Student Activities is a department on campus that serves as a starting point for students and their clubs and organizations. It is their responsibility to assist organizations to get their events approved, and help students proceed with and plan their events to be a success for the campus community. Student Activities directly advises the senior class, Student Activities Board (SAB), fraternities and sororities, Student Government Association (SGA), and Shadows Yearbook. Student Activities also handles operations of the Student Center, multi-cultural and diversity initiatives, weekend programming, and co-sponsorship of programs.

Amy Bellina is the Director of Student Activities and has held her position with the University for 18 years. She is the direct advisor of the senior class, assisting in the development of the activities and events the students wish to hold. She also oversees departmental operations. She meets with student groups to approve events, help coordinate the steps needed to organize the event, handle processes and contracts for funded student organizations, provide financial sign-off on purchases for funded groups, meet with clubs and organizations that are travelling to workshops, conventions, etc., and also oversee the Student Center building managers and operations of the Student Center. “I am very fortunate to be with the people I work with. It’s been a very special place,” Bellina says.

Amy attended University of Pittsburgh at Johnstown in Pennsylvania as a communication major, and while serving as the president on the programming board, she recognized her strong interest for higher education and involvement with student activities. Amy pursued her Master’s degree at Indiana University of Pennsylvania in student personnel services. She has previously been employed at universities including Salisbury State in Maryland and Wilkes University in Wilkes-Barre, Pennsylvania, fulfilling similar roles before arriving at Monmouth.

“I love the variety here; every day is a little different. I get to work with some great student leaders,” Amy says. She explains that she is proud of the growth in the department overall. “The University has allowed us to expand to offer more resources and events for our students over the years.”

Amy is married and spends much of her time outside of work with her husband and 13-year-old son. She sings in a contemporary group in her church, where she is also on the financial board. Moreover, she loves her two pugs, Tino and Jeter, and enjoys reading.

Heather Kelly has worked in the Office of Student Activities and Student Center Operations for eight years. After a few years, her position was changed from Assistant Director of Student Activities to Assistant Director of Student Activities for Multicultural and Diversity Initiatives due to her passion for bringing a variety of diversity programs to the student body. Some of the activities she works on includes, but are not limited to: Black History Month, Women’s History Month, Disability Awareness Month, Hispanic Heritage Month, the Vagina Monologues and Warrior Awards, Martin Luther King Jr. (MLK) Children’s Festival and Tribute, Unsung Hero Awards, and All Lifestyles Included (ALI)’s Annual Drag Ball. She created two-part Safe Zone training and brought the annual “Take Back the Night” event to campus. On the programming board of the Human Relations Advisory Committee (HRAC) which plans diversified and multicultural events, she says the events are to make the students feel that they are a part of diversity. She tries to bring in a variety of ideas and events that students will find “educational yet fun.”

She also handles the programming of student activities, specifically ones not hosted by clubs and organizations. She coordinates the free film screenings on the residential side of campus, advises Shadows Yearbook, Student Government Association, and runs the Student Orientation Advisement and
(continued from cover)

Reggie’s, and publishes the Fall and Spring Student Event Calendar. Moreover, SAB coordinates the band for the annual SpringFest with SAB, coordinates up crews, and handling the loaning of equipment and set-up logistics for coordinating club office spaces, supervising the information booth staff and set-up logistics for students walking away with a new understanding or experience, too.

With previous jobs, Heather has worked at a number of colleges and universities including Hamilton, Colgate, Le Moyne and Syracuse, all of which are in New York. Her education is from Binghamton University for her undergraduate in history, and Syracuse University for her graduate degree in secondary education. She has previously served as a study abroad coordinator at Le Moyne College.

In her spare time, Heather participates in local theatres as an actress and is now on the Board of Directors for a local theatre. She explains it was something she loved to do when she was younger, and decided it was time to get involved a few years ago. "It's a fun way to go out and meet people," she says. She also enjoys drawing and painting- some skills she learned from taking art classes at the University.

Tyler Havens is the Assistant Director of Student Activities for Fraternity and Sorority Life. He has been with the University for seven years, overseeing fraternity and sorority life and assisting with the planning and execution of summer orientation. "For me, it’s not just a job, it is also fulfilling the obligation I swore to when I was initiated," Tyler says with a smile. "I really like to see students make connections to their fraternity and sorority experience; from what they learn in the classroom, to applying it to their organization. I enjoy seeing the ‘light bulb’ come on."

