



FROM THE PRESIDENT

Welcome to the beginning of the 2005-06 academic year at Aquinas!

We are all glad to include among our ranks new faculty, staff, and undergraduate and graduate students, including the largest entering class in the history of the College.

Along with substantial enhancements to our landscaping and wooded areas that further beautify our outstanding campus, as well as renovations made to many buildings, all of us in the Aquinas community are beginning this new year with a new presence on the campus, the construction site of the Grace Hauenstein Library. Watching this construction take place over the coming year promises to be a most interesting past time, one reinforced by the knowledge a state-of-the-art library will be ready for our use at this time next year.

Best wishes for the most productive, creative and energizing year ever,

Harry Knopke

AQUINAS LECTURE SERIES 2005-06

Tuesday, August 30

12:30-1:20 p.m.: Aquinas College Lecture Series. ***Gender Issues in Math and Science Learning.*** Speaker: **Kathy Burgis, Ed.D., Aquinas Associate Professor of Mathematics.** Bring your brown-bag lunch. Aquinas College Wege Student Center Ballroom. Free.

Thursday, September 8

12:30-1:20 p.m.: Aquinas College Campus Ministry Lunchtime Lecture Series. **Three**

August 22, 2005

Developments of Contemplative Prayer: Monastic, Medieval and Contemporary.

Speaker: Dennis Rybicki, Pastoral Musician and Spiritual Director, Aquinas Campus Ministry. Aquinas Wege Student Center, Loutit Room. Bring your brown-bag lunch. Free.

ART NEWS

Tuesday, September 6-Friday, September 30

Aquinas College Art Exhibit. **Recent Oil Paintings by Nolan Salix.** Monday-Thursday, 10:00 a.m.-7:00 p.m.; Friday, 10:00 a.m.-4:30 p.m.; Saturday and Sunday, 2:00-6:00 p.m. Aquinas Art and Music Center Gallery. Free. **Homecoming Reception will be held on September 24, 2:00-4:00 p.m.**

ITS START OF SCHOOL INFORMATION FOR FACULTY, STAFF, and STUDENTS

The following information is provided by ITS to inform the Aquinas Community of the new technology available for fall 2005 and to update you on the changes made in current technology since the spring 2005 End of Semester Notice. The first portion of this document is general information for all students, faculty, and staff. Following, there is an individual section with topics related to faculty and staff and another section pertaining to just students. For an electronic copy of this notice, see <H:\employee\CC\BackToSchool\05-06\BackToSchoolCampusCorrespondence05-06.doc> or the ACORN posting of 8/22/05.

INFORMATION FOR STUDENTS, FACULTY, AND STAFF

Summer 2005 Technology Projects

The Summer 2005 Technology Projects document located at <http://www.aquinas.edu/technology/Summer2005TechnologyProjects.htm> and is updated regularly. Please access this document for status on any of the summer technology projects.

For staff and faculty who received a new computer this summer, please be aware that the computer contains a DVD-ROM combo player. For further information, see the [Using a DVD Drive](#) article found in the Aquinas Online Knowledge Base at http://campus.aquinas.edu/its/help/other_software/viewDVD.htm.

Computer Re-image/Replacement

All college computers have been re-imaged, and those on the network now use the Windows XP operating system. An information sheet was attached to each computer with detailed information about the changes to the standard Aquinas configuration. Please refer to this sheet if you have any questions. The information is also available online in the Online Knowledge Base article [When your Machine Is Re-Imaged/Replaced](#) (this article can be found at <http://campus.aquinas.edu/its/help/articles/summer2005reimage.htm>).

Colleague Users – Please Read and Follow the Directions Below!

If your F-keys (i.e., F2, F4, etc) are working, please disregard this section

Due to changes in Colleague configurations, all Colleague users will need to complete the following steps before they have complete functionality of the F-keys (i.e., F2, F4, Shift+F8, F11):

1. Be sure that all Colleague windows/screens are closed.
2. Click Start, Programs, Applications Setup, Application Launcher.
3. When the Application Launcher window opens, locate the Colleague icon in the alphabetical list.
4. Double-click the icon to install the necessary files.
5. Right-click on the same icon and choose Verify from the pop-up menu.
6. Close Application Launcher and access Colleague using your normal method

(i.e., Start menu, desktop shortcut, or quick launch icon).

Please be aware that you will need to enter the host name (redwood) and your username when logging in for the first time.

