

≡≡≡ ***CONTROL BITS***

≡≡≡ **AND**

≡≡≡ ***AUDIT BYTES***

Western Michigan *INFORMATION SYSTEMS AUDIT AND CONTROL ASSOCIATION* Newsletter

FEBRUARY NEWSLETTER

Presidents Message

Greetings!

Hopefully, all of you are surviving another Michigan winter, and completing some of those personal projects that are always postponed until winter. Just as winter is winding down, so is our chapter activity. However, we're not done yet! As you are aware, we have five chapter meetings/presentations each year plus our annual seminar. We've completed four meetings thus far; if you haven't attended yet, you've missed some good ones!

Our last meeting for the year is on Wednesday, March 15th, in East Lansing, at the Kellogg Center. The meeting topic is Intrusion Detection. With all of the intrusion activity the past couple of weeks, and the accompanying media exposure, this is a very timely topic! During the meeting, we will also be finalizing nominations for Leadership Positions in the Chapter for the year 2000-2001. I invite all of you to consider running for one of the available positions. The rewards far out weigh the minimal work required. If you have questions on the positions available, please contact me or any of the other board members directly. (Phone numbers and E-mail addresses are listed in the newsletter).

The board is very excited about the seminar we are offering to our members and other professionals in the community. This year's seminar is the Tuesday and Wednesday following Easter, April 25th and 26th, on the topic of E-Commerce. The instructor wrote this course for MIS training, and has agreed to present the full three day course material to us in two days. The course has also been recently upgraded to include E-Commerce best practices. We believe this seminar provides excellent value for the price we are charging and expect it to fill quickly. If you are interested in this seminar, please register early.

I look forward to seeing you at either our March or April event.

Until next time,

John R. Arens

Chapter President

MARCH MADNESS AT WMI SACA

Join Your Friends and Colleagues
At The

KELLOGG CENTER
Michigan State University Campus
LANSING, MICHIGAN

For the
MARCH DINNER MEETING
Featuring

Intrusion Detection & Network Threats to O/S

Brought to you by
Ed van Essen & Andrew Stone
Deloitte Touche
Enterprise Risk Services
Secure e-Business Group - Detroit

March 15, 2000
Kellogg Conference Center and Hotel
Red Cedar Room B

Registration Required

4:00	5:00	CHAPTER BOARD MEETING
5:00	5:30	Social Hour / Registration
5:30	6:30	Presentation
6:30	7:30	Dinner

REGISTRATION

Begin Making Your Reservations Today - Registration Cutoff is March 10, 2000
Nothing to mail back – just call or email

John Blair with your name and meal selections by March 10, 2000!!!

Meal Selection

Roast Tip Sirloin

or

Oriental Chicken Breast

(Vegetarian also available)

(Harvest Salad and Dessert included)

Call John Blair and make your reservation today!! (616) 246-4730
OR e-mail John at jblair2@steelcase.com

ALSO, See The WEB SITE for an Online map and directions

<http://www.iserv.net/~wmisaca/Programy2k.html>

Directions to the Kellogg Center:

From Detroit: 96 West - To 496 towards Lansing (exit #106) - Exit Trowbridge Road - Turn left onto Harrison from Trowbridge.

From Flint: 69 south - Exit Business 69 to East Lansing (also called Saginaw Street) - Turn Left onto Harrison Road (there is a left turn light on Saginaw)

From Grand Rapids: 96 east - 496 towards Lansing (exit #95) - Exit Trowbridge Road - Turn left onto Harrison from Trowbridge

From Kalamazoo: 94 East - 69 north (shortly after Battle Creek, sign will read to Lansing) - 69 runs into 496 east – Exit Trowbridge Road - Turn left onto Harrison from Trowbridge

Parking available in the Kellogg Center Parking Garage

Parking will be FREE

(Validated Tickets provided By Your Chapter)

NO CASH BAR – However, drinks will be available in the Spartan Pub

Speakers Corner

Ed van Essen

Ed van Essen is a Senior Manager in our Secure e-Business group in Detroit. Ed earned his Master of Science degree at the University of Utrecht and holds his MCSE. He has over 15 years experience in information and communication technology. Since 1998 he has worked within the group that specializes in security solutions for complex network environments including secure e-business solutions and has extensive experience in network assessments. Ed specializes in secure Windows NT based solutions in large heterogeneous networks. He has worked with clients in the automotive and retail industries. Ed was previously head of the research and development team of a 2,800-user organization.

