

# *GEOBULLETIN*

## *August 31, 2007*

Welcome Everyone!

This is the first Geobulletin of the 2007-2008 academic year. It is normally distributed weekly on Friday by E-mail. Contributions are welcomed! If you have a news item, a request, an announcement etc. email it to [geodept@geology.wisc.edu](mailto:geodept@geology.wisc.edu). or leave it at the reception desk, Room 236 by noon on Thursdays.

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### **Welcome from the Chair Jean M. Bahr**

As many of you return from summer field work, and others are just joining the UW GeoBadger community, it is my pleasure to welcome you to the start of the fall semester. Among the many new faces you will see around Weeks Hall are 17 new graduate students. There will be chances to meet and greet them Friday, August 31 in the Library around 2:45, during the break between the new student orientation and TA training, and at the first of our regular “Weeks End” seminars starting around 5 PM (on the 4<sup>th</sup> Floor balcony if the weather cooperates, otherwise in the Cline Lounge on the 2<sup>nd</sup> Floor).

We also have two new faculty who arrived over the summer and now are busy setting up their labs and preparing to teach new courses. Anders Carlson was a GeoBadger during his MS program some years ago, completed his PhD at Oregon State, and spent last year as a post-doc at Woods Hole. His research interests are in paleoclimatology, Quaternary, and glacial geology. Anders will be teaching our introductory level course in Environmental Geology this fall. Shanan Peters spent the last four years in Ann Arbor as a Michigan Society Fellow and an Assistant Research Scientist, following completion of a PhD at the University of Chicago. Shanan has been developing a “macrostratigraphic” approach to quantifying patterns in the rock record. I expect that he will be introducing this concept, along with his love of field work, to our undergraduate majors in the fall offering of Evolution of the Earth.

Other new members of the Weeks Hall community who joined us over the summer or are arriving in the fall include Guoqing Lin and Reinhard Kozdon. Welcome to all.

For those of you who are new to the department, please take time to introduce yourselves to our excellent office and technical staff. These are the people who work hard both in visible places like the main reception office, as well as behind the scenes, to keep our research and educational programs running smoothly. A valuable member of that team, our department manager Teresa Egan, has just moved on to a new position at the UW – Waisman Center. I ask you all for your patience and assistance during the transition period while we search for her replacement.

Below is a list of staff, indicating their responsibilities and ways to contact them if you need their help.

#### **Office Staff:**

Judy Gosse (Accounting), Rm. 217, [judy@geology.wisc.edu](mailto:judy@geology.wisc.edu)

Christine Damon (Secretarial, Travel), Rm. 236, [chrisk@geology.wisc.edu](mailto:chrisk@geology.wisc.edu)  
Shirley Baxa (Payroll & Benefits), Rm. 221, [sbaxa@geology.wisc.edu](mailto:sbaxa@geology.wisc.edu)  
Jane Fox-Anderson (Student Records), Rm. 213, [jefoxand@geology.wisc.edu](mailto:jefoxand@geology.wisc.edu)  
Karen Mullins (Office Reception, Information), Rm. 236, [mullins@geology.wisc.edu](mailto:mullins@geology.wisc.edu)

**Building Manager:**

Jean Bahr – Primary Building Manager, [jmbahr@geology.wisc.edu](mailto:jmbahr@geology.wisc.edu)  
Brian Hess – Back up Building Manager, [hess@geology.wisc.edu](mailto:hess@geology.wisc.edu)

