRC AR 1	\$70
12:15 – 12:45 p.m.	Cardio Express	Indiana	RSRC AR 2	\$30
4:30 – 5:15 p.m.	Flex N Tone	Indiana	RSRC AR 2	\$30

Thursdays

9 – 10 a.m.	Cardio Sculpt	Indiana	RSRC AR 2	\$30
12:15 – 12:45 p.m.	Flex N Tone	Indiana	RSRC AR 2	\$30

Fridays

12:15 – 12:45 p.m.	Cardio Express	Indiana	RSRC AR 2	\$30
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Instructional Series

Registration opens 7:30 a.m. Jan. 15 for all 10-week classes, TRX Series 1 and Beginner Tennis; TRX Series 2 and Advanced Beginner Tennis open 7:30 a.m. March 4. Classes will not meet over spring break, March 7 – 15, or during the Easter holiday, April 3 – 6. Full refunds available until the Sunday after the series begins. All schedules are subject to change.

Certification Series

Lifeguard Training

Wednesdays 6 – 9 p.m.	Sarah	Rockne 110	Feb. 11 – Apr. 22	\$125
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S.C.U.B.A.

Sundays 3:30 – 7:30 p.m.	Diana	Rockne 110	Jan. 18 – Mar. 1	\$215
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Dance Series

Beginner Ballet

Mondays 7:45 – 8:40 p.m.	JoAnn	RSRC AR 2	Jan. 26 – Apr. 13	\$45
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Intermediate Ballet

Mondays 8:45 – 9:40 p.m.	JoAnn	RSRC AR 2	Jan. 26 – Apr. 13	\$45
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Partner Latin Dance

Thursdays 8 – 9 p.m.	Ramzi	RSRC AR 1	Jan. 29 – Apr. 9	\$45
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Martial Arts Series

Tai Chi

Mondays 5:30 – 6:30 p.m.	Br. Ray	Rockne 109	Jan. 26 – Apr. 6	\$45
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Hapkido Self Defense

Mondays 5:30 – 6:30 p.m.	Jesus	Rockne 109	Jan. 26 – Apr. 6	\$45
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Beginner Karate

Tuesdays 6:30 – 7:30 p.m.	Matt	Rockne 109	Jan. 27 – Apr. 7	\$45
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Advanced Karate

Thursdays 6:30 – 7:30 p.m.	Matt	Rockne 109	Jan. 29 – Apr. 9	\$45
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Women's Only Self-Defense Series

R.A.D. (Rape Aggression Defense)

Wednesdays 6:30 – 8:30 p.m.	NDSP	Rockne 109	Jan. 28 – Mar. 4	\$45
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Keychain Defense

Wednesdays 7 – 8:30 p.m.	NDSP	Rockne 109	Apr. 8 & 15	\$25
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Sport Series

Intermediate Tennis

Tuesdays 7 – 8 p.m.	Jennie	Eck Tennis Pavilion	Jan. 27 – Mar. 3	\$45
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Advanced Beginner Tennis

Tuesdays 7 – 8 p.m.	Jennie	Eck Tennis Pavilion	Mar. 24 – Apr. 28	\$45
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TRX Suspension Series

TRX Series 1

Mondays 12 – 12:45 p.m.	Indiana	Rockne 109	Jan. 26 – Mar. 2	\$25
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Tuesdays 5:15 – 6 p.m.	Ed	Rockne 109	Jan. 27 – Mar. 3	\$25
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Fridays 12:15 – 1 p.m.	Mac	Rockne 109	Jan. 30 – Mar. 6	\$25
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TRX Series 2

Mondays 12 – 12:45 p.m.	Indiana	Rockne 109	Mar. 23 – Apr. 27	\$25
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Tuesdays 5:15 – 6 p.m.	Ed	Rockne 109	Mar. 24 – Apr. 28	\$25
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Fridays 12:15 – 1 p.m.	Mac	Rockne 109	Mar. 27 – May 1	\$25
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Wellness Series

Post-Natal Yoga

Saturdays 1 – 2 p.m.	Sue	RSRC AR 1	Jan. 24 – Feb. 28	\$30
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Pre-Natal Yoga

Saturdays 1 – 2 p.m.	Sue	RSRC AR 1	Mar. 21 – May 2	\$30
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Try It, You'll Like It

Drop in for free to any fitness or F.A.S.T. (Faculty & Staff Training) class Monday, Jan. 12 – Sunday, Jan. 18. Come on and try it, you'll like it! Classes are available on a first-come, first-serve basis. Open to Notre Dame students, faculty, staff, retirees and spouses.