As project manager and key architect, Ed successfully implemented many data communication solutions including firewall implementations, high availability secure email, and workflow platforms. Additionally, he has designed state-of-the-art LAN-to-LAN communication channels using VPN technology over a high-speed WAN communication.

Additional areas of specific expertise include NT security, MS Exchange, directory management and secure messaging.

Andrew (Andy) Stone

Andy Stone is a Consultant in our Secure e-Business group in Detroit. Andy earned his Bachelor of Science degree in Business CIS at Indiana University. He has over 5 years experience in information and communication technology. Andy specializes in secure Windows NT based solutions. He has worked with clients in the financial, aerospace, and utility industries. Andy was previously the administrator of a Windows NT based, World Wide Web placement service at the Kelley School of Business.

As a network architect and project lead, Andy successfully implemented many state-of-the-art, web-based services enabling students and employers to interact online. These efforts allowed students to get jobs and employers to fill vacancies with some of the nation's top business talent. Andy has professional training and experience using a number of network assessment utilities including ISS, CyberCop, Webtrends Security Analyzer, ESM Omniguard, L0pht Crack, Solar Winds, Unsecure, Q-tip, Crack, Sniffer Pro, ToneLoc, and a numerous other proprietary utilities.

Additional areas of specific expertise include NT security, UNIX security across multiple platforms, remote access and dial-up solutions and security, and World Wide Web architecture and design, specifically with web-database interaction.

We Need Your Help

NOMINATIONS NEEDED

Nominations now being accepted for

President

Vice President

Secretary

Treasurer

CISA Coordinator

Newsletter Editor

Nominate yourself or a friend
CPE Credits for Chapter Board Participation

A famous person once said: *(well, maybe not that famous)*

*Ask not, what the WMISACA Chapter can do for you,
But what you can do for YOUR Chapter,
(and its membership!!)*

*Please let John Blair know if you have someone you
wish to nominate when you make your March Dinner
Reservations.*

*Additional information will be forth coming in a
separate mailing!*



Spring Seminar



Audit, Control & Security of Electronic Commerce

**** REMINDER ****

Pertinent Information

When: Tuesday April 25, 2000 and Wednesday April 26, 2000

Where: National City, Kalamazoo, Michigan

Cost: \$250 for ISACA members

\$250 each for 3 attendees from the same company

\$275 for Members of IIA, AITP, AICPA CISSP & Other Professional Associations

\$300 for non-members

CPE'S: 15 CPE credits

**An Official Reservation Form Has Been Mailed
(Also available at our web site in PDF Format)**

<http://www.iserv.net/~wmisaca/April2000Seminar.pdf>

**Reservations will be accepted through April 17,
2000**

IT'S FIRST COME, FIRST SERVED

ONLY 40 SEATS AVAILABLE

SO ACT NOW

(15 seats have already been reserved)



As seen in the media . . .

It is time once again to unglue your eyes from that remote Internet site and see if there is some actual *useful* information “out there”. Here are some of the latest “discoveries” from the pages of I.T.’s more “beloved” rags . . .



“OUTRAGED!”

★★★★

Cover Story, ComputerWorld, January 10th, 2000 issue, pp. 1, 70–71

- ⊗ Who says it’s only Microsoft that “suffers the slings and arrows of outrageous fortune???” IT Managers are screaming at the million-dollar license fees mainframe software vendors are charging. They complain that mainframe vendors are using outdated pricing plans to unreasonably jack-up software costs, while vendors are saying that only a few plan to move to new pricing models. IT Managers also claim that they are trapped because it would cost too much to migrate their application to another platform. Doesn’t look pretty if you’ve got to do an hardware/software inventory audit of your IT area . . .

www.computerworld.com

“IBM STORAGE SERVER HITS SPEED BUMP”

★★★

PCWeek, February 14th, 2000, pp. 1, 22

www.pcweek.com

- ⊗ And speaking of mainframe vendors, life is *NOT* happy in big-blue land. Their prized Enterprise Storage Server, a.k.a. “Shark”, is suffering from a buggy PCI interface that’s causing serious data-flow bottlenecks, among other things, in the unit. Designed to scale up to 11.2 TERABYTES, the “Shark” is bogging down after loading only a measly 1.2 terabytes! To keep performance AND reliability for storage greater than 1 terabytes requires a second “Shark”. What worries Big-Bluer’s is that IBM is currently #3 in the storage market, behind Compaq and EMC, respectively, and had pinned its hopes on the “Shark” to regain market share. Seems that sharks always *were* slippery once they were taken out of their element . . .