**Technical Staff:**

Ben Abernathy (Computer), Rm 147, [ben@geology.wisc.edu](mailto:ben@geology.wisc.edu)  
Mary Diman, (Graphic Artist), Rm. 239, [diman@geology.wisc.edu](mailto:diman@geology.wisc.edu)  
Brian Beard (Radiogenic Isotope Lab), Rm. 309, [beardb@geology.wisc.edu](mailto:beardb@geology.wisc.edu)  
John Fournelle (Electron Microprobe), Rm. 306A, [johnf@geology.wisc.edu](mailto:johnf@geology.wisc.edu)  
Brian Hess (Thin Section Lab), Rm 206 [hess@geology.wisc.edu](mailto:hess@geology.wisc.edu)  
Brian Jicha (Rare Gas Geochronology Lab) Rm. 335, [bjicha@geology.wisc.edu](mailto:bjicha@geology.wisc.edu)  
Jim Kern (Ion Microprobe Lab) Rm 130 - 134 [jkern@geology.wisc.edu](mailto:jkern@geology.wisc.edu)  
Noriko Kita (Ion Microprobe Lab) Rm. 145, [noriko@geology.wisc.edu](mailto:noriko@geology.wisc.edu)  
Neal Lord (Electronics), Rm. 146, [lord@geology.wisc.edu](mailto:lord@geology.wisc.edu)  
Lee Powell (Electronics), Rm. 146, [leep@geology.wisc.edu](mailto:leep@geology.wisc.edu)  
Lee Putman (Machine Shop), Rm. B148, [put@geology.wisc.edu](mailto:put@geology.wisc.edu)  
Mike Spicuzza (Stable Isotope Lab), Rm. 337, [spicuzza@geology.wisc.edu](mailto:spicuzza@geology.wisc.edu)

**Librarians:**

Marie Dvorzak, Rm. 440, [mdvorzak@geology.wisc.edu](mailto:mdvorzak@geology.wisc.edu)  
Toby Lathrop Rm. 440, [alathrop@library.wisc.edu](mailto:alathrop@library.wisc.edu)

**ORIENTATION FOR NEW GRAD STUDENTS** is Friday, August 31, 2007 ---- 1:00 - 3:00 PM in Room A259. An orientation program for new TA's will follow. All new graduate students are urged to attend. New TAs are required to attend this session and the TA orientation session that follows (from 3-5 PM). Continuing grad students, faculty and staff are invited to the orientation and to join the students for refreshments in the Library around 2:45 PM during the break between new student orientation and TA training or come to Weeks End Seminar.

**NEW GRAD STUDENTS ARE AS FOLLOWS:**

Chloe Bonamici  
Brett Car  
Elizabeth Colville  
Meghan Dickoff  
Andrew Fraass  
Melodie French  
Tina Hill  
Katharine Horst  
Joe Kington  
Andrew Leaf  
Cassidy Miller  
Elizabeth Obbink  
Eva Szilvagy  
Alexander Teel  
Andrew Trzaskus

Eric Williams  
Fangfu Zhang

**REMINDER** ----- The department offices on 2<sup>nd</sup> floor will be closed on Monday, September 3<sup>rd</sup> in observance of Labor Day. Reopen Tuesday at 7:00 AM.

**FACULTY MEETINGS** ----- The first faculty meeting of the year will be held Wednesday, September 12, 2007 at 3:30 pm. The remainder of meetings for first semester will be at the same time, same room and are scheduled as follows: October 10, November 14 and December 5. Council meetings will normally be held on the Wednesday preceding the faculty meeting.

## **GEOCLUB**

### **OFFICERS FOR THIS YEAR ARE AS FOLLOWS:**

**PRESIDENT** ----- Emily Freeman                      **VICE PRESIDENT** ----- Kallina Dunkle  
**SECRETARY** ----- Seann McClure                      **TREASURER** ----- Sarah Greene  
**SODA CZAR** ----- Ian Orland  
**ELUCIDATOR** ----- Jennie Cook                      **FIELD TRIP** ----- George Tangalo  
**MONITORS** ----- Peter Garaffo, Jennifer Walker

**WEBSITE GURU** ---- Matt Knuth

**FIELD TRIP** is scheduled September 21 - 23. See Buddy Tangalos (Room A354 [tanglos@geology.wisc.edu](mailto:tanglos@geology.wisc.edu)) for details.

