

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 4
DATE: October 22, 2020

RECOMMENDATION

EMERTIUS STAFF RECOMMENDATION

ACTION REQUESTED

It is recommended that the Board of Regents grant Emeritus Staff Status to seven (7) staff members:

- Arthetus Abraham, Program Assistant, EngageEMU, retired 6/30/2020
- Phyllis Mason, Clerical Secretary, School of Art and Design, retired 1/17/2020
- Dr. Brian Fitzgerald, Assoc. Director of Residential Services, Housing, retired 8/31/2014
- Rhonda Linderman, Payroll Manager, Controller's Office, retired 1/31/2020
- Mark (Lewis) Savage, Asst. Director of Residential Services, Housing, retired 10/31/2019
- Jane Jackson, Administrative Asst., School of Nursing, retired 9/30/2019
- Wanda Monks, Administrative Secretary, College of Arts & Sciences, retired 9/30/2020

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



University Executive Officer

October 22, 2020
Date



EASTERN MICHIGAN UNIVERSITY
EMERITUS STAFF STATUS RECOMMENDATION

The Department/Office of _____ recommends the awarding of **Emeritus Staff Status** for the following retiring/retired staff member:
Engage @ emu

Name of staff member: _____ *Arthetus Abraham*

Title upon retirement: _____ *Program Assistant*

Date of hire at EMU: _____ *12/6/83* Retirement date: _____ *6/30/20*

Number of years at EMU: *36+* (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: _____ E-mail address: _____

Name of spouse: *N/A*

Degree(s)/institutions/year: Baccalaureate: *BS / EMU / 1981*

Masters: *MA / EMU / 1990*

Doctoral: _____

Please attach 2 letters of support to this application

K.m Rankins *5/30/20* *Ronald Woods* *6/17/20*
 Recommended by Date Recommended by Date

 Department Head and/or Supervisor Date

 Executive Council Member Date *September 8, 2020*

 President Date *9/11/2020*

9-15-2020 *VR*
 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 30, 2020

To Whom It May Concern:

It is with great pleasure that I am writing this letter of recommendation for Ms. Arhetus Abraham. I have worked with Ms. Abraham over thirteen years at Eastern Michigan University. She has worked for Eastern Michigan University over 36 years. In 1983 her first job was in Financial Aid. She is a mentor, positive role model, business woman, dependable and hard-working employee. Other departments she has served include:

Admission on Campus Programs, African American Studies, Housing, Graduate School, Physical Plant, Social Work, Nursing and in 2000 The Institute for the Student of Children, Families and Communities (Engage). Ms. Abraham has shown leadership at ISCF (Engage) for many years. She has presented as a teacher, mentor and office manager. The skills, knowledge and expertise she has brought to the Department are to be applauded, because her work is Stellar.

Ms. Abraham graduated from Eastern Michigan University with Degrees in the following area of study:

- 1981 Bachelor of Science
Major: Fashion Merchandising
Minor: Marketing
- 1990 Master of Arts
Guidance and Counseling

She was one of three women to receive a high honor award. In 2003 she was awarded The Women of Excellence Awards and Extraordinary Woman of Excellence Award. As mentioned above these awards and more are befitting of her greatness.

Ms. Abraham has always been willing to help and give instruction to both staff and students. There is no doubt, whatever you need to know she can correctly give you the answer. She can tell you who to see and what to do.

A graduate and employee who exemplifies the spirit of True EMU. It is an honor and a privilege to recommend such a worthy and humble lady. Ms. Arhetus Abraham for Emeritus Status. Please feel free to contact me at 734) 787-9873 or email me krankins@emich.edu.

Sincerely,

Kim L. Rankins, Senior Program Secretary
EMU Upward Bound

**Arthetus Abraham
Emeritus Recommendation**

Ronald C Woods



James Webb,
Chair, Eastern Michigan Board of Regents
Welch Hall
Eastern Michigan University
Ypsilanti, Michigan 48197

June 17, 2020

Dear Chairman Webb, and Regents of Eastern Michigan University:

Ms. Arthetus Abraham, a long-time and valued member of the Eastern Michigan community, is scheduled to retire from our institution at the end of this month. On this very special occasion, I take great pride in offering this letter of support for your bestowing upon her an emeritus designation.

