

2016

EMU Today, October 13, 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](#).

Thursday, October 13, 2016

SPECIAL NOTICES:

LATEST UPDATES AND CAMPUS RESOURCES RELATED TO RACIST GRAFFITI INCIDENTS: A website has been developed as a resource for ongoing updates and information about the two incidents of racist graffiti found on Eastern Michigan University's campus on September 20 and 21. The site includes links to all campus update messages sent to date to students, faculty and staff; forums that have been scheduled; and, information about resources available to the campus community. Please visit the [resource page](#) for additional information.

BOARD OF REGENTS MEMBER TO HOLD OFFICE HOURS: An EMU Board of Regents member will hold office hours **October 27 and October 28 from noon to 2 p.m. in 207 Welch Hall**. During the office hours, the Regent will meet with individuals -- students, faculty or staff members -- for 25 minutes each to listen to matters related to the University community. Topics can range from questions, concerns, ideas, suggestions or positive points on matters related to the University. Office visits are coordinated through the Board Office by contacting Vicki Reaume, vice president and secretary to the Board of Regents. To schedule an appointment, please contact the Board Office at 487-2410 or via [email](#). The subject or topics of the meeting must be provided in advance when scheduling the appointment. As a reminder, the Regents are always accessible through the Board Office by [email](#).

PLANNED COMPUTING SYSTEM DOWNTIME: FRIDAY, OCTOBER 14, 6 P.M. TO SATURDAY, OCTOBER 15, 7 P.M.: This is a special maintenance window needed to install critical upgrades to several Banner modules (General, Accts. Receivable, Human Resources, Position Control, Student, and Financial Aid). These upgrades will begin on **Friday, October 14 at 6:00 p.m. and will finish no later than Saturday, October 15 at 7:00 p.m.**

During this upgrade the following major computer systems will be unavailable:

- Banner
- my.emich self-service faculty, student and employee tabs
- Xtender imaging
- Workflow

PLANNED COMPUTING SYSTEM DOWNTIME: FRIDAY, OCTOBER 21, 6 P.M. TO MIDNIGHT: Monthly maintenance of EMU's computing systems is routinely performed on **Friday evening from 6:00 p.m. to midnight**. During this month's maintenance program, the following major computer systems will be unavailable:

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

For a full list of systems affected please visit [IT's system outage page](#).

All other systems and services remain available including:

- Wired and Wireless Internet Access (residence halls, offices, and classrooms)
- [Canvas Learning Management System](#)
- [Online Hiring System](#)
- [Google Apps](#)

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 (734) 487-2120 if you have any questions about this scheduled downtime. We appreciate your patience during this important and required system outage.

DINING GRAND OPENING CELEBRATION: Dining services will host a grand opening celebration on **Thursday, October 13 from 10:30 a.m. - 1:00 p.m.** at the EMU Student Center for the newly renovated dining spaces including Smashburger, Eagle's Nido, Sono, Za'tar and Mondo. A short ceremony and ribbon cutting will be held at 10:30 a.m. followed by festivities, games, prizes, free samples, and giveaways including free meal plans.

BANNER LOGIN BECOMES MORE CONVENIENT: On **Tuesday, November 1**, Banner systems will be updated to use Single Sign-On (SSO). SSO is a technology that will make it more convenient for those who navigate between the University's administrative systems by requiring them to login only once using their NetID (formerly my.emich) username and password. Employees with security rights to multiple systems will be able to access Banner, AppXtender Web (formerly WebXtender), and Workflow without being prompted for additional login requests. For more information visit **IT's website** or contact the IT Help Desk at 734-487-2120.

56TH ANNUAL ALUMNI AWARD SUBMISSION DEADLINE: The Office of Alumni Relations encourages the nomination of outstanding alumni for its showcase event. The Alumni Awards Dinner Honors multiple recipients in four categories; Outstanding Young Alumni, Alumni Achievement, Distinguished Alumni and the Dr. John W. Porter Distinguished Service Award. Submissions may be made by anyone in favor of those who meet the award criteria. The deadline for the formal nomination of potential winners for the upcoming Alumni Awards is Friday, October 14. For more information, visit the **Alumni website**. Nominations must be submitted to Eastern Michigan University, Office for Alumni Relations at 234 McKenny Hall by **October 14** in order to receive consideration.

