

5-11-2016

## EMU Today, May 11, 2016

Eastern Michigan University

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## EMU TOBACCO-FREE POLICY

Eastern Michigan University is a tobacco-free campus. The policy applies to all university employees, students, visitors, contractors, volunteers and service representatives while on EMU property. Smoking and the use of tobacco is (are) prohibited in or on all university owned, operated, or leased buildings, facilities and grounds, including (university or private) vehicles. This tobacco-free policy is intended to support a healthy learning, living, and work environment for every student, employee and visitor. For more information, visit the [EMU Tobacco-Free Policy](#).

## ETHICS AND COMPLIANCE REPORTING HOTLINE FOR EMU EMPLOYEES

The Ethics and Compliance Reporting Hotline is a 24/7 toll-free telephone number, and website where individuals can report, anonymously if they choose, an ethical or compliance-related issue involving any Eastern employee. The toll-free number is 866-213-4862. The website can be viewed at [Compliance Helpline](#).

Wednesday, May 11, 2016

## SPECIAL NOTICES:

**\* THE OFFICE OF INSTITUTIONAL RESEARCH AND INFORMATION MANAGEMENT IS RELOCATING:** The office of Institutional Research and Information Management (IRIM) will be closed starting **Monday, May 16** and will reopen on Thursday, May 19 at 8 a.m. in its new location at 401 Pierce Hall. All phone numbers will remain the same. Please note that during the time of closure, IRIM will not be able to reply to any data requests. If you have any questions, please contact Gale Potter at 487-7055 or email at [gpotter2@emich.edu](mailto:gpotter2@emich.edu).

**GOING GOOGLE - EMU ADMINISTRATORS AND STAFF TRANSITION:** All EMU administrators and staff will be transitioned to Google Mail on **Monday, May 16**. Please review the [Going Google Transition Guide](#) to make sure you're prepared. Transition Support Center hours are offered in Pray-Harrold, Halle Library and Owen to answer questions and assist with the process. Check out the [Transition Support Page](#) for locations and hours or call the IT Help Desk at 487-2120 for questions.

**\$2 DAILY MEMBERSHIP PASS TO THE REC/IM:** The Rec/IM is now offering \$2 daily membership passes to all EMU faculty/staff for the summer 2016 semester. Present your EMU faculty/staff ID (required) at the membership counter to purchase a single-day membership pass for only \$2. A single-day pass will allow unlimited use of the Rec/IM facility, including the fitness rooms, pools and all other recreation areas (does not include personal training, group fitness or any other programs offered.) For more information, please contact the Rec/IM front counter staff at 487-1338 or Donna Schubert at [dschubert@emich.edu](mailto:dschubert@emich.edu).

**VOLUNTEER FOR YPSILANTI PRIDE DAY:** Join the EMU VISION Volunteer Center and Student Government volunteer team on **Saturday, May 21**, as they serve alongside those in the community for Ypsilanti PRIDE Day. Volunteer opportunities from 9 a.m. to 12 p.m. at Frog Island Park and Depot Town. Enjoy a post-event picnic from 12 - 2 p.m. at the Ypsilanti Public Library Whittaker Road Branch. There will be shuttles to the Library and back. Register to volunteer with others from EMU at [Volunteer for Ypsi Pride](#) and click register and under Site Location select "Frog Island Park" or "Depot Town." Contact Becca Timmermans at [rtimmer1@emich.edu](mailto:rtimmer1@emich.edu) or call 487-9611 with questions.

**\* HOOPS AT NOON ON TUESDAYS AND THURSDAYS AT THE REC/IM:** Do you enjoy playing basketball? EMU faculty and staff are encouraged to come over to the Rec/IM and play basketball with others from around campus. Noon hoops is played every Tuesday and Thursday on the 3rd floor of the Rec/IM. In order to participate in this program you must have a membership to the Rec/IM or purchase a \$2 guest pass for the day. For more information, please contact Kyle McAlear at 487-8050 or [kmcalear@emich.edu](mailto:kmcalear@emich.edu).

## TODAY'S EVENTS

**SUBMIT AN EVENT TO THE EMU EVENT CALENDAR:** To submit an event to the EMU event calendar, click on [Submit an Event](#), or go to the EMU homepage, click on "calendars," then click the green button labeled "Submit an Event" (located on the bottom left) and enter your event information. All events are subject to approval.

