

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 4
DATE: October 20, 2017

RECOMMENDATION

EMERITUS STAFF STATUS

ACTION REQUESTED

It is recommended that the Board of Regents grant Emeritus Staff Status to Thirteen (13) staff members: Jody Beutler, Graduation Clearance Advisor, Office of Records and Registration, who retired June 30, 2017, Barbara Jones, Senior Corporate Relations Manager, Office of Career Services (UACDC), who retired July 14, 2017, Lillian Tusson, Account Specialist, Business and Finance Accounting Office, who retired August 11, 2017, Thomas Staicar, Library Assistant III, Office of University Library, who retired on August 11, 2017, Doyle Rouseau, College Tech II, Office of IT, who retired August 11, 2017, Jerry Campbell, Postal Clerk, Office of Support Services/Physical Plant, who retired July 7, 2017, Jane Bartman, Secretary, Office of Health Promotion and Human Performance, who retired August 1, 2017, Dr. Mary Zdrojkowski, Coordinator, Select Student Support Services, who retired Oct 2, 2017, Sally Lucas, Administrative Secretary, Arts and Sciences Dean's Office, who retired June 30, 2017, Amy Barker, Accountant/Analyst, Controllers Office, who retired July 21, 2017, Richard King, Region Director, Small Business Development Center, who retired July 14, 2017, Karen Metz, Senior Secretary, Office of Engage, who retired July 7, 2017 and Pat Cygnar, Director, Community College Relations, who retired July 31, 2017.

STAFF SUMMARY

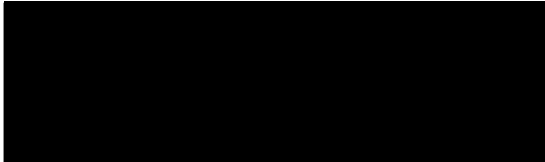
According to University policy, retiring Administration Professional (AP), Athletic Coaches (AC), Confidential Clerical (CC), Food Service, Custodial & Maintenance (FM), Professional Technical (PT) or Clerical Secretarial (CS) staff members who have served the University for at least fifteen (15) years, 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.



James M. Smith, Ph.D.
President

10/20/17
Date



EASTERN MICHIGAN UNIVERSITY
EMERITUS STAFF STATUS RECOMMENDATION

The Department/Office of Records and Registration recommends the awarding of **Emeritus Staff Status** for the following

retiring/retired staff member:

Name of staff member: Jody L. Beutler

Title upon retirement: Graduation Clearance Advisor

Date of hire at EMU: 3/17/1975 Retirement date: 6/30/2017

Number of years at EMU: 42 (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: [REDACTED]

Home telephone: [REDACTED] E-mail address: [REDACTED]

Name of spouse: [REDACTED]

Degree(s)/institutions/year: Baccalaureate: B.A, EMU, 2005

Masters: _____

Doctoral: _____

Please attach 2 letters of support to this application

[REDACTED] _____ [REDACTED] _____
 Recommended by Date Recommended by Date

[REDACTED] _____
 Department Head and/or Supervisor Date 9/6/17

[REDACTED] _____
 Executive Council Member Date 10/2/17

[REDACTED] _____
 President Date 10/4/17

 Date Submitted to Board of Regents

After the Executive Council member signs, please forward this form and letters of support to: CFO, 101 Welch Hall. Upon approval of the President, the recommendation will be sent to the Board of Regents. Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Office of the Chief Financial Officer.

September 6, 2017

To Whom It May Concern:

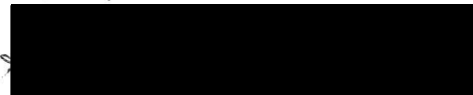
I am extremely pleased to recommend Jody Beutler for Emeritus Staff Status at Eastern Michigan University. A status that will acknowledge her 42 years of dedicated service to the University.

Jody has been a dedicated and valuable member of the Graduation Audit team in the Office of Records and Registration. When I think of how to describe Jody, words that come to mind are integrity, trust dedication and loyalty. These are all of the things she exemplified during her career at Eastern Michigan University.

Throughout her years here at EMU, Jody provided quality service to our students. She treated the students and her co-workers with the utmost respect, always going out of her way to help in any situation.

Jody's service to EMU's students and to the Office of Records and Registration, makes her truly deserving of the Emeritus Staff status.

Sincerely



Sherry Winterson
Assistant Director, Systems
Office of Records and Registration

August 2, 2017

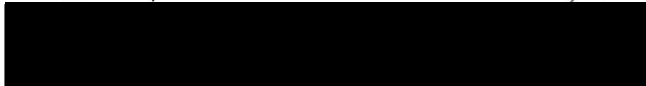
To Whom It May Concern:

This letter is to support Jody Beutler's recommendation for Emeritus Staff status.

Jody was employed in the Records and Registration as a graduation auditor for all of her 42 years at EMU.

She assisted students and upheld the integrity of EMU programs in her role. In addition, she completed her BA degree in 2005 which she had begun 30 years prior. She is the epitome of "TRUEMU"

Sincerely



Judy Massingill

Records and Registration



EASTERN MICHIGAN UNIVERSITY
EMERITUS STAFF STATUS RECOMMENDATION

The Department/Office of Career Services (UACDC) recommends the awarding of **Emeritus Staff Status** for the following retiring/retired staff member:

Name of staff member: Barbara J. Jones

Title upon retirement: Senior Corporate Relations Manager

Date of hire at EMU: 9/19/1977

Retirement date: 7/14/17

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: [Redacted]

Home telephone: [Redacted]

E-mail address: [Redacted]

Name of spouse: [Redacted]

Degree(s)/institutions/year: Bachelor of Science in Teaching, Northern Illinois University, 1974

Master of Arts in Education, Eastern Michigan University, 1977

Please attach 2 letters of support to this application

Sarah Kersey Otto 7/10/17
 Recommended by Date

Michael Sayler 7/10/17
 Recommended by Date

[Redacted] 7/25/17
 Department Head and/or Supervisor Date

[Redacted] 10/2/17
 Executive Council Member Date

[Redacted] 10/4/17
 President Date

REC'D JUL 25 2017

Date Submitted to Board of Regents

After the Executive Council member signs, please forward this form and letters of support to: CFO, 101 Welch Hall. Upon approval of the President, the recommendation will be sent to the Board of Regents. Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Office of the Chief Financial Officer.

July 24, 2017

Dr. Rhonda Kinney Longworth
Office of the Provost
Academic & Student Affairs
Eastern Michigan University
Ypsilanti, MI 48197

Dear Dr. Longworth:

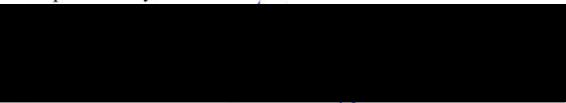
Eastern Michigan University has benefited greatly from the work of Barbara J. Jones and it is with great pride that we recommend her for emeritus status. Ms. Jones received her Master of Arts in Education from EMU in 1977 and began working for the University this same year. She then spent the next 40 years working with employers and students in the University Advising & Career Development Center (formerly the Career Services Center).

Barbara was the long-time coordinator of EMU's annual Teacher Job Fair. EMU is actually part of a Teacher Job Fair consortium (along with U of M, MSU, WMU and CMU) all of whom agree to hold their teacher job fairs during the same week but on different days - so school districts traveling long distances can hit all five job fairs in one fell swoop. Barbara Jones was the person who created this consortium and got all the other universities to agree to it. This year's teacher job fair marked the **30th year** of the consortium's existence. It has helped to put the State of Michigan on the map as 'the place to be to recruit teachers'. And, of course, most school districts will tell you that EMU's fair and teacher candidates are their favorite of the week! We are so very thankful for Barbara's efforts and vision.