GO GREEN! BE GREEN! SAVE GREEN!:

Go Green! EMU will be testing several energy savings strategies in an effort to save energy dollars and be more environmentally conscious. The strategies vary by building type, controls, and design and include pre-cooling at night and "coasting" through peak hours (11:00 am to 7:00 p.m. as defined by DTE Energy); raising cooling temperature setpoints by one to two degrees and resetting discharge air temperature setpoints based on actual space temperature.

Be Green! You can help. Minimize the use of appliances especially during peak hours. Shut off lights, computers, televisions, etc. when leaving a room. For air conditioned spaces, raise thermostat setpoints to 75 degrees or higher especially in buildings with older controls which only have local control. Close blinds and curtains in air conditioned spaces to minimize heat gain from the sun.

Save Green! The challenge. Last year the annual electrical demand peak was 10,154 kW set in the month of September. A five percent reduction in this demand peak would result in annual savings of more than \$68,000 in electrical demand charges. A 10 percent reduction would save more than \$136,000 annually. There are also additional savings in electric supply charges and environmental benefits as well. Every little bit will help. So do your part and help EMU Go Green!

MICHIGAN ORPHAN KITTEN RESCUE AND SHOE BOX RECYCLING: The Children's Institute has teamed up with the Michigan Orphan Kitten Rescue and Shoe Box Recycling and needs your extra shoes to help local orphaned kittens from newborn to four weeks of age.

Please drop off all paired men's, women's and kids shoes (no flip flops or boots please) that are still usable at the Children's Institute at Fletcher School on Cornell. The rescue gets money for the shoes to help orphan kittens. So far The Children's Institute has helped the MOKR earn over \$1,500!

For questions or additional information please send an **email** to Michigan Orphan Kitten Rescue or check out their **Facebook page**. If you have any questions, please call Tracey Buhinicek at 487-2348.

EMU ATHLETICS ANNOUNCES CLEAR BAG POLICY FOR ALL EVENTS: EMU Athletics has announced it will implement a clear bag policy for all athletic events in 2016-17, the school announced today, Aug. 10. The move is to provide a safer environment for the public and to expedite fan entry into stadiums.

The new EMU policy is consistent with what the NFL and other professional organizations have done for the past several years. The policy is also in line with what numerous institutions around the Mid-American Conference and the country are putting into place this year.

Only clear tote bags smaller than 12 inches by 6 inches by 12 inches or one-gallon plastic freezer bags will be allowed inside Rynearson Stadium and other athletic venues on the EMU campus this year. In addition, small handheld clutch purses (smaller than 4.5 inches by 6.5 inches) will continued to be permitted into Eastern Michigan venues.

All backpacks regardless of size are prohibited and any bags larger than 12" x 6" x 12", clear or non-clear will be strictly prohibited. Exceptions will be made for approved medical needs.

Other prohibited items include, but are not limited to: purses larger than a clutch bag, coolers, briefcases, backpacks, fanny packs, cinch bags, non-approved seat cushions, luggage of any kind, computer bags and camera bags or any bag larger than the permissible size.

All bags will be subject to search and inspection.

Full details of the new policy can be found [here](#).

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.

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. 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.

NOTE: An asterisk denotes a new item.

LECTURES & PRESENTATIONS

DOCTORAL DISSERTATION DEFENSE: The Educational Studies Doctoral Program, Urban Education Concentration, cordially invites the campus community to attend the Doctoral Dissertation Defense of Audrey Bernard in **Room 300 of the Hall Library, Tuesday, October 25 at 5:00 p.m.** The dissertation is titled "You are Coming with Me.": A Phenomenological Exploration of Urban Speech-Language Pathologists" Dissertation Chair, Dr. Sarah M. Ginsberg. For questions, please [contact by email](#).

AGING STUDIES PROGRAM ANNUAL LECTURE: *Aging and the 2016 Election: Promises, Positions and Claims.* **Wednesday, October 26th, 4-6 pm in the EMU McKenney Ballroom.** Please join the EMU Aging Studies Program as we explore key senior programs like Social Security, Medicare, and long term care supports and services in light of the 2016 Presidential Election. This lecture will feature Mr. Jim McGuire, MSW, the Director of Research, Policy Development and Advocacy at the Area Agency on Aging 1-B. A light hors d'oeuvres reception will immediately follow the lecture. This event is free and open to the public; no tickets are required. For questions, please contact Andrea Zakrajsek by [email](#) or at 487-3220.

