

WILLAMETTE UNIVERSITY



STUDENT HANDBOOK
1997-1998

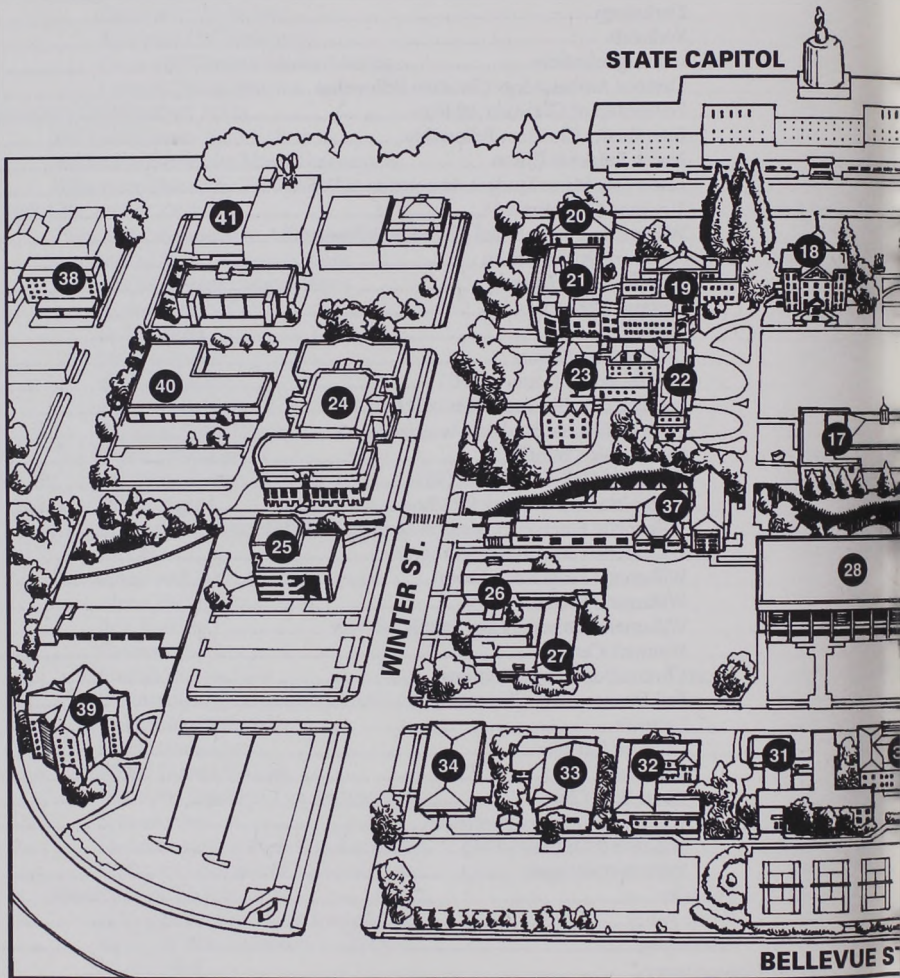
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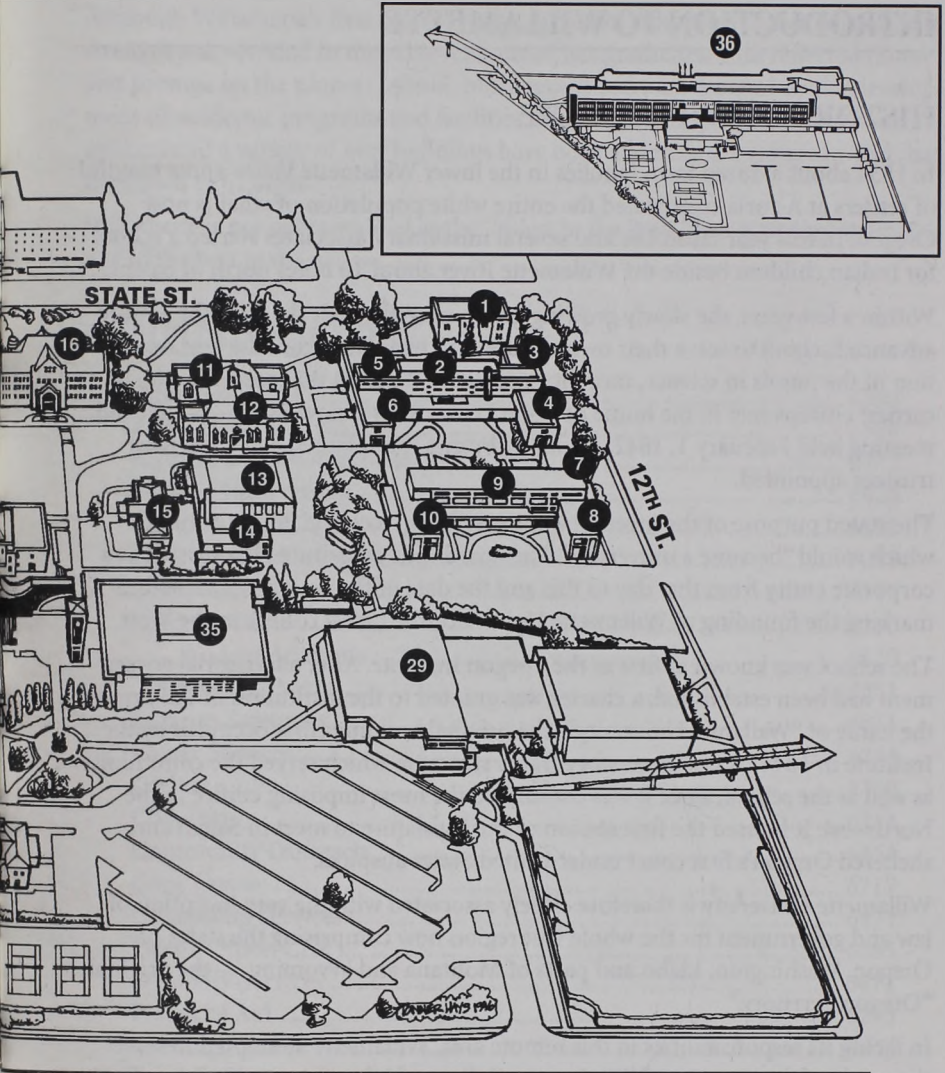
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Handbook information changes will be updated on the Web throughout the year.



- | | |
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| 1. Gatke Hall | 12. Walton Hall |
| 2. Baxter Hall | 13. Willamette Playhouse |
| 3. Phi Delta Theta | 14. Maintenance Shops |
| 4. Sigma Alpha Epsilon | 15. Site of Music Recital Hall |
| 5. Beta Theta Pi | 16. Eaton Hall |
| 6. Sigma Chi | 17. Smith Auditorium and Fine Arts Building |
| 7. Kappa Sigma | 18. Waller Hall |
| 8. Terra House | 19. E.S. Collins Science Center |
| 9. Matthews Hall | 20. Art Building |
| 10. Belknap Hall | 21. F.W. Olin Science Center |
| 11. Smullin Hall | |



- | | |
|--|--|
| 22. Doney Hall | 31. Alpha Chi Omega |
| 23. Lausanne Hall | 32. Delta Gamma |
| 24. Truman Wesley Collins
Legal Center | 33. Pi Beta Phi |
| 25. Seeley G. Mudd Building | 34. Shepard House |
| 26. York House | 35. Mark O. Hatfield Library |
| 27. Lee House | 36. Tokyo International University
of America |
| 28. Putnam University Center | 37. Goudy Commons |
| 29. Lestle J. Sparks Physical Education
and Recreation Center | 38. Haseldorf Apartments |
| 30. Willamette International Studies
House (WISH) | 39. University Apartments |
| | 40. School of Education |
| | 41. Future Art Museum |

INTRODUCTION TO WILLAMETTE

HISTORY OF WILLAMETTE

In 1834 about a dozen farm families in the lower Willamette Valley and a handful of settlers at Astoria constituted the entire white population of what is now Oregon. In this year Jason Lee and several missionary associates started a school for Indian children beside the Willamette River about 10 miles north of Salem.

Within a few years, the slowly growing group of settlers felt the need for a more advanced school to serve their own children “in order to secure the best education of the pupils in science, morality and piety.” To meet this need, a group of earnest citizens met in the home of Jason Lee in what is now Salem. At a second meeting held February 1, 1842, a body of bylaws was adopted and a board of trustees appointed.

The stated purpose of the meeting was to establish “a collegiate institution” which would “become a university.” The board thus constituted has existed as a corporate entity from that day to this and the date of the action is accepted as marking the founding of Willamette University, the oldest college in the West.

The school was known at first as the Oregon Institute. After a territorial government had been established, a charter was granted to the institution in 1854 under the name of “Wallamet University.” The original building (first occupied by the Institute in 1844) was a three-story frame structure which served the community as well as the school, since it was considered the most imposing edifice in the Northwest. It housed the first session of the legislature to meet in Salem and sheltered Oregon’s first court under United States auspices.

Willamette University is therefore closely associated with the very inception of law and government for the whole vast region now comprising the states of Oregon, Washington, Idaho and parts of Montana and Wyoming — the original “Oregon Territory.”

In facing its responsibilities in this remote area, Willamette attempted to serve the needs of the time. In addition to the College of Liberal Arts, a College of Medicine was established in 1866, the first north of San Francisco. It operated continuously until 1913, when it merged with the medical school of the University of Oregon. The College of Law, now a major division of the University, opened its doors in 1883 and was the first in the Northwest.

The first degrees in music were granted by the College of Liberal Arts in 1872, and by 1898, the music department had become the College of Music; music is now again a department in the College of Liberal Arts. The George H. Atkinson Graduate School of Management began classes in 1974.

Although Willamette's first century was a period of slow growth, her educational strength was revealed in the achievements of her graduates, who reflected honor and prestige on the pioneer school. More recent years are marked by the development of academic programs and facilities. Many new study opportunities and options and a variety of new buildings have been added to the campus which has expanded to 61 acres.

Willamette is not only regarded as the "oldest in the West," but is also recognized as one of the best in the nation.

CAMPUS DIRECTORY

Admission, CLA	6303
ASWU Office	6058
ASWU Activities Event Hotline	6733
Athletic Department	6420
Bistro	6100
Bon Appetit	6005
Bookstore	6315
Business Office	6210
Student Accounts	6120
Student Payroll	4351
Campus Safety	6911
Career Services	6213
Cashier	4350
Chaplain	6213
Community Outreach	6463
Copy Center	6717
Counseling Services	6471
Dean's Office, CLA	6285
Disability Services	6471
Financial Aid	6273
Fire Department	9-911
Food Service	
ARA, Kaneko Dining Room	3314
Bon Appétit	6005
Goudy Commons	6005
Greek Affairs	6572
Hatfield Library	6312
Health Services	6062
Housekeeping	6135
International Student Affairs	5404

Kaneko Dining Room	3314
Learning Resources Center	6054
Mail Services	5472
Maintenance	6003
Mill Stream Market	4036
Multicultural Affairs	6265
Police	9-911
President's Office	6209
Publications	
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<i>Inside Willamette Weekly</i>	6014
Purchasing	6055
Recycling Services	4506
Registrar's Office	6206
Residence Life	6212
Scheduling of Facilities for College of Liberal Arts	5442
Sparks Athletic Center	6420
Student Activities	6463
Student Affairs	6447
Switchboard	6300
Teacher Placement	5374
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Theatre Box Office	6221
Thetford Lodge Reservations	5442
Tokyo International University of America (TIUA)	3300
TIUA Residence Life Office	3351
TIUA Pool	3315
Travel Center	6388
University Information Center	6267
WITS	6004
Computer Network Questions, Phone Repairs	6004
Work Study	6273

Campus Telephone Numbers: Prefix Extension

370	begins with 6
373	begins with 3
375	begins with 5
316	begins with 2

CALENDAR 1997-98

AUGUST

- 28 Campus residences open for new and returning students
Orientation begins

SEPTEMBER

- 2 Classes begin at 8:00 a.m. Registration for returning students who did not complete Advance Class Selection
6 Student Activities Fair
13 TIUA Harvest Festival

OCTOBER

- 3-5 Parents & Family Weekend
17-19 Homecoming
24 Mid-Semester Day — no classes

NOVEMBER

- 26 Thanksgiving Vacation begins at 5:00 p.m.