**DEPT FALL PICNIC** will be held at Hoyt Park, Sept. 14 @ ~5 p.m.

**FALL 2007 LECTURE SCHEDULE** ---- All lectures (unless otherwise noted) are held on Fridays at 3:30 PM in AB20 (Laudon Lecture Hall). Coffee and cookies are served in the lobby starting at 3:15 PM.

**Special Lecture** ----- September 5 at 1:20 pm to 2:15 pm in Room 140 Weeks Hall --- Bridget Scanlon --  
- Texas Bureau of Economic Geology --- GSA Birdsall Dreiss Distinguished Lecturer . “Implications of Climate Variability for Groundwater Resources and Waste Disposal in Semiarid Regions—A Look at Ecological Controls from Annual to Millennial Timescales”. She will also be giving a talk sponsored by SAGE on Thursday, Sept 6, time and location to be announced.

### **FALL 2007 WEEKS LECTURE SCHEDULE**

September 14 ----- Ken Hoffman ---- Cal Poly San Luis Obispo & UW Madison -----

September 21 ----- Yifeng Wang ----- Sandia National Lab

September 28 ----- Larry Edwards ---- University of Minnesota

October 5 ----- Jack Tossell ----- University of Maryland

October 12 ----- Hans-Rudolf Wenk ----- University of California - Berkeley ----

October 19 --- Ben van der Pluijm --- University of Michigan ----

October 26 --- Scott McLennan ----- SUNY Stony Brook ----- **“The Sedimentary Rock Cycle of Mars: A Geochemical Perspective”**

November 2 ----- Kurt Konhauser ----- University of Alberta

November 9 --- Jeff Post ----- Smithsonian Institution – Curator, National Gem & Mineral Collection

November 16 ----- Hiroshi Ohmoto ----- Pennsylvania State University -----

November 30 --- Jim Butler --- Kansas Geological Survey ----- 2007 Darcy Lecturer

### **SPRING 2008 WEEKS LECTURE SCHEDULE**

Nothing scheduled at this time

**THE AMERICAN ASSOCIATION OF PETROLEUM GEOLOGISTS FOUNDATION** announces its 2008 Grants in Aid Program for geoscience graduate students whose research has application to the search for and development of petroleum and energy-mineral resources, and/or related environmental geology issues. For further information, contact Rebecca Griffin Grants-in-Aid Coordinator Toll-Free 1.888.945.2274 Ext. 644. Visit the web site for the 2006 Grant-in-Aid recipients

**POSITIONS AVAILABLE -- DETAILS AVAILABLE IN THE OFFICE OR ON LINE** —

**The University of St. Thomas Geology Department, St. Paul, MN**, invites applicants for a new tenure track faculty position. PhD in geology or related field required (ABD will also be considered), with expertise in biogeochemistry or environmental geochemistry and hydrogeology. Successful candidates should show proficiency in earth system modeling, geographic information systems, and applied aspects of environmental science. You will be expected to teach introductory and upper-level geoscience courses and develop an undergraduate research program, as well as to help establish and teach courses in a new interdisciplinary environmental science program. You should be able to demonstrate the capacity to undertake or have a proven track record in collaborative undergraduate research. Strong teaching capabilities are requisite. For department information, visit: [www.stthomas.edu/geology](http://www.stthomas.edu/geology). Applicants should submit application materials electronically at: <http://jobs.stthomas.edu> <<http://jobs.stthomas.edu>> or via mail to:

Human Resources

University of St. Thomas, AQU 217

2115 Summit Ave,

St. Paul, MN 55105.

Will be conducting interviews at the GSA National Meeting in Denver this year. To be considered for an interview at this meeting, please submit, at a minimum, your cover letter and curriculum vita by October 15, 2007 by the process outlined above.

