

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 4

DATE:

April 22, 2021

RECOMMENDATION

EMERITUS STAFF RECOMMENDATIONS

ACTION REQUESTED

It is recommended that the Board of Regents grant Emeritus Staff Status to two (2) staff members:

- Susan Field Campbell, Senior Pre-Award Sponsored Projects Officer, Research Development and Administration, retired 12/31/2020
- Robert Czinski, Custodian, Physical Plant, retired 12/31/2020

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

April 22, 2021
Date



EASTERN MICHIGAN UNIVERSITY
EMERITUS STAFF STATUS RECOMMENDATION

The Department/Office of Research Development and Administration recommends the awarding of **Emeritus Staff Status** for the following

retiring/retired staff member:

Name of staff member: Susan Field Campbell

Title upon retirement: Senior Pre-Award Sponsored Projects Officers

Date of hire at EMU: June 29, 2000

Retirement date: December 31, 2020

Number of years at EMU: 20 (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: n/a

Degree(s)/institutions/year: Baccalaureate: B.S., Biology, 1979, University of Michigan

Masters: M.S. Biology, 1980, University of Michigan
M.B.A., 1999, Eastern Michigan University

Doctoral: _____

Please attach 2 letters of support to this application

[REDACTED] Director, ORDA 1/14/2021
 Recommended by _____ Date

[REDACTED] st. Assoc. Provost, GSR 1/14/2021
 Recommended by _____ Date

Caryn Charter, Director, ORDA 1/14/2021
 Department Head and/or Supervisor Date

[REDACTED] 3/11/2021
 Executive Council Member Date

[REDACTED] 4/8/21
 President Date

APRIL 9, 2021
 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.

January 14, 2021

Board of Regents
Eastern Michigan University
c/o Chief Financial Officer
101 Welch Hall
Ypsilanti, Michigan 48197

Subject: Support of Susan Campbell's Nomination for Emeritus Staff Status

Dear Members of the EMU Board of Regents:

The Office of Research Development and Administration and Graduate Studies and Research are recommending emeritus staff status for Susan Campbell to recognize the invaluable contributions she has made during her twenty-year career at Eastern Michigan University. Susan came to the Office of Research Development (renamed Office of Research Development and Administration in 2014) from the University of Michigan in 2000 where she had worked for 19 years as a departmental administrator and supported faculty in the preparation of grant proposals.

During her twenty years at EMU, she has provided continuous support for the faculty in the physical and natural sciences, along with being assigned to other units, such as the College of Business, College of Education, the Institute for Geospatial Research and Education (IGRE), Engage@EMU, and the Southeast Michigan Stewardship Council (SEMIS) at various times throughout her career. This includes providing guidance on proposal submission requirements, preparing budgets and budget narratives, gathering proposal components and compiling documents, preparing all institutional information, and submitting the final proposals to a myriad of sponsors. Appreciation of Susan's attention to detail and the quality work product she provides are demonstrated through other attached letters from her customers and colleagues, but what is also demonstrated in these letters is the never-ending kindness and caring Susan extends to all with whom she works.

In addition to the direct support she provides to faculty and staff submitting proposals, she has played a critical role in the expansion of externally sponsored projects, particularly externally sponsored research, by providing strong leadership within ORDA. Susan was a key member of the Cayuse implementation team, assisting the office in its transition from paper system of review, approval, and maintenance of grant files to a fully online system and repository. Susan mentors newly hired staff in the profession of research administration and University procedures. She provides workshops to the University community about various components of the grant seeking process. And again, she does all of this with utmost caring and kindness.

Ancillary to her primary responsibilities within ORDA, Susan is committed to service to the EMU community, as well as the broader community. In 2019, she was awarded the staff Distinguished Achievement Recognition Award for Community Engagement and Service. Through much of her career she has served on the Institutional Animal Care and Use Committee, and University Health and Safety Committee where she represented Graduate Studies and Research, as well as UAW Local 1976. She has played an important role in the preservation and re-use of the Ypsilanti Freight House in Depot Town through her service on the board of directors of the Friends of the Freight House since 2008, and as board secretary since 2014.

We whole-heartedly recommend that the EMU Board of Regents confer emeritus staff status to Susan Campbell in recognition of her valuable contributions to Eastern Michigan University.