DECEMBER

- 1 Thanksgiving Vacation ends at 8:00 a.m.
20 Fall Semester final examinations end
Winter break begins

JANUARY

- 19 Registration for new students and for returning students who did not complete Advance Class Selection. Transfer Student Orientation
20 Classes begin at 8:00 a.m.
21-24 Spring Rush for Sororities & Fraternities

MARCH

- 20 Spring Vacation begins at 5:00 p.m.
30 Spring Vacation ends at 8:00 a.m.

APRIL

- 16 Honors & Awards

MAY

- 5 Last day of CLA classes
13 Spring Semester final examinations end
17 Baccalaureate and Commencement

GENERAL GROUNDS INFORMATION

Gardens: The Japanese Garden adjacent to the Art Building was renamed in 1994 for the late Dr. Germaine Fuller. Professor Fuller had been an art history professor at Willamette since 1986. She fulfilled a desire to create a hands-on environment for students studying Oriental Art.

The Martha Springer Botanical Garden was named after the late professor emeritus in biology. She created a garden for leisure and learning about native plants and horticultural varieties. When the abandoned railroad behind Sparks was removed, Susan Kephart, Professor of Biology, in 1987, designed the garden to fulfill Martha Springer's dream. Elaine Joines, botanical garden curator, continues to care for the garden. It has 12 distinct garden areas including a cutting section.

As part of the celebration associated with Willamette's Sesquicentennial, the University designed a garden commemorating the first roses brought to the Northwest Territories by Methodist missionaries who founded Willamette University. The garden is home to over 240 roses, featuring several old historic and newer varieties. The rose garden is a graceful tribute to the founders of Willamette University and to those friends, relatives, faculty and alumni who have fostered the University's growth for over 150 years.

The beautiful Mill Race that runs through campus is a unique feature of Willamette. The Mill Race branches off the Mill Stream which used to generate power to the old Mission Mill, located just east of Willamette. The wide spot on campus is sometimes referred to as "Hudson's Bay" (for Jerry Hudson, president from 1980-1997).

The grassy quad is a fixture on many campuses and Willamette is no exception. The campus buildings along the sides of the quad all have their main entrances facing it.

Parking is by permit only during the school year from 8 a.m. to 5 p.m. Lots located by the Atkinson school (southwest corner of the campus) can only be used from 6 a.m. to 12 p.m. For further parking questions, please contact Campus Safety at (503) 370-6911 (x6911 on campus).

The Brown Field is located between the University Center and the Lee-York complex. It is a general use field. The Lacrosse team often plays here.

Winter Street was the traditional western boundary of the main campus. Now the Law School, Atkinson Graduate School of Management, the School of Education, University Apartments and Haseldorf Apartments are located to the west. The Sparks parking lot can be accessed from Mill street, as well as from Bellevue street which forms the southern boundary of the campus. State street and the State Capitol grounds form the northern boundary of the campus.

The eastern boundary of the main campus is 12th street, with TIUA located east of 12th street.

There are six full-size fenced tennis courts south of WISH. TIUA has two tennis courts with lighting.

TRADITIONS AND WILLAMETTE LINGO

Access Code: Five-number code which campus residents use for long-distance telephone billing.

Area Coordinator: One Area Coordinator is responsible for each living unit and the total operation of the residence. This includes supervising R.A. staff, supporting hall governments, and ensuring student rights and responsibilities. The Area Coordinator lives in an apartment on the first floor of one of the buildings in his/her complex.

ASWU: Associated Students of Willamette University. All registered students of the College of Liberal Arts and Tokyo International University of America are members of the association upon payment of the student body fee.

The Atkinson School: The Atkinson Graduate School of Management; located west of Winter Street, in the Seeley G. Mudd Building.

Atkinson Lecture Series: Yearly series of lectures made possible through the support of the Atkinson Fund.

Barney the Bearcat: School mascot; a mystery animal to everyone.

Baxter Complex: Location of four fraternities, wellness residence hall, and Bishop Wellness Center.

Bistro Willamette: The totally student-run and organized eatery; occasional poetry readings and music are featured.

Bush's Pasture Park: Expansive park south of Willamette across Mission Street; contains walking/jogging trails, tennis courts, playground, picnic areas, Bush House Museum, Deepwood Museum as well as Willamette University's McCulloch Stadium, Ted Ogdahl Football Field, Charles Bowles Track, Spec Keene Stadium and John Lewis Baseball Field.

C.L.A.: College of Liberal Arts; the undergrads.

The Cat Cavern: Snack bar/study area/hangout; located on the second floor of the University Center.

Chrysalis: The literary magazine of Willamette, containing prose, poetry, short stories, and art.

College of Law: Willamette professional school located west of Winter Street, in the Collins Legal Center.

The Collegian: Weekly, student-produced, campus newspaper.

Cone Chapel: Waller Hall, second floor; location of Convocations, small concert and speaker events, weddings and religious services.

Convocation (Convo): A weekly, hour-long (Wednesdays; 11:30 a.m.-12:30 p.m.) presentation addressing concerns and interests of the Willamette community; held in Cone Chapel.

E.P.C.: Educational Programs Committee; sponsor of programs and speakers, with a focus on diversity and co-educational programming. Funded by ASWU and Student Activities; comprised of students, faculty and administrators.

F.A.E.: Fine Arts East; the east wing of Smith Auditorium.

F.A.W.: Fine Arts West; the west wing of Smith Auditorium.

Fusser's Guide: Willamette's own "white pages;" telephone numbers and addresses of virtually every person on campus, from staff to students.

Goudy Commons: Dining Hall for the College of Liberal Arts.

Greek: Persons affiliated with one of the campus fraternities or sororities.

Gypsy Scholar: Journal of Undergraduate Scholarship yearly journal of student scholarship.

Haseldorf: Apartment building owned by the University; run by Office of Residence Life as an alternative to residence hall living.

Hill House: Retreat site owned by Willamette University located east of Salem. Call the President's Office for reservation information.

Hudson's Bay: The section of the Mill Race between the library and the University Center. Named after Jerry Hudson, president 1980-1997.

I.F.C.: Interfraternity Council; the governing body of campus fraternities.

Inside Willamette Weekly: Weekly employee newsletter containing information about coming events, and guest speakers. You can pick up a copy at the University Information Center. It is also available on the Web.

Jackson Plaza: The cement-and-brick area west of the Hatfield Library entrance.

Kaneko: Dining, Residence, and Administrative offices for TIUA.

Late Night Breakfast: An ASWU event held at the end of each semester, consisting of a late-night breakfast for students who are burning the midnight oil studying for finals; sometimes features cartoons and coloring.

Mill Race: The stream that cuts its way through campus.

Non Nobis Solum Nati Sumus: "Not unto ourselves alone are we born;" the motto of Willamette University.

Non-Trad: Label given to students who are of older-than-average age and/or are married, are parents, etc.

Panhellenic: Panhellenic Council; the governing body for campus sororities.

Parents and Family Weekend: A chance for parents and family members of Willamette students to visit the campus, meet faculty and administrators, and attend events in their honor.

The Quad: The large, rectangular, grassy area located in the center of campus; bordered by Smith, Doney, Waller, Eaton, and Smullin.

R.A.: Resident Assistant; there are one to six R.A.s living in each independent residence. They are undergraduate students who have attended Willamette for at least one year and have an understanding of campus resources and events. R.A.s help plan activities and programs.

The Ram: “Border Cafe” and sports bar located at the southeast edge of campus.

R.H.A.: Residence Hall Association; the governing association for residence hall members.

Rush: The Greek system of recruiting new members.

Sorority Row: The section of Mill Street which runs in front of the sororities and the University Center.

Sparks: The athletic center; contains Cone Fieldhouse, Henkle Gym, Curry classroom, racquetball courts, weight room, etc.

Star Trees: The five giant Sequoias located northeast of Collins Science Center form a star in the sky when viewed from the center; originally called the Temple of the Centuries.

Thetford Lodge: Retreat site owned by the University; located east of Salem near the North Fork of the Little Santiam River; call the Scheduling Office for reservation information.

T.I.U.-A.: Tokyo International University of America. Located across the 12th Street skybridge at the southeast corner of campus. TIUA is part of TIU, Kawagoe, Japan, a sister university to Willamette since 1965. Students come from TIU in Japan, and stay here for 11 months for English, liberal arts and American studies. Approximately half of the TIUA students live on the Willamette campus and, in turn, Willamette students live on the TIUA campus. TIUA holds two seats in the ASWU Senate.

U.C.: Putnam University Center, built in 1970 and renovated in 1995; named in honor of Oregon journalist George Putnam. The Putnam University Center is the campus gathering space. It offers a place to relax, study and socialize. The UC is home of many offices and services you will need during your time at Willamette. These include: The Associated Students of Willamette University (ASWU), Student Publications, Womyn’s Center, Bistro Willamette, Mail Services, Travel Center, Campus Bookstore, Cat Cavern, Student Activities, Community Outreach, Facilities Coordinator, Intramural Activities, International Student Services, Multicultural Affairs, Career Services, Chaplain, Financial Aid, Registrar, and Vice President of Student Affairs.

University Apartments: Apartments available for Graduate and Undergraduate students. Located at the southwest corner of campus.

University Information Center: Located on the first floor of the U.C., the Information Center is the place to go to find out about campus activities, cash a check, make color or black and white photocopies, send and receive faxes, buy tickets to on-campus and some off-campus events, or get supplies to make a banner for your organization.

U-Rep: University Representative; one U-Rep housed in each fraternity house; has supervisory responsibilities for the operation of the house; half-time position employed by the Office of Residence Life. Responsibilities include maintenance needs, working with chapter officers in areas of programming, conduct issues, and leadership development. The U-Rep lives in a separate apartment on the first floor of the house.

Waller Hall: Built in 1867, it is the oldest building on campus, named in honor of the Rev. Alvan Waller.

Wallulah: Willamette's yearbook.

Willamette International Studies House (WISH): Built in 1965, located across Mill Street from the U.C. It houses 37 residents. The Office of Admission is located on the east side of the building.

W.I.S.A.: Willamette International Students Association.

STUDENT SERVICES

ASWU

U.C. third floor, phone, 6058

Officers

Michael Trotter, President

Amber Tribble, Vice President

Loren Myers, Treasurer

Leah Cutler, Secretary

Office Hours

Monday-Wednesday, 9 a.m. to 5 p.m.

Thursday, 9:00 a.m. to 6:30 p.m.

Friday, 9 a.m. to 3:30 p.m.

ASWU Senate: Thursday, 6:30 p.m.

The Associated Students of Willamette University (ASWU) is the student organization designed to oversee general matters of student life at Willamette. ASWU is composed of registered students from the College of Liberal Arts (CLA) and Tokyo International University of America (TIUA). Every registered student in the three programs pays ASWU fees each semester. As part of the Associated Students of Willamette University, students may attend ASWU-sponsored events free of charge. Students can also join ASWU clubs or organizations and have the right to vote in all ASWU elections.

ASWU is the primary source of advocacy for students at Willamette. The student government consists of the Senate, various boards and committees, and four elected student body officers; the President, Vice President, Secretary, and Treasurer. All of these individuals are responsible for actively and effectively advocating student concerns and issues to the faculty and administration. ASWU is the student voice in University concerns and is here to serve student needs.

ASWU plans and organizes various social events for the campus, such as movies, Bistro entertainers, and the Black Tie Affair. Along with the Office of Student Activities, ASWU co-sponsors the Educational Programs Committee (EPC).

ASWU also co-sponsors Homecoming with University Relations. ASWU sponsors numerous social, recreational, and interest-related clubs and organizations on campus that benefit both students and the Willamette community.

ATHLETICS

Sparks Center, phone, 6420

Director

Bill Trenbeath

Willamette is proud of its 20-sport athletic program. In the 1996-97 academic year the Bearcat athletic program placed 7th nationally in the Sears Director's Cup competition among all NAIA schools.

More than 300 student athletes take part in the program — many participate in two sports. By the time a student athlete completes his or her education at Willamette, it is the goal of the University that individuals and the teams they play on will have been challenged with the same intensity they receive in the classroom.

Sports offerings for men are football, soccer, cross country, basketball, swimming, baseball, track and field, tennis, golf and crew. Sports offerings for women are volleyball, soccer, cross country, basketball, swimming, softball, track and field, tennis, golf and crew.

Willamette University Athletics Philosophy and Objectives

The Willamette University Athletic Department seeks first and foremost to support the academic mission of the University, which emphasizes mutual respect for all persons, acceptance, and celebration of diversity, active participation in a learning environment, a commitment to service and community and an acknowledgment of the ethical and spiritual dimensions of education.

Willamette's athletics' emphasis is based upon the value of participation for student-athletes of both genders. Furthermore, it is the goal of the University that individuals and the teams they play on will have been challenged with the same intensity and purpose they get in the classroom, including opportunities for demonstrating leadership, dealing with adversity, working within a team concept, making a commitment and acquiring time management skills.

