

2016

## EMU Today, January 26, 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](#).

Tuesday, January 26, 2016

## SPECIAL NOTICES:

**BOARD OF REGENTS MEETING:** The EMU Board of Regents will hold its next Board Meeting on **Friday, Feb. 5**, at 1:30 p.m. in room 201, Welch Hall. Below is the schedule for the committee meetings. All meetings will be held in Welch Hall.

- Athletic Affairs Committee: 9:30 - 10:15 a.m., Room 201
- Educational Policies Committee: 9:30 - 10:15 a.m., Room 205
- Faculty Affairs Committee: 10:30 – 11:15 a.m., Room 205
- Student Affairs Committee: 10:30 – 11:15 a.m., Room 205
- Finance and Investment Committee: 11:30 a.m. to 12:15 p.m., Room 201

Please note that the following items will be prohibited at all meetings of the Board of Regents:

- Sticks and poles
- Any noise making devices
- Backpacks are allowed, but subject to search as needed

According to EMU Board Policy 9.4, no person shall possess or use any firearm or other dangerous weapon, concealed or otherwise, on property owned, leased or controlled by the University or otherwise in the course of University business. Further, no person shall possess or use explosive materials, incendiary devices or other dangerous objects or substances on property owned, leased or controlled by the University or otherwise in the course of University business.

We ask that you respect the spirit of this forum and allow all speakers the opportunity to speak and conduct official business. Behavior that disrupts the event or prevents speakers from being heard, or from being able to continue, is prohibited. Failure to comply may result in criminal and/or student conduct code sanctions. For additional information or questions, please visit the [Board of Regents homepage](#) or contact Vicki Reaume at 487-2410 or email [vicki.reaume@emich.edu](mailto:vicki.reaume@emich.edu).

## NOMINATIONS ARE NOW BEING ACCEPTED FOR THE EMU DISTINGUISHED WOMEN IN HIGHER EDUCATION LEADERSHIP AWARD:

This award is sponsored by the EMU arm of the Michigan American Council on Education Network for Women (ACE). The award is open to faculty and staff at any level or position at EMU and is designed to recognize work on behalf of women in higher education that is beyond the scope of the nominee's formal staff or faculty job responsibilities. A nominee must be an employee of EMU and an individual who has exhibited outstanding leadership to other women at EMU, in their profession and in society at large. Visit the [Nomination Guidelines](#) for more information. **Nomination deadline is February 10, 2016.** For questions, please contact Ebony Spearman at [espearma@emich.edu](mailto:espearma@emich.edu) or 487-9789.

**SEEKING NOMINATIONS FOR THE STUDENT GOLD MEDALLION AWARDS:** To nominate a student, organization or organization adviser for a Student Gold Medallion Award, please visit the [Student Medallion Award Homepage](#). **Nominations are due February 15, by noon.** All currently enrolled EMU undergraduate and graduate students in good standing are eligible to be nominated for Student Gold Medallion Awards. All recognized student organizations at EMU and their advisers are also eligible. Visit the [List of Student Organizations for 2015-2016](#) to see all the student organizations at EMU. Any current student or EMU employee may submit nominations. For questions, please contact Kate Curley at [kcurley@emich.edu](mailto:kcurley@emich.edu).

**GIFT OF LIFE CAMPUS CHALLENGE AT EMU:** The Health Administration Student Organization (HASO) at EMU is leading the Gift of Life Michigan Campus Challenge, an organ and tissue donor drive competition among 12 universities in MI, now through Wednesday, Feb. 24. Students, professors, alumni and local community members can sign up on the Donor Registry, scoring a point for EMU and giving hope to those needing life-saving organ or life-healing tissue transplants. To sign up and credit EMU,

visit [GiftOfLifeMichigan.org/CampusChallenge](http://GiftOfLifeMichigan.org/CampusChallenge), and select EMU from the drop-down menu, or watch for our HASO students staffing tables at the Student Center and elsewhere on campus.

At the end of the five-week competition, a trophy is awarded to the school with the most donor registrations and one to the school with the most registrations compared with student population. Signing up on the Michigan Organ Donor Registry is an easy, quick way to give hope to the 3,500 residents of our state waiting for a life-saving organ transplant, and tens of thousands more who need cornea and tissue transplants to improve the quality of their lives.

