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Edwardsville Bulletin

To the Faculty and Staff of Southern Illinois University at Edwardsville

Vol. 10, No. 9
November 4, 1977

MEMO TO: The University Community

FROM: Kenneth A. Shaw, President



SUBJECT: Administrative Organization of the University

The chart on the last page of this bulletin indicates the current overall administrative organization of SIUE. This organization is still "transitional" in the sense that changes are planned during the balance of FY-1978. The chart does not include personnel in the immediate offices of the President and the Vice-Presidents, hence, the sections which follow are presented.

1. Office of the President

- a. President (Kenneth A. Shaw)
- b. Assistant to the President (Peter L. Simpson)
- c. Special Assistant to the President (Thomas Leffler - 50%)
- d. Executive Secretary (Wilma Jene Bond)
- e. Documentary Classifier (Florence Gillig)
- f. Office Supervisor (Vernita Patton)
- g. Secretaries (Cheryl Clayton)
(Diane Murbarger - 50%)

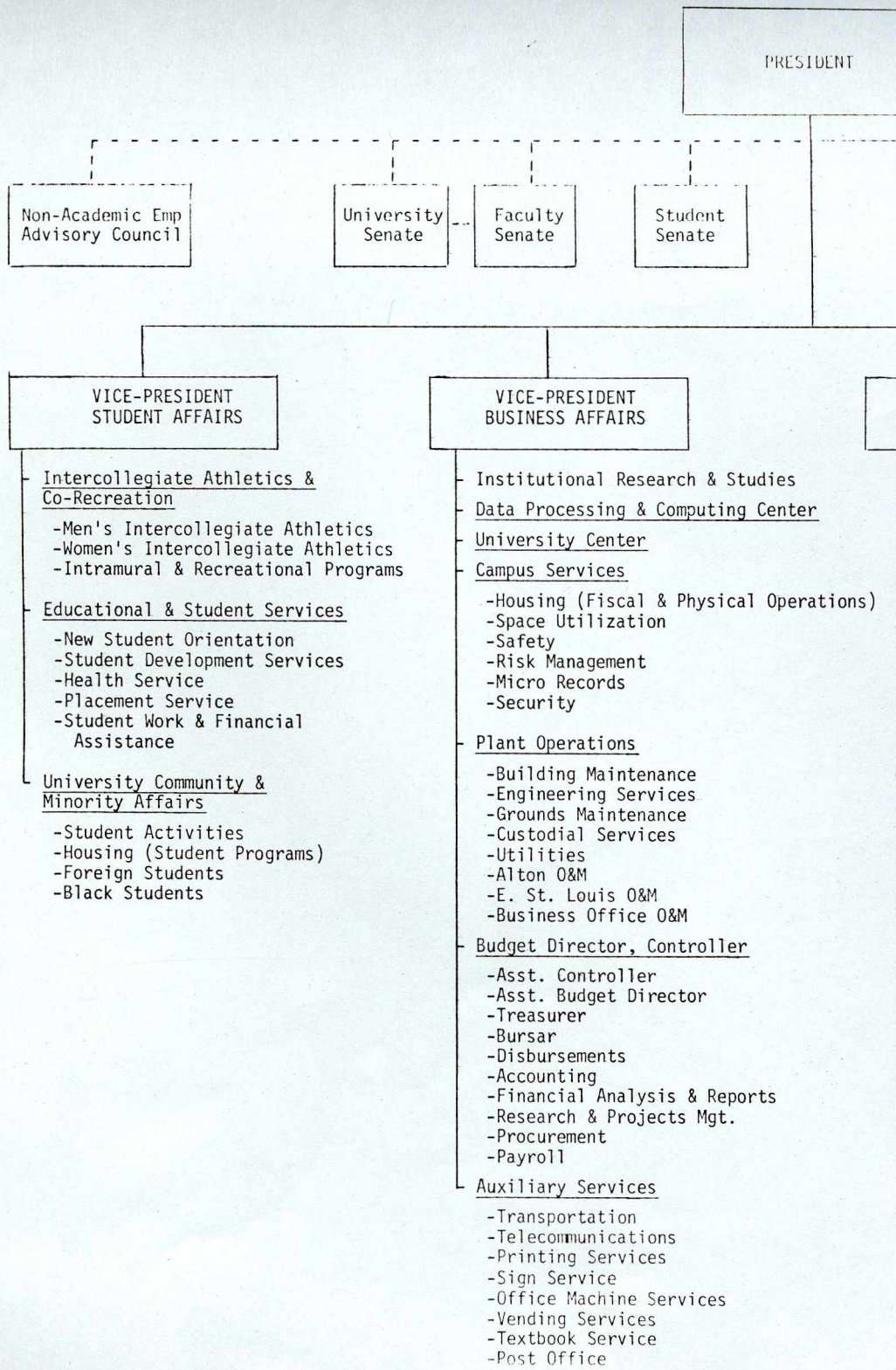
2. Office of the Vice-President for Business Affairs

- a. VP/BA (Ria Frijters)
- b. Special Assistant to the VP/BA, Special Projects (Arthur Grist)
- c. Special Assistant to the VP/BA, Security (Thomas Leffler - 50%)
- d. Administrative Secretary (Kay Wannamaker)

3. Office of the Vice-President & Provost

- a. VP/P (Earl Lazerson)
- b. Administrative Secretary to the VP/P (Carol Wright)
- c. Assistant Vice-President, Special Programs and Minority Affairs (Emil Jason, also serves as Acting Director, E. St. Louis Center)
 - Administrative Aide (Lula Lockett)
 - Secretary (Marian Miller)
 - Secretary (Jo Ann White)
- d. Assistant Vice-President, Academic Programs (Jane Altes)
 - Secretary (Carole Buncher)
- e. Assistant to the VP/P, Resource Management (Luther Statler)
 - Departmental Business Manager (Robert De Grand)
 - Statistician (Wilbert Schweiger)
 - Chief Clerk (Carol De Concini)
 - Secretary (Tina De Mott)

- f. Assistant to the VP/P, Administration (William Gardner)
 - g. Personnel Administration
 - Special Assistant to the VP/P (Earl Beard)
 - Administrative Secretary (Betty Fedor)
 - Administrative Secretary (Helen Morrow)
 - Administrative Clerk (Helen Philabaun)
 - Receptionist (Sherry Greuling)
 - h. VP/P Receptionist (Joan Le Faivre)
4. Office of the Senior Vice-President for Planning & Review
- a. SVP/PR (Ralph W. Ruffner)
 - b. Staff Assistant (Judy Connolly, also serves as Acting Coordinator, Central Affirmative Action Office)
 - c. Secretary (Betty Schmidt)
5. Office of the Vice-President for Student Affairs
- a. VP/SA (C. Scully Stikes)
 - b. Executive Assistant to the VP/SA (Glenda M. Lawhorn)
 - c. Administrative Secretary (Peggy L. Kohler)
 - d. Clerk II (Gloria A. Jumper)



November 4, 1977

