

2015

EMU Today, January 15, 2015

Eastern Michigan University

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On this day... In 1782 – Superintendent of Finance [Robert Morris](#) goes before the U.S. Congress to recommend establishment of a national mint and decimal coinage.

Quote: "Change your thoughts and you change your world." - **Norman Vincent Peale**

Fact: [John Stith Pemberton](#) (July 8, 1831 – August 16, 1888) was an American pharmacist, and is best known for being the inventor of Coca-Cola.

EMU Ethics and Compliance Reporting Hotline:

The Ethics and Compliance Reporting Hotline is active and available to faculty and staff. Established by the Board of Regents in January 2007, the Hotline includes a 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 Hotline is operated by Global Compliance, a leading global provider of comprehensive, integrated compliance solutions. The toll-free number and website are available 24/7, 365 days a year. The toll-free number is 866-213-4862. The website can be accessed at [Compliance Helpline](#).

Thursday, January 15, 2015

SPECIAL NOTICES:

CONCUR IS GETTING A FACELIFT: The “look and feel” of Concur will be changing on January 31. The updated User Interface is more intuitive and efficient, with a “work to zero” concept to improve the management of tasks. There will be an information session on **Tuesday, Jan. 20**, at 9:30 a.m. in room 300 in Halle Library, if you would like to get preview before the campus is switched over.

HURRY! UNDERGRADUATE SYMPOSIUM DEADLINE IS THURSDAY, JAN. 15: The deadline for nominations for the [2015 Nominations homepage](#) is Thursday, Jan. 15. The 35th Undergraduate Symposium will be held on **Friday, Mar. 27** at the Student Center. For more information, please visit the [Undergraduate Symposium homepage](#) or contact Wendy Kivi at 487-31978 or email wkivi@emich.edu.

PLANNED COMPUTING SYSTEM DOWNTIME: A planned computing system downtime is scheduled for **Friday, Jan. 16**, from 6 p.m. to midnight. Monthly maintenance of EMU's computing systems is routinely performed on a Friday evening during this time. During this month's maintenance program, the following major computer systems will be unavailable:

- EMU Website (www.emich.edu)
- Banner
- My.emich self-service faculty, student and employee tabs
- BOE

For a full list of all systems affected please visit IT's system outage page:
<http://it.emich.edu/portal/systems/index.cfm?fuseaction=all>

All other systems and services remain AVAILABLE including:

- Wired and Wireless Internet Access (residence halls, offices, and classrooms)
- EMU-Online course management system (<http://emuonline.edu>)
- Online Hiring System (www.emich.edu/jobs)
- EagleMail (available at <https://mail.emich.edu/>)
- Google Apps (<http://google.emich.edu>)

All planned maintenance for major EMU systems is scheduled in conjunction with the ERP-Business Operations Committee (BOC). The BOC includes representation from various campus units and Faculty Senate. Please contact the Help Desk at 487-2120 or it.helpdesk@emich.edu if you have any questions about this scheduled downtime. We appreciate your patience during this important and required system outage.

CAMPUS SAFETY AWARENESS & HAZARD COMMUNICATION TRAINING: All **new** EMU employees of the University are required to attend one of the Safety Awareness & Hazard Communication training sessions presented by the EMU Environmental Health Safety (EHS). Training sessions will be held in room 300 in Halle Library on the following dates:

- **Tuesday, Jan. 20** - 1:30 - 3 p.m.
- **Thursday, Feb. 12** - 1:30 - 3 p.m.
- **Wednesday, Feb. 25** - 10:30 a.m. to 12 p.m.
- **Monday, Mar. 9** - 10:30 a.m. to 12 p.m.
- **Tuesday, Apr. 14** - 1:30 - 3 p.m.
- **Wednesday, May. 13** - 1:30 - 3 p.m.
- **Tuesday, June 9, 2015**- 1:30 - 3 p.m.

To register please contact the EHS office at environmental_health_safety@emich.edu or call 487-0794.

CPR AND AED TRAINING FOR FACULTY AND STAFF: The EMU Environmental Health Safety will hold training sessions for CPR and AED for faculty and staff members who may be interested in learning these skills. All sessions will be held in room 300 in Halle Library on the following days:

- **Tuesday, Jan. 27** from 9 - 11:30 a.m.
- **Tuesday, Feb. 24** from 9 - 11:30 a.m.
- **Wednesday, Mar. 25** from 9 - 11:30 a.m.
- **Monday, Apr. 20** from 1:30 - 4 p.m.