**SUBMISSIONS FOR POSTING IN EMU TODAY:** EMU Today is an internal daily e-blast sent to the faculty and staff. To submit an announcement or post an event, please forward your entry electronically to [emu\\_today@emich.edu](mailto:emu_today@emich.edu). Please be sure to format your entry with a title and include a description of the event, where the event will be held (room and building), the date and time, and a

contact name, phone number and/or e-mail address. For questions, contact Debra Johnson at 487-2484 or email at [djohn144@emich.edu](mailto:djohn144@emich.edu).

**NOTE: An asterisk denotes a new item.**

## LECTURES & PRESENTATIONS

**CAMPUS SAFETY AWARENESS & HAZARD COMMUNICATION TRAINING:** All new employees of the University are required to participate in the Safety Awareness & Hazard Communication Training presented by Environmental Health and Safety Department (EHS). Below is the schedule of the upcoming training sessions which will be held in room 300 in the Halle Library.

- **Thursday, May 19**, from 1:30 - 3 p.m.
- **Tuesday, June 14**, from 10:30 a.m. to 12 p.m.

Please register at [environmental\\_health\\_safety@emich.edu](mailto:environmental_health_safety@emich.edu) or call 487-0794. This training is now also available online through "E-training." Please contact the EHS at 487-0794 for additional information.

**CPR & AED TRAINING FOR FACULTY AND STAFF:** Environmental Health and Safety will hold a CPR & AED training for faculty and staff on **Monday, June 13**, from 9 - 11:30 a.m. in room 300 in Halle Library. To register, please send an email to Kathryn Wilhoff at [kwilhoff@emich.edu](mailto:kwilhoff@emich.edu) or call 487-0794.

## CONFERENCES & WORKSHOPS

**INKSTAINS SUMMER WRITING CAMP FOR MIDDLE AND HIGH SCHOOL STUDENTS:** The EMU Writing Project (EMWP) is pleased to announce Inkstains, a summer writing camp for middle and high school students on the campus of EMU. The middle school writer's camp is scheduled for **July 11-15**. The high school writer's camp is scheduled for **July 18-22**. The camp runs Monday - Thursday from 9 a.m. to 3 p.m. and Friday from 9 a.m. to 12 noon. The cost of the camp is \$225. For more information or to request a brochure and application, please contact Kim Pavlock at [kpavlock@emich.edu](mailto:kpavlock@emich.edu). The Inkstains camp brochure and application are also available to download from the [EMWP website](#).

## ACTIVITIES AND EVENTS

**55th ANNUAL ALUMNI AWARDS DINNER:** Six accomplished EMU alumni will be honored at the 55<sup>th</sup> Annual Alumni Awards Dinner on **Saturday, May 21** in the EMU Student Center Ballroom. This year's award recipients include Drew Minock, David Behen, Kathy Walsh, John Weber, Ingrid Sheldon and Don Loppnow. The evening will feature a reception at 5 p.m. followed by a seated dinner and program at 6 p.m. Tickets for the awards dinner are \$55 per person or \$400 for a table of eight and can be purchased online at [EMU Alumni Awards Dinner Tickets](#). For questions please contact the Office for Alumni Relations at 487-0250.

**GET CLOSER:** Enjoy TRUEMU Day at the Detroit Zoo on **Saturday, June 4**. Includes an All-American buffet and special EMU/Detroit Zoo giveaway. Tickets are \$20 for adults aged 15-61 and \$15 for those aged 2-14 and 62 and older. Pick up your tickets from 9 - 11 a.m. at the Zoo and stay for the short program at 11:30 a.m. Visit [TRUEMU Day at Detroit Zoo](#) to purchase tickets. Contact Ted Coutilish at 487-2483 or [tcoutili@emich.edu](mailto:tcoutili@emich.edu) for event information.

**TRUEMU NIGHT AT COMERICA PARK:** Join EMU students, faculty, staff, alumni, family and friends to cheer the Detroit Tigers vs. the Minnesota Twins on **Tuesday, July 19**, at 7:10 p.m. To sign up for the free bus, please email the [EMU Marketing Department](#) to get more information. Participants will receive a voucher for an exclusive EMU and Detroit Tigers baseball cap, only available with ticket purchase and attendance. Visit [EMU/Tiger Tickets](#) to purchase tickets. Watch [last year's event](#).

## ARTS, FILM & ENTERTAINMENT

### ATHLETICS

**GO EMU EAGLES:** Please visit the [EMU Athletics homepage](#) for more information about all Eagles athletic games, schedules, rosters and much more. For ticket information, go to [EMU Tickets](#) or call the ticket office at 487-2282.