Willamette believes strongly in providing each student with quality programs and opportunities for personal growth within the parameters of NCAA Division III competition.

Integrating the mandates established by Willamette University, the Northwest Conference of Independent Colleges (NCIC) and the NCAA, the Department of Intercollegiate Athletics (DICA) recognizes a dual commitment to serve both

student-athletes and the University. Based upon the above philosophy, the Department is guided by the following objectives:

1. To employ coaches and other administrative staff members who are capable of performing as professionals in an educational community where high standards of integrity and ethical behavior, as well as sportsmanship, are expected of its members. All employees of the DICA must strive to learn and follow the rules of NCAA Division III and the NCIC.
2. To recruit student-athletes who are academically prepared for Willamette University work.
3. To recruit and retain a racially diverse group of student-athletes.
4. To provide equal opportunities and treatment for both men and women by developing and maintaining programs which enable student-athletes to achieve their maximum potential.
5. To ensure all benefits, opportunities and treatment afforded student-athletes of each sex be equivalent.
6. To operate its athletics program in a manner that does not detract from the student-athletes' educational opportunities.
7. To conduct its sports program at the highest level of intercollegiate athletics competition and seek to affiliate with institutions demonstrating a similar commitment to academic excellence and institutional integrity.
8. To promote character development in student-athletes, including cooperation, teamwork, responsibility and group loyalty.
9. To educate student-athletes in good sportsmanship, competition and the will to win.
10. To provide the best possible facilities in order to enhance fitness, to develop skill and to provide a safe environment.

BISHOP WELLNESS CENTER

Counseling Services

Baxter Complex, phone, 6471

Assistant Vice President/Director of Counseling

Deborah L. Loers

Counseling Services offers a wide range of free services to students to help them receive the most from their college experience and life at Willamette.

A licensed, professional staff offers therapy and consultations for individuals,

couples, or small groups to discuss a wide variety of subjects. Concerns may include stress, relationship problems, academic problems, grief and loss, sexuality, confusion or indecision about a personal choice, or any other problem a person is encountering. Evaluation for medication is also available.

Specialized groups led by the staff are available in the areas of eating disorders, chemical dependency, adult children of alcoholics, parental divorce, and sexual abuse. These groups allow students to discuss their concerns in a safe place and to learn from each other.

Call for an appointment or for more information. The staff can also help a student find an appropriate therapist in the Salem community.

Disability Services

Baxter Complex, phone, 6471

Director

Robin K. Smithtro

Willamette University is committed to ensuring that all students have equal access to its academic and social programs. The Office of Disability Services is a resource center for students with disabilities within all colleges of the University. The office works to assess students' needs and provide appropriate and reasonable accommodations.

Student Health Services

Baxter Complex, phone, 6062

Director

Vickie Simpson

Student Health Services, located in the Bishop Wellness Center, delivers health care for acute illnesses and minor injuries. In addition, Student Health Services seeks to assist students by patient education, to maintain good health and to learn to appropriately seek and utilize health care services at Willamette and in the community. If you have special health care needs, please contact Student Health Services early in the semester so that the staff can assist you in developing a plan of care during your time at Willamette.

Other services include medical care for men's and women's reproductive health, a self-help center with non-prescription medications and information and assistance with referral to medical specialists in the Salem community.

There is no charge to students, regardless of their insurance status, for examinations performed at Student Health Services. Fees are charged for lab work, prescriptions, and some supplies.

Appointments should be made in advance, but urgent problems will be seen immediately.

When Student Health Services is closed students may go to Salem Hospital Emergency Room, 665 Winter St. SE, 370-5238 or to an urgent care clinic: Immediate Care and Medical Clinic, 3777 Commercial SE, 588-9026 or Salem Hospital Urgent Care Clinic, 1175 Leslie SE, 370-5554.

Student Health Insurance

Baxter Complex, phone, 4368

Insurance Clerk

Crystal Stevens

The University offers a Student Health Insurance Plan for emergency care coverage and some outpatient medical and psychiatric care. To keep costs low, **this policy is a secondary insurance**, meaning that other coverage must be utilized first, when available. Additionally, if you are covered by a Health Maintenance Organization (HMO) or a Preferred Provider Organization (PPO), you should check with them regarding out-of-area coverage and ascertain if you will be covered by them while at Willamette. Students should strongly consider enrolling in the Student Health Insurance Plan if they have no other health care coverage, as the Student Health Services is not able or intended to cover all medical needs students may have. For assistance with medical claims, contact the Health Center. To obtain more information about and to purchase the Student Insurance Plan, contact the Business Office at 6210.

Sexual Assault Advisors

Sexual Assault Advisors have been designated by the University to provide information to student survivors of sexual assault concerning procedures and resources at Willamette and in the community. These individuals have been trained to assist survivors of sexual assault, and if a complaint is filed, they can accompany the survivor through that process. They are:

- Meredyth Edelson** 370-6133
Professor of Psychology
- Amiko Matsumoto** 370-6463
Director of Community Service Learning
- Jennifer Desmond** 370-6440
Director of Alumni and Career Services, AGSM
- Sue Corner** 370-6463
Assistant Director of Student Activities and the University Center

Susan Smith 370-6493
Professor of Law

You may contact any of them directly. They can give you information in person or over the phone.

Staff members of the Counseling Center, 6471; the Health Center, 6062; and the Chaplain, 6213; are also available to talk with you. Your client/patient privilege is protected by law. Call and indicate that it is urgent.

For more information about Willamette's Sexual Assault Policy, see the *Selected Policies Manual*.

Sexual Harassment Advisors

Sexual Harassment Advisors and Complaint Recipients have been designated by the University to provide information to students about sexual harassment procedures at Willamette University. These individuals have been trained to assist you, and if you choose to file a complaint, can accompany you through the process. They are:

Robert Trapp 370-6244
CLA, Professor

Ross Runkel 370-6411
Law, Professor

Steve Maser 370-6440
AGSM, Associate Dean

Brook Gauthier 370-6583
CLA, Student

Alison Kelley 363-6165
Law, Student

Donna McElroy 375-5404
CLA, Director of International Student and Faculty Services

Linda Pyle 370-6463
CLA, Administrative Assistant, Student Activities

You may contact any of them directly. They can give you information in person or over the phone.

Staff members of the Counseling Center, 6471; the Health Center, 6062; and the Chaplain, 6213; are also available to talk with you. Your client/patient privilege is protected by law. Call and indicate that it is urgent.

For more information about Willamette's Sexual Harassment Policy, see the *Selected Policies Manual*.

OFFICE OF UNIVERSITY JUDICIAL AFFAIRS

Doney Hall (north side), phone 6212

University Judicial Officer

Jim Bauer

The Office of University Judicial Affairs serves the needs of the University community by responding to incidents which may be considered violations of the Willamette University Standards of Conduct or other campus policies relating to students.

The University Judicial Officer or his/her designee, insures that the rights and responsibilities of students are upheld while a purposeful and educational process is used to adjudicate alleged violations of campus policies.

Students who have information related to, or have been involved in a violation of Campus Policies or Standards of Conduct should contact this office for information and assistance. The University has adopted guidelines which insure a fair and consistent process.

For more information regarding the campus policies and procedures, please consult the Willamette University *Selected Policies Handbook*. Copies are available at the office of Residence Life.

CAMPUS SAFETY

Doney Hall (south side), phone, 6911 (24-hour hotline)

Director

Ross C. Stout

Campus Safety's goal is to ensure a safe and secure environment that facilitates the academic achievement and advancement of students. The staff provides assistance, information and advice on crime prevention, fire safety, parking, and other information regarding campus security issues. Safety officers will intervene in social activities only when behavior becomes destructive, hazardous or bothersome to others. Campus Safety provides other helpful services such as campus escorts, vehicle jump-starts, assistance with lockouts, etc. Call x6911 if you are suspicious of any person or incident and believe a problem may occur.

CAREER SERVICES

U.C., second floor, phone, 6213

Director

Nancy M. Norton

Career Services provides a wealth of information concerning career options/choices, decision-making, how-to's, job listings, and graduate school possibilities. Additionally, the Center houses SIGI+ (a computerized career assistance tool) and offers interest-testing. In 1995 Willamette joined with 12 other schools in the state to form a new consortium, Oregon JobTrak, whereby new job openings are posted electronically. This service is currently available in the Career Center, and via the internet. It is password protected, but available to all Willamette students and alumni. Please contact Holli Davenport at extension 6213.

Regular workshops are offered throughout the school year to assist with writing resumes, cover letters, personal statements, graduate school applications, graduate entrance exam preparation, determining a major, job searches, and interviewing. Career Services also provides Credential Files, serving as a student's "central collection agency" for letters of recommendation, current resumes, and course listings.

Each semester, alumni come to campus to discuss their careers based on their majors. Anyone may attend. Juniors and Seniors are encouraged to participate in November's Alumni Career Mentor Day.

Every spring semester, the Career Services office, in cooperation with the Oregon Liberal Arts Placement Consortium, participates in a two-day Career Information and Job Fair. Students at all levels (Freshmen-Seniors and first year alums) can talk and even interview with employers for summer, internship and full-time job opportunities. The 1998 Fair will be in early April. Look for our new home page, providing links to the Oregon Graduate School Fair on November 6, 1997, OLAPC, and other exciting sites!

OFFICE OF THE CHAPLAIN

U.C., second floor, phone, 6213

University Chaplain

Charles I. Wallace, Jr.

Since Willamette University recognizes the significance of religion in personal and social life, one of the functions of the Office of the Chaplain is to offer a wide variety of opportunities which foster spiritual growth and understanding, as well as religious commitment and action.

The Chaplain sponsors the University Convocation series, worship services, retreats, speakers, and films. The office also provides counseling, advises a

discussion group (“The Seekers”), and serves as University liaison with various denominational and para-church ministries on campus. Worship services in Cone Chapel, located in Waller Hall, are rooted in Willamette’s Methodist heritage, but are ecumenical in nature and open to students of all denominations and faiths. Cone Chapel is open mornings for private prayer and meditation.

Students are invited to make use of the Chaplain’s library. The collection includes theological and biblical resources, seminary catalogs, and current religious periodicals.

COMMUNITY OUTREACH PROGRAM

U.C., second floor, phone, 6463

Director of Community Service Learning

Amiko Matsumoto

Community Outreach Program encourages and facilitates community involvement in a reciprocal effort to improve the quality of life in the surrounding area while building a greater awareness of the needs and issues facing our society.

The Community Outreach Program provides five central services to students and the community:

1. Resource center for individuals interested in volunteering, providing site placements and advice for experiences ranging from one hour to three years, across the street to across the globe.
2. Coordination of one-time Projects, providing assistance to residence halls, fraternities, sororities, and clubs interested in community service.
3. Coordination of ongoing projects, providing training and support to the student leaders of 13 projects.
4. Integration of service-learning throughout the curriculum, creating a stronger link between academics and service.
5. Exploration of deeper social issues behind community service, through newsletters, articles in other publications, forums and speakers.

Over the past five years, the Community Outreach Program has provided over 50,000 volunteer hours to the community, with more than one-third of the undergraduate students participating in the program on some level.

Opportunities for ongoing involvement include the Elementary Mentoring Project, Cartoon Club, Outdoor Pursuits, Best Buddies, Simple Meals and more.

In addition, the Community Outreach Program offers the opportunity to participate in service projects during academic breaks. In the past, these projects, dubbed “Alternative Breaks,” have been held in Portland, Salem, Los Angeles, San Francisco, Woodburn, Warm Springs and Seattle.

EDUCATION PLACEMENT

U.C., second floor, phone, 5374

Education Placement Specialist

Catherine Lutz

The Education Placement function of the Master of Arts in Teaching program operates through Career Services. All job listings, placement files and career fair information is maintained here. Assistance is also available to current students and alumni for resumes, cover letters and portfolios.

THE GREEK SYSTEM

IFC and Panhellenic Council

U.C., second floor, phone, 6463

Advisor, Interfraternity Council (IFC)

Pete Bugnatto

Advisor, Panhellenic Council and Rush

Sue Corner

There are five national men's fraternities and three national women's fraternities (sororities) at Willamette. These organizations make up what is referred to as the Greek system. Members join these organizations for a variety of reasons such as friendship, leadership opportunities, philanthropic and service opportunities, scholastic support, and a sense of belonging in a close knit, family-like atmosphere. Membership is for a lifetime. After members have graduated from college, membership in their organization and opportunities for advancement and networking continue.