In order to save this information:

1. Once successfully logged in to Colleague, choose Edit from the main toolbar and select Settings.
2. Click OK on the Settings window.
3. When logging out and closing the window, the program will notify you that your settings have changed and ask if you would like to save them, click Yes.

T.A.P. (Technology Access and Presentation)

Our T.A.P. project is expanding! These installations are in addition to the original T.A.P. units that were installed in the Academic Building and Albertus Hall during the summer of 2004.

The following additional rooms and classrooms now have permanent T.A.P. units installed to help meet your technology needs*:

AB 319
AB 322
AMC 108
HH CIS Lab (130)
JC 204 (converted from a mobile unit)
JC 205 (converted from a mobile unit)
JC 219 (converted from a mobile unit)
JC 220
JC 221
WC Private Dining Room (PDR)

Additional mobile T.A.P. units are available in the following buildings* and can be reserved by contacting the area listed below**:

Art & Music Center – contact the main office at x2413
Browne Center – for use by Emeritus only
Cook Carriage House – contact Campus Life at x2458
Field House – contact the main office at 2474
Holmdene – contact x5070 (please be sure to give at least 1 business day's notice)
Performing Arts Center – contact Joni Hodsdon at x2997
Wege Loutit Room and Ballroom – contact the Conferencing department at x2801

*Due to the renovation scheduled to take place in Jarecki Center during the next year, no permanent T.A.P. units will be installed in areas that will be under construction in the near future. There will be three mobile instructor carts

available for use in classrooms that are not equipped with permanent T.A.P. units. Reservations for this equipment are handled by the School of Management office. Please call x2925 to make a reservation if you need an instructor cart in Jarecki 104, 105, 120, 121, 122, 132, or 141. These reservations will be handled on a first-come first-serve basis so please allow as much advance notice as possible.

****No reservations are needed through the ITS department for the movable carts in Albertus Hall, Art and Music Center, Emeritus College, Cook Carriage House, Field House, Holmdene, Jarecki/Lacks, or in Performing Art Center, because they are reserved internally at the main office in those buildings.**

Please note: If you need to reserve the following equipment, please call extension 5070:

1. Pack n Go System – laptop and projector (3 available)
2. Computer Lab (AB 319 or AB 315)
3. Document Cameras (5 available)
4. Holmdene mobile T.A.P. unit

Elimination of the 3 ½” Floppy Drive

Diskettes are relatively inexpensive, easy to use, and moderately dependable. However, as presentations, photos, and even data files become larger and larger, the diskette has become obsolete. Computer manufacturers are responding to this trend by phasing out the 3 ½” floppy drive. Aquinas has begun its elimination of the 3 ½” floppy drive during the summer of 2005. Currently, the computers without 3 ½” floppy drives are located in labs around campus.

In order to accommodate students who do not have access to other storage options on their home computers, ITS has five USB floppy drives that can be loaned out for use in AB 355/357. In order to checkout one of these drives, an Aquinas student ID will be required.

Storage media such as the CD-R, CD-RW, and USB drives that have a capacity of many times the amount of a diskette are now available at most stores that sell computer supplies, including the Aquinas Bookstore. See the [Data Storage Device document](http://campus.aquinas.edu/its/help/articles/data%20storage%20devices.htm) (<http://campus.aquinas.edu/its/help/articles/data%20storage%20devices.htm>) in the Aquinas Knowledge Base (available on-campus only) for

information about the types of storage devices available and when to use which one.

The lab assistant in AB 350 will have CD-Rs (\$1) and CD-RWs (\$1.50) available for purchase by students. From 12 to 1 p.m. and after 5 p.m. on business days and during weekend hours lab assistants will have access to a limited supply of CDs. If you would like to purchase a large number of CDs, please visit during regular business hours.

Student Email Account Policy

Every Aquinas College student is assigned an Internet E-mail account. It is, therefore, the policy of the College when disseminating official college business information electronically to use College-assigned accounts.

Further, it is the responsibility of students to check their College-assigned E-mail accounts regularly. If a student uses another account as his/her primary account, then mail sent to the College-assigned address should be forwarded to that primary account. Initializing this procedure can be accomplished by following instructions provided on the [Student Essentials](http://www.aquinas.edu/computer/essentials-student.html) page at <http://www.aquinas.edu/computer/essentials-student.html>.

While faculty and staff are encouraged to direct all electronic messages to a student's college-assigned E-mail account, this policy does not preclude the sending of information to multiple individual student accounts.

