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## [University Health Center offering flu shots](#)

The ETSU University Health Center is currently providing flu shots for students, staff and faculty members. We recommend getting your flu shot every year, but especially now due to the COVID-19 pandemic since both are upper respiratory diseases. You may schedule your appointment with the University Health Center by calling [423-439-4225](tel:423-439-4225) or you can drop in one of our flu clinics on ETSU's main campus, Kingsport, and Sevierville. The next flu clinic is Wednesday, Oct. 28 from 9 a.m.- 3 p.m. in Sherrod Library. Make sure to bring your ETSU ID and insurance card with you. If you are uninsured, it will be a \$30 out-of-pocket cost (cash only at flu clinics).

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## [Policies posted for public comment](#)

The following policies were posted on Thursday, Oct. 15 and will remain

available for public comment through Nov. 1:

### **HSRA Legislative Mandates Policy**

The purpose of this policy is to address the requirements mandated by the Further Consolidated Appropriations Act, 2020 (Public Law 116-94), signed into law on Dec. 20, 2019, which provides funding to the Health Resources and Services Administration (HRSA) for the fiscal year ending Sept. 30, 2020. The intent of this policy is to provide information on statutory provisions that limit the use of funds on HRSA grants and cooperative agreements. Legislative mandates remain in effect until a new appropriation bill is passed setting a new list of requirements.

To post a public comment, please click on this [link](#).

### **Use of Electronic Signatures**

The purpose of this policy is to establish when an electronic signature may replace a written signature to bind the university when conducting official business on behalf of the university.

To post a public comment, please click on this [link](#).

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## **ETSU Welcome Center moves to Culp**

The ETSU Welcome Center has moved! The ETSU Welcome Center hosts the campus visit/tour program for prospective students and their families. The Welcome Center moved from the Parking Garage to the second floor, Suite 250, in the D.P. Culp Student Center. The Welcome Center also houses ID Services and New Student and Family Programs. We are excited to welcome future Buccaneers to the heart of campus in the new Culp Center! Multiple in-person tours are offered each day; full details and registration are available at [etsu.edu/visit](https://etsu.edu/visit). Please encourage anyone interested in visiting our beautiful campus to schedule their visit on the website or contact the campus visit coordinator, Sharon Leone, at [423-439-7096](tel:423-439-7096) or [leones@etsu.edu](mailto:leones@etsu.edu).

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## **Registration for Winter Session, Spring Semester, begins Nov. 2**

Registration for Spring and Winter courses begins Monday, Nov. 2.

**Winter Session** (Dec. 16-Jan. 10) is part of the spring term and limited to one course or four credit hours per student. All courses are offered remotely. ETSU Winter Session is a wonderful opportunity to get ahead, stay on track with your plan of study, or retake a course. The Winter

Session schedule is available on GoldLink under the Look Up Classes option for the Spring 2021 term. For additional information, visit the [ETSU Winter Session page](#).

**Spring Semester** begins Jan. 19 and the majority of academic courses – approximately 80 percent – will be offered remotely. A description of course formats is available [here](#).

Registration appointments are based on earned credit hours. [Click here](#) for more information or contact the Registration Helpline 8 a.m.- 4:30 p.m. Monday-Friday at [423-439-5584](tel:423-439-5584).

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## [Health for Her seminar series Oct. 28](#)

The Center for Applied Research and Evaluation in Women's Health (**CARE Women's Health**) invites you to participate in the next installment of the Health for Her seminar series on Wednesday, Oct. 28 from noon–1 p.m. Dr. Catherine Vladutiu, senior epidemiologist in the HRSA Maternal and Child Health Bureau will present "Maternal Mortality and Severe Maternal Morbidity in the United States."

Maternal mortality and severe maternal morbidity are no longer decreasing in the US like they are in other developed nations around the world. Furthermore, substantial disparities exist in maternal mortality and morbidity outcomes across race/ethnicity, socio-economic characteristics, and geographies. In this seminar, we will hear from one of the nations leading experts on these topics to learn more about these outcomes, trends, and disparities across the US and in Tennessee.

[Click here](#) to register.

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## [Safe Zone Training](#)

The coordinators for the Safe Zone initiative at ETSU are hosting training for faculty and staff on Tuesday, Nov. 17, from noon-3 p.m. To register, visit [here](#). For more information, email [williasl@etsu.edu](mailto:williasl@etsu.edu).

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## [Call for nominations for the 2020-2021 All SoCon Team](#)

One of the initiatives of the Southern Conference Academic Exchange is to recognize a faculty member and a staff member from each SoCon institution

each year who has made a significant impact in the lives of students and served the institution in significant ways. The recipients will be invited to attend a home men's basketball game to be recognized by the Commissioner of the Southern Conference. (*NOTE: for the 2020-2021 year, the recognition may be virtual due to the pandemic and health and safety precautions*).