The process of selecting a fraternity or sorority for membership is often referred to as "rush." Willamette adheres to a "deferred rush" policy, with rush occurring spring semester. This is an organized event which brings individuals interested in learning more about the Greek system together with members of each of the organizations. It is a mutual selection process and no one is guaranteed an offer for membership in an organization. Formal rush occurs during the spring semester for new students. Rush can also be an informal, casual event in which a person is invited to become a member of a particular group with which s/he has become acquainted.

The Interfraternity Council (IFC) and Panhellenic Council (PHC) are the governing bodies for the men's and women's fraternities, respectively. While each chapter is independent of another, IFC and PHC create activities and programs for the entire Greek system and the Willamette community, as well as broader leadership opportunities on campus.

The women's fraternities have been on Willamette's campus for over 50 years. Alpha Chi Omega and Pi Beta Phi were established in 1944 and Delta Gamma was chartered in 1945. Each chapter has a membership total of between 50 and 120 women. Each sorority has a unique chapter house that is university owned, but operated by local alumnae in association with the collegiate members. The chapter's local alumnae advisory board hires a full-time, live-in house director who is responsible for supervision of the kitchen and housekeeping staff. Alpha Chi Omega and Delta Gamma each house 48 members, Pi Beta Phi houses 46.

Greek Residences

The men's fraternities are housed in the residence halls. Each chapter has its own wing and brings its own style to its living quarters. Phi Delta Theta, originally chartered in 1946 at Willamette, went through a reorganization period and was rechartered in 1991. Beta Theta Pi and Sigma Chi were founded in 1947. Sigma Alpha Epsilon came on campus in 1949; Kappa Sigma in 1961. Each chapter has a University Representative, employed by the University Office of Residence Life, who lives in the chapter and assists with programming, conduct and leadership development.

Eligibility

Fraternity/Sorority Membership for First-Year Students: First-year students may not join a fraternity or sorority until spring semester. First-year students joining a fraternity or sorority chapter may move into the chapter house fall semester of the following year. Exceptions include first-year students who have joined an organization replacing members away from campus for the Spring Semester because of participation in the following Willamette University-sponsored programs: foreign study, exchange programs, December graduation.

OFFICE OF INTERNATIONAL STUDENT AND FACULTY SERVICES

U.C., second floor, phone, 6463

Director

Donna M. McElroy

This office provides services for international students, faculty, and language assistants and provides support and leadership for international groups. Additionally, the Office of International Student and Faculty Services works closely with members of the university community in promoting programs that enhance awareness and appreciation of cultural diversity.

OFFICE OF MULTICULTURAL AFFAIRS

U.C., second floor, phone, 6463

Assistant Vice President/Director of Multicultural Affairs

Richard H. Shintaku

The Office of Multicultural Affairs promotes multiculturalism throughout the campus community, delivering a variety of educational programs and services. The office provides specific assistance and consultation related to the academic and personal success of students, addresses multicultural and diversity issues and concerns of individuals and groups; and supports the ongoing development of multicultural student organizations.

OFFICE OF RESIDENCE LIFE

Doney Hall, north side, phone, 6212

Dean

Jim R. Bauer

Supporting the University's commitment to a well-balanced education, the Office of Residence Life works to enhance the opportunities for students to pursue academic excellence. To that end, Residence Life provides students with options for living and learning at Willamette. Residing in apartments, traditional residence halls, theme houses, or University-owned fraternities and sororities, students experience a variety of educationally and socially beneficial programs in the areas of leadership development, cultural diversity and appreciation, and academic support.

Residence Life provides organizational and advising support to over 15 hall governments and the Residence Hall Association, all of which work to develop and maintain quality living communities for residential students.

The Office of Residence Life also assists the University and its student body in resolving conflicts and issues of misconduct. An in-depth description of this process is included in the *Willamette University Selected Policies Manual*.

OFFICE OF STUDENT ACTIVITIES

U.C., second floor, phone, 6463

Director

Scott D. Greenwood

Located on the second floor of the University Center, the Office of Student Activities is committed to developing and maintaining high-quality programs, services, advising, and leadership opportunities for Willamette students. Staff

members work with students, faculty, and administrators to develop programs and policies which enhance the quality of campus life.

Student Activities coordinates educational and social programs such as Opening Days, Parents and Family Weekend, the Associated Students of Willamette University, Interfraternity Council, Panhellenic Council, the Educational Programs Committee speaker series, intramural activities, leadership development, trips off-campus through Off-the-Block, Womyn's Center and Understanding Gender Perspectives.

INTRAMURAL ACTIVITIES

U.C., second floor, phone, 6463

Assistant Director, Student Activities and the University Center

Pete Bugnatto

"Scheduled competitive and recreational activities" is how we define what are commonly referred to as intramural activities. Fall semester activities include a flag football league, volleyball league, softball tournament, golf tournament, bowling tournament and a cross-country run. In the spring we offer a chess tournament, racquetball tournament, soccer tournament and basketball league. As we look to the future, we hope to expand our activities to encompass a broad range of activities that best meet the needs of the students, faculty and staff.

Any currently enrolled student (part time or full time) at Willamette University and Tokyo International University of America, who is in good standing and has paid his/her fees is eligible for intramural competition. Faculty and staff of Willamette University are also eligible to participate. Intramural activities are offered for both men and women. Most activities will have a men's, women's and co-rec division. Varsity and JV athletes are not allowed to participate in the IM Activity of their sport, but can participate in all others.

There are many ways in which one can become involved in intramural activities at Willamette other than competing on a team. Each residence hall, fraternity, and sorority has an intramural representative who is responsible for gathering information and organizing participants for events. The intramural program employs a staff of approximately 35 intramural officials, who act as referees and/or scorekeepers for the various events. Jonathon Eames is the coordinator of intramural activities. The "C.I.A." is a recent position addition and acts as the student coordinator of the intramural activities program.

For more information on how to become involved in intramural activities at Willamette, contact Pete Bugnatto, assistant director, in the Office of Student Activities and the University Center at 370-6463.

OFFICE OF STUDENT AFFAIRS

U.C., second floor, phone, 6447

Vice President for Student Affairs

Stuart B. Tennant

Non Nobis Solum Nati Sumus — “Not unto ourselves alone are we born,” the motto of Willamette University, suggests both the sense of community in which our students partake and the sense of service and leadership to the larger community which our students have traditionally displayed.

In Student Affairs, we seek to support the mission of the University, our faculty, and the curriculum so that our students, long after they have graduated, will both in their words and deeds affirm the vision and the reality of our motto.

The following departments constitute Student Affairs:

Athletics, Campus Safety, Career Services, Community Outreach Program, Counseling Services, Disability Services, Student Health Services, International Student and Faculty Services, Multicultural Affairs, Residence Life, and Student Activities.

CAMPUS RESOURCES

OFFICE OF ACADEMIC ADMINISTRATION

Waller Hall, fifth floor, phone, 6374

Vice President for Academic Administration

Todd S. Hutton

The vice president for academic administration is responsible for coordinating the planning, evaluation and operations for the Academic Administration division, which includes the following departments and programs:

- Mark O. Hatfield Library
- Willamette Integrated Technology Services
- Academic Computing, Network and User Services
- Administrative Computing
- Integrated Technology Production Services
- Registrar's Office
- Office of Financial Aid and the University's financial aid programs
- Smith Auditorium
- Telecommunication Services

OFFICE OF ACADEMIC GRANTS AND AWARDS

Waller Hall, third floor, phone, 6607

Assistant Director

Mary Tolar

The Office of Academic Grants and Awards provides support to undergraduate and graduate students who apply for grants and awards based on their academic performance, research, or prospects for graduate study.

Examples of external scholarship opportunities include the Fulbright Grant for study abroad, British Marshall Scholarship for graduate study in the United Kingdom; Rhodes Scholarship for study at Oxford University; Mellon Fellowship in the humanistic studies; Goldwater Scholarship in the natural sciences, engineering, computer science, and mathematics; and Harry S. Truman Scholarship for careers in public service. The assistant director also serves as staff to the Undergraduate Grants & Awards Committee, which administers the Carson Undergraduate Research Grant program.

ACCOUNTING OFFICE

Waller Hall, first floor, phone, 6104

Accounting Office Manager

Laura J. Hildebrandt

The Accounting Office handles check cashing (up to \$50), disbursement of funds to students and vendors, phone payments and student account payments.

ADMISSION OFFICE

WISH, East Wing, phone, 6303

Vice President for Enrollment

James M. Sumner

This office is responsible for all student admission into the College of Liberal Arts, including the Master of Arts in Teaching (M.A.T.) program. The office arranges campus tours, overnight visits, meals, class visits, and other appointments for prospective students.

OFFICE OF ALUMNI AND PARENT RELATIONS

Waller Hall, fourth floor, phone, 5304

Director

Jim Booth

After you receive a degree from Willamette, you will be a life-long member of the Alumni Association. The Alumni Office coordinates class reunions every five years after graduation, on Homecoming Weekend. The Alumni Association also sponsors a senior party, or "Zero Reunion" each spring. In cooperation with the Office of Career Services, the Alumni Association has established a career network to put students in touch with alumni to learn about potential career fields. In addition, a student/alumni association (SAA) is being organized to give students the opportunity to learn about and participate in the alumni program.

BISTRO WILLAMETTE

U.C., first floor, phone, 6100

Co-Managers

Joanna Moogk

Caty Haber

Justin Klure

Willamette's very own student-run coffee shop, the Bistro, is a favorite hang-out of students and faculty alike. From the steaming hot coffee and espresso drinks to the tasty lunch entrees to the specialty treats and bars, the Bistro menu is sure to have something to please even the most discriminating palate. The unique atmosphere is a fine blending of intense intellectual discussions, lively conversations, dramatic poetry readings and acoustic musical performances. Whether you swing by for a scone between classes or kick back and relax in the evening, we're sure you'll enjoy the Bistro. And if you just can't get enough, ask about employment opportunities.

BON APPETIT FOOD SERVICE

Goudy Commons, phone, 6005

General Manager

Sia Mohsenzadegan

The Bon Appetit Food Service provides total food service for the University. All catering needs (coffee services, receptions, parties, special meals), and specialty items such as cakes or food baskets are available. Your student ID is your meal card. Meal plans for off-campus students are also available during registration and in the Food Service Office.

CAT CAVERN

U.C., second floor, phone, 6700

The Cat Cavern's snack bar is open weekdays, 8:00 a.m. to 2:00 p.m. Available in the Cat are hot meals, cold sandwiches, salad bar, and a wide choice of beverages. The Cat is a wide-open space which provides a pleasant atmosphere for eating, studying and socializing. Occasionally the Cat will be closed for banquets during which time Goudy Commons will be open.

COPY CENTER

Waller Hall, first floor, phone, 6717

Supervisor

Mark Wade

The Copy Center prints nearly all the one-color printing on campus. The center can print red, blue and black on a variety of paper colors, stocks, and sizes. The center also folds, collates, cuts, staples, punches holes, spiral binds, hot binds booklets, and makes notepads. The center is able to reproduce photos and enlarge up to 17x11 inches. Please stop by and see samples. Personal printing is available. Most jobs are finished the same day. The Copy Center offers two deliveries of departmental work per day.

OFFICE OF THE DEAN OF THE COLLEGE OF LIBERAL ARTS

Smullin Hall, first floor, phone, 6285

Dean

Lawrence D. Cress

Associate Dean

Carol S. Long

This office is responsible for implementing academic programs proposed by the various campus and faculty committees. The Carson Undergraduate Research Program, domestic off-campus programs (e.g., Washington Semester) and Willamette's student internships are coordinated through this office.

FINANCIAL AID OFFICE

U.C., third floor, phone, 6273

Director

Leslie Limper

Financial aid is awarded in the form of scholarships, grants, loans, and work study in packages that the Financial Aid Office determines will best meet the needs of the student. The University distributes financial aid on the basis of need with some exceptions based on academic excellence and/or activity achievement. Each applicant must have completed a Free Application for Federal Student Aid (FAFSA) Form on file to establish need. The FAFSA Form must be renewed each year in early February to receive aid for the next school year.

OFFICE OF FINANCIAL AFFAIRS AND HUMAN RESOURCES

Waller Hall, first floor, phone, 6210

Vice President for Financial Affairs

Brian W. Hardin

Director of Human Resources

Carol Black

The Financial Affairs Office oversees the Physical Plant, Accounting and Finance, Human Resources, Word Processing, Mail Services, Copy Center, Purchasing, Travel Center and the Bookstore. In addition, this office handles long distance telephone bills.