If interested in signing up for one of the above training sessions, please send Kathryn Wilhoff an e-mail at kwilhoff@emich.edu with the date of the session you would like to attend. For questions, please contact EHS office at 487-0794.

Today's Events

RETIREMENT RECEPTION FOR ANITA AMRHEIN: The Department of Public Safety will host a retirement reception for Anita Amrhein **today, Jan. 15**, from 2 - 5 p.m. at the Dept. of Public Safety building for 31 years of service at EMU. Light refreshments will be served. For questions, please contact Bob Heighes at 487-2261.

HISTORY AND PHILOSOPHY DEPARTMENTS HOSTS GUEST SPEAKER: The History and Philosophy Department is pleased to welcome Patti Duncan who will speak on "Genealogies of Unbelonging - Contesting Legacies of U.S. Militarism in South Korea," **tonight, Jan. 15** from 5 – 6:30 p.m. in the Halle Library

Auditorium. In her talk, Duncan will discuss the legacy of war and U.S. militarism in South Korea and other contexts in Asia, particularly as they continue to impact women and gender, and structure processes of violence and migration. Using a transnational feminist framework, she will highlight the historical connections between mixed race subjects and transnational adoptees, suggesting the ways gendered and racialized biopolitics impact the lives and experiences of these two communities while also shaping representations and understandings of citizenship, family and kinship. This event is free and open to the public and is LBC approved. For questions, please contact Tomoyuki Sasaki at tsasaki@emich.edu or call 487-1018.

DR. MARTIN LUTHER KING, JR. COMMEMORATIVE MARCH: Join members of the University community **tonight, Jan. 15** at 5:45 p.m. as they gather to march across campus and reflect upon the historical significance of EMU buildings and landmarks and the stalwarts for which they were named. Marchers will gather on the north side of the Student Center at 5:45 p.m. and departure at 6 p.m. This event is free and open to the public. Hot chocolate will be provided. To see the complete list of MLK events planned, please visit the [Martin Luther King Jr. Celebration homepage](#).

DR. MARTIN LUTHER KING, JR. KICK-OFF DISCUSSION: Immediately following the Commemorative March, the campus community is invited to a panel and open discussion **tonight, Jan. 15**, at around 7 p.m. in the Student Center Auditorium as the film "Hidden Colors 2" is discussed. This event is free, open to the public and refreshments will be served. To see the complete list of MLK events, please visit the [Martin Luther King Jr. Celebration homepage](#).

SUBMISSIONS IN EMU TODAY: Please note, EMU TODAY is an internal daily e-blast sent to faculty and staff. To submit an announcement or post an event, please forward your entry electronically to 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.

NOTE: An asterisk denotes a new item.

POST AN EVENT TO THE EVENTS CALENDAR: To submit a new event, 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.

Lectures & Presentations

EQUALITY KNOWLEDGE PROJECT SPEAKER SERIES: The third event in the Equality Research Center Equality Knowledge Project Speaker Series will be on **Wednesday, Jan. 21** at 11 a.m. in room 300 in Halle Library. Erich Pitcher from Michigan State University will present "Re-conceptualizing Gender Equality in the Academy: Trans* Academic Narratives." This event is free and open to the campus community. For more information on the Equality Research Center and upcoming events, please visit www.emich.edu/equality or contact Nicole Richards at nrichar8@emich.edu.

ROUNDTABLE WITH STATE SENATOR REBEKAH WARREN: The second event in the Equality Research Center Equality Leadership Series titled "Workplace Equality: LGBT Policy and Practice Roundtable" will be held on **Monday, Jan. 26** in McKenny Guild Hall from 9:30 - 11:30 a.m. and will feature State Senator Rebekah Warren along with other advocates and activists including Emily Dievendorf of Equality Michigan, Natalie Dove of EMU and Naomi Goldberg of Movement Advancement. This event is co-sponsored by Equality Michigan. This event is free and students, faculty and staff are all encouraged to join us! For more information on the Equality Research Center and upcoming events, please visit www.emich.edu/equality or contact Nicole Richards at nrichar8@emich.edu.