I first met Ms. Abraham nearly thirty-five years ago. At the time, I served as Director of the Afro-American Studies Program in the College of Arts and Sciences. I was eager to bring on board an administrative secretary who could coordinate well the functioning of a thinly staffed but extremely busy unit serving both the academic mission of the university and the more diverse needs of the African American student body. Arthetus Abraham, then the holder of a B.S. degree from EMU, immediately put her imprint upon office operations, faculty interactions, the coordination student employees, and the channeling of student concerns. She was particularly adroit at handling the interfacing between Afro-America Studies and various other administrative offices on campus. She would go on to burnish her educational portfolio with a M.A. from Eastern Michigan, and would assume other roles elsewhere on the EMU campus.

I had the good fortune of being reconnected with Ms. Abraham in the early 2000's. By then, she had become a veritable operations center for the Institute for the Study of Children, Families, and Communities. As an applied research and service engine, ISCFC had become well reputed in the region and country, overseeing as it did multiple grant-funded teams implementing a range of high impact programs. When I became interim director of ISCFC at that time, Ms. Abraham became a regular source of orientation and guidance. She was a master coordinator of all of the moving parts of the Institute's programs, and excelled in tracking the financial and budgetary status of grants. Whenever coordination was needed between ISCFC and other units on campus, Arthetus Abraham was the known problem solver upon whom we all relied.

In the course of her career at Eastern Michigan, Ms. Abraham has been the heart-beat of virtually each operation with which she as been associated. Every complex organization needs someone who fulfills this role. At EMU, her name carries with it instant credibility and confidence that the mission will be accomplished. Her professionalism, dedication

**Arthetus Abraham
Emeritus Recommendation**

and dutiful stewardship embody the very best that Eastern Michigan University exemplifies to the world.

I count it a very special honor and take great pleasure in recommending to you Arthetus Abraham for emeritus status upon her retirement

Regards

Ronald C Woods, J.D.
Professor Emeritus
Africology and African American Studies
Eastern Michigan University



EASTERN MICHIGAN UNIVERSITY
EMERITUS STAFF STATUS RECOMMENDATION

The Department/Office of School of Art & Design recommends the awarding of **Emeritus Staff Status** for the following retiring/retired staff member: **Phyllis Mason**

Name of staff member: **Phyllis Mason**

Title upon retirement: clerical secretary

Date of hire at EMU: 10/04/1994

Retirement date: January 17, 2020

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: pmason4@emich.edu

Name of spouse: Lloyd A Mason

Degree(s)/institutions/year: Baccalaureate: BFA in Studio Art. 2007

Masters: _____

Doctoral: _____

Please attach 2 letters of support to this application

Christopher Bocklage Feb. 24, 2020
 Recommended by Date
Sandra Murchison September 3, 2020

Diana Pancioli Feb. 22, 2020
 Recommended by Date

Department Head and/or Supervisor Date

[Redacted] September 8, 2020
 Executive Council Member Date

[Redacted] 9/11/2020
 President Date

9-15-2020 UR
 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:

February 22, 2020

I am writing in support of Phyllis Mason for Emeritus status. She has been a devoted secretary in the Art Department from 2008 to 2020. I have known Phyllis as a secretary for 10 years, until I retired. I also know Phyllis as an excellent student who earned her degree in the B.F.A. program.

I visited Phyllis in the Art office when I had issues which required her assistance. During those visits, I often witnessed the variety of tasks she handled for the Department.

I observed her answering telephone calls—among them from students who wanted to make appointments with their advisers, or needed to be connected with faculty members. She answered many students' questions—about registration, declaration of majors/minors, etc.

In addition to telephone calls, Phyllis responded to a multitude of emails daily— from students, faculty, and administrators. In addition to the usual questions, some of these calls dealt with building problems such as heating and cooling, maintenance, water leaks, and other equipment malfunctions.

Phyllis helped me personally by ordering equipment and supplies for the Ceramics concentration. She assisted me with accounting expenses, as well as travel requests, which were included in the new Concur system. She was always available when I needed information or advice.

Phyllis was clearly the one in charge of the Department's document files, which included student records and their programs of study. When the filing program transitioned from paper to digital systems, she became an unofficial counselor to help students learn to find their own records and monitor their own programs of study within uAchieve.