Classes

Registration for F.A.S.T. (Faculty & Staff Training) classes opens online at 7:30 a.m. Tuesday, Jan. 13, via RecRegister. Registration for Fitness and Instructional classes opens 7:30 a.m. Thursday, Jan. 15 online via RecRegister. Registration continues throughout the semester if space is available.

Fitness Classes

Classes meet Jan. 12 – April 29. Classes will not meet over spring break, March 7 – 15, or during the Easter holiday, April 3 – 6. Full refunds available until Feb. 1; half-price refunds Feb. 8. All schedules are subject to change.

Mondays

6:15 – 7 a.m.	Sunrise Cycle	Indiana	Rockne B026	\$50
Noon – 1 p.m.	Pilates Mat	Patty	RSRC AR 1	\$60
5:30 – 6:15 p.m.	Aquacise	Patty	Rockne Pool	\$25
5:30 – 6:15 p.m.	Indoor Cycling	Angela	Rockne B026	\$50
5:30 – 6:30 p.m.	Yoga	Steve	Rockne 205	\$60
5:30 – 6 p.m.	Tabata Intervals	Lisa/Annie	RSRC AR 2	\$25
6:45 – 7:45 p.m.	20/20/20	Annie	RSRC AR 1	\$25
6:45 – 7:45 p.m.	Barre	Amy S.	RSRC AR 2	\$25
6:45 – 7:45 p.m.	Pilates Mat	Patty	Rockne 205	\$60

Tuesdays

6:30 – 7:30 a.m.	Power Yoga	Steve	RSRC AR 1	\$60
12:15 – 12:45 p.m.	Cycle Express	Dawn	Rockne B026	\$50
5:30 – 6:15 p.m.	Indoor Cycling	Annie	Rockne B026	\$50
5:30 – 6:30 p.m.	Pilates Mat	Judith	Rockne 205	\$60
5:30 – 6:30 p.m.	Cardio Kickboxing	Lisa	RSRC AR 1	\$25
5:30 – 6:30 p.m.	Cardio Step	Indiana	RSRC AR 2	\$25
6:45 – 7:45 p.m.	Zumba	Amy U.	RSRC AR 1	\$25
6:45 – 7:45 p.m.	Cardio Core	Indiana	RSRC AR 2	\$25
6:45 – 7:45 p.m.	Yoga	Katie	Rockne 205	\$60

Wednesdays

6:15 – 7 a.m.	Sunrise Cycle	Indiana	Rockne B026	\$50
11 – 11:45 a.m.	Gentle Healthy Toning	Patty	RSRC AR 1	\$25
Noon – 1 p.m.	Yoga	Steve	RSRC AR 1	\$60
5:30 – 6:15 p.m.	Bootcamp Water Aerobics	Jacquie	Rockne Pool	\$25
5:30 – 6:30 p.m.	Yoga	Steve	Rockne 205	\$60
5:30 – 6:30 p.m.	Zumba	Gisele	RSRC AR 1	\$25
5:30 – 6:30 p.m.	Body Sculpt	Alyssia	RSRC AR 2	\$25
6:45 – 7:15 p.m.	Body Blast Intervals	Elisha	RSRC AR 1	\$25
6:45 – 7:45 p.m.	Barre	Patty	RSRC AR 2	\$25
6:45 – 7:45 p.m.	Power Yoga	Katie	Rockne 205	\$60