BLACK HISTORY MONTH EXPERT PANEL DISCUSSION: The Department of Africology and African American Studies at EMU is pleased to host a Black History Month Panel Discussion on **Monday, Feb. 2**, from 12 – 2:30 p.m. in room 310A in the Student Center. The panel will discuss "Assessing Barack Obama's second term presidency: How would history judge it." Panelists will be Barbara Patrick, Jerome Reide, Eric Brown, Solange Simoes, Ravi Perry and Patrick Pieh with Victory Okafor as moderator. Questions to be tackled by the panel include issues involving the police and the African American community. Complimentary refreshments will be served. This event is LBC approved. This event is free and open to the public. Please contact Cheryl Olverson at 487-3460 or email at csanders1@emich.edu with any questions.

STAR LECTURE SERIES CONTINUES WITH FIFTH GUEST SPEAKER: The Honors College is pleased to host the fifth Star Lecture on **Tuesday, Feb. 17**, 7 – 8:30 p.m. in the Halle Library Auditorium. The guest speaker will be Minnie Bluhm, assistant professor of Healthcare Administration, who will talk about "Improving the Odds of a Life Well-Lived: Links Between Health and Emotion." Physical health and state of mind are significant influences on our ability to live life well. Finding pleasure, satisfaction and meaning in work, in relationships with partners and others and in relationship to one's self are all affected by how we feel physically and emotionally. In this talk, Dr. Bluhm will provide an overview of a newly emerging area of interest in public health: the link between emotions and health. She will discuss the impact of factors such as stress, optimism and attitude on one's health, and ultimately, on the ability to live life well. To see the complete series, please visit [2014-15 Star Lecture Series](#). For questions, please contact Rebecca Sipes at rsipe@emich.edu.

BOOK DISCUSSION WITH EMU PROFESSOR/AUTHOR: EMU professor emeritus Henry Aldridge (Film Studies) will give a presentation about his book, *The Michigan Theater: Ann Arbor's Home for Fine Film and the Performing Arts Since 1928*, delving into the 80-year history of Ann Arbor's downtown movie palace. The discussion will take place on **Thursday, Feb. 12** at 7 p.m. in the Halle Library Auditorium.

Aldridge was an important community member in the salvation of the theater from the wrecking ball and received assistance from the Department of Communication, Media, and Theatre Arts as well as the Program in Historic Preservation to acquire materials and data to write an historically accurate narrative of the building's first 80 years of existence. Aldridge will discuss film studies as relevant to the theater's history, historic preservation, research, community activism, and other topics as they relate to the book. A question and answer session will immediately follow. The lecture is LBC approved. Books will be available for signing. For more information, contact Randal Baier at 487-2520 or email rbaier@emich.edu or contact Natalie Hensel at nhensel@michtheater.org.

"BEING PREPARED FOR AN UNPREDICTABLE LIFE" STAR LECTURE: The Honors College will host its final Star Lecture for the year entitled "Being Prepared for an Unpredictable Life," on **Tuesday, Mar. 10**, from 7 – 8:30 p.m. in the Halle Auditorium. The featured guest speakers will be Rebecca Sipe, director for the Honors College; Patrick Barry, faculty member, CMTA; Reggie Barnes, director of Diversity and Community Involvement; John Feldkamp, associate director for the Honors College and Tuong-Vi Huynh, from Housing and Residence Life. As college students, how can one possibly prepare for a future that is both unpredictable and constantly evolving? What sorts of experiences—academic and extra-curricular—are most important? What types of personal qualities might need to be developed in order to be ready when new possibilities arise? This interactive panel discussion will provide multiple perspectives on these questions and offer all participants the opportunity to apply information from the series to their own planning for the future. For questions, please contact Rebecca Sipes at rsipe@emich.edu.

2014-2015 JOHN W. PORTER SPEAKER SERIES: The John W. Porter Distinguished Chair in Urban Education presents the 2014-2015 Speaker Series: The African American Young Men of Promise Initiative. The College of Education welcomes keynote guest speaker Seena Skelton who will be presenting on the topic of "Institutionalizing Cultural Knowledge: A Process for Engaging in Critical Reflection on Policy," on **Thursday, Mar. 26**, from 9 – 11 a.m. in the Student Center. This event is free and open to the public. The

2014-2015 Speaker Series is hosted by the Department of Leadership and Counseling and Theresa Saunders is chair of the Porter Chair Speaker Series Steering Committee. Please visit the [John W. Porter Speaker Series homepage](#) for more information or contact Sally Rosales at 487-2778.

