

# THE STAFF

# Circuit



Written by and for employees of the IEEE

## Child care: working together to find solutions

by Karen McCabe

**“W**ill my child be okay while I’m at work today?”

Many parents leave home each day with this disturbing question on their minds. And IEEE parents are no exception. As reported by the Child-Care Action Campaign, more than half of the nation’s 22 million children under the age of six need daily care because both parents work.



• IEEE parents say more than 50 of their children need full-time day care.

Consider these other Child-Care Action Campaign statistics and you can see why the IEEE Child-Care Committee was established in the spring of 1994:

◆ Seventeen million children need care before or after school.

◆ More than half of all working mothers return to work or are looking for work before their babies are a year old.

◆ In more than 65 percent of all two-parent families, both parents work.

The Institute currently offers child-care assistance in two areas. Employees are eligible for discounts and special corporate pricing structures at certain day care centers in the Piscataway area; and the dependent care reimbursement account helps employees save pre-tax dollars to pay for child-care expenses.

Child-Care team members Mary Ann DeWald, Susan Dorfman, Judy Fosko, Kathy Gentile, Pam Hoffman, Fern Katronetsky, Kristin Kovatch, Lois Pannella and Mai Plummer investigated how the Institute might respond to the issue of child

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## World Wide Web & you

by Craig E. Engler

**T**he IEEE debuted on the World Wide Web (WWW) this year with our own home page and a page for the monthly newspaper, THE INSTITUTE. (See related story, page 2, for a description of the World Wide Web and home pages.)

The pages went on-line in January and have expanded faster than expected, with new Web pages and links appearing all the time. Tom Bontrager, World Wide Web product manager, Transactions/Journals, and the

IEEE’s designated “webmaster,” says plans are already in the works to redesign our home page so it can support all the additions.

“The home page will be overhauled because so much information has to be on it,” Tom says. “We have to have a sound structure for the main page and the buttons that come off it.” Although our Web site is primarily designed to be used by IEEE members, staff with access to the Web will find it useful as well. The “buttons” Tom

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## Child care

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care for employees' children in the Piscataway area. In June 1994, a committee survey showed that 48 employees were interested in an IEEE-supported or -operated day-care center and 52 children needed full-time day care.

Overall, the committee found national statistics showing that employers with established child-care programs overwhelmingly report that providing child care both advances management objectives and produces tangible corporate gains. The reasons range from increased productivity and morale to reduced absenteeism and tardiness, as well as possible savings from reduced family leave, disability or resignations.

The committee pointed out various methods that other organizations use to address child-care concerns:

◆ On- or near-site day care center — one of the more familiar options. Centers are either employer-operated or employer-supported.

◆ Consortium child-care center — an alternative to the company-operated or

-supported facility, groups of employers share the costs and benefits of establishing and operating a child-care center.

◆ Flex-time — allows eligible employees to select the starting and quitting time of the work day, within established core hours for all employees.

◆ Job sharing — a version of a part-time schedule in which two employees share the responsibilities of one full-time work schedule.

◆ Work-at-home alternatives — allows an employee to telecommute, usually for part of the work week.

As a result of the findings by the IEEE Child-Care Committee, Human Resources is investigating off-site child-care options in the general Piscataway area. A packet of informative brochures from area child-care facilities is available from Stella Paone, ext. 5310 or by e-mail to s.paone@ieee.org. For more information about the dependent-care reimbursement account, call Judith McDonald, ext. 5318 or send e-mail to j.mcdonald@ieee.org. Other options, such as flex-time and telecommuting, may be implemented through the Employee Trip Reduction program — which could help solve two separate needs. ◆

## World Wide Web

CONTINUED FROM PAGE 1

mentions are selectable links to other Web pages with information about member services, the IEEE products and services, technical societies, student activities, local activities, the IEEE Gopher, THE INSTITUTE

and a quick help guide. There's also a feature that allows users to search all of the IEEE Web pages, as well as an "Events and Newcomers" page for recent additions.