The Gift of Life Campus Challenge is one of the most successful organ donation college outreach programs in the nation, and has been recognized by the U.S. Department of Health & Human Services for its exceptional results. Since its inception in 2004, the Gift of Life Campus Challenge has inspired more than 36,000 people to join the state's Donor Registry. Gift of Life Michigan is the state's federally designated organ and tissue recovery organization, which acts as intermediary between donors, their families and hospital staff.

**SEEKING STAFF AND FACULTY TO ENGAGE WITH STUDENTS AT THE LEADERSHAPES INSTITUTE:** For the past 14 years, EMU has hosted a session of the LeaderShape Institute. This nationally renowned program is attended by approximately 60 EMU students each year. In addition, five EMU faculty and staff members work closely with these students throughout the week under the guidance of two certified lead facilitators from other institutions. This year's LeaderShape will be held **Tuesday, Apr. 26 through Sunday, May 1**, at a nearby camp and conference center. Training for Cluster Facilitators takes place on **Monday, Apr. 25**. Over the past decade, we have seen many tangible, positive outcomes based on the visions and goals students begin to develop when they participate in this powerful learning experience. These include the formation of the nationally recognized Poetry Society and many other new student organizations, annual performances and celebrations like the Colors of Harmony event, and innovative student-led collaborations and new initiatives.

We would not be able to successfully offer this program each year without dedicated faculty and staff who serve as the Cluster Facilitators for this week-long intensive leadership experience. While it is a significant time commitment, it is truly a rewarding experience for facilitators as well as students. If you are interested in applying to be a Cluster Facilitator this year, please submit the **LeaderShape Form**. Contact Casey Krone, [cjordan@emich.edu](mailto:cjordan@emich.edu), with any questions.

**FREE BASKETBALL TICKETS FOR FACULTY & STAFF:** The Department of Intercollegiate Athletics would like to thank all faculty and staff for their commitment to the University with two free tickets to the EMU Men's and Women's Basketball games during Faculty-Staff Appreciation Nights during one of the following games:

- **Tuesday, Feb. 2**, at 7 p.m.
- **Wednesday, Feb. 3**, at 7 p.m.

To pickup your free tickets (limit two), bring your Eagle Card ID to the EMU Convocation Center Ticket Office (open daily from 9 a.m. to 5 p.m.). Additional tickets may be purchased for \$5 to each men's game and \$3 to each women's game by calling the EMU Ticket Office at 487-2282 and asking for "Faculty Day" tickets. This offer will be available until 2 hours prior to tip off. After that time, additional tickets will be available for regular, single game pricing at the Ticket Office. Go Eagles!

## 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.

- **Tuesday, Jan. 26**, 1:30 - 3 p.m.
- **Thursday, Feb. 11**, 1:30 - 3 p.m. **(CANCELLED)**
- **Wednesday, Feb. 24**, 10:30 a.m to 12 p.m.
- **Monday, Mar. 14**, 10:30 a.m. to 12 p.m.

- **Wednesday, Apr. 13**, 1:30 - 3 p.m.
- **Thursday, May 19**, 1:30 - 3 p.m.
- **Tuesday, June 14**, 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 the following CPR & AED training for faculty and staff. The training will be held in room 300 in Halle Library on the dates and times below:

- **Tuesday, Jan. 26**, 9 - 11:30 a.m.
- **Friday, Feb. 26**, 9 - 11:30 a.m.
- **Thursday, Mar. 24**, 1:30 – 4 p.m.
- **Monday, Apr. 18**, 9 - 11:30 a.m.
- **Wednesday, May 18**, 1:30 – 4 p.m.
- **Monday, June 13**, 9 - 11:30 a.m.

To register, please send an email to Kathryn Wilhoff at [kwilhoff@emich.edu](mailto:kwilhoff@emich.edu) or call 487-0794.

**WORLD RENOWNED DIVERSITY EDUCATOR - REV. DR. JAMIE WASHINGTON TO VISIT EMU:** The Division of Student and Academic Affairs invites all students, faculty and staff to join world renowned diversity educator, Rev. Dr. Jamie Washington for an interactive discussion on privilege. Washington is founder and President of the Social Justice Training Institute and Washington Consulting Group and has served as an educator, administrator and consultant in higher education for over 30 years. He will conduct two interactive sessions - one for students and one for the faculty and staff. The sessions are as follows:

- Student Session - **Thursday, Jan. 28** at 7 p.m. in room 310A in the Student Center
- Staff Session - **Friday, Jan. 29** at 9 a.m. in the Student Center Ballroom B

These sessions are a great opportunity for professional and educational growth (LBC Credit approved for students). For more information, please contact Dar Mayweather at 487-3117 or email [dmayweat@emich.edu](mailto:dmayweat@emich.edu).