“TAKING A BITE OUT OF COOKIES”

★★★

PCWEEK, February 14th, 2000, pg. 9

www.pcweek.com

- ⊙ Sen. Robert Torricelli said last week he would introduce a bill to **regulate the use of personal information and Web cookies on the Internet!** The New Jersey Democrat’s proposal, dubbed the “*Internet Privacy Act*”, would require companies to use an opt-in approach, a.k.a. getting customer permission ***BEFORE*** collecting or using data gathered directly from consumers or by cookies. And if that’s not enough, the Electronic Privacy Information Center filed a complaint with the FTC against Internet advertiser DoubleClick, asking the Commission to look into DoubleClick’s use of cookies. Finally, e-commerce poster child Amazon.com disclosed that the FTC is looking into its “cookie eating” habits, as well. Sounds like its time for a diet to me!
-

Quick Bits - continued

by Michael Grinwis

“BODY PARTS”

SC Magazine, February, 2000, pp. 20–26

★★★

This month’s issue of *SC Magazine* has two (+) good reads. They are:

- ☺ Biometrics is the focus of the Cover Story for this month’s *SC Magazine*. Long-viewed as anything from “James Bond trickery” to “the Holy Grail of computer security”, biometrics is finally coming of age, affordability, and worth another look. The caveat? Every company that’s installed it has suffered an initial productivity DROP! However, before you nay-say it, read the article.
- ☺ *SC Magazine*’s TEST CENTER takes a look at smartcards and tokens. Their use in Public Key Infrastructure (a.k.a. PKI) and access control schemes is growing by the day. Can’t hurt to know what’s going on “out there” amid the technology upgrades!
- ☺ *SC Magazine* also does a quick coverage on PKI and some of the available solutions that are now on the market.

And just as a matter of “F.Y.I.”, *SC Magazine* offers a lot of its information on-line! Check out their site at <http://www.infosecnews.com>

“ANOTHER TRIP TO HELL”

CIO, February 15, 2000

★★★★★

- ☺ Polly Schneider brings us another tale from the annals of “Lessons Learned”. Hershey Foods implemented a \$112M new enterprise system built to automate and track every step of the company’s candy-selling business in the summer of 1999. Four days before Halloween, all the lost orders, customer complaints, and negative hype hit the media like a brick! And how about 3Q99 revenues??? How does down **\$151 MILLION** sound??? There are a couple more “tales of woe” here, but this is some good material as reference for those projects that noone seems to want to say “wait a minute” on. www.cio.com



“RUMOR CENTRAL”,

PCWeek, February 14, 2000, pg. 102

www.pcweek.com

- ☹ So you think YOU had troubles with those DDOS attacks on the web last week??? Consider the reseller who sold a second-hand PC from merchant banker Deutsche Asset Management **WITHOUT** erasing the hard drive! Seems the discarded unit contained 108 files relating to *Sir Paul McCartney*’s private account! Don’t THAT just make your day, bunkie?!?!?!?!?

The “STAR” guide:	★★★★ = Too good not to pass on!	★★ = Good stuff — it helps
	★★★ = Better than expected!	★ = Worth noting

Audit Sources

From: www.auditservices.com

Following are some more ideas that will "help" you, the professional internal auditor. You can also review this newsletter on our web page <http://www.auditservices.com/helpers.html> if you are having difficulties accessing the web pages directly from this email. Have a nice day. Let us know if we can be of any help.

AUDITING INTERNET TECHNOLOGY & E-BUSINESS SEMINAR, March 13 - 16, 2000.

Still time to register early and save \$100. Seminar details, including times and hotel information can be found at: <http://www.auditservices.com/itaudit.html>

ASSESSING RISK - continued.

For High Risk areas we need to identify the controls expected to be present. What are these various types of controls? Go to www.auditservices.com/R&ic.html for some help.

If the controls are considered appropriate for a High Risk area then we need to determine if they are (what)????????