I observed that Phyllis took the faculty meeting minutes for years and drafted reports for the Department Head. She also organized scholarship events annually, including arranging food for some of those events. I know too that Phyllis hired student workers for the Art office. I am certain that she did even more for the Department than I witnessed. Her dedication to her position was truly admirable.

I highly recommend Phyllis Mason for Emeritus status.

Sincerely,

Diana Pancioli

February 24, 2020

To Whom It May Concern:

I served as a professor of art education from 1986-2013 and as the Art Department's graduate coordinator from 1993-2013. Phyllis Carter was hired as the department's Administrative Assistant in 2008 after which we worked closely together until my retirement.

Ms Carter's duties included normal department functions, but specifically she provided valuable assistance to me with my various responsibilities as coordinator of the department's graduate programs. The latter included, but was not limited to, all aspects of processing graduate assistantships, helping to set up advising appointments, helping with or directing students to various offices or to the department's website to answer questions regarding registration, financial aid, international studies, etc, and spending numerous hours processing and delivering forms for grade changes, 400 level courses for graduate credit, registration changes, graduation, etc.

During these five years Phyllis was always friendly, knowledgeable, and professional. I specifically remember and appreciated her warm sense of humor as she helped students and myself navigate University systems. Based on these and many other fine qualities too numerous to mention, I strongly and without reservation support her nomination for emeritus staff status. Please let me know if I can be of any further assistance in the application process.

Sincerely,

Christopher J Bocklage

Professor Emeritus of Art Education



EASTERN MICHIGAN UNIVERSITY EMERITUS STAFF STATUS RECOMMENDATION

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

Name of staff member: Dr. Brian Fitzgerald

RECEIVED

Title upon retirement: Assc. Director of Residential Services

FEB 19 2020

Date of hire at EMU: 8-1985 Retirement date: 8-2016

Number of years at EMU: 31
(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: Debra Fitzgerald

Degree(s)/institutions/year:
Baccalaureate: BA, Michigan State University, 1983
Masters: MS, Michigan State University, 1990
Doctoral: Eastern Michigan University, 2016

Please attach 2 letters of support to this application

M. Lewis Savage	Dr. Donald Lopnow
Recommended by	Recommended by
[REDACTED]	[REDACTED]
Date	Date
9/26/19	[REDACTED]
Department Head and/or Supervisor	Date
[REDACTED]	9/26/19
Executive Council Member	Date
[REDACTED]	9/26/2020
President	Date
[REDACTED]	9-15-2020

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. Updated 8/24/12

RECEIVED

9-28-2019

FEB 19 2020

To whom it may concern:

Human Resources
Eastern Michigan University

I am submitting my letter of support for Dr. Brian Fitzgerald for Emeritus Staff at Eastern Michigan University. I have known Dr. Fitzgerald since 1993. At that time he served as the Assistant Director of Housing. He supervised the professional live-in Housing staff and was responsible for the over-site on the operations as well. He was directly responsible for the administration of staff duties, which included supervising and hiring of all student staff, conducting departmental safety requirements such as fire drills, key security and he was the liaison for Housing with the campus physical plant.

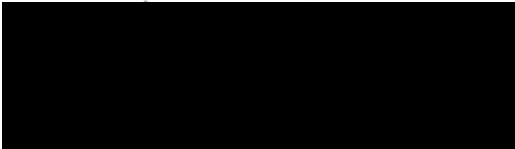
During his tenure at EMU, Dr. Fitzgerald had several changes in his role with the University. He was promoted to the Associate Director of Housing. Because he had such diverse skills, he was asked to help during staffing issues in several roles. He served as the Interim Director of the Student Conduct Office, as the Interim Asst. Vice-President of Student Affairs and, as the Interim Director of Custodial Services. On top of that, Dr. Fitzgerald has served on several all-campus committees such as the Health and Safety and Admission Review. He has volunteered to assist teaching classes for the HESA program, serve on the interview teams for Presidential Scholarships, the Campus United Way committee and, conducted hearings for the Title IX office.

Dr. Fitzgerald gained his Doctorate degree at Eastern Michigan University in Higher Education Leadership. He did this while working full-time. He has also routinely volunteered to serve on cooperative campus/community programs such as the United Way funding allocation committees, the Board of Directors for the EMU Credit Union and, advisor to several student organizations during his career.