This College policy is maintained by the College Relations department and is available online at: <http://www.aquinas.edu/computer/emailpolicy.html>

Student Computer Account Deletion

During Fall Break 2005 ITS administrators will disable the accounts and delete the stored data/email of **non-registered students and graduated students who are no longer registered for classes**. Please note: Stored data/email includes documents (files) that are stored on the F:\ drive, Internet Explorer favorites, and email messages in the Mailbox account. If students require assistance in copying any network access files to a USB drive or CD-R, please contact the Help Desk at extension 2050.

Hardware and Software Requests and Purchasing

Department heads and budget managers must coordinate all hardware and software purchases for on-campus use with ITS administrators.* Please be aware that the deadline for orders placed through the annual Refresh Plan is March 15th. This can be accomplished using the following procedure:

1. Staff/Faculty wishing to purchase hardware or software for on-campus use must fill out a request form. This form can be accessed on-campus via the [Intranet](#) at:
Hardware - http://campus.aquinas.edu/its/forms/hardware_request.html
Software - http://campus.aquinas.edu/its/forms/software_request.html
2. One of these forms must be completed and authorized by the department head or Vice President and submitted to the Director of Information Technology & Services for approval.
3. ITS administrators will analyze the feasibility of the request as it relates to the current hardware standards and infrastructure of the College network. A prompt response will be issued to the requesting department, stating whether or not the request can be met and providing any alternate solutions.
4. If technically feasible, the request must undergo analysis for financial feasibility (unless funds are already available). This process will involve ITS, the department initiating the request, and possibly the Office of the Vice President for Operations/Finance. This process will assign funding sources for the request, either internal or external. Please be aware that the deadline for orders placed through the annual Refresh Plan is March 15th.
5. Finally, a purchase order will be initiated by ITS to the selected vendor, following established college purchasing procedures. Once the hardware or software is received from the vendor, ITS administrators will coordinate its implementation with the requestor. Please be aware that the deadline for orders placed through the annual Refresh Plan is March 15th.

*Software purchased as reference media for stand-alone (non-networked) use in the Library must be purchased following established Library purchasing and storage procedures. However, ITS must still be notified to allow for proper documentation of all Aquinas software titles.

Additional information is available at:

College Software Management Policy - <http://www.aquinas.edu/computer/softwaremanagement.html>

Business Office Manual – <H:\employee\Business Office\Policy Manual and Forms\Business Office Manual.doc>

MyAQ

MyAQ is an on-line resource for faculty and students that allows access to information formerly available only in the College's student database or by contacting various departments on campus. Faculty and students will be able to access the system at <http://myaq.aquinas.edu> using their ELM (Electronic Login Manager) passwords.

In addition to the information that was available when MyAQ was released last year, an additional area is now accessible. Students now have access to the Completed Course List screen. Two additional screens are under construction and will be made available as soon as possible - GPA by Term and Account Summary.

Faculty access now includes:

My Advisees (i.e., Test Summary, Profile, and Schedule), Advisees (with a disclaimer that GPAs should be given to students only from paper copies provided by the Registrar's Office), Class Roster, Search for Classes, My Class Schedule, and Student Profile.

Details available online at:

<http://www.aquinas.edu/computer/myaq-faculty.html>

Student access includes:

Financial Aid Status by Year, Financial Aid Status by Term, Financial Aid Award Letter, Search for Classes, Grades (with disclaimer that no transfer grades are included or available in MyAQ), Completed Course List, Test Summary, My Class Schedule, and My Profile.

Details available online at:

<http://www.aquinas.edu/computer/myaq-student.html>

Ad-Aware® SE Professional Edition

Many internet sites that you visit will place malicious software, commonly referred to as adware or spyware, on your computer. Having spyware on your computer may disrupt your ability to use your computer in a normal fashion or connect to ResNet.

Ad-Aware® SE Professional Edition is a program installed on the Aquinas network that offers protection from known data-mining, aggressive advertising, parasites, scumware, selected traditional Trojans, dialers, malware, browser hijackers, and tracking components. Lavasoft's new Code Sequence Identification (CSI) technology protects from both known and unknown variants of these threats.

If your personal computer is not protected a free edition of Ad-Aware is available for download at <http://www.lavasoftusa.com>. This link is also available on the Aquinas ResNet page (<http://www.aquinas.edu/computer/resnet>) by scrolling down to the AntiVirus & Security section. Aquinas provides instructions for setting up Ad-Aware on your computer, downloading available program updates, and scanning your computer.