Thursdays

6:30 – 7:30 a.m.	Vinyasa Yoga	Steve	RSRC AR 1	\$60
5:30 – 6:30 p.m.	Cardio Bootcamp	Indiana	RSRC AR 2	\$25
5:30 – 6:15 p.m.	Indoor Cycling	Dawn	Rockne B026	\$50
5:30 – 6:30 p.m.	Power Yoga Flow	Steve	Rockne 205	\$60
5:30 – 6:30 p.m.	Zumba	Amy U.	RSRC AR 1	\$25
6:45 – 7:45 p.m.	Cardio Kickboxing	Caroline	RSRC AR 2	\$25

Fridays

6:15 – 7:15 a.m.	Sunrise Cycle	Indiana	Rockne B026	\$50
9 – 10 a.m.	Yoga Basics	Kimmi	RSRC AR 1	\$60
Noon – 1 p.m.	Yoga	Steve	RSRC AR 1	\$60
5:30 – 6:30 p.m.	Body Sculpt	Alyssia	RSRC AR 1	\$25

Saturdays

12:15 – 1:15 p.m.	Yoga	John	Rockne 205	\$60
1:30 – 2:30 p.m.	Cardio Bootcamp	Indiana	RSRC AR 2	\$25

Sundays

1:30 – 2:15 p.m.	Indoor Cycling	Annie	Rockne B026	\$50
2:45 – 3:45 p.m.	Pi Yoga	Patty	RSRC AR 1	\$60
4 – 5 p.m.	Zumba	Kelly	RSRC AR 2	\$25

FACILITIES & INFO

General Facility Hours

Effective Monday, Jan. 12 – Wednesday, April 29. Schedules are subject to change. See website for hours of operation during breaks, holidays and special campus events.

Rolfs Sports Recreation Center

631-3068

Mondays – Fridays: 5:45 a.m. – 11 p.m.

Saturdays: 9 a.m. – 11 p.m. / 9 a.m. – noon Family Hours

Sundays: noon – 11 p.m. / noon – 2 p.m. Family Hours

Rockne Memorial

631-5297

Mondays – Fridays: 6 a.m. – 11 p.m.

Saturdays: 10 a.m. – 11 p.m. / 2 – 5 p.m. Family Hours

Sundays: 10 a.m. – 11 p.m. / 2 – 5 p.m. Family Hours (pool closed)

See website for pool, weight room, climbing wall and family hours.

Rolfs Aquatic Center

631-5980

Mondays – Thursdays: 9 a.m. – 2 p.m.

Fridays: 11 a.m. – 2 p.m.

Saturdays: Closed

Sundays: 1 – 6 p.m. / 2 – 5 p.m. Family Hours

Swim Lessons

Open to Notre Dame students, faculty, staff, spouses and public. More information regarding specific days, times and cost of lessons can be found on the RecSports website. All registration takes place online via RecRegister.

One-On-One Swim Lessons

Lessons run five consecutive weeks beginning Jan. 26. Private Lesson registration opens on Jan. 12 and closes Jan. 23.

Group Swim Lessons for Children

Lessons run four consecutive weeks beginning Feb. 2. Group Lesson registration opens on Jan. 12 for Notre Dame affiliates and Jan. 19 for the general public. Registration closes on Jan. 30.

For Families

Even Fridays Events

5:30 – 7:30 p.m. (unless otherwise noted), please register in advance online via RecRegister. Schedule subject to change.

Jan. 23

Snow Tubing

St. Pat's Park

Feb. 13

Martial Arts Night

Rockne Memorial 205

Feb. 27

TBD

March 7

Men's Basketball Game

Purcell Pavilion at the Joyce Center 4 p.m.

March 27

TBD

April 17

Family Skate (part of Relay for Life) Compton Family Ice Arena

April 24

Outdoor Sports Fest

Rockne Memorial Lawn noon – 4 p.m.

HEALTH & WELLNESS

Preventing frostbite and hypothermia

Staying safe outside in the cold

BY KIRK FLICKINGER, RISK MANAGEMENT

Prolonged exposure to low temperatures, wind and moisture can result in frostbite and hypothermia. Risk Management and Safety offers these tips to help you recognize, treat and prevent these winter hazards.

Frostbite: Frostbite is the freezing of the outer layers of skin. Toes, fingers, ears, chin and nose are typically affected first. The patient may feel tingling or numbness in affected areas. The skin can feel cold and stiff and appear a grey or waxy-white color.