LANGUAGE LEARNING CENTER

Walton Hall, phone, 4001 or 375-5492 (from off campus)

Coordinator

Natalia Shevchenko

The Language Learning Center is an individual study lab featuring 25 audio listening carrels, individual VCR/monitors, computers equipped with foreign language software, multimedia stations, a scanner, CD-ROM, tri-standard video equipment, and a satellite dish. These facilities are available to all students and faculty.

MARK O. HATFIELD LIBRARY

phone, 6312

University Librarian

Larry R. Oberg

Mark O. Hatfield Library, 1986, is named for Oregon's recently retired senior senator, a Willamette alumnus, teacher, administrator and life trustee. The library has a collection of more than 250,000 volumes and over 1,400 current journal subscriptions. The library's collections include books, journals, newspapers, CD-ROMs, video recordings, sound recordings, and musical scores. The library is also a partial depository for federal government documents.

The Hatfield Library provides access to its on-line catalog, almost 60 electronic indexes and databases, and to a wealth of Internet resources through its World Wide Web server, from its computerized scholarly workstations or Infostations. In addition, most of these on-line resources are networked across the campus, allowing 24-hour-a-day access, whether the library is open or not. The Hatfield On-line Catalog is found at <http://nemesis.willamette.edu/catalog.html>. The Hatfield Library home page is found at <http://nemesis.willamette.edu/>.

The Hatfield Library has many comfortable areas for study and research, including numerous individual and group study rooms, as well as audiovisual rooms. Photocopy machines, microfilm readers/printers, computers, and audiovisual equipment are available for use in the library. The Hatfield Room is a lovely facility used for lectures, readings and recitals. A 24-hour study room equipped with vending machines remains available during the hours the library is closed.

A current Willamette I.D. card is required to check out materials, including reserve items. Materials not owned by the Hatfield Library usually can be obtained directly through Orbis at <http://orbis.uoregon.edu>, the unified catalog of 13 Pacific Northwest colleges and universities, and through interlibrary loan. The library has a program of course-related library instruction in which librarians teach students search strategies and research methods. Reference assistance is available much of the time the library is open and students may make appointments with librarians for assistance with specialized research needs.

LOANS AND STUDENT ACCOUNTS OFFICE

Waller Hall, first floor, phone, 5308

Assistant Controller

Susan Chavez

The Loan Office disburses bank loans and Perkins loans to students, as well as awarding and collecting emergency loans (up to \$500). The Student Accounts Office is responsible for billing and collecting tuition and room and board charges.

MAIL SERVICES

U.C., first floor, phone, 5472

Supervisor

Judy West

Mail Services window hours are:

Monday through Friday 10 a.m.-4 p.m.

During the academic year the window is open on Saturday for package pick-up only from 10:00 a.m.-1:00 p.m.

CLA students are assigned a campus mailbox allowing them to receive incoming campus mail. They are allowed to keep this mailbox as long as they are considered “enrolled” students as determined by the Registrar’s office. You must ensure your mail is addressed showing your name as it is on file with the Registrar’s Office. If friends/family address mail with nicknames, alias, etc., mail goes through a lengthy “look up process;” it may reach you or it may be returned to sender “insufficient address.” You must keep your mailbox key; Mail Services will order a replacement key at a \$10 nonrefundable charge.

Services available through the mail center include:

Receiving and distribution of all incoming mail/packages

U.S. Post Office stamp purchase, postage meter services, special services (express, registered, certified, and insured) both international and US package shipment

Various shipping vendors (UPS, Federal Express, and Airborne) services are available with discounted prices.

Outgoing US Post Office mail leaves campus Monday through Friday at 2:30 p.m. promptly. UPS (United Parcel Services) has a 3:30 p.m. deadline; all other vendors must be received at the mail center by 2:00 p.m.

MILL STREAM MARKET

U.C., first floor, phone, 4036

Hours are:

8:00 a.m.-8:00 p.m. Monday-Saturday

A convenient variety of snacks, beverages and sundries.

OFFICE OF THE PRESIDENT

Waller Hall, fifth floor, phone, 6209

Interim President

Bryan Johnston

Assistant to the President

Cynthia Addams

The president is the chief executive officer of Willamette University and is selected and appointed by, and reports to, the University's board of trustees. Willamette's vice presidents and academic deans report to and serve at the pleasure of the president.

The Office of the President serves as the administrative hub of Willamette, and as a primary contact point with the University's trustees, alumni and external constituencies. Members of the Office of the President are available as resources to students for information and advice about the administrative operations of Willamette.

OFFICE OF NEWS AND PUBLICATIONS

Waller Hall, fourth floor, phone, 6014

Director

Betty M. O'Brien

The Office of News and Publications is responsible for the University's media relations and for development, design, preparation, and coordination of all publications directed to off-campus constituencies. The staff offers consultation to departments and students.

PAYROLL OFFICE

Waller Hall, first floor, phone, 6188

Student Payroll Clerk

Charlene Bramble

The payroll office handles payroll processing and distribution for Willamette University staff and students. Student paychecks are delivered to campus boxes on the last working day of each month. At the end of each semester students may submit self addressed stamped envelopes for paychecks to be mailed to their homes. Campus job information is available in the Financial Aid Office.

PHYSICAL PLANT

phone, 6003

Director

Lewis Kanthack

The Physical Plant oversees Maintenance, Grounds, Custodial services, House-keeping, and Recycling. The Physical Plant is responsible for the maintenance and service of all university owned furnishings, buildings and grounds, as well as campus-wide recycling. In addition, the Physical Plant Office arranges special services for motor pool usage, pest control problems, issuance of university keys, and elevator problems.

RECYCLING

Baxter Basement, phone, 4506

Recycling Coordinator

Dave Larmouth

Willamette University is dedicated to reducing the amount of waste generated by the campus community. A major part of this program is Campus Recycling, which is responsible for the collection, sorting, delivery, and tracking of recyclable materials on our campus. We also help with waste reduction efforts, waste audits, source reduction, and we are responsible for recycling education on campus. We help to sponsor a variety of events, ranging from ECOS (our Student environment group) to plan Earth Day, to hosting the Spring Education Conference for the Association of Oregon Recyclers.

The core of the recycling program is a color-coded paper recycling system. At each station, you will find posters designated to help you sort your paper easily and correctly. Most of the types of paper, magazines, books and newspaper can be recycled at these stations. You will also find bins for containers such as glass, aluminum, plastic bottles and milk cartons/drink boxes conveniently located in every campus building. Please rinse out all containers, remove caps, lids and labels, and flatten tin cans (not soda cans). Sixteen cardboard bins are located around campus. Confidential recycling is available on request. Please contact our office for details.

We accept many other recyclables at the recycling shed drop-off area. Please sort all items, and place them in the appropriate bins or storage areas. At the shed we accept Styrofoam (#6 only please!), packing peanuts (in a bag or box please!) and #2 and #5 plastic tubs and cups. There are also bins available for the materials we collect at our regular stations. Please follow directions on the signs, and do not leave trash!

There are several items that are NOT recyclable. Any paper items with food or grease on them are NOT recyclable. This includes PIZZA BOXES, paper cups or plates, candy wrappers and coffee filters. Other paper products that are not recyclable include kleenex, napkins, paper towels, stickers, waxed paper, carbon paper, laminated materials and plastic mailing envelopes.

If you have any questions, need help with a research project, or would like to schedule a presentation for your group or office, please call our office or drop us an email. Thanks to everyone's participation, we recycled 80.68 tons of paper in 1996! This program depends on the continued support of the Willamette community, so remember: Reduce, Reuse and Recycle!

REGISTRAR'S OFFICE

U.C. third floor, phone, 6206

University Registrar

Paul J. Olsen

The Registrar's Office maintains the official academic records for all students of the University. Students are responsible for verifying the accuracy of their transcripts and petitioning for changes in their official records if an error exists. Information concerning the General Education Program, major requirements, and graduation are available through the Registrar's Office.

Drop/Add cards, Change of Advisor forms, Petitions for Graduation, and forms for declaring majors/minors may be acquired at this office. Veteran's Services information is also available.

TRAVEL CENTER

U.C., first floor, phone, 6388

Manager

Monica Buchanan

The Travel Center provides help in reserving your airline tickets, vacation packages, cruises, hotel and/or car reservations, Eurail passes and Amtrak reservations. The Travel Center also issue International Student ID cards. The Travel Center is open during the school year Monday-Friday 9:00 a.m. to 5:00 p.m., and during the summer from 9:00 a.m. to 4:30 p.m.

UNIVERSITY INFORMATION CENTER

U.C., first floor lobby, phone, 6267 – “0” on-campus

University Information Specialist

Liesa Kister

The staff of the University Information Center serve as receptionists for the U.C. and switchboard operators for the University. The center offers a variety of information including maps, brochures and schedules as well as housing the U.C. lost and found. The center is the main resource for information about campus and community activities. Tickets to many on-campus and some off-campus events are available at the center.

Students and staff have check cashing privileges as well as access to the center’s photo copiers, fax machine, and banner making supplies. The information Center also offers specialized resources such as off campus housing listings and flyer posting.

OFFICE OF UNIVERSITY RELATIONS

Waller Hall, fourth floor, phone, 6340

Vice President for University Relations

Barbara S. Mahoney

The University Relations Office serves as liaison with the University’s external constituencies: alumni, parents, donors, foundations, corporations, media and the public. It has responsibility for all aspects of development: raising the funds necessary to meet operating expenses, enhance programs, build capital projects, and increase the endowment. Through the Office of News and Publications, it coordinates external communication. Through the Office of Scheduling and Conference Services, it coordinates the use of campus facilities.

WRITING CENTER

Matthews Hall, first floor, phone, 4821

Director

Eleanor Berry

The Writing Center, staffed by student and faculty writing consultants, serves as a location where students can gather to work on their writing. Often, students can get a session with a consultant on a drop-in basis, but during busy times in the semester — World Views deadlines, mid-semester, and at the end of the semester — appointments are advised. Writing consultants are from a variety of different majors, encompassing all areas of academia. Student consultants have taken a

course in Composition Theory and Pedagogy (WR330) which acquaints them with recent scholarship on the many different ways writers go about their writing. Consultants are trained in responding constructively to work at any stage in the writing process, from pre-writes to revisions of graded papers. The Writing Center staff also conducts workshops on a wide variety of topics such as proper grammar usage and writing effective grant proposals. The Writing Center contains a reference library with relevant texts on writing, a lounge where students can work individually or meet with groups, and a computer laboratory with 25 Macintosh computers, all of which have full Internet access. All parts of the center are open during scheduled hours.

CAMPUS COMPUTER AND TELECOMMUNICATION RESOURCES

WITS ACADEMIC COMPUTING AND NETWORK SERVICES

Smullin Hall, first floor, phone, 6004

Executive Director

Keiko Pitter

Willamette Integrated Technology Services (WITS) is responsible for the management of general access microcomputer facilities on campus, the administration of the campus-wide computer network, the WITS help desk, and support and training on the use of computer, network and audiovisual equipment on campus. The office provides students with computer accounts on the network. Students can also obtain individual consultation on various uses of technology, including multimedia production. The wide variety of computing resources made available by WITS encourages the integration of educational technology and learning.

Campus residence halls can check out audiovisual equipment with permission from the Office of Residence Life. Fraternities and sororities must make arrangements directly with WITS. Students can get transparencies, large posters, video duplication (within copyright laws) and 35 mm film from WITS.

Questions or concerns regarding WITS services should be directed to the WITS help desk, Smullin 118 (phone 6767) or consult the WITS Web page (on Willamette's home page, under Campus Resources).

WITS PRODUCTION

Gatke Hall, second floor, phone, 6653

Production Coordinator

Brian Kinyon

This division of Willamette Integrated Technology Services was established to be of service to students, faculty, staff, and administration. WITS Production provides a wide range of production services from graphic design and laser printout, to drymounting and lamination. We have two black and white laser printers (touting 1200 dpi tabloid-size capabilities), a 1200 dpi color laser printer, a color inkjet printer, a 35 mm film recorder, and a 1200 dpi color flatbed scanner. There are two Macintosh computers in our production room that are available at all times during working hours, for students and faculty to use free of charge.

MICROCOMPUTER LABS

Smullin Hall, first floor, phone, 5441

This lab houses 43 computers composed of Pentium PCs, Power Macintoshes, and two X-terminals, as well as laser printers. This lab is accessible 24 hours a day, seven days a week. Student lab assistants are on duty during the day and evening hours.