DIGGING, DIRT, DINOSAURS, AND DENISOVA: EPISODES IN PALEONTOLOGICAL SCIENCE AND VALUES: This talk will take place on **Thursday, October 27 from 5:30 p.m. - 7:00 p.m.** in room 300 of Halle Library and demonstrates just how impoverished a view of paleontology results from accepting the value-free ideal of science, and focusing only on the value-free parts of paleontological science. Ergo, if philosophers are interested in understanding what paleontologists do, then they ought to be interested in the many and crucially value-laden parts of paleontology. For more information visit the [Facebook event page](#), [Professor Havstad's website](#), or email [Michael Doan](#). This event is part of the 2016-17 Philosophy Speaker Series, and is sponsored by the Department of History and Philosophy.

EMU DEPARTMENT OF MATHEMATICS PRESENTS A GUEST LECTURE BY SARAH KOCH, UNIVERSITY OF MICHIGAN:The EMU Department of Mathematics' Endowed Speakers Lecture will be presented **November 9, 2016 at 3:30 in 213 Pray-Harrold**. This semester's speaker is Sarah Koch, an Associate Professor of Mathematics at the University of Michigan. The title of her talk is 'Mating Habits of Polynomials'. Please contact [Stephanie Casey by email](#) for more information.

CONFERENCES & WORKSHOPS

RESUME WORKSHOPS FOR IT/STEM MAJORS: Resume Workshops are being offered for students in IT / STEM majors (Science, Technology, Engineering & Math) in preparation for the IT / STEM Job Fair on October 20. The workshops will be on **Wednesday, October 12 from 10:00 a.m. - 11:00 a.m. and 3:00 p.m. - 4:00 p.m., and on Thursday, October 13 from 9:00 a.m. - 10:00 a.m.**, and will be held in the UACDC Conference Room (200 McKenny Hall). Please encourage students to attend, bring a copy of their current

resume, and be ready to make notes or corrections. Making the most of job fairs and employment/internship leads will also be discussed. If time permits, resumes will be reviewed individually. Students should sign up at the [Handshake website](#) for the sessions.

STUDENT WORKSHOPS COVERING THE USE OF HUMAN SUBJECTS IN RESEARCH: Sonia Chawla, EMU's Research Compliance Officer, will lead two workshops geared toward students planning to present at the 2017 UG Symposium and collecting data using human subjects. The **Monday, October 24 and Thursday, October 27** workshops will cover human subject protection, obtaining consent, and navigating the human subject review process. Both workshops will be held from **3:00 p.m. - 4:00 p.m. in 200 Boone Hall**. For more information contact [Wendy Kivi](#) or [Harriet Lindsay](#) by email.

CPR AND AED TRAINING: As part of the EMU Automated External Defibrillator (AED) Program, CPR and AED training is available to faculty and staff. Training will be held in 300 Halle on the following days:

Wednesday: 9/21/2016: 9 a.m. - 11:30 a.m.

Wednesday: 10/19/2016: 9 a.m. - 11:30 a.m.

Monday: 11/28/2016: 9 a.m. - 11:30 a.m.

Monday: 12/19/2016: 9 a.m. - 11:30 a.m.

To register, please e-mail [Kathryn Wilhoff](#) with the date you want to attend or call 7-0794 to register.

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 the Environmental Health and Safety department (EHS). You may register by calling (734)487-0794. EHS now offers an online training version through "E-training", please contact them for further information.

2016/2017 Training Schedule:

*All training sessions will take place in room 300 of Halle Library

Tuesday: 9/13/2016: 5:30 p.m. - 7:00 p.m.

Monday: 9/19/2016: 1:30 p.m. - 3:00 p.m.

Thursday: 10/6/2016: 10:30 a.m. - 12:00 p.m.

Wednesday: 10/12/2016: 5:30 p.m. - 7:00 p.m.

Tuesday: 11/8/2016: 1:30 p.m. - 3:00 p.m.

Friday: 12/9/2016: 10:30 a.m. - 12:00 p.m.

Friday: 1/13/2017: 10:30 a.m. - 12:00 p.m.

Tuesday: 1/24/2017: 1:30 p.m. - 3:00 p.m.

Thursday: 2/9/2017: 1:30 p.m. - 3:00 p.m.

Wednesday: 2/22/2017: 10:30 a.m. - 12:00 p.m.

Monday: 3/13/2017: 10:30 a.m. - 12:00 p.m.

Wednesday: 4/12/2017: 1:30 p.m. - 3:00 p.m.