For his bachelor’s in elementary education, Tyler attended the State University of New York (SUNY) in Fredonia. "I hated teaching, so a mentor pointed me into higher education. I was already very involved in college so I saw it as a good fit." In fall 2002, Tyler was initiated into the fraternity Sigma Phi Epsilon. As a graduate student at Western Illinois, he worked with Greek Life Programs as well as Volunteer Services.

Tyler explains it is the growth of the fraternity/sorority community that he is most proud of accomplishing at MU. "We have ballooned to approximately 650 students. We had eight percent of the student population involved in fraternity and sorority life when I started and have jumped to approximately 13 percent today. I think it’s great for the campus." His passion for the fraternal experience affords him the opportunity to be involved with undergraduate fraternal leadership programs across the region and the country.

In his spare time, Tyler enjoys running and training for half-marathons. He also spends time with his family in upstate New York. He loves Toy Story as well as the Boston Celtics.

Megan McGowan has been the Assistant Director of Student Activities and Student Center Operations for just over two years. This includes updates to the building’s physical attributes (most recently on the third floor), coordinating club office spaces, supervising the information booth staff and set up crews, and handling the loaning of equipment and set-up logistics for Anacon Hall. She organizes the subsidized tickets for campus concerts with SAB, coordinates the band for the annual SpringFest with SAB, coordinates Student Activity Weekend Programming (including the distribution of Weekend Warrior grants), Fall Leadership Conference and Spring Leadership Series, and publishes the Fall and Spring Student Event Calendar. Moreover, she is the supervisor of the Student Activities Board.

For her education, Megan attended Springfield College in Massachusetts for her undergraduate and graduate education and Ringling College of Art and Design in Sarasota, Florida as an art major. As an undergraduate, she was a resident assistant and president of her class. It was through these positions that she gained the passion for joining the Student Affairs field. Megan was offered the opportunity to earn a master’s degree in Student Personnel Administration for Higher Education through a fellowship position in the Office of Career Services. She explains that her degrees have been very helpful with her current position, as she utilizes her art degree for graphic design and marketing that is involved. "Creativity is a big part of the job," she says.

“I really love the energy from the students," Megan says. "They are always so excited, especially about their goals and ambitions. The thing I love about this job is how you’re always doing something different and there’s always room for creativity." She is very proud of the Calendar of Events that she annually designs with students, as well as the growth of Student Activities Board on campus. "They have become stronger as a unit," she says, explaining the organization now attends national conventions to discover better events for campus. "They learned so much and brought this crazy energy back to campus. I’m proud when the students really develop in their leadership roles."

Outside of the office, Megan enjoys traveling. Some of her favorite places are Colorado, California, Hawaii and Boston. She also works to build relationships with people throughout the country by joining professional organizations.

Colleen Finnigan serves as the Campus Life Assistant and processes the documentation and keeps track of the budgets of Student Activities, orientation programs and all clubs and organizations on campus. She also greets students and answers phones. Colleen has been with the University for four years, working in a few different departments on campus as a University Special Services Representative (USSR) before her current position in Student Activities.

Colleen enjoys interacting with students on a daily basis, and being able to meet "all of the new and friendly faces. I always try my hardest to be courteous, and to be a friendly face and make students feel the most comfortable. I enjoy the University’s atmosphere." For her education, she attended Stuart School of Business Administration in Wall. She has two children, 17 and seven. In her spare time she enjoys biking, going to the beach, and travelling (she visited Key West over spring break). Her husband is currently a graduate student in the University’s Master’s program of Social Work.

Janet Dustman has worked in Student Activities as a Student Services Assistant the past year and a half. She closely works with the Student Activities Board with Megan McGowan. She processes all of the contracts for all entertainment and performers who come to campus. Janet also assists several people in the division, including Jim Pillar in Residential Life, Sharon Codd in Student Services, Tyler Havens in Fraternity and Sorority Life and Heather Kelly in Multicultural and Diversity Initiatives. Moreover, she is responsible for data entry for the rosters of all clubs and organizations on campus.