**CAMPUS LIFE WELCOMES MSNBC POLITICAL ANALYST MICHAEL STEELE:** Former Chair of the Republican National Committee, Michael Steele will speak at EMU on **Tuesday, Feb. 2** at 7 p.m. in the Student Center Auditorium. Steele will talk on "The Political Scene According to Michael Steele." For more information, contact Campus Life at 487-3625.

**\* FOOD JUSTICE: A COMMUNITY CONVERSATION:** Join EMU VISION for their first in a series of discussions around social justice on **Wednesday, Feb. 3**, from 4:30 - 6 p.m. in room 350 in the Student Center. Learn about the effects of food justice in our local community and what is being done and how you can help.

**THINKING OUTSIDE THE BOOKS:** The CSIE Program invites you to a panel discussion on alternatives to traditional textbooks on **Tuesday, Feb. 16**, from 4 - 5 p.m. in the Halle Library Auditorium (G03). Our panel of library experts and faculty will address why you may want to consider alternatives, as well as what options are available and how to evaluate them. We invite questions and discussion from those who attend. For more information, contact us via e-mail at [csie.info@emich.edu](mailto:csie.info@emich.edu) or by phone at 487-0281.

**2016 STAR LECTURE SERIES:** The Honors College is pleased to present the 2016 Star Lecture Series "A Life Well Lived: Improving Race Relations on Campus, within the Community and in the Workplace." The guest speakers are as follows:

- Cheyenne Luzynski will talk on "Leadership is a CHOICE" on **Tuesday, Feb. 9**, from 7 - 8:30 p.m. in the Halle Auditorium. Luzynski will talk about leadership skills and abilities have been increasingly critical for college students to explore and develop as they prepare for post college endeavors. This lecture will provide an upbeat approach to leadership and practical concepts to help make positive daily improvements. It is through the lens of leadership that students will gain an understanding for the relational aspects and formal and informal roles of pursuing a life well-lived. In this interactive and thought-provoking lectures students will engage in critical reflection, small group discussion, and activities designed to empower and inspire.
- Daniel Seely will present "The Language that Separates Us" on **Tuesday, Mar. 8**, from 7 - 8:30 p.m. in the Halle Auditorium. In one sense, language separates us: speakers of different languages generally don't understand each other, and speakers of the same, but different 'dialects' of a language may make (conscious and unconscious) judgments about each other as 'different.' But, in another sense, language unifies us: at a deep level of abstraction, and considered from a biological perspective, there is just one human language, i.e. there is the human capacity for language, which all humans share and which seems to distinguish humans from other species. Seely's talk will explore current linguistic research about the nature of language, providing students with the opportunity to learn more about language and how it can both divide and unite us.

For more information and/or questions, contact the Honors College at 487-0341 or visit the [Honors College homepage](#).

**2016 EQUALITY KNOWLEDGE PROJECT SPEAKER SERIES:** The lineup for the 2016 Equality Knowledge Project Speaker Series will feature the following topics and guest speakers:

- Elizabeth Coston, from Stonybrook University will speak on **Tuesday, Jan. 26**, at 5:30 p.m. in room 310A in the Student Center. Coston will talk on "LGBT Rights and their Impact on Anti-LGB Violence."
- Logan Casey, from the University of Michigan will talk on **Thursday, Feb. 18**, at 5:30 p.m. in room 300 in the Student Center. Casey will speak on "Disgust and the Dynamics of LGBT Politics."
- Courtney Caviness, from the University of California-Davis will talk on **Tuesday, Mar. 8**, at 5:30 p.m. in room 310A in the Student Center. Caviness will talk about "Organizational Inequality and Policing of LGBTQ Sexual and Gender Identities Post-Don't Ask Don't Tell."
- Brandon Robinson, from the University of Texas-Austin will talk on **Thursday, Apr. 14**, at 5:30 p.m. in room 320 in the Student Center. Robinson will discuss "OUTcasts: LGBTQ Homeless Youth Surviving in the South."