Beyond the department, Barbara was very active in the Michigan Career Educators and Employers Alliance (MCEEA) – a state-wide association for career center personnel and corporate recruiters. For many years she served on the association's board of directors and in 2017 she served on the Conference Planning Committee and as Chair of the Hospitality Committee during the conference. In recognition of all she has done for the association as well as the career services field, she was honored at the conference with the 'Career Services Professional of the Year' award for 2017. Barbara truly has left her mark on our profession and has helped Eastern Michigan University to gain recognition for our capable and job-ready graduates.

We wish Barbara all the best in this next chapter of her life and call ourselves lucky to have called her a colleague during her years at Eastern Michigan University.

Respectfully submitted,



Sarah Kersey Otto
Director, Career Development & Outreach
University Advising & Career Development Center

July 11, 2017

To Whom It May Concern,


I am writing in support of EMU granting emeritus status to Barbra Jones. I have had a great pleasure of working with Barbara the past two years in her role as director of our annual educator job fair and in her on-going efforts to help my students find jobs.

Barbara has been associated in one way or another with Eastern and the College of Education since she got a master's degree from us in 1977. She was hired to help students prepare for interviews and to work with schools to facilitate teacher placements that same year. In 1980 she became EMU's Job Location and Development Coordinator. While in that role she wrote EMU's program proposal to federal government which was subsequently approved. She rose through positions of greater and greater responsibility in the Careers Office becoming Senior Corporate Relations Manager. Over 25 years ago she initiated a teacher job fair consortium among Eastern Michigan, University of Michigan, Michigan State, Western Michigan, and Central Michigan that exists up to today.

Barbara served on statewide professional boards including the Michigan ACE Women's Network (MI-ACE), The Michigan College and University Professional Association (MCUPA), and most recently Michigan Career Educator and Employer Alliance (MCEEA). She won the 2017 "Administrator of the Year" award for Career Services professionals. Barbara has served on numerous community boards including American Cancer Society, Washtenaw County Juvenile Advisory Board, The Women's Council, Ypsilanti Chamber of Commerce, and the Salvation Army. She served in leadership roles for human resources organizations including Women's HR Forum and the HR Networking Group.

Barbara's hard work and dedication have clearly been a benefit to Eastern and to our students. Thousands or more likely tens of thousands of our students have gotten positions in part due to her efforts at organizing what is unquestionably the best teacher job fair in the state. I hope her application for emeritus status is granted.

Respectfully,



Mike Sayler, Professor and Dean



EASTERN MICHIGAN UNIVERSITY
EMERITUS STAFF STATUS RECOMMENDATION

The Department/Office of Accounting Department – Business & Finance recommends the awarding of **Emeritus Staff Status** for the following

retiring/retired staff member:

Name of staff member: Lillian Tusson

Title upon retirement: Account Specialist

Date of hire at EMU: 13-April-1987

Retirement date: 11-August-2017

Number of years at EMU: 30 (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: [Redacted]

Home telephone: [Redacted]

E-mail address: [Redacted]

Name of spouse: [Redacted]

Degree(s)/institutions/year: Baccalaureate: _____

Masters: _____

Doctoral: _____

Please attach 2 letters of support to this application

[Redacted] _____ 18-July-2017
 Recommended by Date

[Redacted] _____ 18-July-2017
 Recommended by Date

[Redacted] _____ 18-July-2017
 Department Head and/or Supervisor Date

[Redacted] _____ 10/2/17
 Executive Council Member Date

[Redacted] _____ 10/4/17
 President Date

 Date Submitted to Board of Regents

After the Executive Council member signs, please forward this form and letters of support to: CFO, 101 Welch Hall. Upon approval of the President, the recommendation will be sent to the Board of Regents. Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Office of the Chief Financial Officer.

July 18, 2017

Eastern Michigan University
Office of the President – Executive Council
202 Welch Hall
Ypsilanti, MI 48197

Re: Emeritus Staff Recommendation – Lillian Tusson

To Whom it may concern,

I am pleased to provide this letter of recommendation to support Lillian Tusson's application for emeritus status at Eastern Michigan University. Lillian has been supporting the operations of the Business and Finance division for decades. Her dedication to the University is demonstrated through her 30+ years of employment and campus involvement.

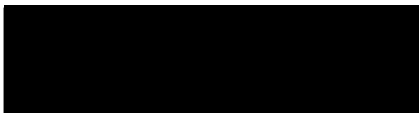
In April, 1987 Lillian became an EMU employee in the Student Business Services department. She carried out the duties of a Data Control Clerk, Customer Service Clerk, as well as the Account Specialist. All of these duties played a role in the graduation experience of our students.

In 1999, Lillian transitioned to the General Accounting department as Account Specialist where she continues to carry out the duties for accounts receivables, liaison for student organizations, and serves as the primary contact for managing designated and agency funds.

Lillian has excellent knowledge of campus policies and procedures and deftly enforces them as well. Ms. Tusson, as she is known by many, takes care to inform and educate the faculty and students she interacts with. She conscientiously completes her work daily and provides efficient and effective service to the University.

I have enjoyed working with Lillian for over ten years. Lillian is an integral part of the Accounting team and will be missed. I hope you will give Lillian's nomination the consideration it deserves.

Sincerely,



Sarah Ghotane, Manager
Accounting Operations

To Whom it may concern,

It is with great pleasure that I write this letter of recommendation to support Lillian Tusson's application for Emeritus Staff status at Eastern Michigan University. Lillian will be retiring on August 11, 2017, after more than 30 years of faithful, dedicated and consistent employment.

Lillian began her journey at Eastern in 1987, she was hired in the Student Business Services Area where she processed student refunds. A position she held for 14yrs. She then joined the General Accounting Department where she's worked diligently for more than 16 yrs as an Account Specialist. Lillian was instrumental in achieving the seamless transition of AR from the old FRS system to the current Banner System. She currently oversees the Student Organization Funds, Designated Funds and the University's Accounts Receivables. Her willingness to work with and assist both students and staff to navigate the various avenues to get the proper paperwork processed has been remarkable. Regardless of endless deadlines and other pressures, Lillian Tusson always delivers and executes her tasks with accuracy, dedication and a winning attitude.

I am honored to say that we have been both coworkers and friends for more than 20 yrs. While I am sure we will all miss Lillian tremendously, she has certainly earned the opportunity to retire from EMU, to begin a new chapter and set out on her next life adventure. Recognizing Lillian's contributions to Eastern with the approval of this Emeritus Staff status application would be a wonderful way to say "Thank You, for all you have done, from your EMU Family."

Sincerely,



Anne Fo
Accountant Analyst
Sponsored Research Accounting



EASTERN MICHIGAN UNIVERSITY

EMERITUS STAFF STATUS RECOMMENDATION

The Department/Office of University Library recommends the awarding of **Emeritus Staff Status** for the following

retiring/retired staff member:

Name of staff member: Thomas E. Staicar

Title upon retirement: Library Assistant III, CS-05

Date of hire at EMU: 04/01/1987

Retirement date: 08/11/2017

Number of years at EMU: 30 (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: [REDACTED]

Home telephone: [REDACTED]

E-mail address: [REDACTED]

Name of spouse: [REDACTED]

Degree(s)/institutions/year: Baccalaureate: BA Wayne State University 1968

Masters: _____

Doctoral: _____

Please attach 2 letters of support to this application

[REDACTED]	<u>7-14-17</u>	[REDACTED]	<u>7-14-17</u>
Recommended by	Date	Recommended by	Date
[REDACTED]	<u>7-20-17</u>		
Department Head and/or Supervisor	Date		
[REDACTED]	<u>10/2/17</u>		
Executive Council Member	Date		
[REDACTED]	<u>10/4/17</u>		
President	Date		

Date Submitted to Board of Regents

After the Executive Council member signs, please forward this form and letters of support to: CFO, 101 Welch Hall. Upon approval of the President, the recommendation will be sent to the Board of Regents. Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Office of the Chief Financial Officer.