Conferences & Workshops

EMU INTERNSHIP FAIR: The 2015 EMU Internship Fair will take place on **Wednesday, Jan. 29**, from 12 - 3 p.m. in the Student Center Ballroom. The event is an opportunity for EMU sophomores, juniors, seniors, graduate students and alumni to speak with employers offering internships/co-op positions for the current semester, summer or later semesters. Students are encouraged to register through Handshake at https://handshake.emich.edu/career_fairs/13/student_preview prior to the event. Interested employers may also register for the Internship Fair via Handshake as well, or may contact Mary Jane Fallot at mfallot@emich.edu or call 487-5621 for more information.

Activities and Events

2015 DR. MARTIN LUTHER KING, JR. CELEBRATION OF EVENTS: Over the past three decades, EMU has established a strong tradition of discourse, learning opportunities, creative expression, and community building in honor of Dr. Martin Luther King, Jr. The 2015 MLK Planning Committee has put together a stellar array of commemorative events to the theme "Breaking the Illusion: The Movement Continues."

Friday, Jan. 16:

- **MLK Day of Service** - Join VISION for a morning of service with local non-profits from 9 a.m. to 2 p.m. Volunteers will meet in the Ballroom in the Student Center for check-in and issue education. Transportation will be provided. Sign-up to volunteer at [MLK Day of Service Sign-up](#). Many of the service locations will be outside so please dress appropriately. All volunteers will be back to the Student Center by 2 p.m.
- **Poetry Celebration: "The Color of Drums"** - Students will explore today's most pressing social justice issues through compelling performances relating to the theme "The War Is Not Over." This year's featured performer is acclaimed spoken word artist, Jasmine Mans. Doors open at 6:30 p.m. with a showtime of 7 p.m. in Pease Auditorium. Presented by the EMU Poetry Society. This event is free and open to the public.

Saturday, Jan. 17:

- **"H2E" Student Talent Showcase and Scholarship Competition** - Join us for a celebration of the performing arts. EMU students will showcase their talents in honor of the Civil Rights Movement and compete for three scholarships. Intermission will feature the music of DJ iPod. Doors open at 6:30 p.m. with a showtime of 7 p.m. The event will be held in Pease Auditorium. Free admission.

Sunday, Jan. 18:

- **Town Hall Panel Discussion Community Event** - Join us for an engaging and informative "Town Hall" with a panel of elected officials and representatives from various community organizations who will discuss the MLK celebration theme and the collaborative relationships that make our community better. From 2 - 4 p.m. in the Student Center Auditorium. This event is free and open to the public.

Monday, Jan. 19:

- **MLK Breakfast** - It's time to get inspired! This year's breakfast will feature clips of some of Dr. King's most inspiring speeches, great food and inspirational music. The breakfast will be served from 8 - 9:30 a.m. in room 300 in the Student Center and is free and open to the public.
- **Keynote Address** – This year's keynote guest speaker will be Dick Gregory who will speak at 10 a.m. in the Student Center Auditorium.
- **MLK President's Luncheon** - Keynote speaker will be Dick Gregory. Luncheon will be held from 11:45 a.m. to 2 p.m. in the Student Center Grand Ballroom. Prices are \$10 for students and \$20 for faculty, staff and community guests. Tickets can be purchased via phone at the EMU Ticket Office 487-2282 or in person at the EMU Convocation Center ticket office or at the Student Center ticket office. Tickets are not available online. This event is open to the public.
- **Academic Programs** – A selection of academic programs will be held from 2 – 4 p.m. in various locations in the Student Center.
- **CloseUp Theatre Troupe** - Though educational, *CloseUp* does not preach or moralize social issues. Instead, scenes and performances are open-ended in order to encourage questioning and dialogue among audience members. All of their material is original and collectively created by troupe members and its directors. This year, issues pertaining to the MLK theme, "*Breaking the Illusion: The Movement Continues*" will be explored. Two showtimes: 2:45 p.m. and 4 p.m. in the Student Center Auditorium. This event is free and open to the public.
- **Afterglow Celebration** - Join the MLK Planning Committee and the EMU campus community as we celebrate the culmination of the 2015 MLK Day and honor two prominent social justice pioneers, Judy Sturgis-Hill and Kay Woodiel as they prepare to retire from EMU. The Afterglow Celebration will be held from 5:30 – 7:30 p.m. in room 300 in the Student Center.