Thursday: 5/18/2017: 1:30 p.m. - 3:00 p.m.

Tuesday: 6/13/2017: 10:30 a.m. - 12:00 p.m.

ACTIVITIES AND EVENTS

EASTERN MICHIGAN UNIVERSITY JOINS THE EDUROAM GLOBAL WIFI ROAMING SERVICE FOR ACADEMIA: Have you ever visited another university and needed to connect to their WiFi service? Have guests from another university needed access to EMU's WiFi service? Now it's possible! Eastern Michigan University has joined the EDUROAM global WiFi roaming service for Academia. EMU students, faculty, and staff can use their valid EMU account to connect to the EDUROAM WiFi service at other participating institutions. Likewise, visitors from participating institutions can use their university accounts to connect to EMU's EDUROAM service. To use the EDUROAM service when visiting a participating institution:

- Select the "EDUROAM" WiFi network
- Enter your EMU account credentials

The EDUROAM service is available at more than 480 participating educational institutions in the U.S., as well as more than 80 territories globally. Michigan State University, Wayne State University, Western Michigan University and the University of Michigan all participate in EDUROAM. A complete list of participating U.S. institutions can be viewed at the [EDUROAM website](#).

EDUROAM is a service of Internet2 and is available at EMU beginning Thursday, October 13. Should you have questions or concerns, please contact [Rocky Jenkins](#) by email.

EMU FOUNDATION LAUNCHES ANNUAL FACULTY/STAFF CAMPAIGN: Eastern Michigan University's annual faculty/staff campaign is underway through **November 30**. Collectively, your support makes a difference. If 100% of our faculty and staff give, our impact will surely be felt by thousands of Eastern students for years to come. We're aiming for 100% participation in this year's

campaign, whether it's \$5 or \$500. Visit the EMU Foundations webpage to make your contribution today. You can take advantage of convenient payroll deductions, make a one-time gift, or make a recurring gift.

KLEINHENN FUNDRAISER THROUGH THE CHILDREN'S INSTITUTE: Starting **Monday, October 3 to Monday, October 17**, the Children's Institute is doing a Fall Fundraiser through Kleinhenn Company. You have two ways to order: You can request a catalog from the Children's Institute and submit the order with payment to the main office, or you can register at [Kleinhenn's website](#) and order online

For your convenience you may also go to the [Team School Fundraiser website](#) and order under Beth Kahl's login.

To get into the system use order number: 178986. All funds raised will go towards our Family Scholarship, which is funding support for low income families. Thank you in advance for your help with this fundraiser. Please contact Beth Kahl at 487-1126 for any questions.

EXPLORE EASTERN UNDERGRADUATE OPEN HOUSE: Know a high school junior or senior? Ask them to attend Explore Eastern on **Saturday, October 1 or Saturday, October 22**, where they will explore 300 majors and minors, talk with faculty, students, admissions, financial aid advisors, and apply for free with official transcripts. For additional information visit the [undergraduate admissions website](#).

GRADUATE OPEN HOUSE: At Eastern Michigan University, graduate education is never limited to the classroom. What you will discover is more than what you will find in books. On **Saturday, October 15**, you will have the chance to discover hundreds of market-driven graduate degrees or certificates at EMU's Graduate Open House. This is the best way to talk with faculty, students and financial aid and admissions advisors at one time and one place. Tour campus, get answers and learn about graduate assistanceships and doctoral fellowships. Save money. Apply on site to a single program for free. At EMU, discovering never really ends. Be TRUEMU! [Register today](#).

EDCAMP EMWP: TOTAL CONTENT LITERACY: This conference is about literacy in all its forms, created by attendees for themselves. Join other committed educators as they learn together on **October 15, from 8:00 a.m. - 4:00 p.m. in room 213 of Pray-Harrold**. This event is free, breakfast will be provided, four SCECHs available, and a parking pass is your registration ticket. For more information or any questions e-mail [Bill Tucker](#) or call 734-487-0997.

17TH ANNUAL ENHANCEMENT OF POLICE AND COMMUNITY TRUST: This a public forum which provides the opportunity for the public to speak and listen on bias and racial disparity in our community and criminal justice system. Personal experiences regarding treatment by police are welcome. This event will take place on **Wednesday, October 19 at the Learning Resource Center (LRC), 4135 Washtenaw Ave from noon - 2:00 p.m.** For more information you can visit the [LegalNews event website](#).