July 14, 2017

Dear EMU Regents,


As a co-worker of Thomas Staicar for the past five years, I believe that I can strongly recommend him for emeritus staff status because of his notable service in the University Library's Periodical and Government Documents Department.

Tom has had excellent attendance over his 30+ years of service at EMU. In addition, the University Library has made many changes to various processes and Tom was always willing to take on extra assignments and duties, during these transitions.

As one example, Tom worked closely with our Cataloging staff to develop his government documents management skills in order to take on government document check-in and maintenance. These skills allowed him to supervise student workers in various departmental projects, very successfully.

Tom effectively communicates issues and problems to supervisors in the both periodicals and government document department. He is very patient, helpful, and he works well with students and co-workers.

For these reasons, as well as too many others to list, I highly recommend Thomas Staicar for emeritus staff status at EMU.

Sincerely, 


Monica Fly 
Office Supervisor
University Library



EASTERN MICHIGAN UNIVERSITY

July 14, 2017

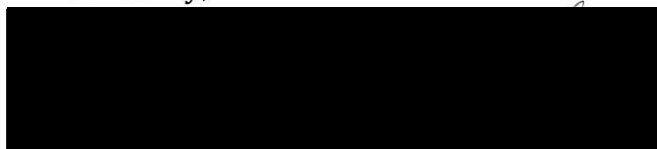
To whom it may concern,

After 30 years of service to EMU, Tom Staicar has decided now is the time to retire. It is my pleasure to recommend him for Emeritus staff status.

During his time here at Eastern Michigan University, Tom has been an essential part of the EMU Library, specifically in periodicals and government documents. He has always been willing to learn new systems and ways of doing things, as well as provide assistance and support for his co-workers. Throughout all of the years here, he has been a dedicated, loyal employee and proud supporter of all things EMU.

Tom has always attended every professional development opportunity offered to him and has strived to create a welcoming and inclusive atmosphere in his department. For his unwavering dedication to not only the mission of the library, but also the university, Tom deserves this honor. I highly recommend Tom for emeritus status at EMU.

Sincerely,



Brooke Boyst

Vice-President, UAW Local 1975



EASTERN MICHIGAN UNIVERSITY
EMERITUS STAFF STATUS RECOMMENDATION

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

Name of staff member: DOYLE C. ROUSEAU
 Title upon retirement: COLLEGE TECH II PTO9*
 Date of hire at EMU: 4/90 Retirement date: 8/2017 8/11/17
 Number of years at EMU: 27 (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: [Redacted]
 Home telephone: [Redacted] E-mail address: [Redacted]
 Name of spouse: [Redacted]

Degree(s)/institutions/year: Baccalaureate: _____
 Masters: _____
 Doctoral: _____

Please attach 2 letters of support to this application

[Redacted] 6-15-17 [Redacted] 6-27-17
 Recommended by _____ Date _____ Recommended by _____ Date _____

Department Head and/or Supervisor _____ Date _____
 Executive Council Member _____ Date 10/2/17
 President _____ Date 10/4/17

 Date Submitted to Board of Regents

After the Executive Council member signs, please forward this form and letters of support to: CFO, 101 Welch Hall. Upon approval of the President, the recommendation will be sent to the Board of Regents. Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Office of the Chief Financial Officer.

Thomas K. Venner
Professor of Art
Eastern Michigan University

June 27, 2017

Board of Regents
Eastern Michigan University
Ypsilanti, Michigan


Dear EMU Regents,

It is my distinct pleasure to recommend Doyle "DC" Rouseau for Staff Emeritus recognition. First, as a department head, then in my former position as Dean of the College of Arts and Sciences, I worked with DC for many years and had the opportunity to see him close up. I observed a consummate professional who carries out his responsibilities with great skill and a positive attitude.

For almost ten years, DC has been a member of the College of Arts and Sciences "tech team," whose work supports the IT and instructional technology needs of hundreds of faculty and staff of the college. Their feedback regularly and consistently mentioned that DC is respectful, has great patience and persistence in resolving their technology problems, and does so with skill. This was my conclusion as well. DC was always ready and anxious to find ways to help. For example, because DC's role usually required him to be out and about on campus much of the time, he made himself available on a special phone so that he would be able to respond to classroom tech problems as quickly as possible. He was willing to adjust his work hours to an early schedule to be able to fix things before the day began. DC was always a tremendous asset helping with the tech needs of the Undergraduate Symposium. Needless to say, DC's help was invaluable.

Due to his experience, there is very little in the realm of IT, especially as it comes to classroom technology, that DC does not know. It was a tremendous help and pleasure having him on the dean's staff. I most strongly recommend Doyle Rouseau for Staff Emeritus recognition.

Sincerely,



Thomas K. Venner
Professor of Art

June 15, 2017

To Whom It May Concern:

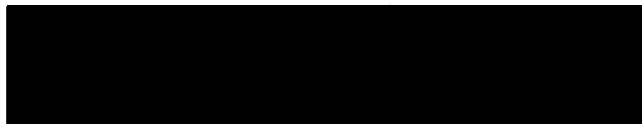
It is with great pleasure that I recommend Doyle Rouseau for Emeritus Staff status. Better known around campus as deCee, he has been supporting technology at Eastern Michigan University for twenty-seven years. In that time, deCee has worn many hats from roles in networking and infrastructure, to operating Information Technology's computer store, to supporting classroom technology.

I have had the pleasure of working with deCee, as a colleague and, at times, as his supervisor, for the past ten years. In that time, he has delivered excellent support with a friendly and pleasant demeanor. In his support of the classroom technology, deCee has demonstrated a genuine dedication to the mission of teaching at EMU.

Throughout his roles, deCee has prioritized the students of Eastern Michigan University. He has served as a mentor to many and as a tremendous support resource for countless others. He has graciously shifted his schedule around and put in extra effort to support departments and student organizations presenting speakers and hosting debates. Perhaps his biggest commitment to student success over the past several years has been his coordination and support of the audio-visual technology used for the presentations at the Undergrad Symposium, one of EMU's signature events.

It is without hesitation that I recommend deCee Rouseau for Emeritus Staff status for his twenty-seven years of service and contributions to the Eastern Michigan University community.

Sincerely,

A large black rectangular redaction box covering the signature area.

Aric J. Kirkland
Director, Desktop and Classroom Technology
Eastern Michigan University



**EASTERN MICHIGAN UNIVERSITY
EMERITUS STAFF STATUS RECOMMENDATION**

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

Name of staff member: Jerry Campbell

Title upon retirement: CS4-Postal Clerk

Date of hire at EMU: 1-15-91

Retirement date: 7-7-17

Number of years at EMU: 26 (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: [Redacted]

Home telephone: [Redacted]

E-mail address: [Redacted]

Name of spouse: [Redacted]

Degree(s)/institutions/year: Baccalaureate: N/A
Masters: N/A
Doctoral: N/A

Please attach 2 letters of support to this application

Stephen Siller
Recommended by _____ Date _____

Recommended by _____ Date _____

[Redacted] 7-6-17
Department Head and/or Supervisor Date

[Redacted] 10/2/17
Executive Council Member Date

[Redacted] 10/4/17
President Date

Date Submitted to Board of Regents

After the Executive Council member signs, please forward this form and letters of support to: CFO, 101 Welch Hall. Upon approval of the President, the recommendation will be sent to the Board of Regents. Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Office of the Chief Financial Officer.