Sponsored by the EMU Equality Center. For questions, contact the Equality Center at 487-3032 or visit the [Equality Center homepage](#).

## CONFERENCES & WORKSHOPS

**SALESMANSHIP FOR GRANT WRITERS:** Please join the Office of Research Development and Administration for a special presentation and workshop with Rich Austin from Sandler Training on **Friday, Jan. 22**, from 9 - 11 a.m. in room 352 in the Student Center. Grant proposals are in fact a sophisticated sales pitch, but most researchers have not been taught to write this way. In this interactive workshop, work on your "elevator pitch" and learn salesmanship tips that will help polish your next grant and get reviewers' attention. Please RSVP to [jglass5@emich.edu](mailto:jglass5@emich.edu).

**SESI CONFERENCE:** The Center for Entrepreneurship at the College of Business is proud to present the Sesi Entrepreneurship Conference on **Friday, Feb. 12**, at the Student Center. The Collegiate Entrepreneurs' Organization of EMU is hosting the event and students, faculty and staff are invited to attend the inspirational conference. The Skandalaris Business Plan Competition will also be held during the conference, which includes a continental breakfast and a sit-down lunch. The event is *FREE* but online registration is required. Register by visiting [Sesi Conference Registration](#).

**BEHAVIOR ANALYSIS ASSOCIATION OF MICHIGAN CONFERENCE:** The Behavior Analysis Association of Michigan (BAAM) will hold a 2-day conference on **Thursday, Feb. 18** and **Friday, Feb. 19**, from 8 a.m. to 5 p.m. on the third floor of the Student Center. The BAAM conference has been organized to support and promote scientific research on the basic principles of behavior and the extension of those principles to create demonstrably effective and humane outcome-based therapies with the primary goal of establishing and enhancing functional independent living skills. For questions, contact Ambreen Shahabuddin at [ashahabu@emich.edu](mailto:ashahabu@emich.edu) or visit the [BAAM homepage](#) for more information.

## ACTIVITIES AND EVENTS

**MOTOWN, CHEESIN IT UP:** Crossroads Marketplace is bringing you a Motown themed event on **Wednesday, Jan. 27** from 11:30 a.m. to 11 p.m. Come get a taste of Motown as well as a variety of Mac n' Cheese entrees including Lobster Mac, Buffalo Chicken Mac and Traditional Mac n' Cheese and lots more, plus desserts including chocolate chip cheesecake. For questions, please call Derek at 487-3066 or email [dkell@emich.edu](mailto:dkell@emich.edu).

\* **ANNUAL CHARLES DREW BLOOD DRIVE:** The brothers of Omega Psi Phi Fraternity Inc. Theta Gamma Chapter are partnering with the American Red Cross to host their annual Charles Drew blood drive on **Tuesday, Feb. 2**, from 11 a.m. to 5 p.m. in the REC/IM. If you are interested in donating, please email Jaborius Ball at [jball9@emich.edu](mailto:jball9@emich.edu) with your name and phone number to register.

**INTERNSHIP FAIR:** The EMU 2016 Internship Fair will take place on **Wednesday, Feb. 3**, from 12 - 3 p.m. in the Student Center Ballroom. This event is an opportunity for students to speak with employers offering internships for the current and future semesters. Some employers may also be hiring for open positions. The event is open to students from all majors; and freshmen through seniors, graduate students and interested alumni are welcome to attend free of charge. Registration is on [Handshake](#). A Ready Room will also be available for students to practice their handshake and employer introductions, have a quick wardrobe check, have a LinkedIn photo taken and check employer information prior to entering the Fair. If you know of any employers who may be interested in participating, please contact Mary Jane Fallot at [mfallot@emich.edu](mailto:mfallot@emich.edu) or call 487-5621.

**FLU VACCINE & TB SCREENING:** The Snow Health Center will hold a Flu Clinic and TB Screening on **Friday, Feb. 5**, from 10 a.m. to 2 p.m. For more information, visit the [UHS homepage](#).

\* **GRADUATE OPEN HOUSE:** Learn how an EMU graduate degree is the advantage you need to succeed during the Graduate Open House on **Saturday, Mar. 12** from 10 a.m. to 12 p.m. in the Student Center Ballroom. Apply onsite to a single program for free and enter to win three credits of tuition, a \$1,500 award. Register today at [Graduate Open House Registration](#) or call 487-6453.