Compare your list to ours at www.auditservices.com/R&testIC.html

Trying to identify some High Risk areas in your Information Systems Department? What comes to mind? For some brief examples of IS High Risk possibilities, see the partial list at www.auditservices.com/R&IS.html

QUALITY ASSURANCE/PEER REVIEW. Evaluate your own operation TODAY! Don't wait until you hear you are being "QAR'd".

Find out the opinions of others in your organization about your "shop". Inquire with management! Ask your staff! Use surveys!

Try the surveys we use when conducting a QAR. For an audit client survey, go to www.auditservices.com/qarcs.html; for a staff survey, go to www.auditservices.com/qarss.html. We will assist you with the administrative tasks associated with conducting surveys: sending, accumulating, summarizing and reporting to you the results of the survey - FREE of charge. Just let us know how we can help. **Audit Services** does NOT believe that outsourcing is "the answer" to a quality, state-of-the-art internal audit operation.

THE "A" TEST. How does your internal audit department measure up?

Do a self-examination of YOUR internal auditing department; go to <http://www.auditservices.com/atest.html> (Compliments of Donald J. Nelson, President, International Consulting Plus).

AUDITING THE CONTROL ENVIRONMENT - continued. Why are some Internal Audit "Shops" not auditing the Control Environment?

The control environment includes the tone at the top and the "Soft" controls. What "Soft" controls are you reviewing? For a partial list, go to: www.auditservices.com/softic.html

CERTIFIED INTERNAL AUDITOR EXAM. Need some help?

See if a CIA Review Course is scheduled in your area - go to www.auditservices.com/ciasch.html. Also, try our CIA test help site at <http://www.auditservices.com/ciatest.html>

Did you know the microwave was invented after a researcher walked by a radar tube and a chocolate bar melted in his pocket?

Have a nice day,

Roger

www.auditservices.com

615-790-9858

(fax: 209-797-7983)





INTERNATIONAL NEWS

A Recap of ISACA events from the *ISACA WEB site*

A note from the ISACA International office

As a valuable ISACA constituent, we wanted you to be among the first to learn about the availability of an exciting new web site, <http://www.ITgovernance.org>, dedicated to the theory and practice of IT Governance.

Sponsored by the IT Governance Institute, this new site will offer information and resources showing how to efficiently and effectively deploy secure, reliable information and applied technology for the purpose of ensuring that IT activities achieve business objectives.

The IT Governance Institute, was established by ISACA, and its affiliated Foundation, to develop and advance international concepts, thinking and standards in IT governance, control and assurance.

We invite you to visit the web site (<http://www.ITgovernance.org>) often; new material will be added regularly. Too, if you know of a resource that should be included on the site, please let us know. Thank you.

New E-Commerce Study Reveals Key Management Issues

DELOITTE & TOUCHE AND ISACF PUBLISH RESULTS OF WORLD-WIDE E-COMMERCE STUDY

NEW YORK, February 2000 - Deloitte & Touche LLP and The Information Systems Audit and Control Foundation (ISACF) recently completed a six-month-long comprehensive study on the state of e-commerce security around the world.

E-Commerce Security: A Global Status Report completes the first stage of a four-phase research project intended to define best practices and evaluate the role, status and implementation of e-commerce security measures. This new book helps link business management initiatives with information systems security.

"Now that enterprises around the world are increasingly opening their doors to transactions over the Internet, it's vital to have reliable, updated security measures in place," said Paul Williams, FCA, MBCS, international president of the Information Systems Audit and Control Association (ISACA). "The Internet provides everything from showrooms to banking conduits. This report provides a frame of reference and a world-wide benchmark for e-commerce security."

The study's results were based on more than 150 personal interviews with managers and executives in 14 countries and 250 written survey responses from information systems and audit professionals from 46 countries throughout the Americas, Asia/Pacific, Europe, Middle East, and Africa.

"Our global Enterprise Risk Services practice was pleased to work with the ISACF in conducting this research," said Robert B. Rothermel, global managing director of Deloitte & Touche's ERS practice. "In doing so, our ERS practitioners around the world utilized not only their knowledge of the local business culture and language, but more importantly their experience in providing world-class e-business services to a wide spectrum of industries."