Janet has additionally worked on campus in the Information Technology program in Software Engineering and also in Foreign Language Studies before coming to Student Activities. Previously, she had been employed on Wall Street with Goldman Sachs under Jon Corzine for 15 years. For her education, she attended Brookdale Community College and The Cittone Institute- Business and Secretarial School.

Similar to the other members of the department, Janet loves working with students. "I enjoy that generation. I get along very well with them," Janet says. She is proud to be of assistance to students on a regular basis, connecting with them, and “being a mother figure. I feel for some of the kids who don’t get to go home much.”

Janet has been a cheerleading coach for 12 years. She also loves spending time with her family, including her two daughters, who are 18 and 13.
Kylee Rossi was hired as the Assistant Women’s Soccer Coach in February. She most recently was an Assistant Coach at The College of New Jersey in Ewing, as well as being Director of the Girls Program at the Next Level Soccer Academy in Pennington, and Admission Associate at The Pennington School.

Kylee graduated from University of Tennessee with a Bachelor’s degree in Sport Management. She has played on the University of Tennessee Lady Volunteer Soccer Team where she was captain in her senior year. She has also played on the US National Team.

Elizabeth Esten was appointed to the position of Associate Director of Alumni Affairs in March. She recently relocated from Jacksonville, Florida where she was employed as Marketing Manager at Signet Enterprises. Elizabeth was also previously Marketing and Recruitment Coordinator for Rowan University in Glassboro. She holds a Bachelor’s degree in Communication from Boston University.

Todd Lesser joined Enrollment Publications and Communications in March as its Web Writer. He’s been at Monmouth since 2009, when he started as a professional writing assistant in the Writing Center. Previously, Todd was the editorial director for an Internet publishing company in Morganville, and he also worked in the Writing Center at Brookdale Community College in Lincroft. Todd received a bachelor’s degree in journalism and media studies from Rutgers University, as well as a master’s degree in professional and technical communication from New Jersey Institute of Technology.

The Office of Human Resources has begun making arrangements for summer hiring.

If any of your departments will be hosting programs this summer that will involve hiring of temporary employees, please contact us as soon as possible at extension 3540. We will be happy to assist you with training, personnel actions, postings, background checks, orientation and compensation.

Similarly, if your upcoming summer programs will involve hiring student workers, please contact Student Employment now at extension 3560.

On Saturday, March 10, over 40 employees and family members traveled to New York City to see the Tony award-winning musical “Anything Goes.” It was the last weekend that Sutton Foster starred in the show, which made it even more exciting.

For the month of April, we stayed on campus and participated in the 5th annual American Cancer Society Relay for Life at Monmouth University. 620 students, employees, family members and friends made up 49 teams who raised over $45,000 to date. Donations are accepted until September. Please feel free to visit our website at www.relayforlife.org/monmouthuniversity to make a donation. Our Relay for Life at Monmouth University has raised $250,000 over the past five years.

We had on-line enrollment for memberships to BJ’s Wholesale Warehouse from April 18 through May 18. Over 30 employees took advantage of renewing their memberships this quick and easy way. Mark your calendar for our annual President’s Cup Tournament on Wednesday, May 23. More information will be send via e-mail to all employees.

We are waiting to hear back on a ticket request for the new Broadway show “Evita”. Please look for our e-mail announcement. Remember to use Plum Benefits for entertainment discount offers. We also have the Buyer’s Edge discount purchasing program for household items, as well as Great Adventure tickets and movie tickets available in Human Resources.

If you have any suggestions, please contact Sharon Smith by e-mailing ssmith@monmouth.edu or by calling extension 7594.

Say “Hello” To . . .

Elizabeth Esten

Todd Lesser

Kylee Rossi

Employee Activity Committee

(EAC) News

Summer Hiring
Welcome Aboard!

