

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

RECOMMENDATION

EMERITUS STAFF STATUS

ACTION REQUESTED

It is recommended that the Board of Regents grant Emeritus Staff Status to three (3) staff members: Daniel Booth, Stationary Engineer in the Heating Plant who retired July 31, 2009; Gerald R. Davis, Library Master Technician who retired December 31, 2006; Donovan H. Hahlbrock, Library Master Technician who retired September 16, 2009.

STAFF SUMMARY

According to University policy, retiring Administrative Professional (AP), Athletic Coaches (AC), Confidential Clerical (CC), Food Service, Custodial & Maintenance (FM), Professional Technical (PT) or Clerical Secretarial (CS) staff members who have served the University for at least fifteen (15) years, may be granted Emeritus Staff Status. Such status is conferred based on the recommendation of the President and approval of the Board of Regents.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

The proposed action has been reviewed and is recommended for Board approval.

University Executive Officer
President

Date



EASTERN MICHIGAN UNIVERSITY

Division of Academic Affairs

EMERITUS STAFF STATUS RECOMMENDATION

The Department of Physical Plant recommends the awarding of **Emeritus Staff Status** for the following retiring/retired staff member:

Name of Staff Member: Daniel Booth

Current Status at EMU: Retired

Date of Hire at EMU: October 28, 1985 Retirement Date: July 31, 2009

Number of Years at EMU: 23 $\frac{1}{2}$ (Minimum of 15 years of service required)

Please complete the following information on the retiring staff member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty/Staff/Student Directory.

Home Address:

Home Telephone:

E-Mail Address:

Name of Spouse:

Degree(s)/Institutions/Year: Baccalaureate: _____

Masters: _____

Doctoral: _____

Please Attach a Brief Statement of Support to this Form

Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file at the EMU Foundation.

Ray D. Sowers 9/10/09
Recommended by (please print) Date

[Signature] 9/10/09
Department Head and/or Supervisor Date

[Signature] 9/9/09
Dean and/or Vice President Date

[Signature] 9/11/09
Provost Date

October 20, 2009
Date Submitted to Board of Regents

Please forward this completed form to: Nicki Banush
Academic Affairs, 106 Welch Hall

**Eastern Michigan University
Physical Plant Department
INTER-OFFICE CORRESPONDENCE**

TO: Board of Regents

DATE: September 10, 2009

FROM: Ray D. Sowers
Principal Plant Engineer, Electrical

SUBJECT: Staff Emeritus Recommendation for Daniel Booth

I am pleased to recommend Mr. Daniel Booth to you for Staff Emeritus Status. Dan has been employed for over 23 years at our Heating Plant as a Stationary Engineer operating the boilers, switchgear and Cogeneration equipment. He began in 1985 on midnight shift after many years in the maintenance department of Washtenaw Community College. There he advanced himself by completing a series of power plant operations classes leading to the City of Detroit Stationary Engineering license required for his position at EMU.

Dan took the responsibilities of his position very seriously. For example, he maintained an exemplary attendance record despite a schedule that included working three out of four holidays, three out of four weekends per month, and the possibility of mandatory over-time on all shifts and in all weather conditions. When new Stationary Engineers were hired, Dan unselfishly did his part to share his knowledge and experience for the good of the University and the new hires. Dan also continued to improve himself during his employment through additional classes and technical training through the years.

Behind the scenes and ready to respond, Dan was on duty on March 9, 1989 as the catastrophic fire at Scherzer Hall threatened the integrity of the campus utility system and the safety of first-responders. During many snow emergencies and ice storms, Dan was there, usually alone, ready to stay on duty until relieved. During such events as power outages, it was often Dan who would restore power and steam while others rested at home. Dan also responded to the unexpected while he was off-duty, as in the case of the on-the-job cardiac arrest death of a fellow Stationary Engineer on June 24, 1994. When Tom Foley died, Dan came to work to finish Tom's shift and work a long midnight shift alone after that tragic event.

In retirement, Dan is not ending his relationship with EMU. Should the Heating Plant be unexpectedly short-staffed for any reason in the next few years, Dan has offered to return as a temporary Stationary Engineer to ease the burden of covering shifts in that 24/7 operation. Likewise, as a member of the Ypsilanti community, Dan seeks to continue to interact with the educational and cultural resources of EMU.

For his service and dedication to the mission of EMU, please consider and approve this request for Staff Emeritus Status for Daniel Booth.



EASTERN MICHIGAN UNIVERSITY
Division of Academic Affairs

EMERITUS STAFF STATUS RECOMMENDATION

The Department of University Library recommends the awarding of **Emeritus Staff Status** for the following retiring/retired staff member:

Name of Staff Member: Gerald R. Davis

Status at EMU: Library Master Technician (AP10 and above)

Date of Hire at EMU: April 11, 1966 Retirement Date: December 31, 2006

Number of Years at EMU: 40 (Minimum of 15 years of service required)

Please complete the following information on the retiring staff member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty/Staff/Student Directory.