**Oregon State University ----- EarthScope National Office ----- Post-doc/RA opportunity -----** Full-time, 1.0 FTE, 12-month fixed-term appointment. Key duties of the position will include preparing background documents for meetings, editing newsletters and tutorials, developing tools for distribution of results from EarthScope science, developing scientific content for education and outreach materials, assisting in the development and delivery of workshops, and other project support tasks. Two 0.5 FTE positions will be considered, with one focused on science/planning and the other on education/outreach. At the Faculty Research Assistant level, an MS in an earth science field is required; an emphasis on seismology or geodesy is preferred. At the Research Associate (Postdoctoral) or Research Associate level, a Ph.D. with an emphasis on seismology or geodesy is required. A demonstrable commitment to promoting and enhancing diversity is preferred. Application deadline: September 15, 2007. To access application instructions, go to <http://oregonstate.edu/jobs>, posting 0001174, and for the position announcement, go to <http://www.coas.oregonstate.edu/>. Inquiries about the position may be directed via email to Dr. Anne Trehu ([trehu@coas.oregonstate.edu](mailto:trehu@coas.oregonstate.edu)) or Dr. Robert Lillie ([lillier@geo.oregonstate.edu](mailto:lillier@geo.oregonstate.edu)). For more information on EarthScope, see [www.earthscope.org](http://www.earthscope.org).

**University of Delaware -----** The Department of Geological Sciences invites applications for a tenure-track position in the fields of Geobiology and Geomicrobiology. Preference will be given to candidates with interests in biomineralogy, biogeochemistry, mineral/microbe interactions and/or bioweathering. The successful candidate will have broad interests in natural surfaces and microbially mediated processes that occur on or near such surfaces. The position will be available beginning in September 2008. Opportunities exist for collaboration with additional faculty in Environmental Engineering, Plant and Soil Sciences, Geography, Marine and Earth Studies, at the Delaware Geological Survey, the Delaware Biotechnology Institute, and the newly created Center for Critical Zone Research. Responsibilities will include the development of a rigorous research program and teaching and advisement at both the graduate and

undergraduate levels. The candidate will teach within the undergraduate Geology curriculum, most likely a course related to solid earth materials (i.e. mineralogy), as well as upper-level undergraduate and graduate courses in his or her field of specialty. Additional information is available at [www.geology.udel.edu/geobiology/](http://www.geology.udel.edu/geobiology/). Candidates should electronically submit a letter of application describing their research and teaching interests, *curriculum vitae*, and the names and contact information for three references to Professor William J. Ullman (a single pdf file to [geo-biology@udel.edu](mailto:geo-biology@udel.edu)). A signed hard copy of these materials should also be sent to: Geobiology, Department of Geological Sciences, University of Delaware, Newark, DE 19716. Applications must be received by 15 November 2007.

**University of Alaska – Fairbanks -----** (LA,LC)-ICPMS Lab Technician - The Advanced Instrumentation ([www.uaf.edu/ail](http://www.uaf.edu/ail)) seeks a full time technician to support the ICP-MS laboratory. The successful candidate will operate and maintain Agilent 7500ce ICP-MS and associated sample introduction/preparation instrumentation (New Wave UP213 laser, Agilent LC, Anton-Parr Multiwave 3000, etc.). Duties include routine instrument maintenance and calibration, preparation of standards, user training, sample analysis, and oversight of laboratory users. Active participation in research projects is strongly encouraged. The appointee will work closely with users to develop and validate analytical protocols for specific sample types, interpret results, and offer follow-up services that encourage efficient utilization of AIL resources. Additional duties may include assisting with the maintenance, operation and support of other AIL instruments. Applicants should apply at <https://www.uakjobs.com> and click on "Create Application" link to select a user name and password and to create your application. If you need assistance, please contact HR at 907-474-7700. The position is open until filled, review of applications will begin 9/24.