Treatment: Get the patient indoors. Remove any clothes or jewelry that may be reducing circulation. Allow affected areas to reheat at room temperature. When the skin starts to thaw it will be painful. If circulation

does not return to the affected area, seek additional medical treatment. Do not rub affected areas to reheat as this may cause further skin damage. Using warm water to reheat frostbite can cause refreezing if the person must go back out into the weather.

Hypothermia: Hypothermia is a condition of low core body temperature when your body's heat loss exceeds your body's heat production. **It is a life-threatening medical emergency.** Uncontrolled shivering and loss of coordination are indications of hypothermia.

Treatment: Protect the patient from further heat loss and call for immediate medical assistance. Remove the person from the cold and wind if possible. Remove and replace any wet clothing. Have the patient lie down, and insulate with blankets or additional clothing. Offer a warm beverage if conscious. Warm them with your own body heat if necessary.

Handle the patient gently as hypothermia may cause an increased risk of cardiac arrest.

Cold-related illness prevention:

Eating a well-balanced diet and staying hydrated allows your body to better regulate its temperature. Dress in layers of clothing and attempt to cover as much skin as possible to protect from wind.

Stay moderately active so that you are creating body heat. If you begin to sweat, slow down or remove some clothing. If your clothes become wet, they won't help hold in your body heat any longer.

In extremely cold weather it is best to have someone else with you. Pairing up allows you to watch out for one another and better gauge how long you have been outdoors and when it's time to go inside.



Congratulations to HRQ \$1,000 winners



PHOTOS: CAROL C. BRADLEY

Aprahamian



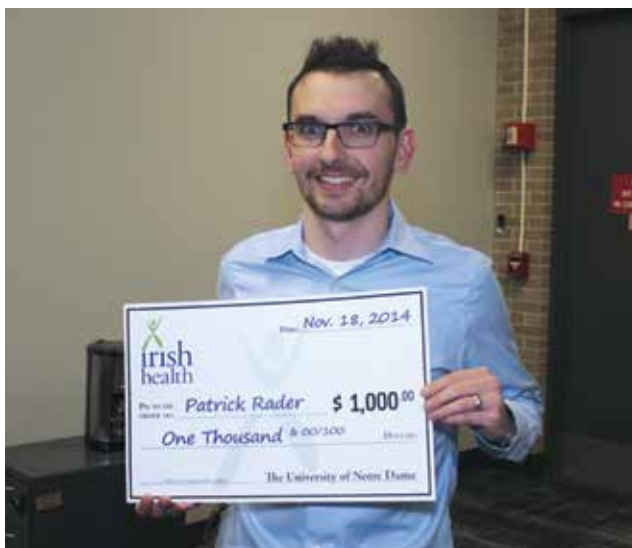
PHOTOS: SCOTT PALMER

DeLuca

Congratulation to this year's Your HRQ winners. Five winners of \$1,000 prizes were chosen at random from among the 2,907 faculty and staff members who completed health screenings and Your HRQ (Health Risk Questionnaire). Winners are Ani Aprahamian, physics; Laura DeLuca, Customer IT Solutions; Garrett Mandeville, Alliance for Catholic Education; Patrick Rader, Hesburgh Libraries; and Michael Urbaniak, Campus Ministry.



Mandeville



Rader



Urbaniak

24-Hour Spin-A-Thon

RecSports is pleased to be teaming up once again with Notre Dame Women's Basketball and the College of Science in this breast cancer benefit event. Join our 24-Hour Pink Zone Spin-A-Thon at Rockne Memorial Cycling Studio noon Friday, Jan. 30, through noon Saturday, Jan. 31. Registration is now available online via RecRegister. Choose your time slot and you're all set! Donations are always welcome and can be made during online registration.

Intramural Sports

Spring sports include: 4 x 4 Flag Football, Basketball, Indoor Tennis Singles, Ice Hockey, Wiffleball, Badminton Doubles Tourney, Curling, Floor Hockey, Softball, Soccer, Ultimate Disc, Team Racquetball and Sand Volleyball. Register online with IMLeagues.com, log in with ND net ID and password to create or join a team. When your sport registration period is open, invite your friends to play online and pay in person at Rolfs Sports Recreation Center the next day.