Dr. Fitzgerald created and implemented several programs during his tenure. These include but are not limited to, Housing Nightwatch security program, Got Cha security program, key security – including the retainer block systems and later the first electronic key safe, Resident Satisfaction evaluations, Housing study tables and, the Housing Academic Advisors and Multi-cultural Peer Advisor programs. He also was responsible for setting up recycling programs in the residence halls.

Dr. Fitzgerald has continued to support this institution even after he retired. He regularly attends campus programs, donates to the EMU scholarship program and helps graduating students find employment. He is committed to serving students and the University and continues to be a positive role model for the campus community.

With regards,



M. Lewis Savage

Asst. Director of Residential Operations

RECEIVED

January 28, 2020

FEB 19 2020

Eas

To Whom It May Concern:

I am pleased to write this letter of support for Dr. Brian Fitzgerald for consideration for Staff Emeritus at Eastern Michigan University. Prior to his departure from Eastern Michigan University, Brian was a dedicated and committed staff member in the Housing Department. For over twenty years his service in the area of facilities management was outstanding. For years he demonstrated his knowledge and skills in managing the facilities in the residence halls, student apartments, and dining facilities.

At one point in his career at EMU he was approached by the Vice Presidents in Student Affairs and Business and Finance to the leadership of Custodial, Grounds, Waste Management and Motor Pool areas. I new challenge for Brian, he readily accepted the role and mastered the Interim Director role. As in his role in the Housing Department he supervised many staff both union and non-union employee.

My experiences with Dr. Fitzgerald were in the area of Student Affairs. While in Housing most of his work-related responsibilities were in the facilities area, Brian was very close to and active with the students he encountered in the residence halls. He sought to make a positive difference in the lives of all the students he met. Most students responded well to support from Mr. Fitzgerald. He sought to help all students regardless of the background. I personally benefited and appreciated Brian's involvement and support in the student programming on campus. I could always count on Brian to help with last night dances on campus even after working all day in the Housing Office.

Dr. Fitzgerald was well respected across the University by administrators, faculty, and staff. He worked hard to developed relationships across divisional and department offices. As a result of his years of outstanding commitment to Eastern Michigan University in so many ways, I highly recommend Dr. Brian Fitzgerald for Staff Emeritus Status. It is the right thing to do.

Respectfully submitted,

Gregory A. Peoples

Gregory A. Peoples

University Ombudsman, Retired



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: Rhonda Linderman

Title upon retirement: Payroll Manager

Date of hire at EMU: 9/4/1979

Retirement date: 1/31/2020

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: rlinderna@emich.edu

Name of spouse: Timothy Linderman

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

Masters: _____

Doctoral: _____

Please attach 2 letters of support to this application

[Redacted]	<u>11/1/19</u>	_____	_____
Recommended by /	Date	Recommended by	Date
[Redacted]	<u>11/1/19</u>	_____	_____
Department Head and/or Supervisor	Date	_____	_____
[Redacted]	<u>8/7/2020</u>	_____	_____
Executive Council Member	Date	_____	_____
[Redacted]	<u>9/11/2020</u>	_____	_____
President	Date	_____	_____

9-15-2020
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.

Dear Emeritus Committee,

I am recommending Rhonda Linderman for Emeritus Status at Eastern Michigan University. Rhonda has been a part of Eastern for over 40 years. Most of which was spent in the Payroll Department. Rhonda has been a strong advocate for Eastern and also her Department. Rhonda's name is synonymous with Payroll here at Eastern. She is always helpful and getting people paid and paid correctly has been her passion. Passionate is an understatement when describing Rhonda's affinity toward her job, and her department. Rhonda has many accomplishments during her tenure here that moved her department forward toward innovation. It is unfortunate that I have only worked with her for the past 15 of her 40+ years but in that time I have come to know her as a driven, loyal, and extremely fun to work with employee. I love hearing her many stories of times past and will miss the many times we shared current tales that sometimes would make us wonder "why???" We all know that being responsible for someone's paycheck is a very stressful and sometimes not so rewarding job but Rhonda has dealt with these times with tenacity and humor. She will be missed more than I can convey in this brief recommendation but if anyone ever deserved Emeritus Status, it is Rhonda Linderman. I wish her the best in this new journey.