A Multimedia workroom is located within the microcomputer lab. It is open whenever the lab assistants are on duty. This room contains high-end, multimedia-ready Macintoshes and PCs with CD-ROM drives, sound cards, video cards, and speakers. Also available are a scanner, VCR, and color printers. Specialized software is available to support multimedia projects.

For information, consult the WITS Web page.

Electronic Classroom

Collins Science Center, third floor

The electronic classroom is equipped with 32 Pentium PCs which are available for general use when not in use by a class. All computers are networked to appropriate file servers with access to a variety of software as well as to the campus network and the Internet.

Residence Hall Computer Clusters

There are eight residence hall computer clusters spread across campus, one each in the basements of Baxter, Belnap, Doney, Lausanne, Matthews, Shepard, Terra House, and WISH. The clusters include a mix of Macintosh and PC machines to

give access to network accounts (e-mail) and the Internet. Limited software is provided to support other uses such as word processing. The computer clusters are open 24 hours a day, seven days a week, but the residence halls themselves are locked to non-residents from late evening to early morning.

Residence Hall Rooms

All residence halls, except Haseldorf Apartment, are wired for campus network access. Students can purchase network cards or adapters from the University bookstore. The bookstore sells hardware for desktop PCs and a few Macintosh models. Macintosh computers must be running System 7.1 or higher and PCs must be running Windows 3.1 or higher. Information regarding network connection can be obtained from WITS.

On- Or Off-Campus Modem Access

Any student can connect to the campus network using a computer equipped with a modem. The campus modems can support speeds up to 28.8K bps using V.Fast or V.34 protocol. The network modem servers can also support Point to Point Protocol (PPP) for a network connection via modem. The modem access numbers are

10 minutes express line	370-6626
up to 14.4 connections	370-6627
up to 28.8 connections	370-6628

Campus Phone Systems

Willamette has its own phone system. Phones and phone service are provided in all student rooms except in the Haseldorf apartments, where residents are responsible for ordering their own service from US West. Willamette phone service is free of a monthly charge, and local calls (both on and off campus) are also free.

All campus phone numbers are called extensions and are four digits long. From campus, only the extension is dialed to call someone. When calling a campus extension from off campus, an appropriate prefix must be added: 316 for 2700 numbers, 373 for 3000 numbers, 375 for 5000 numbers, and 370 for 6000 numbers.

To make a local off-campus call dial 9, then the number. To make a toll-free long distance call you also dial 9, then the 1-800 number.

To dial a long-distance call charged to a calling card dial 9 and the access number for your carrier (as if you were on a payphone), or dial 9 and the 1-800 number

of your carrier. For long distance dialing each resident is issued an access code. To use this code dial 7, wait for a tone, dial the access code, wait for a dial tone, then dial 9+1+ the long distance number. A bill for these long distance calls will be sent to you each month and should be paid at the Cashier's Window in Waller Hall.

Standard payphones are located in Sparks and Kresge, as well as outdoors near Belknap, Doney and WISH.

VISUAL AND PERFORMING ARTS

THE HALLIE BROWN FORD GALLERY

Art Building, fourth floor, phone, 6136

The Hallie Brown Ford Gallery hosts four art exhibits each year. The first show of the school year is usually related to the World Views theme, while the last show of the year is always the Senior Art Majors Exhibit. Other shows feature local and regional artists in a variety of media, and works from the Willamette University Art Collection. The gallery is located on the fourth floor of the art building. Gallery hours during exhibits are noon-4:00 p.m. on weekdays.

Exhibits for 1997-98 are as follows:

Sept. 8 - Oct. 17	The Dome of the Rock, Photographs by Saïd Nuseibeh
Nov. 3 - Dec. 12	Prints by Donald Bunse (Closed Nov. 25-29)
Jan. 26 - Mar. 13	Photographic Images by Mary Ann Johns
Apr. 6 - May 5	Senior Art Majors Exhibit

WILLAMETTE UNIVERSITY MUSIC DEPARTMENT

Fine Arts West, second floor, phone, 6255

Department Chair

Wallace H. Long

The Music Department presents a regular series of concerts and recitals by university ensembles, students and faculty. It also offers a Distinguished Artists Series of guest artists who perform and present master classes on campus as well as the New Music at Willamette program, programs of twentieth century music, organized by the Swindells Composer-in-Residence. All music events are open to the public. In addition, the Music Department sponsors a weekly student recital

to provide students with the opportunity to play before an audience of peers and to experience the repertoire of the various media and music history periods.

WILLAMETTE UNIVERSITY THEATRE

Kresge Theatre Playhouse, phone, 6222

Administrative Assistant

Suzanne Kersh

Willamette University Theatre offers a wide spectrum of theatrical performance as well as a B.A. degree in theatre. Theatre serves as a vital part of the University in its exploration of human values and creativity, and in its study of those artistic, social and scientific principles which enable us to understand ourselves, our society and our environment and to meet the challenges of sustaining mind, body and spirit in a rapidly changing world.

Auditions generally occur the first week of each semester and are open to the entire university community.

Inquiries about the performance schedule should be directed to Zoe Stagg, student production stage manager. Performance information is also available by calling (503) 370-6221.

Box Office Hours:

Monday-Wednesday	12:00-5:00 p.m.
Thursday-Saturday	12:00-8:00 p.m.
Sunday	12:30-2:00 p.m.

(Hours begin the week of opening of each production)

Regular Ticket Prices

Friday and Saturday	\$10 General Admission
Thursday and Sunday	\$8 General Admission
Students and Senior Citizens	\$5 All Days
Preview Thursday	\$5 General Admission

\$15 Student Season Passes may be purchased at the theatre during the first week of the Fall semester through the closing of the first production. This includes four productions plus the dance concert.

Preview Night, Post-Play Discussions & Signed Performances

Previews are scheduled for the Thursday before the opening of each mainstage production at 8 p.m. Tickets are half-price for previews.

An informal post-play discussion with the director and cast will follow the second Thursday performance of each mainstage production.

The closing matinee of each mainstage production will be signed for the hearing impaired.

STUDENT ORGANIZATIONS

The Student Club and Organization Service Center, located in the Office of Student Activities on the second floor of the University Center, offers mailboxes for each club and organization, posting area for publicizing events, office work space and supplies, van rental forms, and copy center work request forms. Please stop by to check out this exciting new addition!

Clubs and Organizations Affiliation Procedure

The purpose of student organizations at Willamette University is to provide opportunities for the enhancement of academic, cultural, social and recreational aspects of student life through participation in group programs and activities. Recognized student organizations are entitled to certain privileges including, but not limited to, the ability to seek ASWU funding and reserve Willamette University facilities at no charge. In order for a student group to be a recognized Willamette University student organization, the following criteria must be met:

1. The organization must have an advisor who is a member of the Willamette University faculty, staff, or administration.
2. The organization must complete a Student Organization Affiliation Form and update that form with the Office of Student Activities every year after official recognition.
3. The membership of the organization must be composed of at least 50 percent Willamette University students.
4. The organization must have a current constitution on file with the Office of Student Activities.
5. In the initial year that any given student group seeks official recognition, the group must provide the Office of Student Activities with a petition signed by at least 10 students who indicate an interest in becoming a member of the student organization.
6. In order to maintain standing as an officially recognized student organization, the leader(s) of the organization must do the following: complete a new Organizational Affiliation Policy listing new officers, provide a copy of a new constitution if any changes have been made, and meet with a representative of the Student Activities Office to discuss the goals and structure of the organization.

As a result of affiliation with the University, a group is eligible for the following benefits:

1. Listing in the Student Handbook which is available to all students
2. Ability to participate in the Activities Fair
3. Advising and assistance from Student Activities for:
 - budget planning and ASWU funding process
 - leadership and group facilitation training

- recruiting new members
- event planning and promotion
- 4. Use of motorpool vehicles
- 5. Free use of tables in the UC lobby for fund raising purposes
- 6. Access to and support of the facilities scheduler
- 7. Access to and use of meeting rooms in the University Center
- 8. Access to and free use of other WU on-campus facilities
- 9. Access to mailing services to stuff flyers in mail boxes
- 10. Free use of the Student Activities typewriter for organizational use
- 11. Free use of the Student Activities Macintosh computer and laser printer for organizational use
- 12. Free artistic assistance with flyer design
- 13. Free use of poster-making supplies
- 14. Free banner-making and flyer-making service
- 15. Information about other organizations and events including leadership information and contacts
- 16. Ability to request ASWU funding
- 17. Ability to apply to ASWU for space in the Student Organization Center
- 18. Ability to apply for funds for speakers from the Educational Programs Committee
- 19. Right to use the name “Willamette University” in promotion and publications

For complete information and forms regarding official student organization affiliation, stop by the Office of Student Activities in the University Center.

DIRECTORY OF STUDENT ORGANIZATIONS

Every Willamette student has the opportunity to become involved in campus organizations, and as the following list indicates, there are a variety of organizations from which to choose.

Academic/Honorary Organizations

Educational and Service Organizations

Multicultural Organizations

Performing Arts Organizations

Print Media Organizations

Religious Organizations

Social/Support Organizations

Sports/Recreational Organizations

Academic/Honorary Organizations

ALPHA LAMBDA DELTA

Advisor: Sam Hall, 6118, Mathematics Department

Contact: Meghan Behymer, A-142

Alpha Lambda Delta encourages superior scholastic achievement among students in their first year in institutions of higher education, promotes intelligent living and a continued high standard of learning, and assists women and men in recognizing and developing meaningful goals for their roles in society. This organization is a national freshman honor society for those with a minimum 3.5 GPA.

DOBRO SLOVO

Advisor: Magda Schay, 6015, Foreign Language Department

Dobro Slovo recognizes excellence in the study of Slavic languages and literature. Members of this honor society promote interest in Russian activities.

MORTAR BOARD

Advisor: Tony Noble, x6463, Office of Student Activities

Contact: Amber Russell, F-355

As a national honorary society, Mortar Board recognizes seniors for superior scholarship, leadership, and service to the University.

MU PHI EPSILON

Advisor: Carole Stewart, 6255, Music Department

Mu Phi Epsilon is a professional fraternity which encourages high scholastic and musical performance. It is open to all music majors and minors.

OMICRON DELTA EPSILON

Advisor: Jerry Gray, 6307, Economics Department

Omicron Delta Epsilon is an International Honor Society in Economics. The purpose is to confer distinction for high scholastic achievement in Economics while stimulating and promoting student interest in all aspects of Economics.

OMICRON DELTA KAPPA

Advisor: Ryan Scott, 6340, University Relations

Contact: Melissa Mimier, G-212

ODK recognizes outstanding accomplishments of campus leaders in all areas of campus life and creates a forum where students and faculty can meet to discuss campus concerns.

ORDER OF OMEGA

Advisor: Scott Greenwood, 6463, Office of Student Activities

Contact: Justin Isle, C-247

Kevin Dix, F-305

This is a national honorary society, open to juniors and seniors, which recognizes Greek students who have excelled in academics, campus involvement, and community service.

PHI DELTA KAPPA

Advisor: Rich Biffle, 6294, Education Department

Phi Delta Kappa is a professional post-graduate organization. Students must receive faculty endorsement for membership. It is composed of professionals throughout the Willamette Valley.

PHI ETA SIGMA

Advisor: Sam Hall, 6118, Mathematics Department

Contact: Bob Reinhardt, F125

Phi Eta Sigma honors and recognizes exceptional scholastic achievement. It also seeks to emphasize those personal qualities which are essential to a successful and happy life. The person who succeeds must possess three important qualities: a vigorous and disciplined mind; a strong and healthy body; and, above all, a noble, generous character.

PI KAPPA LAMBDA

Advisor: Richard Stewart, 6378, Music Department

Contact: Teresa Hudkins, 6303, Admission

Membership in Pi Kappa Lambda requires outstanding scholastic achievement and musical performance ability.

PSI CHI

Advisor: Sue Koger, 6341, Psychology Department

Contact: Todd Davenport, B-255

Psi Chi is a national scholastic honorary organization for those majoring in psychology.

Educational and Service Organizations

ALPHA PHI OMEGA

Advisor: Jim Bauer, 6212, Residence Life

Contact: Jason Upton, C-104

The purpose of this fraternity is to assemble college students in a National Service Fraternity in the fellowship of the principles of Alpha Phi Omega; to

develop leadership, to promote friendship, and to provide service to humanity; and to further the freedom that is our national, educational, and intellectual heritage.

BEST BUDDIES OF WILLAMETTE

Advisor: Amiko Matsumoto, 6463, Community Outreach Program

Contact: Paula Bell, F-171

This program pairs college students with people who have mental retardation/developmental disabilities. The primary goal is to promote one-on-one friendships. There are also group outings and discussions.