**Natural Resource Technology** is an environmental consulting organization. Now recruiting as follows:  
**HYDROGEOLOGIST, HYDROLOGIST, ENVIRONMENTAL SCIENTIST, OR GEOLOGIST WITH 0 TO 3 YEARS EXPERIENCE** ----- Fall 2007 and spring 2008 graduates with BS or MS in environmental sciences, hydrogeology, or geology. Recent graduates with 0 to 3 years professional experience. Roles include; site assessment and redevelopment, soil, groundwater and sediment investigation. Projects includes gas and electric utilities, commercial and industrial corporations, major law firms, financial institutions, insurance companies, developers, city/county/state government agencies, and industry research associations throughout the United States. Contact Ms Becky Caudill ---- 262-523-9000 ----- HR Liaison [rcaudill@naturalrt.com](mailto:rcaudill@naturalrt.com) ----- Natural Resource Technology, Inc. [www.naturalrt.com](http://www.naturalrt.com) ---- 23713 W. Paul Road, Suite D ---- Pewaukee, WI 53072 ----- Submit resumes via e-mail, private courier, or USPS.  
**ALSO RECRUITING ENVIRONMENTAL, GEOLOGIC, AND CIVIL ENGINEERS. WITH 0 TO 3 YEARS EXPERIENCE** Fall 2007 and spring 2008 graduates with BS and/or MS in environmental, civil, or geologic engineering. Recent graduates with 0 to 3 years professional experience. Roles include; site redevelopment, landfill design, soil, groundwater and sediment investigation, and remediation design and construction. Projects includes gas and electric utilities, commercial and industrial corporations, major law firms, financial institutions, insurance companies, developers, city/county/state government agencies, and industry research associations throughout the United States. Contact Ms Becky Caudill ---- 262-523-9000 --- -- HR Liaison [rcaudill@naturalrt.com](mailto:rcaudill@naturalrt.com) ----- Natural Resource Technology, Inc. [www.naturalrt.com](http://www.naturalrt.com) ---- 23713 W. Paul Road, Suite D ---- Pewaukee, WI 53072 ----- Submit resumes via e-mail, private courier, or USPS.

**The Texas Water Development Board** is seeking professional groundwater modelers and support staff familiar with MODFLOW and GIS software. Please see <http://www.twdb.state.tx.us/home/index.asp>, click on jobs, and scroll to positions 07-62 and 07-63 for more details. For more information on the groundwater numerical flow modeling efforts by the agency, please go to: <http://www.twdb.state.tx.us/gam> Contact person: Cindy Ridgeway, P.G., Team Leader ----- TEXAS WATER DEVELOPMENT BOARD Groundwater Availability Modeling Section ---- Groundwater Resources Div.of the Office Of Planning

1700 North Congress Ave, Room 433 ----- Austin, Texas 78711 ----- (512) 936-2386 -----  
[cindy.ridgeway@twdb.state.tx.us](mailto:cindy.ridgeway@twdb.state.tx.us)

**University of Mainz ----- The deadline for applications for the vacant research assistantship at the University of Mainz has been extended until September 10th.** Research Associate, Applied & Analytical Paleontology ----- The Department of Paleontology, Institute of Geosciences invites applications for a job opening at the research associate level for an initial contract period of four years. Duties include teaching paleontology and earth history classes (4 hours / week; lectures and labs in English or German). In addition, the successful applicant will develop a strong research program that complements the existing expertise ([www.increments.de](http://www.increments.de) and [www.paleontology.uni-mainz.de](http://www.paleontology.uni-mainz.de)) and strengthens cross-disciplinary research cooperation. Possible research fields may include, but are not limited to, (1) paleoclimate and paleoenvironmental reconstructions using biogenic hard parts, (2) numerical analysis of biometric data, (3) biomineralization or (4) calibration and development of climate proxies. The ideal candidate is knowledgeable about mass spectrometry (ICP-OES, CF-IRMS, MC-ICP-MS) and/or time series analysis and statistical methods. Broadly trained applicants must hold a doctorate or equivalent degree (PhD etc.), preferably in bio- or geosciences. In addition to scientific independence, the ideal candidate should demonstrate originality of the research focus and excellence in communication skills (both written and spoken). Proficiency in written and spoken English is indispensable, and a basic understanding of German helpful. Starting date is October 1, 2007. Interested individuals are invited to submit an application package (cover letter, CV, copies of diploma and PhD certificates, transcripts if available, statement of research and teaching interests, addresses of three referees) as a pdf file (other file formats will not be accepted) via email to schoeneb (at) uni-mainz.de (please include subject: ?paleontology research associate?) or via regular mail to Prof. Dr. Bernd R. Schöne, Department of Applied and Analytical Paleontology & INCREMENTS, Institute for Geosciences, University of Mainz, Becherweg 21, 55128 Mainz, Germany. Application Deadline: September 10, 2007.