Sincerely,

Doris Celian



November 5, 2019

RE: Recommendation for Rhonda Linderman for Emeritus Staff Status

To the Board of Regents:

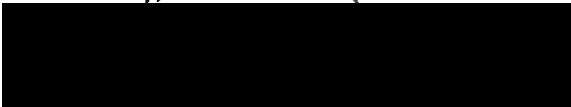
It is my pleasure to recommend Rhonda Linderman, Payroll Manager for an Emeritus Staff appointment. Rhonda has been with the University for over 41 years and I cannot think of anyone more deserving.

Rhonda and I first met when I began my employment in the Payroll Department in 1986. Since then we have not only worked together but I am very proud to call her my friend. When I began we were both Payroll Processors for the Student pay. Through the years she worked diligently to move up through the department working in almost every position and eventually was named as the Payroll Manager. From the beginning it was more than obvious that Rhonda was dedicated to EMU and took pride in her work and in the Institution, she is more than dependable and a true believer in what is right.

Payroll is a difficult department to be in for many reasons one of which is you're overseeing something that is extraordinarily sensitive. Most people do not interact with the Payroll Department unless necessary. When dealing with each unique situation Rhonda has been responsive and hypersensitive to the situation and assisted each individual with ease. At some point in her career she has worked with most if not every department on campus and has strived to find solutions for challenges that benefit all. Rhonda has been involved with too many projects to name each of them but a few are the Banner implementation, FLAC, EPAF's, Electronic W-2's as well as keeping up with Federal and State Regulations and always with the University's best interest in mind.

It is for these reasons that I offer high recommendation for Rhonda without reservation. Through her dedication to EMU, commitment and willingness to work with all areas for viable solutions along with her strong sense of what is right she has most certainly earned the honor of Emeritus status.

Sincerely,

A large black rectangular redaction box covering the signature of the sender.

Tammy Walters
Accounts Payable Manager

November 1, 2019

To Whom it May Concern,

It is with great pleasure that I write this letter in support of Staff Emeritus status for Rhonda Linderman, Payroll Manager. Rhonda has been an outstanding team member of Eastern Michigan for over 40 years.

I was privileged to collaborate and work with Rhonda for over 20 of those years, while working in HRIS. She is highly respected on the campus and known as a knowledgeable member of the payroll department, as well as knowing the inner workings of HRIS, the Banner system, Banner security and union contracts, to just name a few additional areas. There are so many more! She helped build a strong relationship between payroll and HRIS, the core areas for getting all Eastern Michigan University employees – students, staff and academic, paid.

Rhonda is passionate in all that she does and in her commitment to the university. She is a problem solver, sounding board to talk through problems, to find a resolution. I could pick up the phone and call her and start with 'remember when.....' and within a few minutes of discussion – she could remember!! She is always willing to help test, resolve and help work out, whatever it may be, until resolved. An incredible resource.

I also worked with Rhonda on many cross-campus teams, where she offered her expertise and support, to all areas on campus.

I feel very fortunate to not only have known Rhonda as a colleague, but also as a friend. It is certainly my honor to be able to recommend and support that she is recognized for her years of service and contributions to the university and be granted Emeritus status.

Sincerely,

Colleen Glaser
Retired Associate Director of HRIS
Eastern Michigan University



EASTERN MICHIGAN UNIVERSITY EMERITUS STAFF STATUS RECOMMENDATION

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

Name of staff member: Mark Lewis Savage

RECEIVED

Title upon retirement: Asst. Director of Residential Services

FEB 19 2020

Date of hire at EMU: 8-1998 Retirement date: 9-2019

Number of years at EMU: 21, additionally worked 4 yrs., 08-93 to 7-97
(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: msavage@emich.edu

Name of spouse: Kelly Savage

Degree(s)/institutions/year:

Baccalaureate: BA, Hastings College, Hastings, NE, 1987

Masters: MA, University Nebraska - Kearney, Kearney, NE, 1990

Specialist: Eastern Michigan University, 2016

Doctoral: Current student, PhD program, Educational Leadership, Eastern Michigan University

Please attach 2 letters of support to this application

John Donegan	Jeanette Zalba
Recommended by	Recommended by
[REDACTED]	[REDACTED]
Date	Date
9/26/19	9/26/19
Department Head and/or Supervisor	Date
[REDACTED]	9/26/19
Executive Council Member	Date
[REDACTED]	9/11/2020
President	Date
9-15-2020	[Signature]

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. Updated 8/24/12

October 31, 2019

To Whom It May Concern;

It is with great pleasure that I offer this letter of reference for M. Lewis Savage. I have had the pleasure of working with Lewis for over a decade and consider him a colleague and a good personal friend and a good friend of Eastern Michigan University.