1/1/2012 - 3/31/2012

Andrew Allgor .................................. MU Library
Trina Colford................................. Center of Distinction for the Arts
Laura Embrey................................. University Advancement
Elizabeth Esten................................. University Advancement
Kristina Lentz pedquate... Junior Science Symposium
Todd Lesser ................................ Enrollment Publications and Communications
Deirdre McGuinness........ Center of Distinction for the Arts
Joseph McManus........ Management and Decision Science
Karen Morrow .............................. Compliance
Kylee Rossi .................................. Athletics
Barbara Santos .......... Pre-Professional Health Advisory Committee
Donna Smolokoff................................ Facilities Management
Katie Sue Tringone .......................... CETL
Charles Whedon ............................ Athletics

Promotions

1/1/2012 - 3/31/2012

Thomas Bieber.. Director of Athletics Academic Support
Tabitha Conlan .......... Assistant Director of Financial Aid
Eileen Ghent ......................... First Assistant Lacrosse Coach
H. Jonas Javier ......................... Bursar
Bruce Johantgen ...................... Patrol Officer V
Jeffrey Mass ......................... Job Developer/Career Counselor
Vera Towle ................................. Senior Communications Design Specialist
Jarred Weiss ............................... Athletics Business Manager/Communications Assistant

Transfers

1/1/2012 - 3/31/2012

Jeanne Szumera .................................. Information Operations

Save The Date!

President’s Cup Tournament
Wednesday, May 23rd

(continued on pg. 6)
To Your Health......

THE SEASONAL ALLERGY

Spring is here and so is allergy season.

Allergies affect more than forty million Americans throughout the United States and they account for 2 million missed days of school and 4 million missed work days each year. In fact, allergies are the fifth-leading chronic disease in the United States for all ages.

Allergic symptoms occur when a person’s body overreacts to “allergens” and these are often referred to as triggers. People experience different reactions to different triggers throughout the year but the Spring season often proves to be a big trigger for many allergy sufferers because of the pollen released from trees, grass and weeds. Allergy symptoms may include sneezing, runny nose, itchy, watery eyes and itchy nose or throat. However, there are several ways with which to relieve allergy symptoms:

• Your physician and/or allergist may recommend over-the-counter antihistamine to help reduce symptoms.
• Never let your hands make contact with your face, nose or eyes when gardening or making contact with grass or weeds. Showering after gardening and changing into clean clothes will also help reduce symptoms.
• Use allergen-resistant mattress covers and pillow covers on your bed and wash bedding in hot water at least every 7 to 14 days.
• During peak allergy days, keep the windows of your home or car closed to avoid additional exposure. Changing filters on air conditioning units and vents at the start of the season can also help.
• When cleaning your home use a vacuum with a HEPA filter to prevent dust particles from escaping the vacuum bag or canister and remaining airborne.
• Use products that have the green label since cleaning products that contain harsh chemicals often add to the airborne irritants and heighten allergy

I am pleased to share with you several significant improvements regarding our Campus Sustainability efforts.

Hydration Stations - We have recently installed Hydration Stations in the Stafford Student Center, the MAC and Magill Commons Dining Hall. These machines allow you to refill and reuse water bottles instead of having to purchase filtered water in disposable bottles. The use of reusable bottles will benefit the environment by reducing our consumption of plastic bottles which all too frequently end up in landfills.

Solar - By the end of the month you will notice solar panels being installed on an additional seven University buildings. This project is funded through a Power Purchase Agreement. Power Purchase Agreements (PPAs) allow federal agencies to fund on-site renewable energy projects with no up-front capital costs incurred. There is a federal tax credit that the PPA provider can take (these credits are not available to not-for-profit institutions). A PPA firm designs, installs, finances, owns, operates and maintains the system. The PPA firm sells the power produced to the “host” (the University) at a rate projected to be below the utility rate for a period of time, usually 15 to 20 years. The PPA provider gets the initial tax credit, accelerated depreciation and the value of the Solar Renewable Energy Credits (SRECs) during the term of the agreement.

The installation is expected to be complete by June 2012 and will generate an additional 700kW. The new installation, combined with our previous installation of solar panels will generate approximately 1.1MW of solar energy for our campus.

In exchange for installing solar panels on seven University rooftops, the University’s electric rate for these buildings will be reduced by 50% for the next ten years. We estimate that this new system will yield $1.5 million in savings over 20 years (assuming a 5% annual escalation in electric rates.)