**New Mexico State University -----** Joint Science-Education Assistant Professor Position. The search to fill a Joint Appointment between the College of Arts and Sciences and the College of Education, at the Assistant Professor level has been reopened . The position will be shared between the Department of Curriculum and Instruction and one of the NMSU science departments, including the Department of Geological Sciences. The link to the job posting is below; note that applications will be reviewed starting 1 November 2007. For more information, contact Nancy J. McMillan, Department of Geological Sciences, at [nmcmilla@nmsu.edu](mailto:nmcmilla@nmsu.edu) or 505-646-5000. <http://www.nmsu.edu/~personel/postings/faculty/13221533.html>

Department information continued on next page.

**\*\*\*\*\* DEPARTMENTAL INFORMATION \*\*\*\*\***

**COFFEE/HOT CHOCOLATE** ----- There is coffee and hot chocolate available in Room 237 as a convenience. It operates on the honor system. The price is 25¢ per cup, 50¢ if you have a large cup. Continued operation is possible only if receipts meet expenses. Please pay for what you use and when making coffee please do not use more than one package of coffee per pot. Pop machine, supported by the GEOCLUB is also located in 237 at 50¢ a can. The machine will not make change ---- quarters can be obtained in room 236. There are also a toaster, 2 small microwaves and a refrigerator in room 237 for everyone to use. **Please clean up after yourself!!**

**CLASSROOM USE IN WEEKS HALL** ---- If you wish to use a room in Weeks Hall for a class, meeting, exam, etc. please check with the office staff in Room 236 to reserve the room. Also, if there is any change for a class, meeting etc., please inform the office so the schedule can be updated.

**MAIL** ---- Mail is distributed as quickly as possible after it arrives in the office, approximately noon. The mail (both campus and U S mail) leaves the department once a day at approximately 10:00 AM. If you have something that needs to be sent FEDEX please check with Karen. It needs to be in the office NO LATER than 3:00 PM to get the necessary paperwork filled out before the pickup time at 3:15 PM.

**UNDERGRADS** ---- There are mailboxes for Geology/Geophysics Majors on 2<sup>nd</sup> floor, in the annex hallway outside of room A230. Please check your box frequently for mail and messages.

**AFTER HOURS PASSES** ---- Obtain one from Karen in Room 236. If you intend to be in the building after hours it is required. **If yours has expired please pick up a new one.**

**INTERDEPARTMENTAL MAIL ENVELOPES** ---- Extra envelopes may be returned to Room 238.

**POLICY ON UNIVERSITY TELEPHONES** --- The State Telephone System is to be used for long distance calls which are related to University business. Use of the system for personal calls, even if reimbursement is subsequently made to the University by the individual, IS NOT permitted and is considered an abuse of the system. Unavoidable personal calls are to be made as collect calls, billed directly to the your home phone, charged to personal credit card or made from a pay telephone. There is a charge for each local call and for calls to directory assistance made from an office telephone. LONG DISTANCE BUSINESS CALLS are to be made by dialing "8", the area code and number being called. Such calls SHOULD NOT be made by dialing "9-1", area code/number.

**LOST AND FOUND** is located in the department office (Room 236) .

**STUDENTS SEEKING EMPLOYMENT** ---- the department office maintains a file that has employment applications and resumes. If you are seeking employment contact Karen (Rm 236) for an application form. If you previously filled out an application it must be updated each semester.

**FAX MACHINE**----The Department FAX number is 608-262-0693. Please inform anyone sending you a FAX that your name should be on the FAX. It will be put in your mailbox when received.

**BUILDING HOURS - (Fall Semester —2007)**

Monday - Thursday ----- 7:00 A.M. - 9:00 P.M.