Participants were asked about their perception of risks and exposure brought about by increased business-to-business and business-to-consumer activity via the Internet. Respondents overwhelmingly cited the need for profitability as the most significant concern with e-commerce, compared to other issues such as trust, cost/benefit, and customer service. Security was perceived as an enabler of e-commerce, with certain technologies, such as SSL (secure socket layer) and firewalls, viewed as major contributors to the growth of commerce on the Internet.

Key findings of the study indicate that:

The majority of respondents and interview subjects expressed satisfaction with the security of their e-commerce offerings. There is little correlation between the satisfaction with security and the actual existence of security policies. Most companies are concerned only with security relating to their own sites and do not consider similar security issues when engaging in e-commerce provided by vendors. The major reasons cited by businesses for implementing e-commerce were cost-cutting opportunities, new or revised ways of doing business and improving efficiency. Many executives also believe that success in e-commerce is based on developing ways of improving revenue and profits. The longer companies have been involved in e-commerce, the more significant e-Commerce becomes to their businesses.

"This initial report provides a baseline from which we can address the increased risks associated with conducting electronic commerce according to the specific needs of actual companies," said Steven Ross, project leader and director in the ERS practice at Deloitte & Touche. "We have always believed that in order to maintain satisfaction with security, organizations must have clearly defined policies. We were surprised to learn that many do not."

The second stage of the ISACF/Deloitte & Touche project, entitled Perspectives on E-Commerce Security, will define "Best Practices" and is scheduled to be completed by the end of the first quarter of this year. The first volume of the series, E-Commerce Security: A Global Status Report (US \$50) is available through ISACA (bookstore@isaca.org, www.isaca.org, or +1.847.253.1545 ext. 401).

EDITORS NOTE: TO OBTAIN A COPY OF E-COMMERCE SECURITY: A GLOBAL STATUS REPORT FOR YOUR REVIEW, PLEASE CONTACT DEBORAH VOHASEK AT 847-590-7466

ABOUT ISACA/ISACF

With 21,000 members in more than 100 countries, the Information Systems Audit and Control Association (ISACA) (www.isaca.org) is a recognized global leader in IT governance, control and assurance. ISACA sponsors international conferences, offers COBIT® (Control Objectives for Information and related Technology) and administers the globally respected CISA® (Certified Information Systems Auditor™) designation held by more than 12,000 professionals worldwide. The international, not-for-profit, Information Systems Audit and Control Foundation (ISACF) promotes research that results in the development of beneficial documents and informs technology users about the critical role IS controls play in their organizations.

ABOUT ERS and Deloitte & Touche

Deloitte & Touche's Enterprise Risk Services (ERS) practice helps clients manage risk and uncertainty - from the boardroom to the network. ERS provides a broad array of services that allow clients around the world to better measure and manage risk and control, and to enhance the reliability of systems and processes, throughout the enterprise. Complete information is available at www.us.deloitte.com/risk.

Deloitte & Touche, one of the nation's leading professional services firms, provides assurance and advisory, tax, and management consulting services through over 30,000 people in more than 100 U.S. cities. Deloitte & Touche is part of Deloitte Touche Tohmatsu, a global leader in professional services with more than 90,000 people in over 130 countries. Deloitte & Touche refers to Deloitte & Touche LLP, Deloitte Consulting LLC, and related entities. For additional information, please visit Deloitte & Touche's website at www.us.deloitte.com.



*Information Systems
Audit and Control
Association*

CISA CERTIFICATION UPDATE
2000 CISA Examination Bulletin of Information

Examination Date: Saturday, 10 June 2000

For additional Information

<http://www.isaca.org/exam2.htm>

or

certification@isaca.org.

OUR WEB SITE IS UNDERGOING SOME CHANGES

If you haven't visited our site in a while Please take a look!!

<http://www.iserv.net/~wmisaca/>

We will be continuing the improve as the year progresses



Other Chapter News and Announcements

GREATER CINCINNATI CHAPTER, ISACA

April Seminar

Seminar: Audit and Security of Oracle Client Server Databases
Date: April 13 & 14 8:00 – 4:30
Location: Holiday Inn I-275 (Northern outer loop near Sharonville)
Fee: \$475
Instructor: Ms. Betty Dorsey, Senior Consultant MIS Training

There will be a seminar held on April 13 & 14 on The Audit and Security of Oracle Client Server Databases. This two-day seminar will focus on the technical aspects of auditing and securing Oracle's client/server database facilities and the security, audit and query controls for Oracle and Oracle-controlled data. The seminar will specifically cover to following topics:

- Overview of Oracle environments
- Oracle objects
- The security mechanisms
- Security Features
- Integrity Features
- Commands and Utilities
- Organizational Impact
- Audit and Security Approaches
- Basic SQL SELECT statements

To register, please fill out the attached registration form and mail to:

Greater Cincinnati Chapter, ISACA
P.O. Box 1744
Cincinnati, OH 45201



Members On The Move!