### REMINDERS

**EASTERN EXPERTS WEBSITE:** The Division of Communications has established a new, robust Eastern Experts website. The EMU Experts Directory will highlight the wide variety of expertise and insight on our faculty, with the goals of enabling journalists to quickly

secure experts to comment in stories and interviews and of helping community organizations find speakers for their events. If you are an EMU faculty or staff member with an area of expertise that might be of interest to the media or an area organization, we hope that you will consider becoming a part of the Eastern Experts Directory. The process is simple. Simply log on to the [Eastern Experts Directory](#). There you will find easy tips on how to join the directory, along with tips on writing your bio and completing the expert form. First, click "Join the Directory" and read the text there. After reading the text there, click "Complete the EMU expert form" and then log in using your my.emich credentials.

**EMU CAMPUS DIRECTORY FOR STUDENTS, FACULTY AND STAFF:** The directory is touch compatible and features a responsive design for optimized display and functionality on desktop, tablet or mobile devices. Users can search for students, faculty or staff via a single search box with results being cleanly displayed in expandable/collapsible rows. The new campus directory can be accessed directly at [www.emich.edu/directory](http://www.emich.edu/directory) or by using the single search box at the top of any EMU webpage. For more details, please read the press release about the new [EMU Campus Directory](#). Please contact Darcy Gifford at 487-5375 or [dgiffor2@emich.edu](mailto:dgiffor2@emich.edu) if you have any questions.

**PERSONAL DIRECTORY CORRECTIONS/UPDATES:** Personal Directory listings are populated through the Banner system. To check your personal listing for accuracy, please visit the [EMU Online Directory](#). If a listing needs to be updated, an employee's supervisor should update the information through a link located on the supervisor's My.Emich Employee tab. Instructions are as follows:

- Visit [My.emich.edu](http://My.emich.edu)
- Click on the Employee tab
- Click on the Employee link below the row of tabs
- Click on the Update Employee Campus Address link. You will then see a table of your direct reports. To edit, click on the EID or Phone links to edit. Once you have completed your edits, click the Submit button. NOTE: it may take up to 24 hours for your change to take effect.

For non-supervisory staff, alternate update methods are explained on the [Directory Information Updates page](#).

**EMU ONLINE DEPARTMENT DIRECTORY CORRECTIONS:** Please take the time to check your [Department Directory Listing](#) for accuracy. If the information needs to be updated, please send the information to: [dept\\_directory@emich.edu](mailto:dept_directory@emich.edu). For questions, contact Debra Burke at 487-6895 or by e-mail at [dburke15@emich.edu](mailto:dburke15@emich.edu).

**EMU PUBLIC SAFETY TIPS AND REMINDERS:** The EMU Police Department provides a variety of community service programs focused on safety awareness for our residential halls, classrooms and campus. These include crime prevention seminars, and training sessions and programs on sexual assault and alcohol awareness for faculty, staff and students. The EMU Police Department use high visibility foot patrols, mobile patrols, bicycle patrols and an extensive video monitoring system to help deter crime. It is important to report crimes or suspicious activities immediately -- police have a better opportunity to apprehend suspects and solve crimes. Please review the information below and report any crimes or any suspicious activities. Reporting a crime or suspicious activity can be done anonymously.

- To report an incident, or information anonymously, please call 487-4847 or send an email to [dps\\_questions@emich.edu](mailto:dps_questions@emich.edu).
- Call Crime Stoppers at (800) SPEAKUP (800) 773-2587 or email at [www.1800speakup.org](http://www.1800speakup.org) or visit the [Crime Stoppers homepage](#).
- For more information on public safety, please visit the [EMU Public Safety Tips homepage](#).
- EMU publishes a Daily Crime Log of all crimes reported to the EMU Department of Public Safety. This information can be viewed at [EMU Daily Crime Log homepage](#). EMU also publishes the [Daily Crime Log for the City of Ypsilanti](#).
- Visit [Real-time Crime Mapping Coverage](#) for EMU and the City of Ypsilanti.

Telephone numbers and email accounts listed above are set-up specifically for those who wish to report a crime or information related to a crime. **Your identity will remain anonymous.**

For questions pertaining to EMU Safety Tips or crime prevention, please contact Police Officer Candace Dorsey, Crime Prevention Coordinator at 487-0987 or by email at [cdorsey@emich.edu](mailto:cdorsey@emich.edu). The Crime Prevention office is located within the EMU Police Department at 1200 Oakwood Street. Police Dispatch at 487-1222. **For emergencies, call 911.**

## SCHOLARSHIPS

**SEARCH SCHOLARSHIP OPPORTUNITIES:** To find out about current scholarship opportunities, go to [search scholarships](#).



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