Friday ----- 7:00 A.M. - 5:00 P.M.

Saturday ----- 9:00 A.M. - 4:00 P.M.

Sunday ----- 1:00 P.M. - 5:00 P.M.

**If you intend to be in the building at any other time please pick up an "After Hours Pass" from Karen Mullins in Room 236.**

**BULLETIN BOARDS** - The bulletin boards in the stairway landings are for posting notices of Weeks Lectures, brown bag talks, prelims, etc. You are responsible for removing any notices that you post immediately following the talks.

**SECURITY - DO NOT BLOCK** outside exit doors or keep fire doors open. Authorized personnel should make sure they have an outside door key. Also, be sure to lock your door when you are out of your office.

**LCD PROJECTORS, LASER POINTERS** ----- Check with Karen (Room 236) to reserve and pick up.

**UW FIRE POLICY**

1. UW Police & Security and the Madison Fire Department are notified upon a fire alarm in a University building.
2. When an alarm is sounded, occupants of the building **MUST** evacuate if it can be done safely.
3. Departmental personnel **ARE NOT** to reset alarms.
4. Only the fire department can give permission for people to return to the building.

**DEPARTMENT VANS AND FLEET VEHICLES** -----

**EVERYONE** (including Faculty) must have taken the Van Driver Course **WITHIN THE LAST 3 YEARS** to be certified to drive a department van. You also must be at least 25 years old to be authorized to drive a van.

If you have any questions regarding the van driving permits etc check with Judy in room 232, also see Judy to sign up for a van driving course and receive the necessary forms. New (and old) grad students, especially TAs, should sign up ASAP. Remember, students must have their Driver Authorization cards renewed each year.

**Parking permits for the vans** ---- they hang from the rear view mirror. **DO NOT REMOVE IT FROM THE VEHICLE, DO NOT LOSE IT!!!** If the permit is lost or for any reason we have to replace it the transportation department charges a \$65 fee in addition to the amount we are already paying for the privilege of parking our vehicles in the lots.

To use or reserve a department van or University fleet vehicle check with Karen in Room 236.

Each van has its own credit card for gas purchases. It is included in the log book, along with the keys. When using the credit card you are required to put in the PIN number. If you do not know the PIN number please check with Karen before taking the van out. When fueling Department vehicles use REGULAR UNLEADED gasoline only, NOT premium and NOT mid-grade. The gas credit cards are to be used for fuel, emergency repairs, and NECESSARY automotive fluid (oil, auto transmission fluid etc.) replacement ONLY. They are NOT to be used for food, beverages, or any other items not specifically related to the vans or truck. Also, it is good practice to check the engine oil when gas is purchased. If you don't know how to do this find instructions in the manual that is located in the glove compartment or check with Neal Lord for instructions.

**REMEMBER---** there is a University rule against smoking! So in other words --- **NO SMOKING** in Department vehicles.

All paper waste, food, and beverage containers **MUST** be removed from the vehicles and thrown away when finished with the vehicle. **CLEAN UP AFTER YOURSELF!!!!**

Dates, mileage (leaving and returning), driver's name, and account to be charged must be recorded in the book for that vehicle. Please make note of any problems you had with the van, repairs made, or anything you noticed that could be a problem. We need MORE information than is usually jotted down so please report problems in a style and with enough information that enables those in charge of the vans to see that the problem be corrected. This is VERY important to insure that the vans are properly maintained.

Upon completion of the trip all doors should be locked. The keys (all sets given to you), the log book and the credit card must be returned to the Department Office. If the office is closed please put the keys in the mailbox marked "Office". This will insure that the van can be used again immediately if necessary. Replacement of lost keys will be the responsibility of the person who lost them.

**Geology & Geophysics Electronics Shop** --- Room 146 Weeks Hall -- Lee Powell -- Neal Lord  
They provide electronics support for teaching and research. This can range from fixing a little gizmo that stopped working to planning, design and development of hardware and computer software for laboratory and field data systems.