## ARTS, FILM & ENTERTAINMENT

**TRUEMU NIGHT AT THE PALACE OF AUBURN HILLS:** Join EMU students, staff, friends and alumni on **Wednesday, Mar. 23**, at 7:30 p.m. for an exciting night as the Detroit Pistons take on the Orlando Magic! Cost to attend is \$45 per person and includes FanDuel Club 300 game ticket, all-inclusive beverages, arena fare buffet, and a custom green and white Detroit Pistons winter hat. To purchase tickets visit [TRUEMU Night Tickets](#). Deadline to purchase tickets is Tuesday, February 23, 2016. For questions regarding this event please contact the Office for Alumni Relations at 734.487.0250 or [alumni.relations@emich.edu](mailto:alumni.relations@emich.edu).

**ELLIE GOULDING COMES TO THE EMU CONVOCATION CENTER DURING HER DELIRIUM WORLD TOUR:** Ellie Goulding will be at the EMU Convocation Center on **Monday, May 9**, at 7 p.m. Tickets go on sale on Friday, Nov. 6. Tickets range from \$35 - \$59.50. Visit the EMU Ticket Office homepage at [EMUTIX.com](http://EMUTIX.com) or by phone at 487-2282.

## 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

**IMPORTANT ANNOUNCEMENT FOR TRAVEL AND EXPENSE USERS IN CONCUR:** Based on input from campus users, the Travel and Expense team has been working to enhance the travel and expense reporting experience. Beginning the week of January 25, two changes will affect expense reports as follows:

- For travel submitted after January 28, 2016, the per diems that will be used in Concur will be the Government's Department of Defense standard travel per diem for meals, located at [Per Diems Calculation Information](#).
- Also, you will see an improvement to the workflow routing on Concur expense reports. The routing will now follow the approval flow of the org where an expense is charged in addition to the default manager.

If you have any questions or comments, the next scheduled Concur lab is on Monday, Jan 25 at 3 p.m. in room G07B in Halle Library, or you can submit any questions or comments to [accounts\\_payable@emich.edu](mailto:accounts_payable@emich.edu).

**P2P TECHNOLOGIES INFORMATION:** Employees and students must now "opt-in" to use peer-to-peer (P2P) technologies on the EMU WiFi network. If you do not use P2P technology to download software updates or other data, no action is required on your part (and you can skip the rest of this message).

P2P technologies (such as Bittorrent) have a great deal of value for legitimate uses. However, these technologies are also frequently abused to illegally share copyrighted materials including films, music and textbooks. In some cases, this results in legal copyright infringement claims (called DMCA violations) against the EMU users, including lawsuits and fines. Torrents are also occasionally infected with viruses and other malware.

EMU fully supports the right to use these tools for legitimate purposes. EMU will help students, faculty and staff that need to use the technology to "Opt-In." This new process is intended to ensure that those using the technology fully understand their obligations and risks associated with P2P technologies. Those that opt-in will be able to use torrenting software on the EMU wireless network when authenticated using their NetID.

To opt in, go to [P2P Opt-In](#). You may be prompted to login with your NetID/password. Read/accept the terms, complete the form, and click "Request Item." Information Technology staff will verify your identity and grant your NetID access to use P2P on the WiFi network. You will receive a notice when your request has been processed and your access is active. If you do not wish to click the link above to opt-in, you can also find the signup form link in our forms library. Navigate to: IT Web Site → "Getting Help" section → Forms Library → Network Request Forms heading → Peer-to-Peer Opt-In Request Form. For questions or concerns about this process change, contact Rocky Jenkins at [rjenkins@emich.edu](mailto:rjenkins@emich.edu).

**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.

**ADOBE ACROBAT PRO AVAILABLE FOR UNIVERSITY-OWNED COMPUTERS:** A new software agreement between EMU Information Technology and Adobe allows for the installation of Adobe Acrobat Pro on all university-owned computers. Acrobat Pro extends the function of Adobe Reader by allowing you to create and edit PDF documents. To request installation, contact the I.T. Help Desk at 487-2120.

**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

**ROAD TO COMPLETION SCHOLARSHIP:** The Road to Completion Scholarship in the amount of \$2,500 is available for Detroit students with 110 credits. To apply, visit the [Road to Completion Scholarship Application](#) or contact Regina George with questions at [rgeorge@emich.edu](mailto:rgeorge@emich.edu) or call 487-1060.

**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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