Lewis has dedicated much of his life to working at Eastern Michigan University, joining the team in 1993 and spending much of his time improving the lives of thousands of students experiencing residential life at the University. In many ways, he has set the "bar" high as demonstrated by his accomplishments and special recognition listed below:

- Apartment program occupancy increased from 68% to 97.5%
- 601 W. Forest renovated, awarded Historical Marker by City of Ypsilanti
- 600 W. Forest conversion from Presidential House to sorority housing
- Westview Veteran's Tribute – Flag display
- Apartments proactive renovations program
- Housing Key policies and protocols
- Housing Key Safe program
- Housing Key box and safe audit program
- Housing Office furniture update
- Fitness Trail and park
- Apartment meal plan program
- Apartment Summer storage program
- Apartment Gender neutral Housing policy launch
- Duty phone response data tracking database
- Creation of Residential Operations Manual
- Created Opening Handbook
- Created Closing Handbook
- Created Front Desk Manual
- Created Room Condition Inventory System and Instruction Manual
- Created Google database share drives for:
 - Key Audits
 - Office Managers & Front desk service
 - Professional staff residential operations forms and documents
- Created shared Summer Camps & Conferences planning calendar

RECEIVED

FEB 19 2020

Relevant Awards:

Student Affairs – Gold Medallion

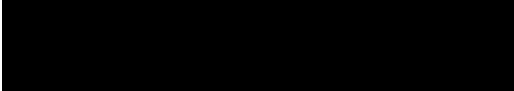
EMU Steering Committee - United Way Outstanding volunteer

EMU Institutional Excellence Award for work on SA Innovation Committee

Apartment debt relief program that won the SA Division Program of the Year

It is an honor and privilege for me to write this letter of recommendation in support of the Board of Regents granting M. Lewis Savage Emeritus Staff status at Eastern Michigan University.

Sincerely,



John Donegan, Vice-President of Operations and Facilities

RECEIVED

FEB 19 2020

Office
Eastern Mich



Housing and Residence Life

RECEIVED

September 26, 2019

FEB 19 2020

Dear Budget and Finance Committee:

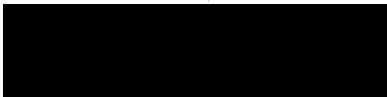
It is with pleasure that I nominate M. Lewis Savage for EMU Emeritus Staff. Mr. Savage has provided service to housing and residence life since 1998 in a coordinator or leadership position. Mr. Savage also served as an Area Complex Director from 1993-1997. During this time, he has shown dedication to serving students, parents, and the EMU team.

As an Assistant Director for Residential Operations, Mr. Savage has designed and implemented several processes for the department including key tracking and control, opening and closing procedures, safety and compliance practices, and emergency plans. All of these processes have created a setting in which we can be assured that students and staff are and will be safe regardless of an unforeseeable emergency. This has been an important part of his role in our department that will be sadly missed.

During his time working in our apartments, Mr. Savage oversaw all parts of the operation. He developed and implemented an apartment renovations plan and occupancy master plan for the area to maintain student interest and desirability of the apartment spaces. He coordinated the Veteran's Tribute display which is still at the front of Westview Apartments.

He has been creative and hardworking throughout his tenure. In addition, there are not many people who do not know Mr. Savage. He has served on countless campus committees, won a Gold Medallion Award in 2012, and has built relationships in all areas of EMU. He is loyal to the university and to students and would help anyone who asked. I am happy to provide additional support for this status as needed.