For more information, please visit the [Martin Luther King Jr. Celebration homepage](#). The 2015 MLK Planning Committee would like to especially thank President Susan Martin and the Office of Government and Community Relations for their financial support, which enables us to make tickets affordable for all who wish to attend. If you have questions about any of the MLK events, please contact one of the Committee Co-Chairs: Reggie Barnes (rbarne13@emich.edu), Dawn Pearcy (dpearcy@emich.edu), Asrat Tessema (atessema@emich.edu) or Tiran Burrell (tburrell@emich.edu).

COFFEE WITH THE CIO: Please join Carl Powell, the University's Chief Information Officer, for coffee on **Friday, Jan. 23**, from 9 to 11 a.m. in the Library's Carillon Room, 301 Halle. He will discuss current IT initiatives and answer any questions you may have. Contact Carolyn O'Neill at coneill@emich.edu or 487-2371.

ORTHOTICS AND PROSTHETICS OPEN HOUSE: The EMU Department of Orthotics and Prosthetics will hold an open house on **Tuesday, Jan. 27**, from 6 – 8 p.m. in room 235 in the Warner Gymnasium building. This is a great opportunity to learn more about the Master's of Orthotics and Prosthetics program and you can tour the facilities and meet current students and the faculty. Please RSVP to Wendy Beattie at: wbeattie@emich.edu. For more information, please visit the [Orthotics and Prosthetic homepage](#).

Arts, Film & Entertainment

SOUL KINETIC MUSIC & DANCE CONCERT: The EMU Department of Music and Dance is pleased to present the 63rd Annual Faculty & Guest Artist Dance Concert "Soul Kinetic" featuring a variety of subject matter and genres, including contemporary dance, hip-hop, contemporary ballet, musical theatre and classical

ballet. Performances will be held on **Friday, Jan. 16 and Saturday, Jan. 17** at 8 p.m. and **Sunday, Jan. 18** at 2 p.m. in Quirk Theatre, Quirk Building. Ticket prices are \$10 for adults and \$8 for students. For tickets, please call the EMU Ticket Office at 487-2282 or order online at www.emutix.com.

WOMEN'S RESOURCE CENTER HOLDS "OUR VOICES" VAGINA MONOLOGUES: The Women's Resource Center will host their own Vagina Monologues called "Our Voices" to be performed on **Friday, Feb. 6**, from 6 - 9 p.m. in the Alexander Recital Hall. "Our Voices" will be a collection of monologues written and performed by EMU students. "Our Voices" is open to all self-identified women (cis or trans).

There will be three workshops led by a group of knowledgeable and supportive women who will aid performers with crafting their monologues. You do not have to perform or share your monologue. You can write one and have someone else perform it, or you can write a monologue just for yourself and not share it at all. The workshops will be held in room 302 in Halle Library on the following dates and times:

- **Tuesday, Jan. 20** from 7 – 8:30 p.m.
- **Thursday, Jan. 22** from 7 – 8 p.m.

There will be a dress rehearsal to run through the monologues on **Thursday Feb. 5** from 7 – 9 p.m. If you have any questions, feel free to call them at 487-4284 or email the Women's Resource Center at emu_womenscenter@emich.edu.

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

FREE PASSPORT PHOTOS: The Office of International Initiatives in the College of Arts and Sciences is pleased to once again offer FREE passport photos and help with completing the passport application. Walk-in hours for the Winter 2015 semester are 11 a.m. to 4 p.m. Monday-Thursday in room 103 D Boone Hall. Please contact Elisabeth Morgan at emorgan@emich.edu for more information.

WORKERS' COMPENSATION PROCESS REVISIONS: The revised instructions and forms are now available on the [Department of Risk Management and Workers' Compensation webpage](#). Any forms which your department may have pre-printed should be destroyed and the new forms should be used beginning January 1, 2015 as they contain new information related to the process.