2016 IT/STEM JOB FAIR: The 2016 IT / STEM Job Fair will be held on **Thursday, Oct. 20, 2016 from 1:00 p.m. - 4:00 p.m.** in the Student Center Ballroom. This event is an opportunity for students from all class levels in the areas of IT, Science, Technology, Engineering & Math to meet with employers regarding jobs and internships. The employer list is updated daily and can be found on the [Handshake event page](#). Resume review workshops will be available prior to the fair (also on Handshake). Please encourage students to attend, dress in business attire and bring several copies of their resumes. Employer referrals should be directed to [Mary Jane Fallot by email](#) or at [734-487-5621](#).

2016 EMPLOYEE BENEFITS AND WELLNESS FAIR: Join HR at the annual Employee Benefits and Wellness Fair. Visit with benefit vendors and ask questions about the EMU benefit plans and your coverage. Activities will include various health screenings, raffles and giveaways. The HR Benefits staff will also be available to answer any questions about the upcoming open enrollment period. You will also be able to get a free flu shot if you are enrolled in an EMU health plan and present your BCBSM/BCN member card. A mini-fair will be held on **Thursday, October 20 from 11:00 a.m. - 2:00 p.m. in room 101 B of the College of Business**. The main fair will be held on **Thursday, October 27 from 11:00 a.m. - 3:00 p.m. in the Student Center Ballroom A**. If you have any questions please contact the [HR Benefits office](#) by email or at 734-487-3195. For more information, check out the [Benefits website](#).

TRUEMU NIGHT AT JOE LOUIS ARENA: Visit "The Joe" one last time! Watch out Detroit Red Wings skate around the Nashville Predators in their "Farewell Season" during TRUEMU Night at Joe Louis Arena on **Friday, October 21 at 7:30 p.m.** Ticket holders will receive a free Red Wings/EMU branded t-shirt at the arena before the game. The first 200 tickets sold will include a food voucher. To buy tickets, visit the [Detroit Red Wings website](#). Enter promo code TRUEMU. For a free bus ride, contact [Ted Coutilish by e-mail](#). Bus availability is limited. For more information, contact Ted Coutilish, AVP, University Marketing, at 487-2483.

WE HAVE MADE OURSELVES: YPSILANTI'S AFRICAN AMERICAN HERITAGE SIGNAGE PROJECT COMMUNITY

CONVERSATION & CHARETTE: Thanks to an Act 88 Grant from Washtenaw County, the city of Ypsilanti will be creating and installing signage around the city celebrating Ypsilanti's African American Heritage. Engage EMU will be hosting a Community Conversation and Charette to engage the community in providing their ideas and voices for this African American Signage Project. The event is taking place at the **Riverside Arts Center on Friday, October 21 from 4:00 p.m. - 7:00 p.m.** For more information contact **EMU Engage** or **Matt Wagner** by email.

CALL FOR STUDENT ORG LEADERSHIP SUMMIT FACILITATORS: Campus Life is seeking Student Organization Advisors interested in volunteering to be trained to facilitate a group of 10 student org leaders as they engage in discussion and dialogue about leadership at an off campus site on **Friday, October 21 at noon, continuing through Sunday, October 23 at 1:00 p.m.** Help support the success of our student leaders and their organizations! Food, transportation, housing and a small stipend will be provided to our facilitators.

For more information or to volunteer, contact Kate Curley by **email** or at 7-9322.

GRADUATE @ THE PODIUM: The Graduate @ the Podium (GaP) will be taking place on **November 18, all throughout the day at the Student Center.** This event will provide graduating graduate students with an opportunity to both practice their oral presentation skills and present their scholarly/creative work before they graduate. GaP will encourage cross-disciplinary interaction and conversation. Each plenary session will gather graduate students from differing disciplines and/or colleges to celebrate scholarly research through common themes (e.g. community, environment, etc.). If you are a student who is interested in presenting at GaP please submit a GaP proposal by **Wednesday, October 5.** You will be notified of acceptance on **October 19.**

FACULTY PRESIDENTIAL DEBATE: Attend a debate between faculty members portraying Hillary Clinton and Donald Trump on **Wednesday, October 26 from 7:00 p.m. to 9:00 p.m. in room 216 of Pray-Harrold.** The event will be moderated by Dr. David Klein and Dr. Edward Sidlow of the Political Science Department and will tackle issues relevant to the election. For more information contact **Kellie Majcher by email** or at 734-487-3113.

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

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** 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 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**
- 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.** 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](#).

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

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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