The Aquinas owned computers (including the lab machines) already have Ad-Aware installed, so no further installation is required for those machines.

New Campus Events Calendar

As part of the ITS Summer Technology Projects list (Project 3), there is a new campus events calendar available through the main College website (www.aquinas.edu in the College Relations section), ACORN, The Moose, and the Alumni site. Please watch ACORN for additional information about this new feature from College Relations.

Discipline Specific New Software and Upgrades

- A new version of ARTstor is now available to all faculty, staff and students. Please visit the Woodhouse Library homepage (<http://www.aquinas.edu/library>) and

click on the Find Articles link. ARTstor is available under the Art category.

- CourseConnect has been upgraded and is available at <http://courses.aquinas.edu>.

The following programs are now available in all Aquinas computer labs:

- Maple 10 was installed for use in August for the Math department.
- Pro Series 2004 – a professional tax preparation software was installed in April for the Business and Accounting departments.
- Inspiration 7.6 and Kidspiration 2.1 were installed in March for the School of Education.

AUP (Acceptable Use Policy)

The AUP for faculty, staff, students, and guests is available online at <http://www.aquinas.edu/computer/aup.html>. Guests will need to sign the AUP agreement before using college resources.

The Aquinas Online Knowledge Base

The Aquinas Online Knowledge Base is available on the Aquinas Intranet (on-campus only) at <http://campus.aquinas.edu/its> for students (in the labs), faculty, and staff. The Knowledge Base has information about the standard network applications including Microsoft Office XP, Pegasus (including the Spam Control documentation), MailBox, Internet Explorer, Calendar Express, CourseConnect, Contribute, Windows XP, MyAQ, Ad-Aware, and T.A.P. Please make use of this valuable resource.

SPAM Documentation is now available on the Knowledge Base – please visit <http://www.aquinas.edu/computer/spamcontrols.html> for information on how Aquinas is working to help control SPAM.

Burning CDs with Easy CD Creator 7

All Aquinas College leased computers are now equipped with re-writable CD-ROMs. Documentation for using EasyCD Creator 7 will be available soon. Please watch ACORN for more details.

New Employee Orientation Session

ITS offers New Employee Orientation Sessions for all new members of the Aquinas Community. This session includes an introduction to Pegasus, including: signatures, attaching files to

emails, viewing attachments sent through email, creating trays and folders, finding the usernames of other Aquinas employees and students, address books, distribution lists, and access to email from off-campus. Also an introduction to F:\, G:\, and H:\ drive storage, and the Aquinas Online Knowledge Base. The session usually lasts about an hour. Please call the Help Desk at extension 2050 to schedule a session.

ITS Help Desk Information

Please contact the ITS Help Desk when you experience unusual or unexpected problems with Aquinas College technology. ITS administrators analyze issues based on where, when, and under what conditions a problem occurs in order to pursue a solution. The Help Desk extension is 2050.

Duplex and EconoMode Printing

The default printer settings for the student computer labs enable both duplex and EconoMode printing in an effort to reduce costs and conserve College resources.

Duplex printing uses both sides of a sheet of paper for printing a document and EconoMode lessens the amount of printer toner used to print documents. This does not affect the legibility of the characters printed, but will lighten their appearance.

To learn how to adopt these practices in your department see the [Printing Tips](#) Online Knowledge Base article at http://campus.aquinas.edu/its/help/printing/Ways_to_save_when_printing.htm#PrintingTips.

Responsible Computing Video

Have you seen the ITS Responsible Computing Video? Please visit www.aquinas.edu/computer and click on the "Responsible Computing Video" link to see a short video summarizing what **NOT** to do with your computer accounts. This was filmed at Aquinas and many of the stars are Aquinas students or children of Aquinas employees.

INFORMATION FOR STAFF AND FACULTY

Faculty Laptops

Any faculty member or adjunct with their own laptop can register the laptop through the ResNet self-registration procedure to gain internet access using the open ports located on the T.A.P. units, in JC and Wege Center, and

the Carriage House. The self-registration instructions can be found at www.aquinas.edu/computer/resnet.

ELM Passwords

Staff and faculty members may contact the ITS Help Desk in AB350 for their ELM passwords. A picture ID may be required for security purposes. ELM passwords are used for Calendar Express, CourseConnect, MyAQ, The Moose, and for registering a personal laptop (to gain access to the internet using a personal laptop it must be registered with ResNet and connected to one of the open ports or a T.A.P. unit).