So, now that we're on the Web, what does that actually do for us?

According to Phyllis Hall, Publications, first and foremost it keeps the IEEE abreast

## In Memoriam

Anthony M. Morelli, IEEE Purchasing manager in Piscataway, died May 28 at Morristown (N.J.) Memorial Hospital. He was 63.

He was born in New York and lived in Morris Township for 18 years.

Tony joined the IEEE in 1990. Prior to that, he was a purchasing director at New York Telephone, later NYNEX, for 37 years.

He received a bachelor's degree in Marketing from Fordham University in 1953 and a master's degree in Business Administration in 1954 from Columbia University.

Tony was a member of the National Association of Purchasing Management in Tempe, Ariz. He was also a member of St. Margaret's Church, Morristown.

Surviving are his wife, Anne; two sons, Charles of Bradenton, Fla., and Joseph, at home; two daughters, Edythe Bell of Greensboro, N.C., and Maryanne of Cedar Knolls; a sister, Sister Marianne O.P. of Sparkill, N.Y. and six grandchildren.

The IEEE extends our sympathy to his family. We will miss Tony very much. ◆

of the times. "It really puts us in step with the rest of the world," Phyllis says. "It makes us a front-runner, and assures that the image of the IEEE as an important player in the future remains intact."

Although the Web was conceived in 1989, it didn't take off until 1993. In the past year and a half the Web has exploded, expanding at rates that rival the growth of the Internet itself. "There's no question that we had to be a part of this quantum leap in electronic access," Phyllis notes. Right now, the IEEE uses the Web primarily to provide members with information. Thomas "T.P." Brisco, Electronic Communications, said future plans include allowing members to update their addresses and place orders on-line, which would include limited access to the Oracle database system.

"If we can allow the customers to do things for themselves, it will not only be a convenience factor for them, but prove to free staff energies as well," T.P. says. T.P. has even been talking about an internal Web that would be for staff use only.

He said planning for an internal Web is currently under way, and there are hopes for beginning an internal Web server by mid-summer.

Where do we go from here? The answer isn't clear right now. The medium is so new that no one is sure. But wherever the Web takes us, we'll all be going along for the ride. ◆

## One, two, three stretch!

by Helen Horwitz

Linda Geppert, Spectrum, rises before dawn almost every weekday to run up to six miles before she showers, dresses and catches the train from her suburban home to New York's Grand Central Terminal.

In Washington, Pender McCarter, Communications, works out at a fitness center where his routine includes a virtual reality bicycle.

And in Piscataway, only the harshest weather stops Clare Dempsey, Controller's, from walking a mile every day at lunch time.

Throughout the IEEE, a growing number of staff members have made exercise part of their lives — inspiring some of the rest of us to jump (as best we can in our sluggish conditions) on the bandwagon with them.

◆ Scott Grayson, Career Policy Council, bike races with competitors.



with coworkers helps to keep her commitment high. "It's hard to skip a class when I pass someone in the hall who asks if I'll be there tonight," she says.

For everyone who attends regularly, the convenience of the class has helped them reap important health benefits.

Don Curtis, Human Resources, one of the original members, wanted to improve his cardiovascular fitness. He's found step aerobics a "marvelous exercise" for the heart and lungs.

Another Piscataway group exercises at Fitness by Design, a local health club that offers a free introductory week and various discounted plans to IEEE employees. Brian Benbrook, Magazines, joined earlier this year to get back in shape.

"Having a place near the office really helps," he notes, "and it feels good to exercise regularly."