To whom it may concern:

7-6-2017

I would like to recommend Jerry Campbell for Emeritus Staff Status upon his retirement here at EMU.

Jerry has a long (26 yrs) record of reliable trustworthy service to the university. Jerry has built a reputation as a relentlessly positive, helpful coworker. People have come to depend on Jerry and his smiling happy face to help them with their mail or move or package situation.

Additionally Jerry is known for helping folks through tough situations or personal tragedies. Jerry is on the spot with a smile or a kind word or whatever it takes. Jerry is there to cheer you up or hold your hand to try and make your day better. People are going to miss Jerry and the positive energy he brought to their lives.

Jerry never held a high position here at EMU but he always treated his job and his customers as the most important things he would do or see all day. Jerry is a dedicated and devoted EMU cheerleader. He has given his life to the university and I would like to see the university give a little something back.

Based on his record of service and the number of people and situations that he helped and made better, I ask that you please consider Jerry Campbell for Emeritus Status. Jerry has given his time and his life to the university and Emeritus Status is an acknowledgement and a reward for that service.

If anyone has any questions or requires additional information please do not hesitate to contact me directly.



Stephen Siller
University Support Services Manager
Eastern Michigan University
734-487-4386

July 7, 2017

To Whom It May Concern:

I would like to nominate Jerry Campbell for Emeritus Staff Status. Jerry has served the Eastern Michigan University community for 26 years and has always had a smile, or words of praise on his lips, when delivering the mail to the Halle Library. I am very happy to recommend Jerry for the honor of Emeritus Staff Status.

Sincerely,



Marlene Thomas
Interlibrary Loan Specialist
Eastern Michigan University
Bruce T. Halle Library, Room G20
Ypsilanti, MI 48197
mthom105@emich.edu
734.487.2197



EASTERN MICHIGAN UNIVERSITY
EMERITUS STAFF STATUS RECOMMENDATION

The Department/Office of Health Promotion and Human Performance recommends the awarding of **Emeritus Staff Status** for the following

retiring staff member:

Name of staff member: Jane Bartman

Title upon retirement: CS04 Secretary

Date of hire at EMU: 5/4/1992

Retirement date: 8/1/2017

Number of years at EMU: 25 (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: [Redacted]

Home telephone: [Redacted]

E-mail address: [Redacted]

Name of spouse: _____

Degree(s)/institutions/year: Baccalaureate: BGS University of Michigan

Masters: _____

Doctoral: _____

Please attach 2 letters of support to this application

[Redacted] 7/31/17
 Recommended by _____ Date

[Redacted] 7/31/2017
 Recommended by _____ Date

[Redacted] 7/31/2017
 Department Head and/or Supervisor _____ Date

[Redacted] 10/2/17
 Executive Council Member _____ Date

[Redacted] 10/4/17
 President _____ Date

 Date Submitted to Board of Regents

After the Executive Council member signs, please forward this form and letters of support to: Cathie McClure, 101 Welch Hall. Upon approval of the President, the recommendation will be sent to the Board of Regents. Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Office of the Chief Financial Officer.

July 13, 2017

Dear President Smith:


It is my distinct honor to recommend Ms. Jane Bartman for Emeritus Staff Status. I first met Jane six years ago when I was the Director of the School of Health Promotion and Human Performance (HHP). The School's staff had been laid off five weeks prior, and Jane had been reassigned to HHP after working many years at the Physical Plant. She had had no experience working in an academic office, and terms such as PAFs, BANNER, and overrides were foreign to her. We were both initially concerned about her ability to do the job. However, my concerns quickly faded when I witnessed her work ethic, her drive to learn, and most importantly, her kindness and determination to help everyone. Whether it's a faculty member frantically trying to make copies of an exam five minutes before the start of class, or an upset student whose desperate to speak to someone about an important issue, Jane was always calm and eager to lend a hand.

The faculty and staff in the School of Health Promotion and Human Performance adore her. They will miss her daily greeting, her messy workspace that was miraculously cleared at the end of the day, the kindness and compassion that she showed to each and every student that entered the HHP suite during the last six years, and her wry sense of humor that would sometimes catch people off guard.

I am very excited for Jane as she embarks on this much-deserved phase of her life. However, I will miss my friend. Jane and I worked side by side for two years, before I became the college's Associate Dean in 2013. As I entered the suite each morning, I was greeted with a cheery "Christine." We looked forward to Monday mornings in particular, so that we could discuss the previous night's episode of *Downton Abbey*. Jane was the first person I told when I found out that I was going to be an aunt. The work of a university administrator can be somewhat isolating and lonely. However, Jane served as a source of comfort and strength for me, and for countless others in HHP.

Jane Bartman is very deserving of the honor of Emeritus Staff Status. Eastern Michigan University has been a big part of her life for the last 25 years, and she has served it with distinction, grace, and humility. Thank you for considering my recommendation.

Respectfully,


Christine Karshin, Ph.D.
Associate Dean
College of Health and Human Services

July 20, 2017

To Whom It May Concern:

Please accept this letter in support of Ms. Jane Bartman's nomination for staff emeritus status at Eastern Michigan University. It is an honor to have the opportunity to describe what Jane has meant to our school. Jane is retiring after 25 years of impeccable service to the University. Her last six years were spent in the School of Health Promotion and Human Performance (HPHP) where I am a faculty member. Jane came to us during a very trying time in our school's history. Our School of eight programs and 30 faculty, had just lost our entire administrative staff to layoffs. Although Jane had never worked in an academic office before, she immediately began to have a tremendous positive impact. She dedicated herself to developing the knowledge and skills that would be needed to do her job and soon became an indispensable member of the HPHP team.

Jane is simply one of the nicest, and most helpful co-workers I've ever had the pleasure of working with. She is always willing to help those around her in any way she can, often brainstorming and finding solutions to our problems. Her relentlessly positive attitude spreads to all who interact with her. As the face of our School she is the first person to interact with anyone who walks through our suite door. Her cheery greeting every morning is the best way to start off any day and her sincere desire to help demonstrates her unwavering dedication to EMU and our students. She is always thorough in her work. There is never a need to follow-up to see if something was completed because we all know that she will get the job done or keep us updated if there are ongoing issues that she's still working through.

Jane has become such a constant, reliable presence in HPHP that she will be greatly missed and no doubt hard to replace. She has been an exemplary employee who dedicated decades of outstanding employment to EMU and made lifelong friendships along the way. It is for these reasons and many more that I unequivocally provide this letter of support of Emeritus status for Jane. This is the exact type of person we want to maintain a relationship with EMU.

