

HAVE YOU HEARD?

an update for the division of business and finance

FACT & FICTION: *No Summer Classes?!?!*

The hot winds of summer are already blowing through campus. Or maybe it's just the hot winds of the last rumor, which goes something like this... there are not going to be any summer classes; there are going to be summer classes but not a May term; there are going to be summer classes but professors won't teach them because they will be paid at a flat fee rate; or the ever-popular only core classes will be offered in the summer term.

So what are the facts?

As always, VSU will offer a selection of courses in 4 summer terms. May term (I), June (II), June-July (III) and July (IV). A variety of courses will be taught, as selected by the individual departments offering them, including core, upper division, and graduate courses. And professors will be paid under the same system used last summer.

So what does this mean for the Division of Business and Finance?

It will be business as usual this summer... with students and employees taking classes, and faculty and staff needing our support services. It will be another hot, busy, productive summertime on the VSU campus!

Monday, January 24th, 2005



Summertime... and the learning is ???

Got News?

- Have a question?
- Heard a rumor?
- News you'd like to share?
- An accomplishment you'd like others to know about?

You can be a part of *HAVE YOU HEARD?* Submit news or information to Carolyn Gaston at cgaston@valdosta.edu.

Lingering Concerns over Possible Outsourcing

A Spectator article quoting Jason Lewis (Student Government Association President) has left some students working in Dining Services wondering if they will experience job loss as outsourcing is explored at VSU. Rob Kellner, Director of Auxiliary Services, spoke with Mr. Lewis and clarified some of the confusion that has developed.

Mr. Kellner would like to assure the VSU community that the University is going to make every effort to insure that employment of Valdosta State students remains an integral part of the workforce in Dining Services, regardless of the company selected to operate our Dining functions. This fact is reinforced in the Request for Proposals (RFP) by the following provision:

The University attempts to utilize student employment whenever possible and requests that the Contractor give priority to University students whenever possible, when employing part-time staff.

Mr. Kellner explained that whether a student employee or not, our current staff is a priority as we work through the RFP process. The University wants to insure we take care of the staff who have been a critical component of the success that Dining Services has enjoyed over the years at Valdosta State.

Please Welcome Our New Employees!

The following people have recently joined our university community, please help make them feel welcome as you see them on campus!

<i>Employee</i>	<i>Title</i>	<i>Department</i>
Billy Wayne Barker	Air Conditioning Mechanic I	Building Maintenance
Marge Belanger	Senior Administrative Secretary	Financial Services
Antolina Edwards	Assistant Director for Accounting Services	Financial Services
Jessica McClain	Personnel Assistant II	Dining Services
Dorothy Moore	Assistant Cafeteria Manager II	UC Food Court

Wrist Saver

Workplace ergonomics is increasingly important as workloads grow, requiring more time at your desk.

Here's a quick way to relieve wrist pain and strain that can result from typing and other repetitive motions:

Rest your elbow on a desk with your hand hanging over the edge. Stretch your fingers as far back as you can with your other hand and hold for five seconds. Repeat for the opposite hand. Try it!

(TopHealth, October 2004)

Your second wind — workplace wellness tip

Feeling down? You'll turn things around in five minutes if you take time to...

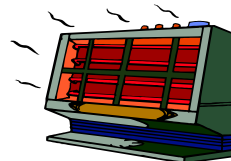
- ◆ **Refuel:** Snack on fiber-rich munchies such as dried apricots, bananas, baby carrots, or rye wafers. Fiber slows the release of glucose and helps fight energy dips.
- ◆ **Breathe:** Every 1-2 hours, spend five minutes inhaling and exhaling deeply, hands on your ribs. You'll promote calmness and mental focus as well as renewed energy.
- ◆ **Refresh:** Splash cold water on your face or crunch a mint candy. Both wake you up and promote alertness.
- ◆ **Inventory:** Take a "good news inventory." At the end of every day, jot down all the good things that happened. You'll be surprised at how much went right. Plus, you'll set yourself up for a good night's sleep and energize yourself for tomorrow!