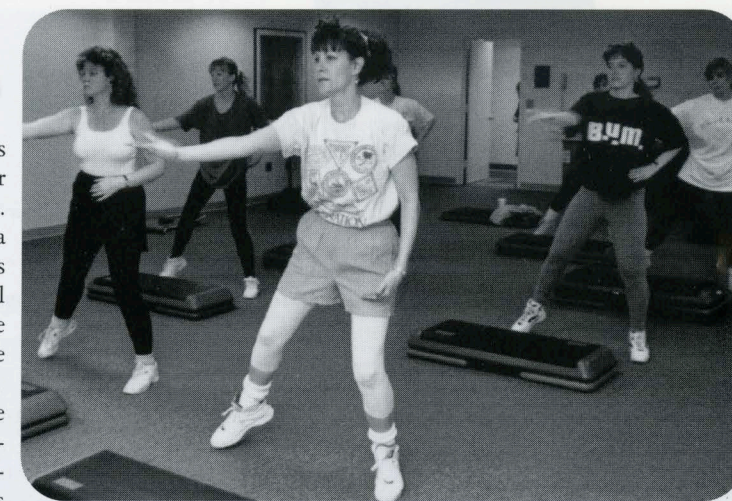
Perhaps the most enthusiastic FBD regular is Bill Cook, Member Services. A one-time runner, he joined in early 1994 to tone up after back problems had sidelined him for several years.

A few months later, his wife, Cindy, joined him. The Cooks exercise six days a week. "We've both lost inches and found it relieves stress," Bill says. Besides enjoying the time together, they have met other regulars — most just a few years older than their sons — who have become friends.

Here is how some other IEEE staffers stay fit:

In their respective

◆ Gail Leeman is determined to stretch those muscles.



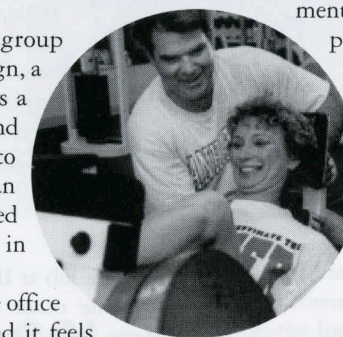
◆ Clockwise from left: Vicki Waldman, Diane King, Karen Rupp, Gail Leeman and Judith McDonald show off their ballet moves as part of the routine.

apartments, Eric Sonntag, Spectrum, uses a stair climber and Chris Currie, Washington Communications, a Nordic Track. Sue Lange, Communications Society, supplements jogging and calisthenics with

performing regularly in CeLange, her own blues/rock'n'roll band.

"A six-hour gig is a lot of wailing and dancing," she says.

◆ Bill Cook gives his wife Cindy some encouraging words at Fitness by Design.



Some people combine their weekday commutes with a brisk walk. Since 1992, Michael Riezenmen, Spectrum, has clocked some 1,500 miles — that's three miles round-trip almost every day from his apartment on Manhattan's West Side to his office across town.

In Washington, Debbie Williams, Communications, walks about a mile from home to the Metro each morning. Also in Washington, Jim Anton, Technology Policy Council, exercises at a health club near his suburban Virginia home.

Georgia Stelluto's, Washington Communications, regimen includes AquaAerobics and working out to T'ai Chi and Chi K'ung videos — which she says are "good for flexibility, toning and calming the spirit."

Couch potatoes who have read this far but still need convincing should consider these two facts: Recent guidelines show that all you need to attain an acceptable fitness level is just 30 minutes of moderate-intensive physical activity five days a week — as simple as a brisk walk. And, almost everyone interviewed for this story believes that regular exercise reduces their stress! ◆

## What the heck is the Web?

by Craig E. Engler

You may have heard about the World Wide Web — but what exactly is it? The Web, as it's better known, is officially (and confusingly) called a "wide-area hypermedia information retrieval initiative aiming to give universal access to a large universe of documents."

A fairly complex answer, it basically means the Web gives people around the world access to information in the form of computer documents - known as "home pages" in Webspeak - from their computer via a modem. The pages are viewed directly on your computer monitor, and they look a bit like pages from magazines or books. Like a print publication, the pages can have graphics, but they can also have sounds and even movies with the right computer software. The best part is that the text on these pages is written in what's called hypertext, which has many advantages over conventional printed type. This hypertext is what really gives the Web its power.