Faculty Essentials

A Faculty Essentials web page is available specifically to assist faculty in locating information about services and technology provided by ITS, i.e., reservations for computer equipment/labs, computer accounts, and discipline specific applications. This can be found at www.aquinas.edu/computer by clicking on the Faculty Essentials link.

Faculty and Staff Email Information

The current staff and faculty off-campus email application is Mailbox. Mailbox offers staff and faculty features such as filtering (using whitelist and blocklist), displaying and composing HTML messages, changing themes, displaying messages in a variety of ways and additional address book functionality. You can access MailBox by visiting <https://mailbox.aquinas.edu> or through the link on the Aquinas homepage.

Quarantine Reports

Following the December 2004 upgrade in Pegasus Mail and Mailbox, you may receive an email message in Pegasus Mail from "Quarantine Report" with the subject "Aquinas Mailserver Quarantine Report". You are receiving this message because an email has been marked as spam, has a virus or the address has been added to your unwanted list.

To view these quarantined message(s):

1. Login to MailBox (<https://mailbox.aquinas.edu/>) using your Novell password.
2. You will see a highlighted message that states "Quarantined: You have 1 email in your SPAM & Virus Quarantine. Click here." Use the Click here link to manage your quarantine messages.

However, if you do not access MailBox very often, you have the option to change this setting. This will allow the quarantined messages (other than messages that contain viruses) to stay within Pegasus Mail. These messages will be found in the Junk or suspicious mail folder. If you change this setting, you will no longer have to login to MailBox or ELM to view quarantined messages and you will no longer receive Quarantine Reports unless there are messages with viruses. Be sure to check your Junk or suspicious mail folder regularly and delete messages that are no longer needed or that are junk. To change this default setting, you will need to login to ELM* (Electronic Login Manager) using your ELM password.

1. Go to <https://secure.aquinas.edu/elm>.
2. Click on the wrench.
3. Click on Modify spam/Virus filtering.
4. Scroll down to Message scoring policy.
5. Click "Mark spam but never quarantine".

*You will only need to login one time into ELM to change this setting. However, you may change this policy setting again at anytime.

Virus messages that have been quarantined can be deleted by following the directions below.

1. Login to MailBox (<https://mailbox.aquinas.edu/>) using your Novell password.
2. In the upper left corner of the screen, click on the + symbol next to Mail to expand the list.
3. Near the bottom of the list, click Quarantine.
4. Along the top of the screen there will be a Select Action drop down menu. Choose Delete Viruses & Problem Message from that list.
5. Click Submit.
6. Any message highlighted in red or green will be deleted from the list permanently.

Mailto: Links

ITS advises you to make the following setting change in Pegasus Mail.

While working in Internet Explorer, you have the ability to click on email address links and quickly send an email message, called a mailto: link. When a mailto: link is selected, Pegasus Mail should open up an email message window. Due

to the upgrade, however, this setting needs to be reset. You will need login to Pegasus Mail.

In Pegasus:

1. Click Tools, Options, Hyperlinks
2. Select MSIE Mailer.
3. Click OK.

Now, return to the webpage where the mailto: link is located and click once on the link, Pegasus will open a new window for an email message. When your message is completed, click Send.

TAP Survey

Now that the T.A.P. (Technology, Access, & Presentation) technology has been in place since the beginning of the fall 2004 academic year, we would like input from faculty and also from others that have used the new carts. The gathered information will be analyzed to determine if future changes are necessary.

Just visit <http://www.aquinas.edu/tapsurvey> to take the short, on-line survey. Thank you for your input.

Password Acquisition Procedure for Students

All new students registering for the first time were sent a One-Time Access Key and instructions for retrieving their passwords through a web interface from any internet connection. For those that may have misplaced their letter, or arrive on campus without retrieving their passwords, Campus Safety, ITS, or the Woodhouse Library can print another notice with a new One-Time Access Key when the student provides a picture ID.

Please be aware that if a student has not completed the "Retrieve Initial Passwords" process they will not be able to reset their passwords online without receiving a new one-time access key.

INFORMATION FOR STUDENTS

Computer Account Access Keys/Passwords:

Students registering for the first time are sent a One-Time Access Key and instructions for retrieving their passwords through a web interface from any internet connection. Before passwords are issued, students will be prompted for personal identifying information which they will be able to use later as a reminder in the

event they forget their password. For those students who may have misplaced their letter or arrive on campus without retrieving their passwords, Campus Safety, ITS, or the Woodhouse Library can print a new One-Time Access Key when the student provides a picture ID. Please Note: Since this is a new One-Time Access Key, it will supersede the previous notice.