Sincerely,



or

Office of Research Development
and Administration



Wade Tornquist, Associate Provost and
Assistant Vice President for Graduate
Studies and Research

on behalf Graduate Studies and Research:

Tracy Pytlak, Administrative Assistant II,
Graduate Studies & Research

Jennifer Glass, Research Development
Officer, ORDA

Sonia Chawla, Research Compliance Officer,
Office of Research Compliance

Brian Moynihan, Post-Award Manager
ORDA

Phyllis Britton - Administrative Secretary
Graduate Studies and Research

Cindy Monzon, Sponsored Projects Officer,
ORDA

Tana Bridge, PhD, Faculty Associate and
Professor of Social Work

Cathleen Gable, Sponsored Projects Officer,
ORDA



Board of Regents
Eastern Michigan University
c/o Chief Financial Officer
101 Welch Hall
Ypsilanti, Michigan 48197

Subject: Support of Susan Campbell's Nomination for Emeritus Staff Status

Dear Members of the EMU Board of Regents:

I am writing this letter to support the nomination of Susan Campbell for emeritus staff status. I have been teaching at Eastern for almost 27 years and worked with Susan Campbell for over 20 years. During these years, Susan has helped me develop more than a dozen large grant proposals totaled more than \$10 million. Among them, a couple of awarded ones are given below as illustrations:

1. *The Collaborative Project: GIS/T Resources and Applications for Career Education – GRACE* (2014 – 2018, DRL-1433712 and DRL-1433640, \$1,568,276), funded by NSF Innovative Technology Experience for Students and Teachers Program.
2. *Investigating Climate Change and Remote Sensing (ICCARS)*, 2010 – 2013, \$274,585.00, funded by US NASA.
3. *Grassland Ecosystems and Societal Adaptations Under Changing Grazing Intensity and Climate on the Mongolian Plateau*, 2009 – 2013, \$458,298.00, funded by US NASA Land Cover and Land Use Change Program and University of Michigan.
4. *Mayor's Youth Technology Corps - Creating Safe Communities through Information Technology Training in Homeland Security Applications*, 2008-2011, \$900,000.00, funded by the US National Science Foundation.

Susan Campbell helped me develop the budgets and budget narratives, prepared all institutional submission materials, and arranged internal review and proofreading of the submitted proposals. She has made valuable contributions to the success of these winning proposals. Therefore, I strongly support the nomination of Susan Campbell for emeritus staff status. Please feel free to contact me should you have any questions about this support letter.

Sincerely,



Yichun Xie, Ph.D.
Professor of Geography and Geology

January 4, 2021

Board of Regents
Eastern Michigan University
c/o Chief Financial Officer
101 Welch Hall
Ypsilanti, Mi 48197

Subject: Support of Susan Campbell's Nomination for Emeritus Staff Status

Dear Members of the EMU Board of Regents:

I am pleased to support the nomination of Susan Campbell for Emeritus Staff Status at Eastern Michigan University. Susan has been a strong supporter of Environmental Health and Safety (EHS) throughout her career at EMU. Susan served as the UAW 1976 representative on the University Health and Safety Committee for over 20 years. Susan ensured safety concerns were brought to the attention of EHS and the information and resolution of safety concerns were communicated back to the membership.

Also, Susan was the building administrator for Starkweather and Boone Hall. She was a great asset in this role as she ensured building occupants were aware of construction and maintenance work within the building and routinely followed up on work order requests. Since 2014, Susan has been an AED Coordinator ensuring Boone Hall occupants were trained in CPR and AED usage. She also conducted the monthly AED inspection for Boone Hall.

All of the above was in addition to her full time position in the Office of Research Development and Administration. In her tenure at EMU, she assisted countless numbers of faculty and staff with their grant applications and implementation. This included the Emergency Management grant jointly submitted by Ellen Gold and me. Susan and the ORDA staff provided great counseling and advice on how to comply with all of the requirements. She was always willing to assist with the numerous budget questions that arose throughout the length of the grant.

Susan has been a dedicated EMU community member and with great honor, I highly recommend her for Emeritus Staff.

Sincerely,


Kathryn E. Wilhoff
Director, Environmental Health and Safety

Board of Regents
Eastern Michigan University
c/o Chief Financial Officer
101 Welch Hall
Ypsilanti, Michigan 48197

Subject: Support of Susan Campbell's Nomination for Emeritus Staff Status

Dear Members of the EMU Board of Regents:

I am writing this letter in support of Susan Campbell's Emeritus Staff nomination. I first met her while cluelessly trying to find some initial research funding. Over the years she's guided me countless times. Susan Campbell hasn't just helped me with my grant applications, she's saved my grant applications. Whether submitting at the last minute, missing a biosketch, or having the wrong form filled out, she'd calmly sort through the issue and save the day. She's been a great support to me and my research studies, and an incredible asset for Eastern Michigan University.