New Clinic: The Workers' Compensation Act allows employers to direct medical care for the first 28 days after inception of medical treatment due to a work-related injury/illness. Currently, employees are directed to seek treatment at either of the two Midwest Health Center locations in Romulus and Dearborn. As of January 1, 2015, an additional occupational health clinic has been included as a designated clinic where employees may seek medical treatment. Washtenaw Urgent Care in Ann Arbor, which is located at the SE corner of Washtenaw and S. Huron Parkway, in the Arlington Square Building. Access to the building is available off Washtenaw via several "service drive" entrances or off S. Huron Parkway. *Except in the case of a life-threatening emergency, failure to seek medical treatment at a designated clinic may delay or deny an employee's medical claim.*

Authorization for Treatment Form: Another addition to the injury report is the "Authorization for Treatment" form which must be completed and signed by a Supervisor, for the employee to provide to the clinic when seeking treatment. A supervisor's signature on this form indicates that they are aware of the injury, and that the

employee will be seeking medical treatment. Failure to provide this form to the employee may delay treatment at the clinic. For additional information, please visit the following websites:

[EMU Department of Risk Management and Workers' Compensation webpage](#) or visit the [Michigan Workers' Compensation Board FAQ webpage](#). Please do not hesitate to contact the Department of Risk Management and Workers' Compensation at 487-1357, or via email to tpiercec@emich.edu (workers' compensation) or dsalk@emich.edu (Director of Risk Management) if you have any questions.

GOOGLE DRIVE REPLACING U: DRIVE: In March 2015, Google Drive will formally replace EMU-provided U: drives. Google Drive provides unlimited storage space to EMU faculty and staff, and allows files to be shared with others within and outside of the university. Google Drive also allows for easy file access from any computing platform (desktop, tablet or mobile).

In addition to unlimited file storage space, Google Drive has mobile apps so you can access your files from your smartphone or tablet, too! There is also a tool that will allow you to sync all of the contents of your Google Drive to a desktop folder on your Windows or Mac computer. Full details on how to access your EMU-provided Google Drive account, where to get the mobile apps, and how to set up syncing are available at: <http://www.emich.edu/it/services/googleapps/drive.php>.

The decision to decommission the use of EMU-provided U: drives was made because the storage technology in use is outdated and the available storage capacity no longer meets the needs of faculty and staff. (Please note that the departmental shared drives, known as the W: drive or the Z: drive, will remain available and are not affected by this change.)

Anyone with files stored on their U: drive that they wish to keep must move those files to Google Drive (or another storage location) before March 1, 2015. Any files remaining on the U: drive after that date will be permanently deleted. Questions or concerns about this change may be directed to Rocky Jenkins 487-3145 or rjenkins@emich.edu.

NEW EMU CAMPUS DIRECTORY FOR STUDENTS, FACULTY AND STAFF NOW AVAILABLE: The Division of Communications in collaboration with the Division of Information of Technology has developed a new EMU campus directory. The new directory is touch compatible and features a responsive design for optimized display and functionality on desktop, tablet or mobile devices. Users can now 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 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 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 <http://it.emich.edu/service/online/directory/index.cfm?fuseaction=main>. 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
- 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 at <https://www.emich.edu/it/services/directoryupdates.php>.

EMU ONLINE DEPARTMENT DIRECTORY CORRECTIONS: Please take the time to check your department directory listing at <http://www.emich.edu/telephones/> for accuracy. If the information needs to be updated, please send the information to: dept_directory@emich.edu. For questions, contact Debra Burke at 487-6895 or by e-mail at 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.
- Call Crime Stoppers at (800) SPEAKUP (800) 773-2587 or email at 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](#).
- Online, real-time crime mapping covering EMU and the City of Ypsilanti is available at: <http://geodata.acad.emich.edu/Crime/Main.htm>.

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. 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

STELLA AND ROSE ROMANOW ENDOWED SCHOLARSHIP FUND: Applications and nominations are now being sought for the Stella and Rose Romanow Endowed Scholarship Fund for Excellence in Library Sciences, which is available to both undergraduate and graduate students for the 2015/16 year. The scholarship fund is available for students pursuing degrees relevant to work in libraries, archives and related

organizations. **Applications received by February 15, 2015 will receive first consideration.** Information and application forms are available at the following website: <http://www.emich.edu/library/about/romanow-scholarship/>

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



[Eastern Michigan University](#), *Education First*

Ypsilanti, MI, USA 48197 | 734.487.1849

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