By following the instructions, students will be able to retrieve both of their temporary passwords – one for Novell and one for ELM. ITS recommends that students change both of these passwords the first time they login. The passwords must be changed within the first 6 logins or the account will be locked.

The **Ironwood** (Novell) password provides access to the standard network applications and discipline specific applications. The **ELM** password provides access to Mailbox, ResNet, The Moose, CourseConnect, Calendar Express, and MyAQ.

Students now have the ability to change one or both of their passwords by visiting <https://secure.aquinas.edu/password-dist/retrieve.php> and providing the same personal identifying information that they provided when retrieving their initial passwords.

Returning Students

Returning students' passwords have not been changed by ITS.

ResNet

Instructions for the ResNet Self-Registration procedure can be found on your residence facility room desk, in the Residence Life Office, or at www.aquinas.edu/computer/resnet. If you need assistance with a ResNet issue, please visit www.aquinas.edu/computer/resnet and click on the ResNet Support Wizard. This tool will assist you in obtaining support for your ResNet computer and connection. **Please Note:** you will be given a case number at the end of the questionnaire -- you will need this number if and when you contact the ITS department.

Student Computer Lab Hours

Academic Building, Room 355
Monday – Thursday..... 7:45 a.m.-2:00 p.m.
Friday.....7:45 a.m.-7:00 p.m.
SaturdayClosed

Sunday.....1:00 p.m.-2 a.m.
Please visit <http://www.aquinas.edu/library/hours.html> for additional lab availability in the Aquinas Library.

CourseConnect

To access CourseConnect, a web-based tool for course syllabi, discussion boards, forums, and online assignments and quizzes, visit <http://courses.aquinas.edu>. To log in, enter your username and your ELM password.

Cook Carriage House Technology

The Campus Life office has both a wired and a wireless network to access the Aquinas College ResNet system for e-mail and Internet research within the Cook Carriage House Moose Cafe. Along with desktop computers, there are loaner wireless laptops available for use within the Cook Carriage House. Please see the Campus Life office for loaner information and check in/out procedures. Cook Carriage House is equipped with two kiosk computers that are limited allow access only to the internet.

Please note that printing is not available in the Carriage House, but is available in the Library and Academic Building (AB) computer labs.

Student Essentials

The Student Essentials web page has been updated to assist students in locating information about services and technology provided by ITS, i.e., ResNet, computer labs, and computer accounts. This page can be found at www.aquinas.edu/computer by clicking on the Student Essentials link.

AQ THEATRE 2005-06 SEASON

The Aquinas College Theatre Program is happy to announce its 2005-2006 season.

We hope this season will entertain, enlighten, and educate our community. As a young program, building and audience is one of our main goals. Please join us as your voice becomes an integral part of our success.

OCTOBER

6 at 8:00 p.m.
7 at 8:00 p.m.
8 at 2:00 p.m. & 8:00 p.m.
9 at 1:00 p.m.

Marvin's Room by Scott McPherson

DECEMBER

1 at 8:00 p.m.
2 at 8:00 p.m.
3 at 2:00 p.m. & 8:00 p.m.
4 at 2:00 p.m.

Godspell

Book by John Michael Tebelak
Music and Lyrics by Stephen Schwartz
Based on The Gospel According to St. Matthew

FEBRUARY

23 at 8:00 p.m.
24 at 8:00 p.m.
25 at 2:00 p.m. & 8:00 p.m.
26 at 2:00 p.m.

A Midsummer Night's Dream

By William Shakespeare

APRIL

6 at 8:00 p.m.
7 at 8:00 p.m.
8 at 2:00 p.m. & 8:00 p.m.
9 at 2:00 p.m.

An Actor's Nightmare & The Funeral Parlor

By Christopher Durang

GENERAL INFORMATION

UPCOMING SPORTS MEETINGS

Tuesday, August 23

4:00 p.m.: Women's Basketball Meeting

located in the Field House classroom for all those interested in try-outs and practice information.

Wednesday, August 24

1:00 p.m.: Softball Pre-Season Meeting

located in the Field House classroom for all those interested in trying out for the Aquinas Softball Team.

Wednesday, August 24

4:00 p.m.: Baseball Pre-Season Meeting

located in the Field House classroom for all those interested in trying out for the Aquinas Baseball Team.