The easiest way to explain hypertext is to give an example. If The Staff Circuit were on a Web page (and it may soon be), the sentence that directed you to look here from the main story would most likely be a link, which you could select at any time via keyboard or mouse. If you were reading the main story and you decided you wanted to see this sidebar, you could just select the link and it would automatically bring this sidebar up on your screen.

These links can lead to any page on the Web, no matter where the computer containing that page is physically located. I could create a document here on the IEEE Web server (the computer that holds all of our Web pages) about widgets, and rather than creating my own definition of widgets, I could have a link to the Widget Definition Page on the widget server in Widget, Neb. These links connect computers all over the world in a complex but easy-to-use network — the World Wide Web. ◆



# Daughters see the future can be theirs

by Stella Paone

*"I liked playing games on the computer and making a new friend."  
"I might want to be an engineer."  
"I would like to see Graphics and Magazines again."  
"The best part was lunch — and working with my mom."*

These are a few quotes from 53 young girls when the IEEE workforce changed its look on April 27 for one brief-but-charming day as mothers, fathers, grandmothers, aunts and friends packed up their girls and proudly carted them off to work.

For the third year, the Institute participated in the "Take Our Daughters to Work" day, which was created to show young girls the importance of women in the U.S. workforce. We have wonderful role models who graciously took their time to emphasize the diversity of women's roles within the organization and to encourage career development.

Our thanks to Phyllis Hall, Publications, and Verna Miller, Renewal Processing, for making presentations on their background and aspirations. Kathy Doty, Standards, used slides to explain "What Is An Engineer." Darla Wagner, Library, discussed the features of our library.

Debbie List, Creative Services, explained desktop

about working for the same company is they get to see a lot of each other. Although they live near each other, they are so busy that they never see one another outside of work.

Unlike some other related employees, Terry and Judy don't find working for the same company to be stress relieving. "In fact", says Terry, "we hardly ever talk about work when we're not here."

"If we did," adds Judy "we'd probably only create stress, not relieve it." Because their names are different, Terry and Judy have had the opposite problem of Kathy and Kerry. In the past, people have said things to them like: "You should really talk to Terry Burns/Judy Brady about that. Have you met her yet?"

Terry and Judy started in different departments, but through a series of changes in the organization, they now have the opportunity to work together on marketing-related projects. They enjoy the opportunity to interact because, says Terry, "Who can you trust if you can't trust your own sister?"

In future articles, we'll tell you about some other IEEE family members: brothers and sisters, mothers and daughters, fathers and sons and in-laws too! With so many "family ties," it is obvious that people like working here so much, they want their relatives to enjoy it too! ◆

try for a job at IEEE...the rest is history!

Some other IEEE married couples are Mario Ripatranzone, Information Services, and Wanda, Member Services. Also Adam Philippidis, Abstracting & Indexing, and Randi Scholnick-Philippidis, Transactions.

## Sisters

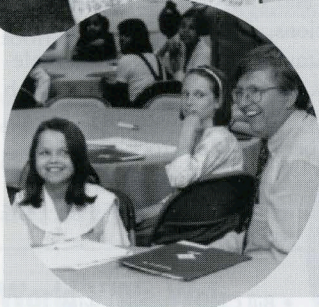
Kathy Burke, Order Processing Services, has been at the IEEE for 10 years. Her sister, Kerry Burke Ward, Corporate Activities, seven years. They agree they are glad to be working for the same company. As Kathy says, "We have someone to talk to about work who really understands."

Kerry agrees, "Especially when things are tough and we're having a bad day, we can really help each other get through it." Adds Kathy, "There's always someone to borrow money from."

The worst thing about working for the same company? Kathy and Kerry say they are always getting each other's mail, e-mail and phone calls.

Another pair of sisters, Terry Burns, Creative Services, and Judy Brady, Sales and Marketing, began their IEEE careers in 1989 and 1991 respectively. Working for the same company was not a new experience for them — previously they had worked for the same ad agency.

