

Volume XXX, No. 45

Blessed be the Lord, who has given rest to his people Israel according to all that he has promised; not one word has failed of all his good promise, which he spoke through his servant Moses.

December 11, 2008

—I KINGS 8:56 (NRSV)

Intercom deadline

The deadline for each issue of the Intercom is 4 P.M. Tuesday. To help us ensure the speed and accuracy of production, please use the Intercom e-mail address, intercom@messiah.edu, or the user-friendly submission form on the Intercom website at www.messiah.edu/intercom/submit.html to send in information. If you have questions, please call the office of marketing and public relations at

Campus people

Messiah College welcomes the following new employees: **Robert A. Cressler**, safety officer I; and **Dawn M. Isley**, teacher, Early Learning Center. Welcome to the community!

Elevator testing scheduled for Dec. 17

On Wednesday, Dec. 17 from 7:30 a.m. to 4 p.m., Schindler Elevator will be conducting hydraulic testing on the following elevators: Murray Library, Climenhaga Fine Arts Center, Old Main, Frey Hall, Mountainview, and Boyer South. Hydraulic testing on each elevator will take approximately one hour and the elevator will be out of service during this time. This is a mandatory testing from the department of labor and industry and is required every three years. If you have any questions or concerns, please contact Dan Smith, facility maintenance service manager, at ext. 7151.

Business office to adjust hours on Dec. 18 and 19

The business counter and offices will be closed on Thursday, Dec. 18 and Friday, Dec. 19 from 12 to 2:30 p.m.

Reminders for holiday deadlines for accounts payable

The accounts payable department would like to announce the adjusted schedule for the week of Christmas (Dec. 22). Please make a note of the adjusted payment schedule. We will operate on an urgent basis check run these weeks. All requests that need to be paid for the week of Christmas, (Dec. 22), are in accounts payable department, Hoffman room 302, by 10 a.m. Monday, Dec. 22.

Please keep in mind if you are paying someone an honorarium, stipend, etc. for the calendar year of 2008, we must pay them no later than the week of Dec. 22 to meet IRS compliance. Note that a W9 form is always needed to prepare a payment like this. Please see the attached form at the end of this "Intercom" to accompany your request. The accounts payable department appreciates your dedicated cooperation.

Reminder from the office of marketing and public relations

The holiday season is upon us, and January will be here before we know it. The office of marketing and public relations would like to take this opportunity to remind you that if you will need any publications in the spring, now is the perfect time to initiate these jobs and get them on our schedule before the Christmas break. Our office has the responsibility of editing, proofreading, designing, and coordinating the mailing for all College publications that will be seen by or mailed to any off-campus audience of 50

of more people. Please remember to contact the Print and Web Project Coordinator Missy Hepfer, at ext. 5381 or by e-mail mhepfer@messiah.edu, for these types of publications. Thank you and have a great holiday.

Key services reminders

The key services department would like to remind all employees and student supervisors that if a key(s) was assigned to be returned before the end of December, please do so before leaving for the holiday break. All keys may be returned to the dispatch office in Eisenhower Campus Center. This is also a good time to determine if keys you have in your possession are needed. Every key has a monetary value and if keys are lost and in your name, it will be your responsibility to pay any fines. If you have a key you don't need any longer, you may want to return it to dispatch. Please contact the key services department at ext. 7372 with any questions. Happy holidays!

Mass e-mail guidelines

As we strive to manage the volume of mass e-mail requests received, please be reminded that one of the guidelines for mass email submissions states:

“At least two business days of advance notice prior to the distribution of any news item is required.”

Please keep this in mind when considering a mass e-mail submission as this will allow us to process your mass e-mail requests in a timely manner. The guidelines for submissions may be found at

www.messiah.edu/offices/college_press/mass_email.html.

Reminder from media services

Educators, please remember to shut down the Creston control panel completely when you have finished using the class room. Recently the projectors have been left on in rooms several hours after the room was last used. The bulbs for the projectors cost \$500 each, and, electric costs are rising. We appreciate your time and attention to this matter. Please call Bob Weaver, director of media services, ext. 3840 or Rick Bentz , classroom support, CATV technician, ext. 3848 if you have any questions on the operation of the panels.



HUMAN RESOURCES

► Birthdays

Happy birthday!



12/14: Dave Hamilton

12/15: Sharon Baker, Gretchen Banks, Dick Morrison, Deb Roof, Diane Shearer

12/16: Su Deitch, Anastasia Hojnicky, Fred Winey, Gerry Zeigler

12/17: Dana Champion, Leonard Dye, Lew Gladfelter, Vaughn Miller

12/18: Cindy Barrick, Bernie Manning

12/19: Terry Brensinger

12/20: Deb Danielson, Reta Finger

Announcements

For rent:

Two houses in Harrisburg — Please see attachment at the end of this “Intercom” for complete details.

For sale:

Dark charcoal cashmere overcoat — Size 40. \$40. Call ext. 2295 or 497-4206 if interested.

Dirt Devil vacuum — Model M084100, \$25 obo; **Bissell vacuum** — Model 3101, \$25 obo; **Printer** — Lexmark Z31 inkjet, \$20 obo; **HP deskjet printer** — 712c, \$20. All used, in good condition; **Kensington combination notebook lock** — In the original package. \$25. E-mail grobolino@messiah.edu.

Dog treats to support Basset Hound Rescue — Once again I am baking dog treats to raise money to support Basset Hound Rescue (www.brood-va.org). I am selling them for \$5/pound, gift wrapped, and you can choose either large bone-shaped treats or small mixed shapes (paw print, fire hydrant, and dog bone). They are made with peanut butter, wheat flour, and oatmeal. Taking orders until Friday, Dec. 12 with final pick up on campus Friday, Dec. 19. Please e-mail me at ekielley@messiah.edu or call me at ext. 3850 for orders. Thank you for supporting the Basset Hound Rescue.

Fishing kayak — Yellow fishing kayak. 8 ft., 6 in. long, very stable on the water, good condition. Asking \$50. Call Ted at ext. 7062.

1997 VW Golf — Green, manual, 150,000 miles, mostly turnpike. Full service records, 30-plus mpg. Great present for a new driver! Price reduced to \$2,750. Contact tbalsbau@messiah.edu.

Reflection

Life is the first gift, love is the second, and understanding the third.

MARGE PIERCY

American novelist

Scroll down for attachment

Houses for Rent



1527 ½ Derry Street, Harrisburg

- Just renovated, new bathroom and kitchen, new carpet and paint
- 3 bedroom
- Nice fenced in yard with patio
- Off street parking
- Includes: stove, refrigerator, washer and dryer
- Includes water, sewer and trash
- \$750 a month – a must see!



1523 Derry Street, Harrisburg

- Recently renovated
- 3 bedroom
- Nice fenced in yard
- Off street parking for two cars
- Includes: stove, refrigerator, washer and dryer
- Includes water, sewer and trash
- \$650 a month (available Jan. 1)

“My vision as a neighbor and property owner is to see my block be a safe and inviting community. I invite you to consider joining my family and others in seeking the peace and prosperity of the city.”

Contact: Jason Rissler, 1525 Derry Street, jasonrissler@paonline.com, 379-8171