Greenopolis Miser Machines - We have ordered and are awaiting delivery of two Greenopolis Miser Machines. These machines are container recycling kiosks for our campus. A container recycling kiosk operates like a reverse vending machine. They will allow you to deposit plastic, aluminum and glass beverage containers in exchange for points which can be redeemed for rewards and discounts. When they are installed we will provide additional information.

Recyclemania - The University has registered to participate in the nationwide Recyclemania tournament. Recyclemania is a friendly competition and benchmarking tool for college and university recycling programs to promote waste reduction activities to their campus comm-

(continued on pg. 6)
Important Dates

MAY

8 TIAA CREF Individual Counseling Sessions
8 Horizon Representative on Campus
8 Employee De-Stress Day
9 Awards and Recognition Luncheon
16 Commencement
23 President’s Cup Tournament
25 Summer Hours Begin
28 Memorial Day Holiday

JUNE

8 Performance Appraisals Must Be Reviewed with Employees and Returned to Human Resources with All Signatures
12 Horizon Representative on Campus
19 TIAA CREF Individual Counseling Sessions
28 Medical Voluntary Incentive Program: 4th Quarterly Payment

JULY

1 Medical, Dental, Vision and Medical Voluntary Incentive Program: Open Enrollment Changes Take Effect
4 Independence Day Holiday
9 Submission of Tuition Remission Forms for Fall 2012 Semester Begins

AUGUST

6 Regular Hours Resume

(To Your Health - continued from pg. 5)
symptoms for allergy sufferers. Mold is a very common allergen and can be present anywhere in your home where there is moisture, so be sure your cleaning products that help not only kill mold but assist in preventing its return.

- Stuffed toys are also a culprit in the allergy fight because they serve as an area where pet dander and dust mites accumulate.

There are also many natural and homeopathic remedies for allergy sufferers, however, always consult your physician before experimenting on your own.

(Just Ask Kathy - continued from pg. 4)
payment and covers preferred generic medications. Tier two comes with a $15 co-pay and covers preferred brand-name prescription medications. Tier three has the highest co-pay and covers non-preferred brand name and non-preferred generic medications. Generic medication is identical to brand-name medication in dosage form, strength, safety, intended use and quality and performance characteristics.

According to the Food and Drug Administration, generic drugs do not look exactly like their brand name counterpart due to the trademark laws in the United States. Colors, flavors and certain other inactive ingredients cause the difference in appearance. Generic drugs are less expensive because manufacturers do not have the investments costs of the developer of new drugs. Under patent law, a brand name drug would be protected for 20 years. This patent protects the investment including research, development, marketing and promotion. This cost is passed on to the consumer. Some examples are allergy medication such as Allegra, Claritin and Zyrtec which were once only available by prescription and can now be purchased as over-the-counter items.

Preferred medication is clinically reviewed and approved by Horizon's Pharmacy and Therapeutic Committee. These medications are generally considered to offer equal or greater therapeutic value and to be more cost effective that other drugs in the same category. While non-preferred medication is reviewed by the same committee and approved for use, the Committee has determined there is a more cost-effective or treatment method available. When newer drugs come on the market they usually are labeled non-preferred.

For more information or for help in accessing the website please call Kathy Stein at 732-571-4445. Be informed, ask questions and be sure to communicate with your physician about your options.

It’s Time for PERFORMANCE EVALUATIONS!!!

The annual review cycle has begun for administrators, non-union staff, police and OPEIU members. Supervisors should log in to People Admin at http://jobs.monmouth.edu/hr to begin their evaluations.

Remember that evaluations should be routed to the Next Level Reviewer all of the way to your Vice President, who will send the forms electronically to Human Resources. Once approved, evaluations will be returned to supervisors so that they may conduct meetings with their employees.

If you have any questions, please call Maureen Slendorn at extension 3540.
(Campus Sustainability - continued from pg. 5)

munities. We are participating in the Benchmarking division and competing in the Per Capita Classic Category (seeking to collect the largest amount of cans, bottles, paper and cardboard per person) and the Waste Minimization Category (competing to produce the least amount of municipal solid waste). We will be quantifying our campus recycling efforts and municipal solid waste over each of the next eight weeks and will report the results as part of the tournament.

