

PUBLIC SAFETY

FOR SAFETY'S SAKE

The tremendous growth of SVSU has resulted in an increase in emergency situations on campus. So far this semester there have been four reported fires, two reported sexual assaults, and fourteen ambulance runs to the campus. A resident student died of physical complications after being taken to the hospital. SVSU police officers were able to revive two individuals who had quit breathing prior to the ambulances' arrival. These serious situations require immediate response. A review of vital safety protocols follows.

In the event of a police, fire, or medical emergency, call 9-911 if you are using a campus telephone, or 911 if you are not using a campus phone. Do not call Public Safety directly because this will increase response time for other emergency providers. For other matters, contact the Department of Public Safety at 964-4141, or ext. 4141 from on campus.

SVSU is continuing its work in emergency planning. Institutional representatives are actively working with the Kochville Township Fire Department and the State Fire Marshall's Office to improve fire safety on campus. Fire safety was discussed during the Safety Week held for campus residents. In addition, several successful fire drills have been conducted throughout campus.

For cardiac emergencies, SVSU has four automated external defibrillators (AEDs). These devices administer an electric shock to a heart in the event of a sudden cardiac arrest. An SVSU police officer used an AED this semester to stabilize an individual prior to ambulance arrival. The AEDs are located in Public Safety, the athletic trainer's office in Ryder Center, and the Conference and Events Center in Curtiss Hall. Several individuals in these offices have been trained in the use of AEDs. Contact Public Safety at ext. 4141 for information on these devices.

SVSU police officers recently completed training with other area police agencies regarding how to respond to an active shooter situation in a school setting. A scenario such as this would require an immediate joint response from many different police agencies. The training will be ongoing.

Public Safety offers Rape Aggression Defense (RAD) training. This self-defense class, taught by SVSU police officers, gives women a hands-on opportunity to learn and practice physical resistance techniques. RAD is a very popular program, which women report makes them feel more self-confident. It teaches women they do have choices if attacked.

STAFF RELATIONS

Familiar Faces

The Staff Relations department was created last fall as part of the reorganization of the Administration and Business Affairs division. This department is responsible for contract negotiation and administration, planning and implementation of new personnel programs, development of staff training programs, and human resource policy initiatives.

Doug Dawson, former acting interim director, was appointed as Director of Staff Relations in April 2002. Ron Portwine joined the Staff Relations team as assistant director in August 2002. Ron is a familiar face in a new role, having worked for the University in various positions in the Controller's Office since 1993. Ron's assignments will include support staff contract negotiations and administration. He will also work on improvements in the staffing processes.



Staff Training Programs Available

In response to the Employee Satisfaction Survey conducted by ECS, Staff Relations has focused efforts on training to enhance performance development. They are offering a four-hour performance management class that develops supervisor and manager capabilities in setting clear goals, measuring performance, and providing coaching, feedback, and consequences. Contact Doug Dawson at extension 4111 to schedule a session for your department.

A program on how to operate your department as a service organization has also been developed and is currently being offered to some departments as a pilot program. It will be available across the University later this year. Contact Doug Dawson for more details.

Mileage Reimbursement Rate Change

The Internal Revenue Service has released the standard mileage reimbursement rates for 2003. Accordingly, the University's reimbursement rate for travel by private automobile will be adjusted to \$.36 per official map mile effective January 1, 2003.



CAMPUS FACILITIES

Employment Policy Changes or Clarifications

In the future, approved changes or clarifications to employment policies or practices not specifically governed by a labor agreement will be posted on the Employment and Compensation Services (ECS) web page at <http://www.svsu.edu/ecs> in the News section.

Employee Satisfaction Survey

ECS has summarized the results of the Employee Satisfaction Survey. ECS staff reviewed statistical results of the survey as well as the verbal comments that were submitted by respondents. Constructive feedback and potential areas for improvement were noted. The survey results will be used as a benchmark against which ECS will evaluate their future performance. A summary of the major observations and the solutions that have been developed to address them are included on the ECS web page in the News section.

There is Still Time to Save for Retirement

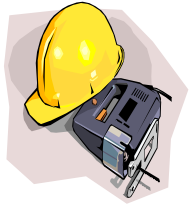
A recent article in the Wall Street Journal stated, "catching up hasn't caught on yet." It indicated that investors have not taken the opportunities available to make additional contributions to their retirement plans. Both the 403(b) supplemental retirement annuity plan and the 457(b) deferred compensation plan offered by the University have additional contribution options. You can save even more for retirement, while lowering your current taxable income. The general limit for elective deferrals to the 403(b) plan is \$11,000 for 2002 (\$12,000 for 2003); employees age 50 and over can make additional annual elective contributions of \$1,000 (\$2,000 for 2003). In addition, you may elect to participate in the 457(b) deferred compensation plan and set aside up to an additional \$11,000 (\$12,000 for 2003); the deferred compensation plan also has a catch-up provision for employees age 50 and over. There is still time to participate for 2002. Contact ECS at ext. 7100 for more information.

Benefits Fair

The annual benefits fair was a success. A recap of this event is coming to the news section of the ECS web page.

Under Construction

The commitment to construction continues. The Pine Grove Apartments and campus housing renovations and repairs have been completed, and the more than 1,400 residents living on campus this fall are enjoying the improvements. Living Center II, approved by the Board of Control in July 2002, is underway and will house an additional 243 students beginning in fall 2003, bringing total capacity to around 1,730 students. Construction on the Regional Education Center (REC) is going strong. We have already reaped the benefits of the new REC parking lot for several larger events on campus. The other major construction projects underway remain on target. And, in the midst of all of this, the University continues to address ongoing repairs and deferred maintenance requirements.



Quality Improvement Teams

Campus Facilities has established four quality improvement teams – two custodial, one grounds and one maintenance/HVAC. The teams include support staff, foremen and managers from each of the areas. Members of the teams are reviewing processes to determine ways to achieve efficiencies and cost-savings and to improve customer service. Many ideas have been generated and are being implemented by Campus Facilities. A few of the initiatives include providing feedback to staff who submit work order requests, altering work schedules to better meet the needs of University staff, and implementing equipment safety training. Contact Campus Facilities at ext. 4080 if you have any quality improvement issues or suggestions.

Volunteers Needed

Campus Facilities invites you to participate in preliminary testing of on-line work-order requests, key requests and motor pool requests. In conjunction with a new departmental web page, Campus Facilities will offer the ability to place work orders, key and motor pool requests on-line. These procedures are currently being tested by two departments and will be made available to the campus community once the fine tuning is done. To participate in the preliminary testing, go to <http://www.svsu.edu/campusfacilities/index.html> and place a request. Be sure to give Campus Facilities your feedback.

Be Power Smart with Energy Start

Power smart starts at home. Easy tips to save money and the planet can be found at <http://www.energystar.gov/default.shtml>. The ENERGY STAR web-site offers an array of interactive tools to help you make energy-saving, cost-effective upgrades to your home, enhancing your home's value and comfort, while also protecting the environment: <http://www.epa.gov/hhiptool/>.

Campus Facilities uses this resource for benchmarking and to help specify/purchase energy efficient products.

THE CARD

Coming Attractions
New Look
New Name

The University will be sponsoring a "Name TheCard, Design The Look" contest. Details will be coming in November 2002.