(TopHealth, February 2004)

Plug into Space Heater Safety

The Office of Campus Safety would like to alert you to a potential fire hazard now that the weather has turned cool again. It happens every winter when people turn on a space heater to warm up. There is always someone who inadvertently starts a fire by putting their heater too close to furniture or fabrics, leaving the heater on all night, or because the appliance tips over. The nonprofit safety advocate National Fire Protection Association (NFPA) says heating devices are the leading cause of fires in the home from December through February.

Just look at the U.S. statistics for 2001:
54,900 heating equipment-related home fires
220 civilian deaths & 1,120 civilian injuries
\$502 million in direct property damage



But these fires don't have to happen. Most fires with space heaters are preventable if key safety measures are followed. To avoid problems, keep space heaters (both portable and fixed) at least 3 feet away from anything that can burn, including furnishings, bedding

and clothing. Turn the heater off when you leave the room or go to sleep. Heating devices should be inspected and cleaned on a regular basis according to the manufacturer's instructions. Heating equipment that burns fuel is a potential source of carbon monoxide (CO). CO is an odorless, colorless, poisonous gas that is created when fuel burns incompletely. Install CO alarms in your home to provide you with an early warning if CO is accumulating.

Following these recommendations will reduce your risk of having a fire, but the best space heater safety could be not using them at all - try an extra layer of clothing instead!

ACCOMPLISHMENTS & ACKNOWLEDGEMENTS

They Were Caught Caring!



From December through January 19, we had several members of Business and Finance who were recognized through the 'I Caught You Caring' program, which has been successful in capturing the spirit of service excellence on campus. By providing excellent service, these individuals have honored the community spirit within our organization. So we would like you to take time to honor these individuals in our community.

Stephanie Arsenault, Bursary
Melissa Boyd, Bursary
Natalie Carrier, Business and Finance
Wendy Carter, Financial Services
Mike Fletcher, Plant Operations
Marcus Frazier, Plant Operations
Jerome Graham, Central Warehouse
Gary Grall, Central Warehouse
Alfred James, Plant Operations
Meredith Lancaster, Campus Safety

Ricky Lightsey, Plant Operations
Hal Mack, Plant Operations
Abe McKinnon, Plant Operations
Kelly Phelps, Bookstore
Deborah Reeves, Human Resources
Mel Rogers, Plant Operations
Patrick Smith, Plant Operations
Robert Tindall, Plant Operations
Ed Turner, Plant Operations
Keith Washington, Central Warehouse

You may wonder what these people did to deserve the recognition they have received. In short, they went beyond the normal duties or demeanor required of their jobs and added extra value to a task they performed. With this small effort, they were able to make someone else's day better. For example, Deborah Reeves patiently explained all of our complex insurance options, and went the extra mile by calling Blue Cross to get additional answers for another staff member. Melissa Boyd assisted an anxious student in the Bursary and even went so far as to draw directions for how to get to a local grocery where the student's money order could be cashed. Not only did this help the student, but made a very positive impression! Meredith Lancaster, Rickey Lightsey, and Patrick Smith showed compassion and teamwork when they assisted a couple outside West Hall. Taking time out from lunch, these employees worked together to calm the couple and address the immediate concern. Not only did they get the job done, but they did so with professional kindness, which will long be remembered by these campus guests.

With a teeny bit of extra effort, a calm demeanor, a smile, and a helpful gesture; in just a few minutes you can greatly enhance another's experience on our campus! Look for op-

Coming Full Circle at the Loop

We would like to acknowledge the persistence and hard work of Shane Collins, Assistant Manager at the Loop. Shane began his employment with VSU as a student, then moved on to being a temporary hire at the Loop, and was recently hired into a full-time management position. Great work Shanel!