Rain Garden - I have met with the University Environmental Club recently and we will be working together to expand and improve the Rain Garden located at the south end of the main parking lot as Spring weather approaches. In addition, the Environmental Club will be clearing the Whalepond Brook later this semester.

Recycling - We are making a conscious effort to improve recycling on campus but we need your help. Inside the public areas of each of our buildings, the University has provided containers for the easy sorting and recycling of mixed paper, commingled glass, aluminum and plastic beverage containers, and for the disposal of trash. Working with our Custodial and Information Management staffs, we are also readily able to recycle steel, corrugated cardboard and electronic devices.

Recyclable materials and trash are picked up five days a week from our academic buildings, and daily from our traditional residence halls. Recyclable materials and trash are transported by a University vehicle to our campus transfer station. At the transfer station, these materials are placed into separate dumpsters which have been dedicated for trash or recyclable materials.*

We have introduced larger recycling containers in our residence halls to help keep up with the increased volume of recyclable materials. We are working with our custodians to help you better understand what should be recycled and how this can be accomplished on our campus.

Please, help us to be better environmental stewards while also complying with NJ Law. The requirements of our recycling program are fairly simple and are very similar to those which residents of New Jersey are required to practice at home.

To comply with State and County regulations, we all must separate the following items from our trash for recycling:

**Glass, Aluminum, Plastic and Bi-Metal Containers:** this category includes drink containers, glass bottles and “tin” cans. The University has made arrangements with our vendor for recycling services to accept plastic drink containers marked with a recyclable “1” or a “2” symbol commingled with our glass and aluminum beverage containers.

**Paper:** All paper products, including file folders, magazines, colored paper, phone books, computer and fax paper and newspapers must be separated for recycling. However, any paper product that is contaminated with foodstuffs should NOT be included with paper for recycling (e.g. paper plates, pizza boxes, napkins, etc.)

**Cardboard:** Corrugated cardboard boxes should be broken down (flattened) and recycled separately from other paper products. Any cardboard which is wax coated or which has polystyrene (e.g. Styrofoam®) glued to it should not be included for recycling.

**Electronic Devices:** this category includes used televisions, computers, monitors, printers, audio equipment, etc.

Recyclable cardboard which has been broken down can be given to the University’s Custodial staff for recycling. Pick-up for used electronic devices can be arranged by contacting the Information Systems Help Desk at extension 3539 or by e-mail at helpdesk@monmouth.edu.

Failure to comply with recycling regulations could cause the University to face administrative penalties (fines) and could expose us to civil action.

Just as important as recycling is waste minimization – if we don’t create a waste in the first place, there’s no need to recycle it! There are several ways we can all help to minimize the wastes generated at the University:

< E-mail documents instead of printing them whenever possible.
< Use double-sided printing for documents that must be printed.
< Bring reusable mugs from home to use for coffee and tea instead of using disposable cups.
< Bring reusable bottles for drinking water. As previously mentioned to make it easier to reuse bottles, the University has installed “hydration stations” in the Student Center, the MAC and the residence Dining Hall.

Recycling and minimizing waste at this level is easy for each of us as individuals to accomplish. Working together, we can make a significant difference in the amount of raw material and energy which must be expended to create new products and the volume of unused material which goes to waste in our landfills. I thank you in advance and look forward to your cooperation.

Should you have any questions about the University’s Recycling Policy or wish to get involved with the University’s Sustainability Council, please contact me. I can be reached at ext. 3546 or via email at pswannac@monmouth.edu.

**Patricia Swannack**  
**Vice President for Administrative Services**  

* (Currently, the University is piloting a single-stream recycling program at the MAC, wherein corrugated cardboard, paper and commingled beverage containers are collected and hauled from campus in a single dumpster and are later sorted at an off-campus facility. The University will continue to evaluate the cost-effectiveness of this approach.)
Student Employee Appreciation Week
APRIL 8-14, 2012
American Cancer Relay For Life
APRIL 13, 2012
Staff Appreciation Day
APRIL 25, 2012
Benefits Fair
APRIL 25, 2012

Editors: Patricia Swannack, Maureen Coffey    Writers: Gina Columbus, Kelly Craig
Contributors: Blaze Nowara, Jim Rene, Robyn Salvo, Sharon Smith, Kathy Stein