Sincerely,

A solid black rectangular box redacting the signature of Eric Paradis.

Eric Paradis

Associate Professor



SCHOOL OF THE EARTH, OCEAN AND ENVIRONMENT

Board of Regents
Eastern Michigan University
c/o Chief Financial Officer
101 Welch Hall
Ypsilanti, Michigan 48197

Subject: Support of Susan Campbell's Nomination for Emeritus Staff Status

December 16, 2020

Dear Members of the EMU Board of Regents,

I am writing to strongly support the nomination of Susan Campbell for emeritus staff status at Eastern Michigan University. Susan was instrumental to my success as a junior faculty member at Eastern Michigan in her depth of knowledge assisting faculty conduct research, her ability to help create bridges across campus and the community, and the compassion she gave to faculty fumbling their way through the complex bureaucracy of national organizations.

Susan Campbell created institutional infrastructure to leverage EMU's resources and talent to serve the community.

I began working with Susan in Fall 2014. She had been recommended unanimously by everyone in my unit, extending back to my on-campus interview, when she was touted as a personnel resource at Eastern. Early on, Susan helped identify potentially interesting Calls for Proposals with funding organizations from the Michigan Space Grant Consortium to the National Science Foundation (NSF). That first Fall at Eastern, I ended up being involved in a \$1.25M proposal submission with a diverse team of individuals from multiple colleges on campus. Susan would meet with us, listen to the needs discussed and help us identify places where Eastern already had programs similar to what we were proposing, or when other people on campus might help move a particularly stubborn part of a conversation forward. She helped this large group stay on the same page when it came to budget issues, which allowed the PI team to focus on the research we were interested in. However, she would also go beyond the "basic" grant support to the group and meet with me one-on-one to make sure I as a junior faculty fully understood how the budget was set up, how the submission process worked, and clued me in to other things I might want to consider for future grants. Susan would help me "decode" complicated NSF guidelines and updated rules and regulations and, on multiple occasions, would lead me step-by-step through the submission process to ensure I never encountered any technical issues.

In 3.5 years, Susan helped me submit at least six external proposals as PI or Co-PI. The research teams included the relatively typical (all EMU faculty, mix of EMU and external faculty) and more atypical (faculty and staff collaborations) for my field. Those atypical collaborations often required lengthy chains of communication across campus, which Susan helped me identify, keep track of, and even support my requests to "borrow" someone's time in exchange for other resources allocated as part of a grant. She

would help me identify creative ways to support people who might not otherwise typically participate in research (e.g. if I can't pay their salary, I can give them professional development funds to get to a conference with me). She knows the ins and outs of EMU's existing infrastructure well enough to help faculty utilize it in both basic and creative ways.

Susan Campbell provided lasting and meaningful contributions or impact, enhancing the community's knowledge and perception of EMU.

Effective January 2018, I made the difficult decision to leave Eastern to join the faculty at the University of South Carolina, a research institution. With this transition, I expected the research support here would be at least as good as what I had at Eastern with Susan. What I have learned over the last year is that Susan is simply the best at doing her job, and her care and concern for supporting the work of others is unparalleled.

When I went to submit my first external grant at South Carolina, I received almost boiler plate messages from my current research office like "see examples on website" and encountered multiple errors in the submission process that Susan would have caught in seconds. I was so impressed by the difference in support available that I sent Susan a quick thank you note to let her know how much I appreciated her. Within two hours, she responded with a thoughtful note that correctly predicted the system error I was dealing with – one I would end up having to walk my grants office through. Susan very kindly offered her contact info.

Though the setting of this story is South Carolina, I tell it to emphasize Susan's gifts in allowing EMU faculty to use their talents to pursue research opportunities. Eastern faculty have had incredible support in Susan, even more than I realized before my move. Though my own service now is primarily with a different community, I am "loud and proud" about my ability to get research done at EMU, an ability that would not have flourished without Susan's help. I have also been more interested in working on grants that draw on Eastern's talent, because I knew Susan can help make it easy – and even fun. I've now had enough opportunities working with other institutions, including other primarily undergraduate institutions, to know how rare Susan's gifts in this realm are. To borrow a phrase, she is worth her weight in platinum.