Recent Openings:

Senior I/S Audit Consultant

Steelcase, Inc. has a current opening for a senior I/S audit consultant at their corporate office in Grand Rapids. The successful candidate will perform a wide range of audits including implementation reviews of large client/server systems, audits of existing applications, operating systems and data communications, and will perform audits of information systems operations at Steelcase subsidiaries and remote locations, including international. The position requires a Bachelor's degree in a related field, and 5 years experience in an I/S, or I/S auditing position. The ideal candidate will also have strong experience in auditing manufacturing and enterprise resource planning systems such as SAP. Strong communication and team skills are essential and a CISA is required. Ability to travel 10-15%.

Steelcase, the world's largest manufacturer of office furniture, offers a highly competitive salary, bonus, and benefit package. Interested candidates who meet the above requirements should send a resume to:

**Jamie Depuydt
Manager, I/S Audit
Mail code CH-3E-18
P.O. Box 1967**

Grand Rapids, MI 49501-1967

Steelcase is an Equal Opportunity Employer.

Senior Auditor/Internal Audit Central Michigan University

Internal Audit. Performs information system audits of University departments and activities and may assist in operational, financial and compliance audits. Minimum qualifications include a Bachelor's degree in accounting, information systems or related field; two years of increasingly responsible auditing or information systems experience; ability to organize and document work effectively; familiarity and/or experience with information system auditing or information systems; ability to communicate effectively and project a positive image; experience with word processing and spreadsheet software. Desired qualifications include certification as a CPA, CIA, or CISA; familiarity with higher education or fund accounting and SAP. **Send cover letter, resume, and the names, addresses and phone numbers of three professional references to: Human Resources/Staff, Rowe 109, Mt. Pleasant, MI 48859.** Review of applications will begin immediately and continue until the position is filled. CMU provides flexible benefits, an excellent retirement program with tax deferred investment options, tuition waiver for employee and family, and competitive salaries in an environment committed to excellence and customer service. CMU, an AA/EO institution, is strongly and actively committed to increasing diversity within its community (see www.cmich.edu/aaeo.html).



*Information Systems
Audit and Control
Association*

1999–00 Western Michigan Chapter Officers & Board of Directors

President

John Arens, CPA
Meijer, Inc.
Arensj@Meijers.com
616 / 791-3521

Vice President & Program Chair & Newsletter Editor

Rick Cummings, CISA
Jackson National Life Ins.
Rick.cummings@jnli.com
517 / 367-4301

Secretary/ Webmaster

John Blair
Steelcase, Inc.
jblair2@steelcase.com

Treasurer

Pam Bradford, CISA
National City
pam_1_bradford@national-city.com

Cisa Coordinator

Michael Sekoni, CISA
Accident Fund Company
casa-2@rain.net

Member At Large

Jamie Depuydt, CISA, CBA
Steelcase, Inc.
jdepuydt@steelcase.com

Past President

Bernie Powers
Steelcase, Inc.
bpowers@steelcase.com

— *THE FINE PRINT* —

Control Bits and Audit Bytes is a publication of the Western Michigan Chapter of the *Information Systems Audit and Control Association (ISACA)*. The purpose of this publication is to disseminate useful and timely information on automated systems control and security issues to Chapter members and selected practitioners of computer systems audit and security. Articles, submissions, and advertisements are the responsibility of the submitter, and do not reflect the opinions, beliefs, or practices of the Western Michigan Chapter.

Materials submitted for publication in *Control Bits and Audit Bytes* must be received by the Newsletter Editor no later than the submission deadline published in the newsletter. If no submission deadline is published, the default deadline is approximately three weeks prior to the next scheduled meeting of the Western Michigan Chapter of the *Information Systems Audit and Control Association*.

The deadline for submissions for the next Newsletter is Monday, March 20, 2000!