Sincerely,



Joan Cowdery, PhD
Professor, Health Education
School of Health Promotion & Human Performance



EASTERN MICHIGAN UNIVERSITY
EMERITUS STAFF STATUS RECOMMENDATION

The Department/Office of Holman Success Center recommends the awarding of **Emeritus Staff Status** for the following

retiring/retired staff member:

Name of staff member: Dr. Mary Zdrojkowski

Title upon retirement: Coordinator, Select Student Support Services (4S) Grant

Date of hire at EMU: August 31, 1995

Retirement date: October 2, 2017

Number of years at EMU: 23 (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: [Redacted]

Home telephone: [Redacted]

E-mail address: [Redacted]

Name of spouse: [Redacted]

Degree(s)/institutions/year: Baccalaureate: B.S. Parks and Recreation/Environmental Interpretation, Michigan State University 1975

Masters: M.S. Education, Butler University, 1987;

M.A. English, Central Michigan University, 1992

Doctoral: Ph.D Critical Studies in the Teaching of English, Michigan State University, 2007

Please attach 2 letters of support to this application

[Redacted] 9/8/17 [Redacted] 09/07/17
 Recommended by _____ Date Recommended by _____ Date

[Redacted] 9/8/17
 Department Head and/or Supervisor _____ Date

[Redacted] 10/2/17
 Executive Council Member _____ Date

[Redacted] 10/4/17
 President _____ Date

 Date Submitted to Board of Regents

After the Executive Council member signs, please forward this form and letters of support to: CFO, 101 Welch Hall. Upon approval of the President, the recommendation will be sent to the Board of Regents. Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Office of the Chief Financial Officer.

September 7, 2017

TO: Eastern Michigan Board of Regents

FROM: Elise Buggs, Director Academic Success Partnerships


RE: Emeritus Status for Dr. Mary Zdrojkowski

On behalf of Eastern Michigan University's GEAR UP and KCP College Day programs, I am writing to you to offer our heartfelt recommendation that Emeritus Status be bestowed upon Dr. Mary Zdrojkowski, coordinator of the KCP Select Student Support Services (4S) Grant. Mary has been an invaluable resource, colleague, and friend as she has worked to forge bonds between GEAR UP and 4S in our mutual goal of assisting academically disadvantaged youth as they progressed from middle school through earning a four year degree.

Mary's collaboration included working with our cohort of GEAR UP students from their junior year of high school through their admission to EMU. Mary developed and presented workshops on financial aid and scholarships, preparing for the SAT writing/English sections, how to estimate college living expenses, and what to do in real life college social situations. Most recently, Mary facilitated sessions during our weeklong Freshmen Focus residential enrichment experience in August. She also helped with past GEAR UP Summer STEM Camp activities, accompanied pre-college students and staff on in-state and out of state college tours, organized activities for GEAR UP students for a campus visit to EMU, as well as supervised a group of GEAR UP high school students on a tour of the Detroit FBI offices during our career exploration event, Project Dream Gig last year.

Mary has served as an excellent EMU representative to pre-college students. They know her affectionately as "Dr. Z" and for those students participating in the Edge Program at EMU, many have sought her out during this past week of Edge Orientation. Mary has a genuine interest in GEAR UP students, and understands the challenges many of them face as they strive to make their dream of a college degree materialize. Mary has also been a welcome addition to our GEAR UP staff, and though we shall miss her presence, we wish her a long, happy, and well-deserved retirement.

Sincerely,



Elise Buggs, MBA
Director, Academic Success Partnerships
ebuggs@emich.edu

September 5, 2017

RE: Emeritus Staff Status for Dr. Mary Zdrojkowski

Dear Board of Regents,

It is with great pleasure that I am recommending for Emeritus Status Dr. Mary Zdrojkowski , co-author and Coordinator of the 2011-2017 Select Student Support Services (4S) Grant. Mary has worked for EMU for 23 years, the past nine of which have been at Holman Success Center (HSC) which houses the 4S grant. Throughout her time at HSC, she has worked hard to meet the goal of the 4S grant which is to provide academic assistance to EMU students who are at-risk by virtue of being either academically underprepared or economically disadvantaged. Mary has promoted such assistance as individual Success Coaching, helping students become aware of other support services across campus, and helping students develop their own network of faculty, staff, and classmates who can help them achieve a college degree.

As the Coordinator of the 4S grant, which is funded by the King-Chavez-Parks initiative within the State of Michigan Workforce Development Agency, Mary has worked closely with the staff of fifteen other MI public and private institutions which have been funded for 4S grants as well as staff at the State level. She has promoted EMU's academic support programs by presenting at such student success conferences as the Equity in the Classroom, the Great Lakes Student Success Conference, and the Spring Meeting of the State of MI KCP Competitive Grants.

Further, Mary earned her Ph.D. in Critical Studies in the Teaching of English, and has brought to HSC a wealth of information about how to support students academically. Through teaching several sections of UNIV 101L in the former PASS program, Mary has helped many students become acclimated to the challenges college presents and to the importance of communication skills in writing papers, talking to instructors, and getting along with friends and colleagues.

Finally, since I came to HSC in 2013 as Director of Academic Support Services I have relied on Mary's institutional knowledge and research skills as we have continued to expand our HSC programs. Mary is a team player who respects and is respected by staff and students, and has proven herself to be worthy of Emeritus status.

Thank you for your consideration of awarding Emeritus Status to Dr. Mary Zdrojkowski.

Sincerely,


Christine Deacons
Director of Academic Support Programs
Holman Success Center
Eastern Michigan University
cdeacons@emich.edu

Re: Emeritus Staff Status for Dr. Mary Zdrojkowski

Dear Members of EMU's Board of Regents,

It is with great pleasure that I am writing to you to recommend Dr. Mary Zdrojkowski who is retiring after 23 years of service to Eastern Michigan University. Dr. Zdrojkowski served in the Department of English Language and Literature for twelve years directing The Writing Center and teaching freshmen composition courses for six years and ENG 326: Research Writing for six years. During her full-time work in the English Department, Dr. Zdrojkowski researched best practices in writing centers and in so doing earned a Ph.D. from Michigan State University in Critical Studies in the Teaching of English. Her scholarly work also included a cognate area in sociolinguistics, and her dissertation focused on the use of humor in writing center tutorials. While in the English Department, Dr. Zdrojkowski presented her research at conferences and shared her insights into best practices in discussing students' own writing with them. Dr. Zdrojkowski has been a highly successful teacher who encourages her students to submit their work to the Undergraduate Symposium and had as many as six students present in one year—an accomplishment that even few tenured faculty can claim.

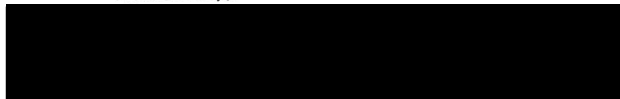
Dr. Zdrojkowski was a devoted member of the English Department who felt her duties were not limited to what her job description stated. For example, during the aftermath of the fire that closed Pray Harrold and forced all offices to relocate in temporary trailers in the Bowen Fieldhouse Lot, she tirelessly assisted with whatever needed to be done to help the department, including packing and carefully labeling boxes of books and files for faculty members who were on sabbatical or who were out of the country.

When budget cuts forced the elimination of her Professional Technical position in the English Department, she accepted a position as Coordinator of Select Student Support Services in the Holman Success Center. It was a devastating blow to the English Department and losing a colleague who was an inspiration to her students, an excellent team player, and a generous, kind person was sad indeed.

Dr. Zdrojkowski went on to serve EMU for an additional eleven years and has demonstrated herself to be highly deserving of the honor of Emeritus Status. I give my whole-hearted recommendation for this honor and I thank you for your consideration.

Please let me know if you need additional information.

Sincerely,

A solid black rectangular box redacting the signature of Dr. Veronica Grondona.