Susan's unwavering grace and empathy in working with faculty and staff goes beyond the nuts and bolts of her years of service to the EMU community. She is an example of the kind of person we should all hope to be and encounter in university life. She is knowledgeable, empathic, creative, and community-centered – not to mention a friend. As a faculty alum of Eastern Michigan, I most heartily support Susan Campbell's nomination for emeritus staff status at EMU.

Sincerely,



Katherine Ryker
Assistant Professor, Geoscience Education Research
School of Earth, Ocean and Environment
701 Sumter Street, EWS 307
Columbia, SC 29208



EASTERN MICHIGAN UNIVERSITY
EMERITUS STAFF STATUS RECOMMENDATION

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

retiring/retired staff member:

Name of staff member: Robert Czinski

Title upon retirement: Custodian

Date of hire at EMU: January 2002

Retirement date: December 2020

Number of years at EMU: 18 years (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: rczinski@emich.edu

Name of spouse: N/A

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

Masters: _____

Doctoral: _____

Please attach 2 letters of support to this application

Kathleen Stacey January 3, 2020
 Recommended by Date

Karen Peacock January 2, 2020
 Recommended by Date

Diane Lynn-Veals 1/4/2020
 Department Head and/or Supervisor Date

[REDACTED] 3/11/2021
 Executive Council Member/ Date

[REDACTED] 4/8/21
 President Date

APRIL 9, 2021
 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.

January 1, 2021

To Whom It May Concern,

It is an honor to write a recommendation for Robert 'Bob' Czinski for emeritus staff status. Bob has served EMU with upmost care and exceptional service during his tenure here. Without a doubt, he is very deserving of this honor.

I began working with Bob in the Fall of 2010. I was working as an Administrative Assistant in the School of Communication, Media & Theatre Arts department and I quickly befriended Bob within my first week. He was so easy to approach and always offering his assistance and kindness with whatever was needed in our department. As a custodian in the Quirk building for many years, he was well known by all the students, staff and faculty that made their way through the halls. He was always available with a smile or joke to make people laugh even when the floor flooded for the fifth time that year. With the abundance of things going on in the building, there was always something that needed tending to and Bob graciously did all of it with a smile on his face and a kind heart. I never worried when he was around because he always kept us apprised of anything happening in the building.

In addition to receiving the Distinguished Staff Award from EMU, Bob exhibited an outstanding work ethic. He was always willing to go to other areas and assist as needed. He took pride in his work, cared for those that traveled in the halls and truly exhibited what it means to be TRUEMU. He represents all that is important and good to EMU.

For more than nineteen years, Bob Czinski has made a difference at Eastern Michigan University. I am grateful to have had to opportunity to work with him during his tenure and more importantly call him my friend. He will be greatly missed and is truly deserving of emeritus status.

Sincerely,



Karen Peacock
Administrative Associate
College of Arts and Sciences Dean's Office

January 4, 2021

Dear ,

It is my absolute pleasure to write this letter of support for Robert Czinski to receive Emeritus Staff recognition. He is more than deserving of this honor. Bob was a custodian in Quirk Building and a valued member of the School of Communication, Media & Theatre Arts for over 10 years. There are so many great attributes about Bob that it is hard to know where to begin.

One of the first meaningful interactions I had with Bob was when my class decided to develop a campaign to raise money for the childhood cancer by holding a St. Baldrick's fundraiser. This event entailed having a professional hair stylist shave the heads of students to raise money and we wanted to hold the event in Quirk. So I approached Bob for his thoughts. Bob knowing that cut hair would get everywhere could have easily said no way, no how. Instead, Bob showed his typical generous nature and good humor. He suggested the upper lobby vestibule where the hair could be contained and still let other students could watch the event through the glass doors. Like Bob, he also anonymously made a donation to the cause. Bob appreciated the students who studied, worked, rehearsed and performed in Quirk. In turn, the students knew and loved Bob.

When I become School Director, I truly learned how invaluable Bob was to CMTA. It was not uncommon for us to walk the building with Bob pointing out to me all the issues that I should be aware of from a potential leak, a dangerous step, a needed rug to prevent someone from slipping to the carpet needing to be replaced in the Main Office (which while needed never happened and make a running joke). I would seek out his advice when I was told that work would be done in the building because I trusted his input. Bob cared deeply about the building and the people in it.

Lastly, Bob was just a positive force. He was always in a good mood. Greeted everyone with a smile. He was unflappable and would help out in any and all emergencies, which seemed to happen often when I first become School Director. CMTA will greatly miss Bob Czinski and we wish him the best in retirement.

Sincerely



Kathleen H. Stacey, Director
School of Communication, Media & Theatre Arts