Home Address:

Home Telephone: _____ E-Mail Address: _____

Name of Spouse: _____

Degree(s)/Institutions/Year: Baccalaureate: _____

Masters: _____

Please Attach a Brief Statement of Support to this Form - See attached

Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Provost's Office.

Recommended by _____ (please print) _____ Date 9-29-09

Supervisor _____ Date 9/29/09 Department Head/ Dean and/or Vice President _____ Date 9-29-09

Provost _____ Date 9-30/09 Date Submitted to Board of Regents October 20, 2009

Please forward this completed form to:

Nicki Banush
Academic Affairs, 106 Welch Hall

Emeritus Recommendation for Gerald R. Davis

Statement of Support

Gerald R. Davis has been a loyal and dependable employee and has served the Eastern Michigan University campus faithfully for the past forty years. Jerry's commitment and dedication to the University has been exemplary. Jerry was the first library employee to arrive at work each morning. He has serviced not only the library but the entire campus as the Library's Master Audio Visual Technician.

Jerry was hired on April 11, 1966 as an M-5, Master Audio Visual Technician and in 1970 promoted to M-7, Master Audio Visual Technician. In June 1982 Jerry was reclassified to an FM-23, Master Audio Visual Technician and has remained in this position until his retirement date of December 31, 2006.

Jerry worked closely with the other technician in designing, fabricating, maintaining, inspecting, adjusting, installing, repairing and operating recording, sound reproduction, public address, editing and mixing and audio/visual and tape equipment using circuit diagrams, test meters and other related tools and equipment. Jerry performed highly complex modifications on mechanical and electrical equipment, maintained and repaired various complex electronic circuitry and computers, read and interpreted blueprints, schematics, diagrams and specifications. In addition to these responsibilities, Jerry voluntarily worked evenings, weekends and holidays to accommodate graduations and other campus events.

Jerry's dedication and loyalty to the faculty, staff and EMU community has been evident to all those he has so graciously served over his many years with E.M.U. The university library administration is all in agreement in highly recommending Gerald R. Davis be awarded Emeritus Staff Status.



EASTERN MICHIGAN UNIVERSITY

Division of Academic Affairs

EMERITUS STAFF STATUS RECOMMENDATION

The Department of University Library recommends the awarding of **Emeritus Staff Status** for the following retiring/retired staff member:

Name of Staff Member: Donovan H. Hahlbrock

Status at EMU: Library Master Technician (AP10 and above)

Date of Hire at EMU: August 18, 1969 Retirement Date: September 16, 2009

Number of Years at EMU: 40 (Minimum of 15 years of service required)

Please complete the following information on the retiring staff member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty/Staff/Student Directory.

Home Address:

Home Telephone:

E-Mail Address:

Name of Spouse: _____

Degree(s)/Institutions/Year: Associates Eastern Michigan University, 1967

Baccalaureate: _____

Masters: _____

Please Attach a Brief Statement of Support to this Form - See attached

Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Provost's Office.

Brad Thompson

September 25, 2009

Recommended by (please print)

Date

Supervisor

Date

9/25/2009

Department Head/ Dean and/or Vice President

Date

9-25-09

Provost

Date

9-30-2009

Date Submitted to Board of Regents

October 20, 2009

Please forward this completed form to:

Nicki Banush

Academic Affairs, 106 Welch Hall

Emeritus Recommendation for Donald H. Hahlbrock

Statement of Support

Donovan H. Hahlbrock has been a loyal and dependable employee faithfully serving the Eastern Michigan University campus for the past forty years. Don's commitment and dedication to the University has been exemplary. Don is one of the first employees to arrive at work each morning. He has serviced not only the library but shared his expert skills with the entire campus as the Library's Master Audio Visual Technician.

Don was hired on August 18, 1969 in a new position as M-3, Assistant Service Technician, Public Address Operator. In 1978 his position was reclassified to an FM-19, Audio Visual Technician. In June 1982 Don was reclassified to an FM-23, Master Audio Visual Technician and has remained in this position until his retirement date of September 16, 2009.

Just a few of Don's many job responsibilities were designing, fabricating, maintaining, inspecting, adjusting, installing, repairing and operating recording, sound reproduction, public address, editing and mixing and audio/visual and tape equipment using circuit diagrams, test meters and other related tools and equipment. He performed daily, weekly, monthly and other regular maintenance on the library's automated storage and retrieval system. Don performed highly complex modifications on mechanical and electrical equipment, maintained and repaired various complex electronic circuitry and computers, read and interpreted blueprints, schematics, diagrams and specifications. In addition to these responsibilities, Don voluntarily worked evenings, weekends and holidays to accommodate graduations and other campus events. Since the library's other master audio visual technician retired December 31, 2006, Don has carried the full load by himself.

Don's dedication and loyalty to the faculty, staff and EMU community has been evident to all those he has so graciously served over his many years with E.M.U. The University Library Administration highly recommends Donovan H. Hahlbrock be awarded Emeritus Staff Status.