Dr. Veronica Grondona



EASTERN MICHIGAN UNIVERSITY

EMERITUS STAFF STATUS RECOMMENDATION

The College of Arts & Sciences Dean's Office recommends the awarding of **Emeritus Staff Status** for the following

retiring/retired staff member:

Name of staff member: Sally Lucas

Title upon retirement: Administrative Secretary

Date of hire at EMU: November, 1995

Retirement date: June 30, 2017

Number of years at EMU: 22 (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: [Redacted]

Home telephone: [Redacted]

E-mail address: [Redacted]

Name of spouse: [Redacted]

Degree(s)/institutions/year: Baccalaureate: Eastern Michigan University 2005

Masters: _____

Doctoral: _____

Please attach 2 letters of support to this application

[Redacted] 5/12/17
Recommended by _____ Date

Kate Mehuron
Recommended by _____ Date

[Redacted] 5/12/17
Department Head and/or Supervisor _____ Date

[Redacted] 10/2/17
Executive Council Member _____ Date

[Redacted] 10/14/17
President _____ Date

Date Submitted to Board of Regents

After the Executive Council member signs, please forward this form and letters of support to: CFO, 101 Welch Hall. Upon approval of the President, the recommendation will be sent to the Board of Regents. Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Office of the Chief Financial Officer.

May 12, 2017

Dear President Smith,

It is truly an honor to write this letter of recommendation for Sally Lucas to receive Emeritus Staff Status upon her retirement from Eastern Michigan University. Sally started at EMU in November 1995 as a CS04 in the Teacher Education Department in the College of Education. In July 1997, she moved into a CS05 position (in 2001 became a CS06) in the College of Arts and Sciences Dean's Office where she has remained an integral member of the Dean's team.


I have had the pleasure of knowing Sally from two different perspectives both as department head and as interim dean. As department head, I thoroughly appreciated the detailed handouts on how to facilitate timelines and paperwork involving such processes for instructional evaluations. I applauded her desire to help when I would call and ask to make an appointment with the Dean as soon as possible or have some question that only Sally could answer. I was impressed with Sally's willingness to help and her amazing patience especially considering I was one of 18 department heads seeking information, wanting appointments, questioning concur, and the list goes on.

During this past year as Interim Dean, I cannot thank Sally Lucas enough for not retiring last year and helping me through my introduction to the role of Dean in College of Arts and Sciences. When I was considering the position, I met with Sally and point blank asked if she would stay if I received the position because I valued her work, ethics and professionalism. I knew that if I accepted the position, Sally who had already worked for 7 Deans would be able to introduce me to the culture, work and rhythm of the Dean's Office.

I was right! This past year, I have enjoyed working with Sally because of her integrity, compassion, and competency. I have relied heavily upon Sally to not only do all of her work but to help educate me to do my work which isn't usually something someone wants to do before they retirement (train another Dean). Sally never complained, showed extreme patience, and kept her sense of humor in the face of the College making tough decisions to meet the demands of the departments/schools in light of budgetary constraints.

Sally Lucas is the best of EMU. Not only has she worked at EMU for over 20 years but she received her B.S. degree from here. She started her educational journey in 1967 then re-started her journey in 1997 to graduate in 2005. I feel privileged to have worked with Sally and will forever be grateful that she stayed an additional year to support the Dean's Office and me. It is that loyalty to her co-workers, to the College and to EMU that truly makes Sally Lucas TRUEMU and deserving of Emeritus Staff status.

Sincerely,



Kathleen H. Stacey, Ph.D.
Interim Dean

October 5, 2016

Chief Financial Officer
101 Welch Hall
Eastern Michigan University
Ypsilanti, MI 48197

RE: Letter of Support for Emeritus Staff Status for Sally Lucas

Greetings,

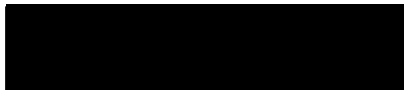
It is my pleasure to recommend Emeritus Staff Status for Sally Lucas. I have worked with Ms. Lucas in many capacities over the 22 years that she has been an EMU employee. Most recently, in my role as Associate Dean over 5 years, I have enjoyed her outstanding administrative support.

Sally Lucas has provided invaluable continuity, seasoned experience, humor and equanimity to the operations of the Dean's office. We will greatly miss her and envy the next recipients of her energy and maturity, in the path that she chooses in her years of retirement.

I confirm that Ms. Lucas has been employed full-time at EMU, November 1995 to the present. She is also an Alumna of the university, achieving her EMU baccalaureate in 2005. During this time she raised four children to adulthood and now enjoys the company of 3 grandchildren.

Please honor her with all the benefits of Alumna status and Emeritus Staff Status that Ms. Lucas has earned as a result of her achievements at EMU.

Sincerely,



Kate Mehuron, Associate Dean

July 13, 2016

Dear Members of the Board of Regents,

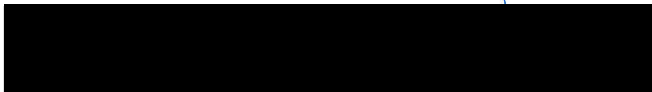
I am writing in strongest support of the recommendation of Emerita Staff status for Sally Lucas.

Sally joined EMU in November 1995 and has worked in the College of Arts and Sciences Dean's Office since 1997. It is in this capacity that I have known and worked with her, first as head of the Art Department, then, since 2008 as Dean of CAS.

Sally is a consummate professional. She has served the college with distinction, providing support in many areas including budget monitoring, evaluation processing, dean's scheduling, and office management, among a myriad of other duties as assigned. She is known for her customer friendly attitude and willingness to work hard on behalf of faculty, staff and students to resolve their questions and problems. She has been a completely reliable and deeply respected member of the college staff for all these years.

Sally was married for 42 years to the late Thomas Lucas, is the mother of four children and grandmother of three. Nothing brings more happiness to her face than when she talks about her family. Sally earned her BS degree from Eastern in 2005.

Sincerely,

A solid black rectangular box redacting the signature of Thomas K. Venner.

Thomas K. Venner, Dean



EASTERN MICHIGAN UNIVERSITY
EMERITUS STAFF STATUS RECOMMENDATION

The Department/Office of Controller recommends the awarding of **Emeritus Staff Status** for the following

retiring/retired staff member:

Name of staff member: Amy Barker

Title upon retirement: Accountant/Analyst

Date of hire at EMU: 8/24/2000

Retirement date: 07/21/2017

Number of years at EMU: 16 (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: [Redacted]

Home telephone: [Redacted]

E-mail address: [Redacted]

Name of spouse: [Redacted]

Degree(s)/institutions/year: Baccalaureate: EMU 1983

Masters: _____

Doctoral: _____

Please attach 2 letters of support to this application

[Redacted] 7/20/17
 Recommended by _____ Date

[Redacted] 7-20-17
 Recommended by _____ Date

[Redacted] 7/20/17
 Department Head and/or Supervisor _____ Date

[Redacted] 10/2/17
 Executive Council Member _____ Date

[Redacted] 10/4/17
 President _____ Date

 Date Submitted to Board of Regents

After the Executive Council member signs, please forward this form and letters of support to: CFO, 101 Welch Hall. Upon approval of the President, the recommendation will be sent to the Board of Regents. Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Office of the Chief Financial Officer.

To Who it may concern,

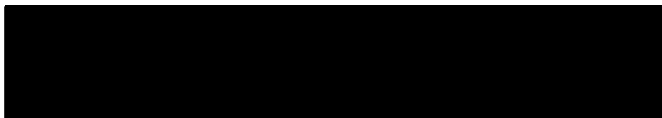
Re: Emeritus Staff Recommendation

It is with great pleasure that I write this letter of recommendation to support Amy Barker's application for Emeritus Staff status at Eastern Michigan University. Amy will be retiring on July 21, 2017 after more than 17 years of faithful, dedicated and consistent employment.

