CASUAL DAY

Every Friday, or on any workday in which the temperature is 90 degrees or above (or forecasted to be at the level by the local weather stations) is Casual Day for all University Office Staff except those individuals whose responsibilities require them to wear a uniform or individuals whose responsibilities require them to represent the University at various formal functions. As a University that needs to be observant about the image it projects, we want to insure that staff, even on casual dress day, are attired in a way that conveys a professional look and that reflects positively upon the University. The following guidelines state what is not acceptable attire for Administrative and Secretarial/Clerical Staff on casual dress days:

1. A T-shirt, jeans, sweat suits, sweat pants, warm-up suits, warm-up pants and shorts are not acceptable.

2. Shoes worn without socks or hosiery are not acceptable. Sandals are acceptable.

3. Torn clothing or clothing with holes in it is not acceptable.

With the above exceptions, a business casual look is perfectly acceptable.
ESL Plus Program Launches New Website!

La Salle’s ESL Plus Program, which grants conditional admission to international graduate students who need to improve English proficiency, has a new website thanks to La Salle’s web department! With photos of current ESL Plus students adorning the pages and colorful images offering an international flare, prospective students are able to easily navigate through the user-friendly web pages.

Please take a moment to browse the ESL Plus website: www.lasalle.edu/eslplus!

---

CAMP INFORMATION
Dates: July 31 - August 4, 2006
Who: Boys and Girls: Ages 7 - 17
Where: La Salle University -
Tom Gola Arena / Hayman Center
Time: 9:00 a.m. to 3:00 p.m.
(aftercare available)
Cost: $160.00 per camper
$145.00 La Salle faculty/staff
Contact: Walt Fuller 215-951-1518
Procedures for Submitting Items for Inclusion in the Campus News

All information must be submitted electronically as text by selecting a web form located in the Campus News channel in the mylasalle portal (located in the Staff Services Tab).

- Accompanying graphics may be submitted separately in the following manner:
  - via e-mail to the campusnews@lasalle.edu. The article title must be included in the subject line of the e-mail.
  - via 1/4 floppy disk or CD
  - will be limited to one per article, unless a specific need for additional graphics is articulated. (EX: If La Salle and another organization partner for an event, the logos of both La Salle and the partnering organization would certainly be permissible.)

- PLEASE NOTE THE FOLLOWING: Graphics submitted may be resized to fit the document layout. Logos, signatures, and other graphics that are likely to used frequently can be kept on file for future use. Please add a comment to this effect when you submit your graphic.

If you have any questions or need assistance...

We realize that the community is being asked to work a bit differently in terms of submitting articles to be included in the Campus News.

By supplying standard web forms for your use, we are attempting to create efficient processes that will make it easier for you to submit articles. For example, employment postings will be automatically routed to the appropriate individuals in Human Resources for review prior to being sent to the Campus News.

If you need assistance with submissions, please contact Jim Sell at 215-991-3615 or jsell@lasalle.edu

Sam Pino at pino@lasalle.edu (X1039)
Mail and Duplicating

Jim Sell at jsell@lasalle.edu (X3615)
Portal Communications

---

Deadlines for Submission

- General News, Meeting Minutes, Events, and Other News: **Wednesday at 4:00 PM**

- **NEW!** Positions of Employment at La Salle University: **Monday at 2:00 PM**