Sincerely,



Jeanette Zalba
Director, Housing and Residence Life



EASTERN MICHIGAN UNIVERSITY

EMERITUS STAFF STATUS RECOMMENDATION

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

Name of staff member: Jane Jackson

Title upon retirement: Administrative Assistant

Date of hire at EMU: 1988 Retirement date: 2019

Number of years at EMU: 31 (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: jwright@emich.edu

Name of spouse: Tom Jackson

Degree(s)/institutions/year: Baccalaureate: Eastern Michigan University
April 2008

Masters: _____

Doctoral: _____

Please attach 2 letters of support to this application

[Redacted] 2/18/20
Recommended by Date

[Redacted] 2/18/20
Recommended by Date

[Redacted] 2/18/20
Department Head and/or Supervisor Date

[Redacted] 8/7/2020
Executive Council Member Date

[Redacted] 9/11/2020
President Date

9-15-2020 (Signature)
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.

February 18, 2020

Eastern Michigan University
Emeritus Staff Application


Dear Emeritus Review Committee:

I am pleased to write this letter of support for Jane Jackson to be inducted into the Emeritus Staff status. Ms. Jackson started at EMU in 1988 in clerical services and has worked in a variety of offices over her 31 years here. Jane finished her last 14 years as the Administrative Assistant in the School of Nursing. During that time, Ms. Jackson was responsible for overseeing the office operations including class schedules, instructor assignments, accreditation reports, and all things with a budgetary impact. Jane took her job seriously and scrutinized every expense on behalf of the school and the university.


Ms. Jane Jackson received her B.A. degree in Paralegal Studies from Eastern Michigan University. Her educational background provided a great resource for any and all legal agreements and/or contracts the School of Nursing was pursuing. Ms. Jackson was a resource for all faculty, other staff in our department, and others within the College of Health and Human Services.

Over 31 years, Ms. Jane Jackson, was an active staff within the School of Nursing and the university. I am very happy to support Ms. Jackson's nomination for Emeritus Staff status.

Sincerely,



Michael L. Williams, PhD, MSN, RN, CCRN, CNE
Director and Associate Professor
School of Nursing



February 18, 2020

Eastern Michigan University
Emeritus Staff Application

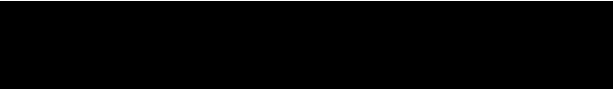
Dear Emeritus Review Committee:

I am writing a letter of support for Jane Jackson to be inducted into the Emeritus Staff status. Jane started at EMU in 1988 and has worked in a variety of roles within EMU over the 31 years she worked here. During my time working with her, Jane was always pleasant with students and did everything in her power to help them on the phone and in person. She was very welcoming when I joined the staff here and was always willing to help me out when needed.

Jane also received her degree here at Eastern Michigan University and her educational background provided a great resource when working on agreements and/or contract the School of Nursing was pursuing. Jane was a great resource for faculty, staff and students. She was very personable on the phone with students and was always able to diffuse situations when the students were not happy. She made it a habit of finding out who could help the student, rather than just transferring them to someone else.

I worked with Jane for almost five years in the School of Nursing and I am very happy to nominate her for Emeritus staff status.

Sincerely,



Silisa Waldroop, MA
Administrative Assistant II
School of Nursing



EASTERN MICHIGAN UNIVERSITY
EMERITUS STAFF STATUS RECOMMENDATION

The Department/Office of College of Arts & Sciences recommends the awarding of **Emeritus Staff Status** for the following

retiring/retired staff member:

Name of staff member: Wanda Monks

Title upon retirement: Admisistrative Secretary

Date of hire at EMU: 08/17/1981

Retirement date: 09/30/2020

Number of years at EMU: 39 (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: wmonks@emich.edu

Name of spouse: John Monks

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

Masters: _____

Doctoral: _____

Please attach 2 letters of support to this application

Doug Baker	9/9/20	Joseph Csicsila	9/9/20
Recommended by	Date	Recommended by	Date
[REDACTED]	9/9/20		
Department Head and/or Supervisor	Date		
[REDACTED]	9/9/2020		
Executive Council Member	Date		
[REDACTED]	9/11/2020		
President	Date		
9-15-2020	(Signature)		
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.

Letter of Support for Wanda Monks
Re: Staff Emerita

September 4, 2020

It is my pleasure to write a letter of support for Wanda Monks toward her application for Staff Emerita. For over 40 years Wanda has been a dedicated, ethical, and dynamic contributor to EMU. A leader who consistently strives to uphold university policies and standards, Wanda has worked in a variety of capacities in offices across campus, including the mailroom (where she began), departments of Geography & Geology and English, and the Graduate School, among others. For the past three years I have had the opportunity to work directly with her in the CAS Dean's office, and Wanda's vision, leadership, and kindness have helped to create a team-oriented, supportive environment, one where students are first and humanity and empathy are demonstrated daily.