Amy began her career here at EMU in August 2000, she was hired in the Student Business Services Area. She then joined the General Accounting Department. She currently is the Payroll Accountant. Her willingness to work with and assist both students and staff to navigate the various avenues to get the proper paperwork processed has been remarkable. Amy has been a huge asset with her knowledge.

I have enjoyed and appreciate working with Amy for over ten years in the Payroll Department.

Sincerely,

A solid black rectangular box used to redact the signature of Rhonda Linderman.

Rhonda Linderman, Payroll Manager

July 20, 2017

To Whom It May Concern,

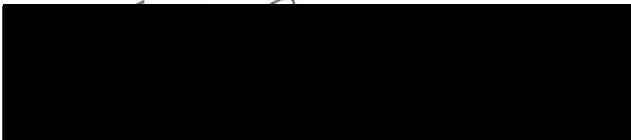
It's my absolute pleasure to recommend Amy Barker for the Emeritus Staff Status.

Amy Barker and I worked in the Payroll Department at EMU from 2006 till I changed departments in 2014. We still remain great friends.

I thoroughly enjoyed my time working with Amy Barker, and came to know her as a truly valuable asset to absolutely any team. She is honest, dependable, and incredibly hard-working. Beyond that, Amy enjoys being a member of the EMU community by worked with international student population and attending football games. Amy has always willing to help others and make EMU shine.

Please feel free to contact me at tpytlak@emich.edu should you like to discuss Amy's qualifications.

Best wishes,



Tracy Pytlak

Eastern Michigan University
Administrative Assistant II
Graduate Studies & Research
200 Boone Hall
Ypsilanti, MI 48197
734-487-4875



EASTERN MICHIGAN UNIVERSITY
EMERITUS STAFF STATUS RECOMMENDATION

The College of Business recommends the awarding of **Emeritus Staff Status** for the following retiring/retired staff member:

Name of staff member: Richard F. King

Title upon retirement: Region Director, Small Business Development Center

Date of hire at EMU: July 31, 2001

Retirement date: July 14, 2017

Number of years at EMU: 16 (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: [Redacted]

Home telephone: [Redacted]

E-mail address: [Redacted]

Name of spouse: [Redacted]

Degree(s)/institutions/year: Baccalaureate: Economics, Lawrence University, 1970

Masters: MBA, Amos Tuck School at Dartmouth College, 1977

Doctoral: _____

Please attach 2 letters of support to this application

Dr. Sanjib Choudhury _____ Wendy Thomas _____
 Recommended by _____ Date Recommended by _____ Date

[Redacted] 9/20/17
 Department Head and/or Supervisor Date

[Redacted] 10/2/17
 Executive Council Member Date

[Redacted] 10/4/17
 President Date

 Date Submitted to Board of Regents

After the Executive Council member signs, please forward this form and letters of support to: Cathie McClure, 101 Welch Hall. Upon approval of the President, the recommendation will be sent to the Board of Regents. Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Office of the Chief Financial Officer.

September 15, 2017

Re: Recommendation of Richard King for Emeritus Status

To whom it may concern,

Dear Sir/Madam,

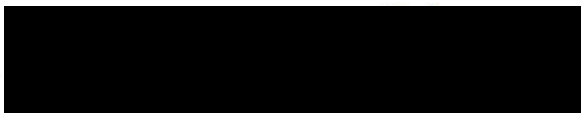
As the director of the Center for Entrepreneurship I very enthusiastically recommend Mr. Richard King for emeritus staff status because of his service to the Eastern Michigan Community and its stakeholders. This is a letter of strong recommendation for Richard King whom I have known for over twelve years. During that time he has worked closely with small businesses in our region as the Director of the Small Business Development Center. He has been a mature and dedicated administrator supporting small businesses in the greater Detroit area.

One needs only to review the accomplishments of his organization to realize the breadth of his experience and dedication to his profession. For example, in 2016, his small business team helped Detroit Region entrepreneurs start 46 businesses, create or sustain 554 jobs and obtain over \$96.4 million in debt or investment capital to grow their businesses.

I had the privilege of working with Richard for a few years at the EMU Center for Entrepreneurship where he was acting as the managing director. I can attest to his expertise and professional excellence. In his tenure at the Center for Entrepreneurship, he had worked with entrepreneurship faculty, student members of entrepreneurship club effectively.

In closing I would like to sincerely express my appreciation for the opportunity to support his nomination for the emeritus status at the Eastern Michigan University. I believe that he deserves the emeritus status. Please feel free to contact me if you have any further questions.

Sincerely,



Sanjib Chowdhury, MBA, Ph.D.

Director, Center for Entrepreneurship
Professor Strategy/Entrepreneurship
466 Owen, 300 W. Michigan Avenue

SMALL BUSINESS DEVELOPMENT CENTER



September 18, 2017

Dear Review Committee:

This letter is to offer my highest recommendation for Richard King for emeritus status at Eastern Michigan University. I have known and worked with Richard for over 17 years at the Michigan Small Business Development Center (SBDC). He has proven himself to be a great leader, visionary, and strategic thinker. Richard is hard working, professional, and committed to accomplishing any goal set before him.

He has dedicated many years of his career with helping small business communities grow through educational programs and consulting. Through strong leadership, management, and mentoring, Richard led SBDC business consultants to successfully achieve, and in many cases, exceed the Region's program goals, year after year.

In 2016, under Richard's leadership, the Southeast Michigan SBDC program received U.S. Small Business Administration's Excellence and Innovation award. Richard has also been recognized by his peers, locally and nationally as Michigan's State SBDC Star. This award is given by the national Association of Small Business Development Centers.

It is with great respect and honor that I give this recommendation. I believe that Richard would be a valuable asset to any organization. I believe that his personal and professional commitment to the business community and community at large makes him a deserving candidate for emeritus status.

Please let me know if I can provide you with any additional information.

Sincerely,


Wendy Thomas, Interim SE Region Director,
Michigan Small Business Development Center

Southeast Michigan Region Headquarters | Eastern Michigan University Livonia
38777 W. Six Mile Road | Suite 419 | Livonia, MI 48152
(734) 487-0355 | www.SBDCMichigan.org





EASTERN MICHIGAN UNIVERSITY
EMERITUS STAFF STATUS RECOMMENDATION

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

Name of staff member: Karen Metz

Title upon retirement: Sr. Secretary **CS-05**

Date of hire at EMU: February 4, 2002 Retirement date: July 7, 2017

Number of years at EMU: 15 (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: [Redacted]

Home telephone: [Redacted]

E-mail address: [Redacted]@u

Name of spouse: [Redacted]

Degree(s)/institutions/year: Baccalaureate: _____

Masters: _____

Doctoral: _____

Please attach 2 letters of support to this application

[Redacted] 5-4-17 [Redacted] 5/8/17
 Recommended by Date Recommended by Date

[Redacted] 5-10-17
 Department Head and/or Supervisor Date

[Redacted] 10/2/17
 Executive Council Member Date

[Redacted] 10/4/17
 President Date

 Date Submitted to Board of Regents

After the Executive Council member signs, please forward this form and letters of support to: CFO, 101 Welch Hall. Upon approval of the President, the recommendation will be sent to the Board of Regents. Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Office of the Chief Financial Officer.

EASTERN
MICHIGAN UNIVERSITY
Education First

April 27, 2017

Eastern Michigan University
Office of the President
202 Welch Hall
Ypsilanti, Michigan 48197

Dear President Smith,

It is with great enthusiasm that I recommend Karen Metz for Emeritus status at Eastern Michigan University. I have had the pleasure of working with Karen over the past seven years as part of the non-credit training team in EMU's Professional Programs and Training.