CARTOON CLUB

Advisor: Amiko Matsumoto, 6463, Community Outreach Program

Contact: Staci Bennett, F-117

The Cartoon Club seeks to offer students of Willamette University a weekly opportunity to interact with the children staying at the Salem Outreach Shelter.

ENGLISH MAJORS CLUB

Advisor: Frann Michel, 6389, English Department

The English Majors Club plans activities related to the English field and disseminates information to its members concerning guest speakers, authors, and the Ashland Shakespearean Festival.

ENVIRONMENTAL COMMUNITY OUTREACH SOCIETY (ECOS)

Advisor: Joe Bowersox, 6220, Politics Department

Through cooperative outreach to students, faculty and alumni affiliated with various academic disciplines represented at Willamette University, ECOS aims to foster environmental awareness, continued environmental education, and environmental career opportunities.

HABITAT FOR HUMANITY

Advisor: Amiko Matsumoto, 6463, Community Outreach Program

This organization is an ecumenical Christian ministry with the goal of eliminating poverty housing and homelessness. This campus group seeks to work with local Habitat-affiliated projects toward this goal.

MENTOR PROGRAM

Advisor: Amiko Matsumoto, 6463, Community Outreach Program

Contact: Joie Brown, F-103

The purpose of this program is to pair Willamette University students with children from Salem area elementary schools so children can develop a one-on-one relationship with an adult through non-academic activities and ultimately provide them with experiences to improve their self-concept.

MODEL UNITED NATIONS

Advisor: Suresht Bald, 6261, Politics Department

Participants of Model United Nations research and prepare for conferences with other schools across the nation.

PHI ALPHA DELTA PRE-LAW FRATERNITY

Advisor: Joe Bowersox, 6220, Politics Department

Contact: Valerie Walston, E-157

This organization provides a forum for students interested in learning more about the legal profession. Activities include guest speakers and group discussions on the social impact of contemporary legal issues.

SPANISH CLUB

Advisor: Martha Gavilanez-Uggen, 5469, Foreign Language

Contact: Daniel Feller, A-160

The purpose of this organization is to promote the culture and the language of Spanish-speaking countries in the Willamette University and Salem communities through traditional festivals, group excursions, informative gatherings, community outreach, and regularly scheduled meetings.

STUDENTS AGAINST RAPE TOGETHER (StART)

Advisor: Deborah Loers, 6471, Counseling Center

Contact: Liani Reeves, E-281

The purpose of this organization is to provide a means for students who are concerned about campus rape issues to meet, discuss, and plan events to increase awareness of these issues and effect change on the Willamette campus.

Multicultural Organizations

ASIA (ASIAN STUDENTS IN ACTION)

Advisor: Amiko Matsumoto, 6463, Community Outreach Program

Contact: Thuan Tran, B-260

Asian Students In Action is a support network for its members and other Willamette students of Asian ancestry. This group is committed to promoting and encouraging Asian cultural identity through speakers and educational programs.

BLACK STUDENT ORGANIZATION

Advisor: Rich Biffle, 6294, Education Department

Contact: Shannon Wallmark, C-275

The Black Student Organization encourages cultural awareness, acts as a support group for all people interested in Black issues, and promotes educational programs on campus.

HAWAII CLUB**Advisor:** Teresa Hudkins, 6303, Admission**Contact:** Dorcas Delatori, DS-244

This club provides a support group for students from Hawaii and those interested in learning about the culture and spirit of Hawaii.

UNIDOS POR FIN**Advisor:** Rich Shintaku, 6463, Office of Multicultural Affairs**Contact:** Carmen Bendixen, F-110

This club helps students maintain their cultural identities (Latino, Mexican, Hispanic) by promoting various films, speakers, and ethnic celebrations. It provides a supportive environment for Hispanic students through potlucks, trips, and other cultural gatherings.

WILLAMETTE INTERNATIONAL STUDENT ASSOCIATION (WISA)**Advisor:** Donna McElroy, 6463, Office of International Student and Faculty Services**Contact:** Daniel Nilsson, H-101

WISA provides support for international students to assist them in integrating into the Willamette University community. This association provides opportunities for international awareness through the International Extravaganza, International Dinner, and coffee hours, as well as an opportunity for U.S. students to become involved in international activities.

Performing Arts Organizations**BEHIND THE SCENES****Advisor:** Valerie McIntosh, 6456, Music Department**Contact:** Sarah Mattox, C-209

The purpose of "Behind the Scenes" is to offer students an opportunity to learn about what goes into making a musical production. The club meets weekly to discuss choosing appropriate works, making the most of limited resources, and learning the how-to's of set design/construction, make-up, and costuming. Campus wide seminars conducted by experts on subjects applicable to production are offered as well.

CHAMBER CHOIR**Advisor:** Wallace Long, 6320, Music Department**Contact:** Marika Paez, A-219

The Chamber Choir is a 36-voice ensemble open by audition to all Willamette University students and engages in extensive touring as well as frequent on-campus performances. Rehearsals are held three times weekly. Members must have significant experience in singing and are required to audition for entrance.

CHAMBER WINDS

Advisor: Martin Behnke, 6255, Music Department

Contact: Jennifer White, DS-189

The Chamber Winds is a Music Department curricular offering. Membership is open, by audition, to select Willamette students with a wind instrumental background. The group rehearses three days a week and performs several times per semester on-campus, off-campus, and on regional tours.

MALE ENSEMBLE WILLAMETTE

Advisor: Wallace Long, 6320, Music Department

Contact: Marika Paez, A-219

This group is to help encourage men campus-wide to consider singing as a curricular activity which can add breadth and depth to their Willamette experience.

MUSIC THERAPY CLUB

Advisor: Myra Staum, 6450, Music Department

Contact: Young Kim, F-364

This group is to promote interest and mutual assistance in our common pursuit of academic preparation for the Music Therapy profession; to provide a forum through which Music Therapy students at Willamette University may contribute to and participate in the activities of student and professional Music Therapy organizations on local, regional, and national levels; to establish the widespread understanding of Music in Therapy for the general public.

PHILOMATHEAN SOCIETY

Advisor: Robert Trapp, 6244, Rhetoric and Media Studies

Noting the value of Dialogue in the process Liberal Arts Education, the Philomathean Society aims to benefit membership of the Willamette University community by sponsoring a series of public debates and other such opportunities for intellectual enlightenment.

RADIO FREE SALEM

Advisor: Scott Greenwood, 6463, Office of Student Activities

Contact: Eric Larson, C-254

Radio Free Salem is dedicated to building and operating a non-commercial, FM digital, radio broadcasting station.

UNIVERSITY BAND

Advisor: Martin Behnke, 6255, Music Department

Contact: Jennifer White, DS-189

The University Band is a Music Department curricular offering. It is an ensemble open to all University students. Rehearsals are once a week with an hour and a

half a week outside practice time. The group performs on campus two or three times each semester.

UNIVERSITY WOMEN'S CHOIR

Advisor: Wallace Long, 6320, Music Department

Contact: Marika Paez, A-219

This group is to help encourage more women campus-wide to consider singing as a curricular activity which can add breadth and depth to their Willamette experience.

WILLAMETTE UNIVERSITY JAZZ ENSEMBLE

Advisor: Martin Behnke, 6255, Music Department

The Willamette Jazz Ensemble is a curricular class which explores, studies, rehearses, and regularly performs music for off-campus audiences and the students of Willamette University. The Ensemble also hosts the Willamette Jazz Festival in February.

WILLAMETTE SINGERS

Advisor: Wallace Long, 6320, Music Department

Contact: Marika Paez, A-219

Composed of 12 vocalists, piano, bass and drums, the Willamette Singers concentrates on vocal jazz and is open to all Willamette students. Willamette Singers rehearse three times weekly and perform several times per semester on-campus, off-campus, and on regional tours. Members must have significant experience in singing and/or instrument playing and are required to audition for entrance.

WILLAMETTE TAIKO DRUMMING CLUB

Advisor: Richard Spielman, 6368, Politics Department

Contact: Jean Lee, G-212

The purpose of Willamette Taiko is to give an opportunity to students to learn the traditional ways of Japanese Taiko drumming and through this learning to be able to engage their own imaginations in creating musical pieces. Our ultimate goal is to be able to perform for the school as well as other local communities in hopes of expanding the knowledge of Japanese tradition to the public.

Print Media Organizations

CHRYSALIS

Contact: Helen Atsma, A-122

The *Chrysalis* is Willamette's literary and arts magazine. It contains poetry, prose, and visual artwork and is published each fall and spring.

COLLEGIAN

Contact: Billy Dalto, A-250

The *Collegian* promotes skills in journalism while producing Willamette's weekly student newspaper.

DARKROOM

Contact: Jed Jorgensen, F-269

The darkroom provides pictures for the yearbook, newspaper, and photographs for other Willamette organizations.

WALLULAH

Contact: Tina Ko, F-374

The *Wallulah* is Willamette's school yearbook. Involved in the *Wallulah's* production are theme development, design layout, page arrangement, and personal interviews.

Religious Organizations

CAMPUS AMBASSADORS CHRISTIAN FELLOWSHIP

Advisor: Jeff Poush, Chaplain's Office

Contacts: Jenn Northness, DS-242

Campus Ambassadors seeks to encourage Willamette community members to integrate Christ into their lives through monthly celebrations, speakers, retreats, and famine relief projects.

FELLOWSHIP OF CHRISTIAN ATHLETES

Advisor: Dan Barram, 364-4522

Contacts: Kevin Edelbrock, F-350

This organization meets weekly for a variety of programs and social functions, focusing on the special spiritual needs of the athletic community.

INTERVARSITY CHRISTIAN FELLOWSHIP

Advisor: Charlie Wallace, 6213, Chaplain's Office

Contact: Aaron Kenagy, DS-213

IVCF provides a context for Christian nurture and evangelical witness for anyone within the Willamette community.

JEWISH STUDENTS UNION

Advisor: Charlie Wallace, 6213, Chaplain's Office

Contact: Aimee Oberndorfer, C-189

This organization meets for fellowship and celebration of Jewish holidays and festivals and maintains a link with Salem's synagogue, Temple Beth Shalom.

LATTER DAY SAINTS STUDENT ASSOCIATION (LDSSA)

Advisor: Dale Kirby, 6213, Chaplain's Office

LDSSA exists to assist students at Willamette University in balancing their academic, social, cultural, and religious education. This is accomplished by providing gospel study, social opportunities, and cultural activities for the LDS students at Willamette University.

NEWMAN COMMUNITY

Advisor: Father Bing Hoang, 581-1623

Newman Community is the Catholic apostolate to Salem area university students and offers spiritual, intellectual, and social support for men and women within a Catholic/Christian framework.

WILLAMETTE INTERNATIONAL CHRISTIAN FELLOWSHIP

Advisor: Buell Hadley, 363-7067

A Christian friendship organization that offers services to international students of all religions and nationalities and introduces Americans to international students in hopes of building friendships and a "home away from home." Willamette International Christian Fellowship offers Bible studies, social activities, outings, conferences, and help of various sorts that may be needed by the international student.

Social/Support Organizations**AMERICAN SIGN LANGUAGE**

Advisor: Robin Smithtro, 4377, Director of Disability Services

Contact: Kalen Feeney, A-167

The purpose of the American Sign Language Club is to learn and teach others American Sign Language, to learn about and become involved in the deaf community, to incorporate ASL into the curriculum of Willamette University and to have fun! For more information see <http://www.willamette.edu/sbennett/asl/>.

CAMPUS DEMOCRATS

Advisor: David Douglass, 6139, Rhetoric & Media Studies

Contact: Lysha Wasser, B-243

This organization works to help promote overall awareness both on and around Willamette University of politics and helps to encourage political activism and participation through the mobilization and motivation of students.

CIRCLE K

Advisor: Amiko Matsumoto, 6463, Community Outreach Program

Contact: Caroline Cochran, A-177

Circle K serves the Willamette University campus and community and provides opportunities to develop leadership skills.

COLLEGE REPUBLICANS

Advisor: James Frew, 6232, Economics Department

Contact: Valerie Walston, E-157

This organization promotes the principles of the Republican party among the students at Willamette University. Club members develop political and leadership skills that will prepare them for future service to the party and the community.

INTERFRATERNITY COUNCIL (IFC)

Advisor: Pete Bugnatto, 6463, Office of Student Activities

Contact: Dave Kim, F-198

The Interfraternity Council is a governing body of the existing fraternities on the Willamette Campus. IFC sponsors a formal rush and several other activities throughout the year.