Terry and Judy agree that the best thing

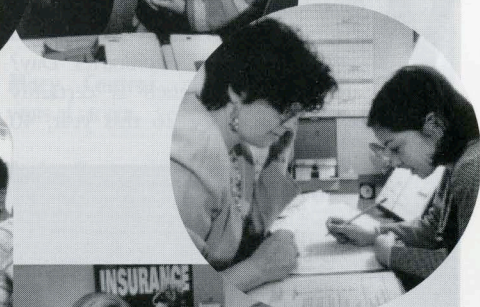


publishing and showed the girls some of her current projects. (Debbie was such a big hit that many of the girls would like to become graphic artists.)

Bob Smrek, Magazines, and staff prepared a special edition of *The Institute* with some of the girls pictured on the front page. A very nice touch — and a hit with all our young visitors!

Committee members Stella Paone and Judith McDonald, Human Resources, Terry deCourcelle, Gigi Kenna and Rosemary Tennis, Standards, and Joanne Foley, Corporate Activities, organized the activities in Piscataway, the only IEEE office that participated in this nationwide event. ◆

Page 4, counter-clockwise from upper left: • Courtney Curcio became one of our newest and youngest Customer Service reps. • Jaqueria Quarles and Suma and Cyril Hodges enjoy the day at IEEE. • Dudley Kay and daughter Lindsay, along with Alison Pienciak, listen to some closing remarks. • Elizabeth August whispers some travel advice to her aunt, Mary Grace Cuccaro, a travel counselor. • Daughters are ready to start their day. • Maegan Kovatch (left), Katie and sister Casey Della Salla take a much deserved yogurt break. • Becky Levy (left) and Ashley Das help out with some office chores. Page 5, clockwise from upper left: • Debbie Arcuri shows her daughter Shannon some of the finer details of her job. • Jerry Walker instructs his daughter Leisa how to operate a copier. • David Andrews shows some of the daughters how to conduct a search on ORACLE. • Mother and daughter, Terry and Katie de Courcelle, do some brainstorming. • Pam Hoffman gives her sister Cheryl Salter some advice on using a PC. • Ashley Jobmann taught her father Rob a thing or two about POGS. • Alison Pienciak writes about what she learned during the day.



# Family ties

by Barbara Coburn

Did you know that 51 people who work at the IEEE have a relative — or relatives — who also works here? That's an impressive number, so I decided to do a little investigative reporting, peer into some family trees, and tell you about some of them.

## Husbands and wives

At least two couples met at the IEEE. Bill Colacchio had been working in Transactions in the New York office for three years before Gina, also in Transactions, joined the company. They worked together for a year before they started dating, and were married two years later.

Keith Cals, Shipping, and Jill, Education, met at the Piscataway Operations Center. Jill says, "I always saw Keith when I took packages down, but was too shy to talk to him. Finally I got up my nerve and we started dating. Four months later we got engaged!"

They were married in November 1991.

Tom Baretta has been at the IEEE for 20 years, and Kathy for 15. When their daughters entered high school, Kathy decided to go back to work and Tom convinced her to

# A few changes, but trip reduction program is still GO!

by Stella Paone

The Trip Reduction Program in Piscataway — despite what you might have heard or read — isn't going away. It's still alive and well!

Setting the record straight, the New Jersey Department of Transportation has proposed a number of amendments to the program. These amendments were made as a result of concerns expressed about the economic impact some aspects of the program could have on affected employers.

The proposed amendments also take advantage of additional flexibility announced by the U.S. Environmental Protection Agency in connection with the federal mandate. (In no way do these proposals compromise the goals of the Clean Air Act.)

One proposed amendment that could affect many of us in Piscataway — and assist in our Average Passenger Occupancy calculation — concerns dropping off dependents at care facilities. If an employee driving to the work site transports a dependent to a care facility for at least 50 percent of the total one-way commute, the employee will

be counted as arriving to work in a car pool. Another proposed amendment reduces the length of the peak period from 6 - 10 a.m. to 6:30 - 9:30 a.m., Monday through Friday.