One of Karen's responsibilities has been to manage and support the myriad of tasks and activities required to deliver nearly 200 non-credit training programs a year to individuals and organizations in our Southeast Michigan business community. Whether she is responding to phone or email inquiries, greeting students on the first morning of a class, or making sure our grant and training partners have the documentation they need for recordkeeping, Karen has been the primary point of contact—the face and voice of EMU—to many of those who participate in our programs. Moreover, she has done so with a lovely balance of personal warmth and friendliness, professional competence, and a positive, can-do spirit. We will miss her!

Karen has deep ties to EMU. She has shared her gifts and talents with the university for over 15 years. Two of her daughters graduated from the Special Education program. She is an enthusiastic participant in Rec-IM fitness classes. In addition to traveling and spending time with her family, I know Karen and her husband look forward to a continued connection to campus.

In honor of Karen's many years of dedicated service and contribution to Professional Programs and Training and the EMU community, please find this letter of recommendation a whole-hearted endorsement of her application for Emeritus status.

Kind regards,



Elizabeth Stoner, Program Coordinator
Eastern Michigan University
Professional Programs and Training
103 Boone Hall
Ypsilanti, MI 48197



May 4, 2017

To Whom It May Concern:

This letter is to support Karen Metz for the Emeritus Staff Status.

Karen is a hard-working employee and exemplified by juggling OSHA, MIOSHA, Polymers and Coatings classes.

This position requires a person who has a great concept and execution of organization skills; good attitude with a sense of humor; and high level of responsibilities. Karen demonstrates this and contributes to the betterment of our department every day.

Karen takes care of the preparation of the OSHA and/or MIOSHA before the classes, e.g. sign-in, sign-out; create certificates for the participants, cancellation of classes, monitors the enrollment etc. She keep up with the ever-changing rules and regulations of OSHA and MIOSHA and advising the participants when necessary.

Karen is responsible for invoicing and collecting past due accounts. She answers the many questions posed to her by companies and corporations with patience. Whenever a recipient does not understand the procedure, she would take the time to make sure he/she understands.

Karen is responsible for OSHA/MIOSHA two to six classes or more per month. Setting up these classes at EMU-Livonia is time consuming.

Karen is at the site before her start time where she sets up the registration table for all classes, make sure the instructor has what he/she needs and cheerfully answers any question and/or concerns from the students.

In the past, Boone Hall hosted the Polymers and Coating classes. These classes are two or more days.

This entails Karen to purchase the breakfast, morning, and afternoon break foods and set up. Some of these classes need to be in Sill Hall for the labs. Karen would take the break foods to that location for the duration of the classes without a complaint. Today, the Polymers and Coating classes are held at EMU-Livonia.

Karen also helps on occasion with my social work classes whenever vacation comes into play. She is eager to lend a hand even if there are over 45 students in the class. There are times she has to travel to EMU-Livonia or EMU-Detroit and she is very happy and willing to help.

Karen is equally eager to help if there is a problem with our database. She has a lot experiences with it and enjoys sharing the many shortcuts with us.

opinions; most times, it is right. Karen would never make me feel like she is in a hurry to answer or to help to problem solve.

Besides the many responsibilities posed to Karen, she has to be the best co-worker I ever had. She is so friendly to me and to everyone in the office, in addition, has a great attitude.

Karen Metz made a great contribution over the years, not only to Professional Programs and Training, but also to Eastern Michigan University as a whole. It is my pleasure to work with such a competent co-worker.

I enthusiastically recommend her to Emeritus Staff Status. I also like to wish her the best and richly deserved retirement.

Sincerely,

A solid black rectangular box redacting the signature of Elena O'Connor.

Elena O'Connor
eoconnor@emich.edu
7-4926



EASTERN MICHIGAN UNIVERSITY
EMERITUS STAFF STATUS RECOMMENDATION

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

Name of staff member: Pat Cygnar

Title upon retirement: Director, Community College Relations

Date of hire at EMU: 07/01/2002

Retirement date: 07/31/2017

Number of years at EMU: 15 (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: [REDACTED]

Home telephone: ([REDACTED])

E-mail address: [REDACTED]

Name of spouse: [REDACTED]

Degree(s)/institutions/year: Baccalaureate: BFA, University of Illinois at Urbana-Champaign, 1972

Masters: M.Ed. University of Illinois at Urbana-Champaign, 1982

Doctoral: _____

Please attach 2 letters of support to this application

Michael Tew, Ph.D.

Rhonda Longworth, Ph.D.

Recommended by _____ Date _____

Recommended by _____ Date _____

[REDACTED] 7/17/17
 Department Head and/or Supervisor Date

[REDACTED] 7/19/17
 Executive Council Member Date

[REDACTED] 10/4/17
 President Date

 Date Submitted to Board of Regents

After the Executive Council member signs, please forward this form and letters of support to: CFO, 101 Welch Hall. Upon approval of the President, the recommendation will be sent to the Board of Regents. Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Office of the Chief Financial Officer.

July 27, 2017

Re: Emeritus Staff Status Recommendation for Pat Cygnar

Pat Cygnar started her career with Eastern Michigan University in 2002 and has given more than 15 years of dedicated service to the University. In her role as Director of Community College Relations she has built strong and lasting relationships with our Community College partners and worked tirelessly with four-year Michigan universities to facilitate the path of transfer students. As a member of the Committee on the Transferability of Core College Courses, she assisted in the implementation of the Michigan Transfer Agreement, assuring a seamless, student friendly, and consistent statewide transition for students from two year institutions.

She is well known on campus for her work with faculty and administrators in the creation and implementation of articulation agreements and for her openness in addressing the concerns of all those involved. She has been a strong advocate for our transfer students and supported this high achieving group throughout their EMU careers.

Pat has a wealth of institutional knowledge along with a deep and broad understanding of the important role community colleges play in the state of Michigan. It has been a pleasure to work with her over the years and she will be greatly missed by her EMU colleagues. I strongly recommend her for emeritus status.

Thank you for your consideration.

Sincerely,



Rhonda Longworth
Provost and Executive Vice President
Academic & Student Affairs

August 31, 2017

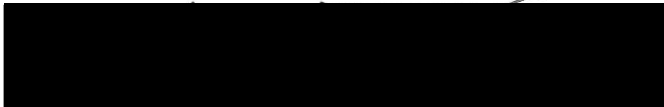
Re: Emeritus Staff Status Recommendation for Pat Cygnar

For more than 15 years, Pat Cygnar has been a valuable member of the Eastern Michigan University family. As Director of Community College Relations, she has built and fostered positive and productive relationships with our wide range of Community College partners, their staff, faculty, and students. Pat has made significant contributions toward helping EMU students realize their goal of degree attainment and success. She has worked with other Michigan four-year institutions and state organizations to ensure smooth transfer pathways for students moving from community college to university environments. She played an important role in the development of the Michigan Transfer Agreement (MTA) through her participation on the Michigan Committee on Transferability of Core College Courses.

Pat was extremely effective in the development of Articulation Agreements with many of our Community College partners. EMU has established a strong reputation as a partner in helping students achieve degrees as is demonstrated by the 140 Articulation Agreements we maintain (more than any of our other Michigan peer public institutions). Pat has paid close attention to the success of EMU's transfer students and offered guidance to them and to their Community College counselors and advisors.

Pat possesses a wealth of institutional knowledge and has been a resource for administrators, staff, and faculty. She is a highly regarded member of the EMU community. It has been my pleasure to work with her. I strongly recommend her for emeritus status.

Thank you,



Michael A. Tew
Associate Provost and Associate Vice President for
Academic Programs and Services
Division of Academic and Student Affairs