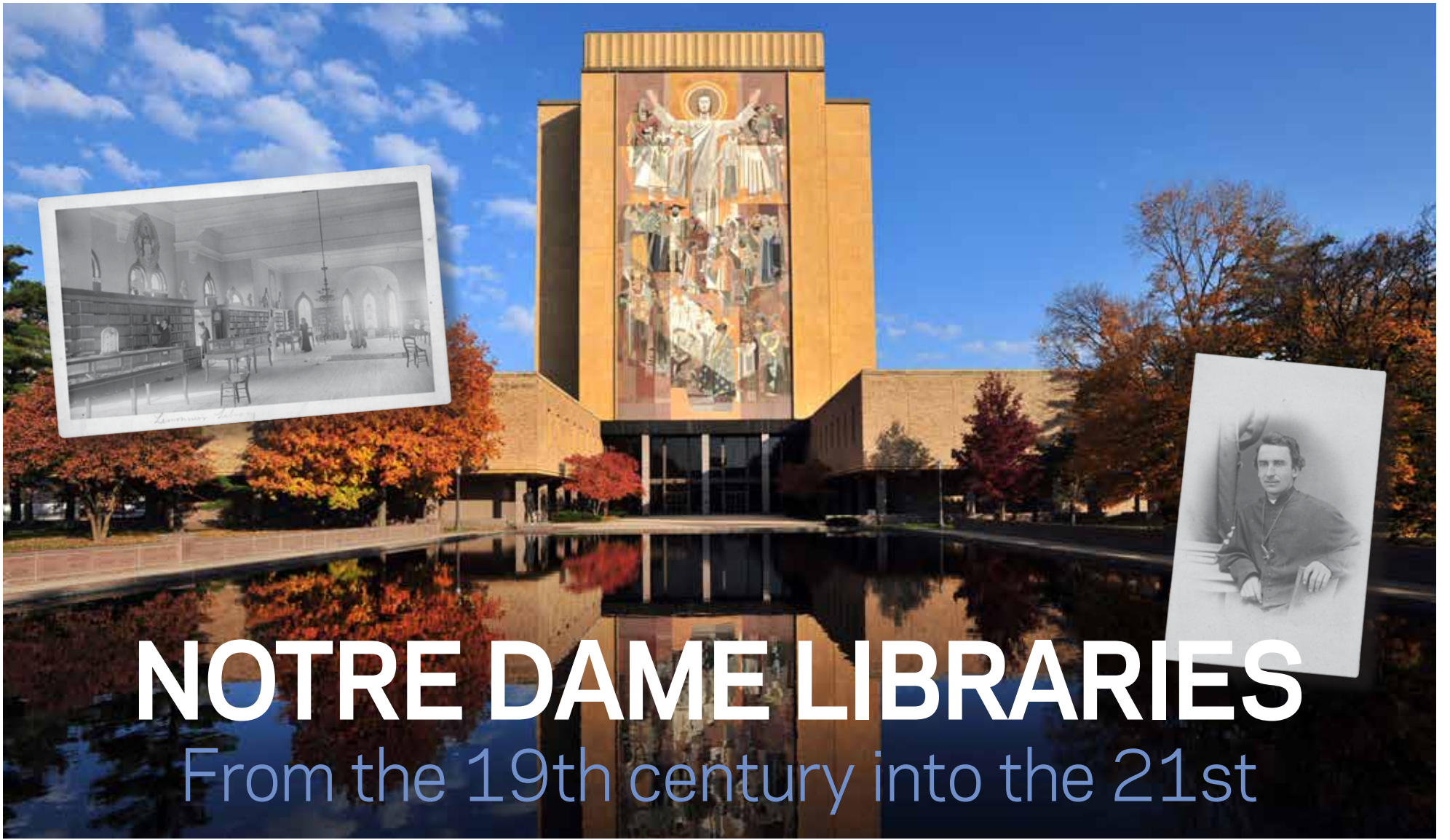
Be Well series

January

Diabetes Education

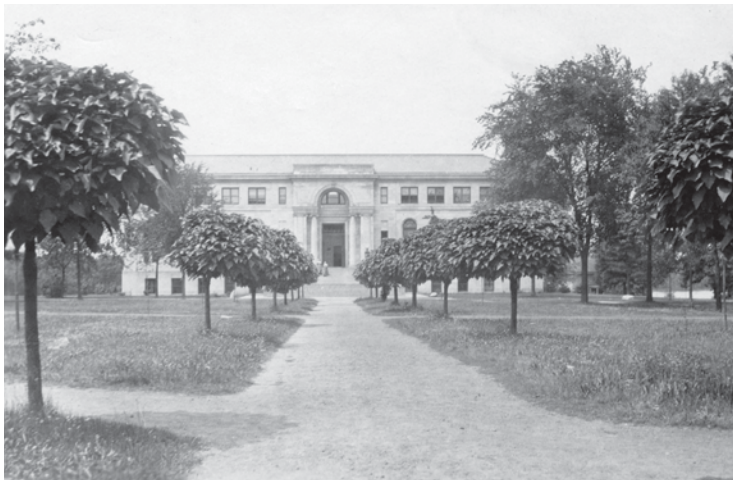
- Jan. 8 Glucose Testing and A1C
- Jan. 15 Medications
- Jan. 22 Healthy Eating
- Jan. 29 Activity and Diabetes

12:15 - 12:45 p.m.
RecSports Meeting Room
RSVP to askHR 631-5900



NOTRE DAME LIBRARIES

From the 19th century into the 21st



◀ At far left: In 1917, a new separate library building, the Lemmonier Library (now Bond Hall) was dedicated. Right, students gather to study, c. 1940s.

PHOTO CREDITS

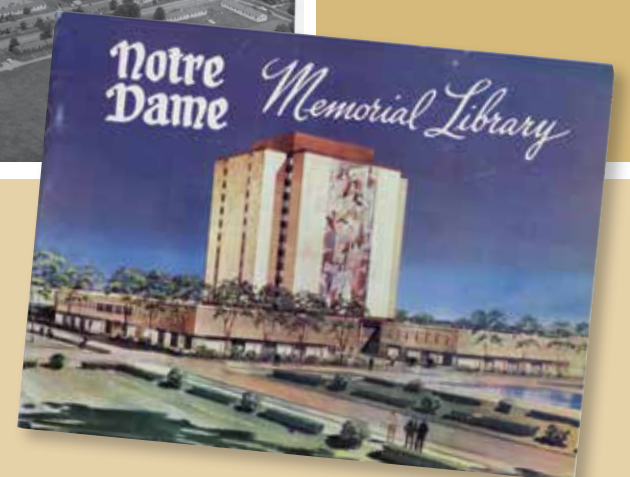
Top photo: Matt Cashore
Archive photos: University Archives

▶ Far right, nuns study in the Lemmonier Library during summer school, c. 1950. At right, boys (possibly students) move library books from Lemmonier Library to the new Memorial (now Hesburgh) Library in August 1963, using Black Label Beer boxes.

▼ Below, students in the Lemmonier Library, taken (probably as a publicity shot) c. 1957 by photographer Dick Shaffer. A participant in the photo shoot noted that the students were asked to wear suits instead of their normal attire.



◀ At left, an aerial view of campus, 1961. Workers clear the land where the Hesburgh Library will be built. Vetville housing, built for WWII veterans attending college on the G.I. Bill and their families, is visible along Juniper Road.



▲ Top of page inset photo - Left

Left: The University (Lemmonier) Library and Archives in the Main Building c. 1882. Jimmy Edwards is at left by the bookcases. Edwards served as history professor beginning in 1876, and later as librarian.

▲ Top of page inset photo - Right

Right: Rev. Augustus Lemmonier, C.S.C., fourth president of the University, established a central circulating library for students in 1873.

▶ At right, the cover of a fundraising brochure for the Memorial Library, later renamed the Hesburgh Library. Rev. Theodore M. Hesburgh, C.S.C., announced the Challenge fundraising campaign in 1958, and ground was broken in the summer of 1961.