Monday, August 29

3:30 p.m.: Men's Basketball Meeting located in the Field House classroom for anyone interested in try-outs and practice information.

Wednesday, August 31

1:00 p.m.: Information Session on Athletic Training Program located in the Field House classroom for anyone interested in the newly accredited Athletic Training Program.

The State of Leadership in Grand Rapids Focus Groups

How have the Institutes for Healing Racism affected you, your work environment and the community? The Woodrick Institute and the Community Leadership Institute at Aquinas College are sponsoring four focus groups that are intended to explore the state of leadership in Grand Rapids and the impact of the Institutes for Healing Racism. Your thoughts and impressions will assist us as we research options to enhance and develop leadership opportunities in our community. We want and need your insight! If you would like to be a part of one of these focus groups please RSVP by contacting Collette Portis at (616) 632-2177 or via email at porticol@aquinas.edu {<mailto:porticol@aquinas.edu>}.

DATES & TIMES: (All Focus Groups will meet at the Woodrick Institute at Aquinas College) Refreshments will be provided.

Focus Group #1

Date: August 23, 2005

Time: 3:00-5:00 p.m.

Focus Group #2

Date: September 13, 2005

Time: 5:30-7:30 p.m.

Focus Group #3

Date: September 19, 2005

Time: 10:00 a.m.-12:00 p.m.

Focus Group #4

Date: October 26, 2005

Time: 5:30-7:30 p.m.

Join us in community to dedicate the new academic year to the guidance of the Holy Spirit. **Mass of the Holy Spirit on Wednesday, August 24 at noon in Bukowski Chapel.** Lunch will follow. To RSVP for lunch, please call Terry Marshall at x2492 or E-mail marshthe@aquinas.edu.

MEMORIAL MASSES 2005-2006

4:30 p.m., Bukowski Chapel - Thursdays

September 22

October 27

November 17

No Memorial Mass in December

January 19

February 23

March 30

April 27

There will be a free practice LSAT, GMAT, MCAT, & GRE test given on Saturday, Sept. 10, 2005 from 9:00 a.m. until 1:00 p.m. This is the only time it will be offered this semester. To register for one of the tests, please contact Dee Wagner @ ext. 2171 or stop by AB 110 (Dean of Students Office).

A REMINDER FROM CAMPUS SAFETY

Welcome back! And welcome new students and staff! Campus Safety wishes to remind all that with new construction and an anticipated large enrollment this fall, we will be requesting cooperation with traffic and parking guide-lines. All parking permits for students and staff are expired and must be renewed. New staff and students will need to register vehicles that will be parked on campus. Registration forms can be found at campus Safety or on the H-drive/employee/campus safety. College ID numbers will be required instead of social security data. Employee ID numbers can be confirmed, if need be, at Human Resources, with an email to tardymel@aquinas.edu. Questions can be directed to 632-2462 or on campus X 2462.

New Librarian at Woodhouse Library

We are very happy to announce that Ed Eckel has joined the Woodhouse Library staff as the Reference/Instruction Librarian. Ed comes to us from Delaware County Community College in Pennsylvania. He will be the liaison to the History and Political Science departments, as well as the person responsible for ordering Audiovisual material and booking the Information Literacy Classroom for library instruction sessions (and any other classroom usage requests). Ed can be reached at 632.2124 or eckeledw@aquinas.edu.

CAREER & COUNSELING SERVICES

Attention Teacher Candidates

Beat the rush; stop by for a quick student teacher resume review. **Walk in times on Thursday, September 1st from 1:30-4:30 p.m. or Tuesday, September 6th from 9:00 a.m.-Noon.**

Upcoming Events

Wednesday, August 31

4:30-6:00 p.m.: Accounting Seminar in the Lacks Ctr. (for those interested in Public Accounting)

Thursday, October 13

Noon-4:00 p.m.: Ferris Fall Job Fair at Ewgleben Sports Complex

Thursday, October 20

3:00-7:00 p.m.: CareerFest at the GVSU downtown Eberhard Center

Friday, November 18

9:00 a.m.-3:00 p.m.: Michigan Collegiate Job Fair at the Burton Manor in Livonia

Check out eRecruiting

This web based job search program provides opportunities to link with employers, position postings, sample resumes and cover letters, and a calendar of upcoming events. Update your profile and keep up with the events that are sponsored by or shared with Career and Counseling Services.