The state is expected to act on all proposed amendments by June 19. At that time, the Institute will begin implementing other strategies, in addition to car pooling, to reduce the number of vehicles coming to the work site during the peak period. We encourage all our employees to be aware of the need to decrease congestion and improve the air quality not only in New Jersey, but at all of our office locations. ◆

# Opinion survey seeks your responses

by Judith McDonald

If you were an IEEE employee in mid-1993, you probably remember completing an employee opinion survey. Well, get ready, because another one is on the way!

Two years ago you were asked how you felt concerning employment issues such as work load, communications, employee benefits, salaries, the quality program and working conditions.

Partly as a result of the response to that survey, a number of initiatives have been undertaken. For example, the whole area of internal communications was addressed by a quality team. As a result we now have a variety of electronic communication vehicles such as e-mail, gopher, and World Wide Web. *The Staff Circuit* was also redesigned and other new programs are in the works.

A variety of optional benefit plans have also been introduced as part of the flexible spending account adopted in 1994 and the cafeteria plan put in place this year.

The Quality College is another innovation that had its roots in your response to the survey. A large number of the staff have already been trained in additional skills, and a new multi-part managerial program is slated to go into effect this summer.

A revised employee performance appraisal is also in the offing — directly resulting from the employee survey. As you can see, your opinion does matter. Once again this year we will be asking you to help make the IEEE an even better place to work. ◆



# Video conference marks Professional Secretaries Day

by Anne Marlotte

What's the best way for an office support professional to be thanked on Professional Secretaries Day? Flowers are great and lunch is certainly appreciated, but on April 26 this year, 40



• Debbie Acuri, Dottie Lo Cicero and Madeline Volpe lunch and learn some valuable tips.

IEEE staff members in Piscataway were sponsored by their departments to attend a live satellite video conference produced by the American Management Association.

They joined an estimated 40,000 viewers nationwide! The 8th Annual Secretaries

Briefing: Leading Through Influence, was hosted by Quality College as the first in a series of special events. This program was designed to help secretaries, administrative assistants, coordinators and other support personnel to recognize and prepare for career growth opportunities by learning how to increase their personal effectiveness.

The session started with a light lunch which was used to network with colleagues, followed by the telecast. The video conference combined lecture, lively discussion, pre-taped role playing with professional actors and 40 minutes of interaction. Questions were phoned in or faxed by the audience. The topics included recognizing and assuming leadership roles; building self-esteem; communicating for better results; and motivating yourself and others.

Other staff members can look forward to future special events. Quality College will be sponsoring more video conferences and speakers to help us grow professionally by utilizing outside knowledge. ♦

## Department close-up:

### Member Services

by Laura Durrett

Each day, IEEE employees report to work and, as staff members, we provide service to our members. We represent the largest professional technical organization in the world — more than 300,000 IEEE members living in more than 140 countries. Every so often, we should remind ourselves — and each other — of this fact.

We help members, for example, by answering questions, resolving membership inquiries, sending publications, filling orders for merchandise (e.g., T-shirts, membership pins, sweatshirts, IEEE clocks), processing membership renewals or new applications. Member services includes the obvious — such as sending Spectrum or a society transaction or a membership card to a member. Or it may be just sending a new membership application to a prospective member.

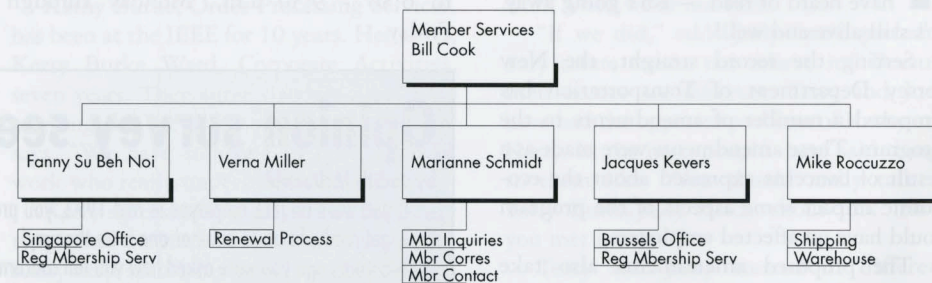
Other services include citing the benefits of membership to an individual, promoting the Financial Advantage Program, coordinating the recognition and awards program or promoting the availability of electronic products, such as CD-ROM. Let's not forget about putting members in Germany or California in touch with members in Brazil or Japan so they can exchange information. The list of information and services seems almost endless, and every one of these activities is critically important to our members.