LESBIAN, GAY, BISEXUAL ALLIANCE (LGBA)

Advisor: Michael Marks, 6932, Politics Department

Contacts: Brooke Borders, H-137

The Willamette LGBA group exists to provide and encourage the support, education, and visibility of gay/lesbian/bisexual concerns and issues in the Willamette/TIUA community. Its aim is to create an awareness and celebration of differing perspectives and lifestyles.

NON-TRADITIONAL STUDENTS ASSOCIATION

Advisor: Rich Shintaku, 6463, Office of Multicultural Affairs

Contact: Andrea Kemper, F-221; Roger Knouse, E-207

This organization is a support group for older-than-average students, married students, and students with children. The club meets regularly to discuss issues such as commuting, child care, stress and time management, and balancing family issues with school.

PANHELLENIC COUNCIL

Advisor: Sue Corner, 6463, Office of Student Activities

Contact: Allison Kato, C-144

“We, the fraternity women of America, stand for service through the development of character inspired by the close contact and deep friendship of individual

fraternity and Panhellenic life. The opportunity for wide and wise human service through mutual respect and helpfulness is the tenet by which we strive to live (National Panhellenic Conference).” The Panhellenic Council is the representative body for the sororities on the Willamette campus.

RESIDENCE HALL ASSOCIATION (RHA)

Advisor: Marilyn Derby, 6212, Office of Residence Life

Contact: Laila Cook, C-108

RHA is made up of the presidents and representatives of the residence halls and the University apartments. It is the representative body for those living in residence halls. RHA plans and sponsors campus-wide programs, forums, and social events which enrich life at Willamette/TIUA.

WILLAMETTE COMMUNITY FOR CHOICE

Advisor: Sue Corner, 6463, Office of Student Activities

Contact: Andrea Genereux, C-255

Willamette Community for Choice is dedicated to educating the Willamette community about the issue of choice and providing support to NARAL and Planned Parenthood.

WILLAMETTE EMERGENCY MEDICAL SERVICES (WEMS)

Advisors: Ross Stout, 6911, Campus Safety; Vickie Simpson, 6062, Health Center

Contact: Jason Snider, C-160; Kandra Yee, DS-150

To encourage and facilitate training of students expressing interests in emergency medical services to include but not limited to training in CPR and First Aid. To provide certification in CPR to the Willamette Community.

WILLAMETTE PEER ADVOCACY PROGRAM

Advisor: Sue Koger, 6314, Psychology Department;

Contact: Jennifer Carson, B-268

The WPA is an organization designed to serve the mental, social and psychological needs of the Willamette community. Peer advocates act as a referral source and are highly trained in many “wellness” issues that address students.

WILLAMETTE PROGRESSIVE UNION

Advisor: Bill Smaldone, 5440, History Department

Contact: James Hadley, H-133

Whereas the left wing of the American political spectrum has been fragmented into its component parts, we, the members of the Willamette Progressive Union, a non-sectarian coalition, have come together to establish a left political culture and encourage the unity thereof.

WILLAMETTE SOCIALIST UNION

Advisor: William Smaldone, 5440, History Department

Contact: Brian Kennedy, E-144

Our purpose is to promote solidarity among Willamette community, create a venue where progressive ideas, thoughts and actions can be expressed and realized.

WILLAMETTE UNIVERSITY FOR FAMILY LITERACY

Advisor: Amiko Matsumoto, 6463, Community Outreach Program

Contact: Jansi Westberg, F-285

The purpose of this organization is to participate meaningfully in the community by working with non-native English speaking adults, enabling them to gain necessary and practical language skills. Child care is also a part of the program which similarly stresses literacy.

WOMYN'S CENTER

Advisor: Sue Corner, 6463, Office of Student Activities

Contact: Aimee Sperl, F-285

The Womyn's Center was created to explore issues of feminism and traditional roles and to promote better understanding of gender through speakers, films, and discussion groups. Participants have become involved in Women's History Month, International Women's Day, health issues, and community affairs.

Sports/Recreational Organizations

FOIL FENCERS

Advisor: James Ciaramitaro, 6420, Athletic Department

Contact: Joanna Barber H-194

This club promotes and preserves standard foil fencing and provides an environment where competent fencers of all skill levels and disciplines can gather and fence.

LACROSSE

Advisor: Pete Bugnatto, 6463, Office of Student Activities

The Lacrosse organization is coordinated by students who compete against PAC 10 schools such as Oregon, Washington and Washington State, as well as against smaller colleges in the region.

OUTDOOR PURSUITS

Advisor: Bruce Arnold, 6004, Willamette Integrated Technology

Contact: Kari Rollenhagen, G-184

The purpose of Outdoor Pursuits is to involve older children (between the ages of 9 and 14) in outdoor activities that not only combine learning with fun, but also encourage a sense of responsibility, self-reliance and an awareness of our natural environment.

VOLLEYBALL CLUB

Advisor: Marlene Piper, 6230, Athletic Department

This club provides the opportunity to practice and learn volleyball skills and compete against other schools and clubs in tournaments and matches.

WATER POLO CLUB

Advisor: Skip Kenitzer, 6257, Athletic Department

Contact: Brian Frazzini, G-197; Carey Cox, C-174

The Water Polo Club trains and competes competitively in water polo matches.

WILLAMETTE INDOOR SPORTS CLUB

Advisor: Ron Loftus, 6275, Japanese Department

Contact: Jim Meurer, DS-193

To provide a fun yet competitive atmosphere for students to participate in sports.

WILLAMETTE OUTDOORS CLUB

Advisor: Bruce Arnold, 6004, Willamette Integrated Technology

Contact: Ken Duncan, DS-167

Willamette Outdoors provides opportunities for students to explore and appreciate outdoor activities throughout the Pacific Northwest. The Outdoors Club also facilitates the Incoming Students Adventure Trips (ISAT) and a Wilderness First Responder (WFR) course during Spring Break.

WILLAMETTE RUGGERS

Advisor: Pete Bugnatto, 6463, Office of Student Activities

The Rugby Team provides the Willamette student community with a nationally recognized collegiate sport. The Willamette University Rugby Team fields both women's and men's teams and plays various universities throughout Oregon and Washington. The game requires many people so there are positions available for people of all sizes and shapes. Fall season only.

PUBLICITY

The Office of Student Activities has a Club and Organization Service Center for you to post event publicity. The University Information Center maintains current event information.

Poster Policy

Signs, posters and banners may not be placed on the exteriors of any of the following: academic or administrative buildings, lamp posts, trees, bridges, etc. This includes the use of chalk on buildings and sidewalks.

People and organizations may receive permission to post announcements on the exteriors of the University Center and residence halls with prior approval. For permission to post announcements at the University Center, contact the Office of Student Activities at 370-6463. For permission to post announcements in residence halls, contact the Office of Residence Life at 370-6212.

SCHEDULING

Lee House, phone, 5442

Administrative Assistant

Holly Dieter

Meeting rooms and table reservations need to be scheduled through the Office of Scheduling and Conference Services at 375-5442 or the e-mail address, is <schedule@willamette.edu>). During the academic year, the Collins Legal Center, Atkinson, McCullough Stadium, Sparks Center and Hatfield Room are scheduled independently. The scheduling policy may be viewed on the Willamette web page.

SALEM COMMUNITY

Map of Salem



Movie Theaters

Keizer Cinemas 3555 River Rd. N	393-7374
Lancaster Mall Theatres 3790 D St. NE	581-9300
Salem Center Movieland Marion & High Sts.	588-3456
Salem Cinema 445 High SE	378-7676
Southgate Cinema World 3893 Commercial SE	364-2226

Selected Restaurants and Fast Food

Alessandro's Park Plaza (Italian) 325 High SE	370-9951
Arbor Cafe 380 High NE	588-2353
Black Angus (Steak) 220 Commercial SE	585-1011
The Brick 105 Liberty NE	375-0959
Busick Court Restaurant 250 Court NE	370-8107
China Best 364 Center NE	581-1668
Croissant & Co. 190 High SE	362-7323
DaVinci's (Italian) 180 High SE	399-1413
Denny's 3155 Ryan Dr. SE	585-8424
El Tapatio 1391 Broadway NE	581-2405
The Golden Crown (Chinese) 365 Liberty NE	362-9560
Geppetto's Italian Restaurant 616 Lancaster NE	378-1271
The Heritage Tree 574 Cottage NE	399-7075
International House of Pancakes 260 Liberty SE	581-2622
Jackie's Ribs 3404 Commercial SE	399-7464
Jonathan's Oyster Bar 445 State	362-7219
Karma's Cafe 1313 Mill SE	370-8855
Kwan Original Cuisine (Chinese) 835 Commercial SE	362-7711
Kyoto Japanese Restaurant 1610 Lancaster Dr. NE	363-3552
La Margarita (Mexican) 545 Ferry SE	362-8861
McDonald's 1110 Center St.	363-5314
McGrath's Fish House 350 Chemeketa NE	362-0736
Ming's Restaurant 440 State	588-2928
The Night Deposit 195 Commercial NE	585-5588
Off Center Cafe 1741 Center NE	363-9245
Olive Garden Italian Restaurant 1302 Lancaster NE	364-6885
Pastabilities Liberty Plaza 285 Liberty NE	399-8850
Ram Border Cafe & Sports Bar 515 12th SE	363-1904
Red Robin 3760 Center NE	362-9666
Roadhouse Grill 481 Lancaster Dr. NE	375-0942
Rock-N-Rogers (50s diner) 1405 Broadway NE	364-5734
Cafe Today 1244 State	378-9180
Santa Fe Burrito Co. Market & Lancaster	399-5363

Spaghetti Company 920 Commercial SE	391-9005
Subway Sandwiches 1310 State	391-9848
Thompson Brewery 3575 Liberty Rd. S	363-7286
Tong King Garden 989 12th St. SE	585-9932

Willamette-Area Pizza (*Delivery available)

Domino's Pizza* 1049 Commercial SE	371-3559
Izzy's Pizza Restaurants 2990 Commercial SE	581-9831
Izzy's Pizza Restaurants 2205 Lancaster Dr. NE	399-0915
Little Caesar's 3771 Commercial SE	371-4491
Little Caesar's 3052 Lancaster NE	588-7212
Pizza Hut* 3302 Commercial SE	364-7286
Pizza Hut* 3278 Lancaster NE	363-7414
Round Table* 3910 Center NE	362-9988
Round Table* 4435 Liberty Rd S	370-9316
Straight from New York Pizza 233 Liberty NE	581-5863
Union Street Pizza 630 Capitol NE	364-3840
Old Chicago Pizza 120 Commercial NE	391-0252

Selected Sweets

Baskin Robbins Salem Centre 480 Center St.	362-9824
Gerry Frank's Konditorei 310 Kearney SE/Commercial St.	585-7070
Dairy Queen 1465 25th SE/Mission St.	364-2601
Dunkin Donuts 1980 Commercial NE	364-9621

Downtown Coffee Houses

The Beanery 220 Liberty NE	399-7220
Governor's Cup Coffee Roasters 471 Court NE	581-9675
Starbucks Coffee 399 Court NE	375-2156
The Daily Planet 1667 Center NE	391-9369

Shopping Malls in Salem

Salem Centre 401 Center St. NE	364-0495
<i>Monday-Friday 10 a.m.-9 p.m.</i>	
<i>Saturday 10 a.m.-6 p.m.</i>	
<i>Sunday 11 a.m.-6 p.m.</i>	

Salem Centre is located downtown and connected by a series of skybridges. The major department stores are J.C. Penney, Meier & Frank, Mervyn's, and Nordstrom. There is a food court and many other stores, including the Gap, Eddie Bauer, Musicland and Waldenbooks.

Lancaster Mall 831 Lancaster Drive NE 585-1338
Monday-Friday 10 a.m.-9 p.m.
Saturday 10 a.m.-9 p.m.
Sunday 11 a.m.-6 p.m.

A more typical, suburban mall, the Lancaster Mall is anchored by four department stores: Sears, Montgomery Ward, The Bon Marche and Emporium. Houses approximately 60 other establishments.

Reed Opera House Mall 189 Liberty Street NE 391-4481

Located in the historic Reed Opera House downtown, this mini-mall features specialty shops, restaurants and antique stores.

Transportation

Amtrak Station 13th & Oak SE 588-1551
Cherriots Bus Station 183 High NE 588-2877
Greyhound Bus Lines 450 Church NE 362-2407
HUT Airport Limousine, Inc. 2990 25th SE 363-8059

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WILLAMETTE UNIVERSITY

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STUDENT AFFAIRS