List of employers recently linked to Aquinas' eRecruiting Program

Organization

Industry

21st Century Comm. Learning Ctr
Education/Academia

aaa

Biotechnology

Alpena Regional Medical Center
Healthcare - Allied health/Technologies

Bloomington Public Schools
Education

CIGNA Healthcare
Insurance

Clear Channel Radio
Communications/Media

Confisa International Group
Human Resources

Corporate Fitness Systems, Inc.

CryoSurgery, Inc
DuHadway & Kendall Assoc., Inc
 Law - Enforcement/Security
Edge-Sweets
 Manufacturing
H&R Block
 Accounting
Harper Associates
 Third Party Staffing
Horizon House
 Social/Human Services
Inner-City Teaching Corps
 Education/ Nonprofit Organization
Intertek ETL Entela International testing,
inspection and certification
Johnson Technology
 Manufacturing
Kandu Incorporated
 Non-Profit/Human Services
Kaplan Test Prep and Admissions
 Academic, Education/Academia
Lapides Girarosian
 Communications/Media
MVP Sportsplex
 Recreation/Parks/Sports
Ontario Systems
 Technology - Software
Polk City Directories
 Communications/Media

INTERNSHIPS

The **final class for Summer Internships** will be held **Saturday, August 27th**. We will meet in Albertus Hall, Room 111, **from 9:00 a.m. until 5:00 p.m.**

It's never too late to start an internship. You can still add one for fall. To find out more, call ext. 2905 to schedule an Internship Information Session today.

Be sure to check eRecruiting for all internship postings. If you don't remember your password, the site will send you a reminder. Go to Aquinas.erecruiting.com today!

FINANCIAL AID OUTSIDE SCHOLARSHIPS 2004-2005

The Financial Aid office has information on the scholarships listed below that are available from a source other than Aquinas College. Stop in the office for an application.

OPERATION RESOURCES CO-OP/SCHOLARSHIP

Scholarships are available for low-income students who are pursuing a degree in health, education, business, or finance. Applicants must maintain a 2.5 GPA and participate in the co-op program which involves selling bottled water and candy bars. Applications are available online at www.oneblood-onepace.org and in the Financial Aid Office. **Deadline is December 1, 2005.**

ORPHAN FOUNDATION OF AMERICA

Scholarships are available for minority males who are in their final year of college and can verify their status as having aged out of the US foster care system. Up to \$5000 can be applied toward tuition or outstanding student loans. Applications are available online at www.orphan.org/casey_family_scholarships.html. **Deadline is December 15, 2005.**

THIS WEEK AT AQUINAS

Monday 22

Noon-3:00 p.m.-St. Joseph Hall-Weight Room
6:00-9:00 p.m.-St. Joseph Hall-Weight Room
9:00-11:00 p.m.-Field House-Open Gym

Tuesday 23

Noon-3:00 p.m.-St. Joseph Hall-Weight Room
6:00-9:00 p.m.-St. Joseph Hall-Weight Room
9:00-11:00 p.m.-Field House-Open Gym

Wednesday 24

Noon-Mass of the Holy Spirit, Bukowski Chapel
Noon-3:00 p.m.-St. Joseph Hall-Weight Room
6:00-9:00 p.m.-St. Joseph Hall-Weight Room
9:00-11:00 p.m.-Field House-Open Gym

Thursday 25

Noon-1:00 p.m.-Eucharistic Adoration, Bukowski Chapel
Noon-3:00 p.m.-St. Joseph Hall-Weight Room
6:00-9:00 p.m.-St. Joseph Hall-Weight Room
9:00-11:00 p.m.-Field House-Open Gym

Friday 26

Noon-3:00 p.m.-St. Joseph Hall-Weight Room
outside Corner Café

Saturday 27

Sunday 28

7:00-9:00 p.m.-St. Joseph Hall-Weight Room
7:00-11:00 p.m.-Field House-Open Gym
9:00 p.m.-Mass, Bukowski Chapel

Monday 29

Noon-3:00 p.m.-St. Joseph Hall-Weight Room
6:00-9:00 p.m.-St. Joseph Hall-Weight Room
9:00-11:00 p.m.-Field House-Open Gym

Campus Correspondence is published each Monday while classes are in session for faculty, staff, and students of Aquinas College.
www.aquinas.edu/cc
Please submit information to
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E-mail: rkimble79@hotmail.com
Or
campcorr@aquinas.edu

The editor of *Campus Correspondence* reserves the right to edit for space and grammar. Items will be run for a maximum of two consecutive issues.

DEADLINE: WEDNESDAY, NOON