In one way or another, we are all in the member service business. As we are all aware, adjusting to change has been the name of the game recently, and these changes have affected the Member Services area too. Following is the most recent information on what each department does and who the key people are.

**Renewal Processing** — Handles all membership renewal processing and related payments. Also processes address changes for members. Verna Miller, manager; Nancy Dibiase, supervisor.

**Shipping/Inventory** — Fulfills all customer and member orders, and maintains an inventory of all products. Michael

#### Member Services Organization



**Member Services** — Primarily responsible for responding to the needs of members regarding individual memberships. The group assists the member by processing annual membership renewals requested by telephone. In addition, Member Services researches and responds to inquiries received by mail, fax, telephone and e-mail about IEEE member benefits, society memberships and publications, as well as general member-related questions. Bill Cook, director; Marianne Schmidt, manager; Maryrzt Laties, supervisor.

Roccuzzo, manager; Gene Ksenzakovic, supervisor.

**Warehouse** — Takes receipt of and organizes all IEEE publications so they are available for shipping. Responsible for receiving all Piscataway purchase order items and for pick-up and delivery of items throughout the Piscataway facility. Ed Donahue, supervisor.

Use this as a resource the next time you are helping a member on the phone or receive an e-mail, fax or letter. Remember, to that person, you are the IEEE! ♦

## People page



• Bob Walleigh celebrated his 80th birthday on March 31 with the IEEE-USA staff. Bob has been a consultant in the Washington office for 16 years.



• New Jersey employees once again gave generously to the Fish organization's Easter/Passover food and gift drive. Pictured: Don Curtis, Human Resources and Ida Gildea, Fish.

## Wedding Bells



**Laura Forbes**, Transactions/Journals, and Eric Tucker were married on May 6. Laura and Eric spent their honeymoon in Scotland.

**Rose Fairchild**, Regional Activities, married Michel Nelidin on April 22. Rose and Mike honeymooned at Disney World and the Bahamas.

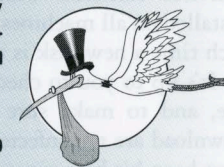
**Lynanne Andrahovitch**, Executive Area, married Mark Hunt on February 14. Lynanne and Mark had their wedding at the Cal Neva Lodge in Crystal Bay, Nev., where they also spent their honeymoon.

**Janice Grant**, Payroll, married Joseph C. Porter III on June 4, 1994. Janice and Joe spent their honeymoon in the Bahamas.

## Stork Alert

**Sharon Holloway**, Standards, had a son. Evan Price was born on March 27.

**Rochelle Stern**, also of Standards, is a new mother. Her daughter, Abigail Ruby, was born on April 13.



## The Easy Life

Best wishes from all of us for a happy and healthy retirement! The following employees recently retired:

**Morris Khan**, 28 years of service.

**Mary Coutros**, nine years of service.

**Aurina Owens**, 18 years of service.

## Service Awards



April - June

5 YEARS:

**Susan Aaron, Carol Buonfiglio, Jill Bagley Cals, Barbara Coburn, William Cook,**

**Paula Dunne, Ramona Foster, Janice Ganun, Andrew Goldstein, Dalton Patterson, Arnette Riddick, Alfred Rosenblatt, Brenda Santos, Pat Thompson, Bruce Trinker, Angela Wyckoff**

10 YEARS

**Gene Ksenzakovic**

## A crafty talent for Elaine Yeske

by Elaine Rosenberg

What is "Love in the Mist?"