One of Wanda's many strengths is helping to coordinate the use of institutional systems. Her knowledge of Banner, the scheduler, among other systems has made her an indispensable member of the Dean's office, college and university. Administrators, staff and faculty consult with her about systems and processes; therefore, Wanda and her expertise have become integral to the effectiveness of these systems. For example, Wanda schedules classrooms for the entire college (the largest of the five); *and* she learned the system well enough to assist in these efforts, at times, across the entire university. She shares information and perspectives and graciously works one-on-one with staff members who may need extra support and guidance. For example, she recently counseled one staff member for an academic year, striving to ensure the person effectively processed pafs, unusually complex in the staff member's department, among other related systems.

As the president of her union, Wanda has worked to ensure labor and management work together to configure appropriate conditions and benefits. Importantly, she has been able to view issues from multiple perspectives and offer insights and raise questions that encourage cooperation and common vision; and she brings that commitment to camaraderie and excellence to the CAS Dean's office. She counsels student assistants as they learn to navigate their academic and personal journeys—some of the students continue to correspond with her even after they have graduated. As a member of the CAS Dean's office, I have observed other major strengths of Wanda's: she is loyal, dependable (she is never absent!), persistent (she will not give up until she has resolved the problem), and generous. We will miss seeing Wanda every day and the energy she brings to the office, including her laughter and the delicious food she makes to share for lunches or birthday celebrations (she makes sure student assistants' birthdays and academic achievements are celebrated).

Personally, when I was the interim director for the School of Music & Dance, Wanda guided me to better understand aspects of music and musicians, which was invaluable because MUSD is not my home discipline. Most importantly, she counseled me with kindness, and I will always value those experiences—and the humor that accompanied her helping me to avoid *faus pax* (she ensured I stopped calling a sousaphone a tuba). Wanda's respect for EMU and her passion for music (and Marching Band) ranks behind only family. Those of us who have had the privilege to work with Wanda Monks are better off because of it. She has certainly earned the honor of Staff Emerita and will always represent what is great about EMU.

Sincerely,


W. Douglas Baker
Associate Dean

September 9, 2020

To Whom It May Concern:

It is with great pleasure that I write to recommend Wanda Monk's appointment to Emeritus status upon her retirement in September 2020. Wanda has served our students, the Department of English, the College of Arts and Sciences, and Eastern Michigan University with tremendous distinction during her tenure at EMU. She is, without a doubt, highly deserving of this honor.

My first experience working with Wanda was nearly 25 years ago when I hired into EMU as a lecturer in the English Department. She was serving then as the senior administrative assistant to Department Head Marcia Dalbey. It was a memorable experience for me for all kinds of reasons, including the care and attention Wanda provided me both personally and professionally over the next few semesters. It was a great time to be teaching in the English Department at EMU. Professor Dalbey looms large in the department's history as one of its finest and most competent leaders. There's no question she's richly deserving of that legacy. But I've always believed that much of what Professor Dalbey was able to achieve for the department was made possible in large part to Wanda's expert management of the main office during those years. It was truly a team effort.

Wanda's path at EMU and mine took us in different directions and to parts of campus that didn't have a whole lot of contact with each other beginning in the early 2000s. But in 2017, I was appointed Department Head in English and Wanda at that time was the senior administrative assistant in College of Arts and Sciences Dean's Office. Once again, Wanda provided me with the kind of personal and professional support that enabled me to succeed. She was a reliable resource for me and my staff, and a constant source of encouragement. The College of Arts and Sciences is a better unit today because of Wanda's administrative expertise. There isn't a single department or school in CAS that has not benefitted from her guidance.

For more than forty years, Wanda Monks has made a difference at Eastern Michigan University. Students, staff, and faculty have all been the recipients of her expert institutional knowledge, her generous professional support, and her personal kindness. Though I have worked with Wanda in a number of different roles, I am most grateful to call her a friend—and a close one at that. Wanda is greatly deserving of emeritus status.

Sincerely,



Joseph Csicsila

Head

Department of English Language and Literature