If you ask Elaine, she'll know the answer. Elaine Yeske, Information Services, is talented in the craft of dried floral arrangements. She took up the hobby six years ago, when her interest in country furniture led her to an appreciation of floral decorations. Elaine uses an ever-changing assortment of dried flow-



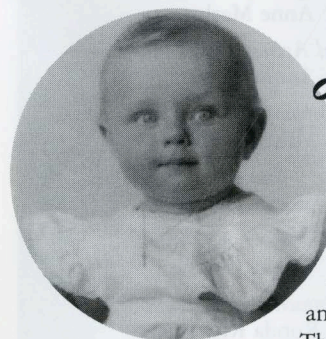
ers, such as coxcomb, echinops, euca-lyptus, globe amaranth, golden-rod, lamb's ears, larkspur, lavender heads and pepperberries. She creates a variety of arrangements that include decorated basket rims, pomander balls, topiary pots, everlasting baskets, floral swags, and wreaths made with bay leaves, bread, grapevines, sun-flowers and more.

This summer, she'll be growing and drying her own flowers at home. Elaine shares her expertise by offering on-site classes during the lunch period or after working hours to instruct many interested IEEE employees.

She encourages creativity by having her students experiment with the variety of materials that she supplies. She charges a modest fee that covers her supplies.

If you or another employee you know of has an interesting hobby or does volunteer work, and would like to share this with your co-workers, please call me at ext. 3960.

P.S.: What is "Love in the Mist?" It's a beige-pink pod also known as nigella. ♦



## You must have been a beautiful baby!

Who did this cuddly tot group up to be? (Clue: A welcoming face among New York's hustle and bustle.) E-mail your best answer to Kathy Kowalenko and perhaps you'll win a prize for being the first to guess correctly! The identify and winner will be announced in the next *Staff Circuit*.

The Spring issue baby was Gail Cillis, Facilities, Piscataway. The first person to submit the correct answer was Eileen Reid, Technical Activities. Thanks to all who participated, the response to this contest was overwhelming! ♦



# Virus strikes Piscataway!

by Susan Dorfman

**O**n March 28, Kevin Mackemull, IS User Services, stopped me in the hall and said, "You've been hit."

He told me that a computer virus had entered my computer and the culprit seemed to be a WordPerfect disk I had loaded earlier that day. But what was this virus, and what would it do to my PC and all my files?

Simply put, a computer virus is a program that has an unwanted or destructive purpose. A virus may move into multiple programs or files on a system, thus spreading throughout a network. It can destroy the contents of a computer's disk system as well as computer software, including the operating system. Contrary to popular belief, viruses do not destroy system hardware. Today, there are more than 5,000 different computer viruses, increasing at a rate of 10 a day.

Typically, viruses are introduced into a computer system when an "infected" program is loaded from a diskette or electronic bulletin board onto a PC and then executed. When these diskettes are shared, the infection spreads to other computers. "Viruses wreak havoc on PCs, and it's amazing how fast they spread," said Kevin. Fifty-seven of

Piscataway's computers (a total of 14 percent) were struck within a few days, not just with one, but seven viruses with names such as Die Hard 2, Anti CMOS-B, Stoned, Form-A, NYB, Chinfish, and Antiexe. No machines were infected in New York or Washington.

Fortunately, damage was minimal — only a few departments had files that could not be repaired. Kevin, with the help of several other technical staff members, worked furiously for five days to identify and clean up the viruses.

"This time, we were very lucky that nothing was destroyed," said Rob Jobmann, Electronic Communications. "All infected machines could have lost many files and brought departmental operations to a halt."

To help prevent future viruses from entering and spreading, Information Services has acquired a site license for antivirus software. This software will be installed on all machines and should be used each time a new disk is used.

It's up to you to check all disks prior to use, and to make sure that the files you download are not infected. If you think you have been hit by a virus, call the Help Desk in Piscataway, ext. 5439. Remember, viruses spread fast! ♦

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