Nominations may be submitted by ETSU faculty, staff, and students. The deadline to submit a nomination is Oct. 31. **Email the nomination form** to Dr. Susan Epps, Faculty Athletics Representative (FAR) at **epps@etsu.edu**.

**Previous All SoCon Teams:**

2015-2016 – Dr. Randy Byington

2016-2017 – Dr. Andi Clements/Stefanie Murphy

2017-2018 – Dr. Allan Forsman/Libby Tipton

2018-2019 – Dr. Amy Greene/Ronda Gross

2019-2020 – Dr. Joe Moore/Jay Seehorn

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## **Staff Senate Holiday Food Drive underway**

ETSU Staff Senate is holding the annual Holiday Food Drive to gather food items for distribution to make the holidays better for some of our ETSU staff, faculty, and students. Each recipient of a Thanksgiving food basket will receive non-perishables plus a gift card to purchase some perishable food items. In past years, the ETSU community generously provided enough food and monetary donations to fill 250 baskets which were used to supplement some outside agencies. Due to COVID-19 and financial strains placed on everyone, we felt it would be best to reduce the goal this year to 100 baskets and use those for campus needs. **The last collection day will be Nov. 13, 2020.**

**Click here** to view a list of needed food items as well as the drop off locations. Monetary donations are appreciated also and will be used exclusively to purchase the gift cards and food. If you have any questions or know someone who would appreciate a Thanksgiving food basket, contact Jennifer Mayberry at **mayberrj@etsu.edu** or Crystal Maupin **maupincd@etsu.edu**

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## **Fall ETSU Zoom Backgrounds Available**

Looking for a new ETSU background to display for your Zoom meetings? The Office of University Relations has uploaded a series of fall images that are available for download. To access these images, visit **here**.

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## [News from the Curriculum Innovation Center](#)

The Curriculum Innovation Center is working diligently to serve the ETSU community. Recent updates from the center include:

- Expedited forms for Letters of Notification (LON) and New Academic Program Proposals (NAPP) are now available.
- Our Terminology page now includes course number descriptors for program levels.
- Course syllabus are available in Banner for Fall 2019, Spring 2020, and Fall 2020. These will continue to be updated.

We are available to help you with your curriculum proposals regularly through Zoom. Contact us to set up a meeting.

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## [Presidential Grant-in-Aid request for proposals](#)

Presidential Grant-in-Aid applications for the fiscal year quarter January 1 through March 31 should be submitted by Friday, Nov.13. Presidential Grants-in-Aid provide support for faculty who propose activities designed to augment their professional development in teaching, research, or service. For instructions on how to complete the Presidential Grant-in-Aid application click this [link](#). For more information, visit [here](#).

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## [Accepting Campus Sustainability Fee Proposals until Oct. 30](#)

Do you have an idea of how to make ETSU more sustainable? Submit your idea to the Campus Sustainability Fee Committee. Past proposals have included bike racks, solar arrays, hydration stations, and many others. Let the sky be the limit when imagining how we can be more sustainable at ETSU. For more information and to submit a proposal please visit this [website](#). Deadline for Fall proposals has been extended to October 30 at 4:30 p.m.

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## December hires

ETSU's 2020 Winter break begins Thursday, Dec. 24, 2020 and extends

through Thursday, Dec. 31, 2020. No new full-time/part-time employees will be hired into a budgeted position with an effective starting date of December 1- 31, 2020. Temporary full/part-time hires may be contracted as usual.

Please see the approved [Holiday Schedules](#) for 2020/2021 posted on the Human Resources' website. Please note, the deadline for paperwork to be submitted to HR to be included in the November payroll is Nov. 10, 2020. Paperwork received after Nov. 10 will be processed with the December payroll. The deadline for paperwork to be submitted to HR to be included in the December payroll is Dec. 10, 2020. Paperwork received after Dec. 10, 2020 will be processed with the Jan. 2021 payroll. There will be no exceptions to these deadlines.

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## [Faculty needed to serve on Faculty Sick Bank Committee](#)

Participants must be a member of the faculty sick bank. Please see the [Faculty Senate's committee service opportunities page](#) for more information and the committee chair contact information.

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## [Adobe Creative Cloud Online Training](#)

ETSU's Department of Media and Communication is offering courses and testing that lead to the Adobe Certified Associate (ACA) professional credential in Photoshop, InDesign, and Premiere Pro. Course participants will have access to online training materials for 3 weeks (Nov. 23-Dec. 14), and will then attend a day-and-a-half of online workshops on Dec. 11. The certification exam will be administered Dec. 14 (retake Dec. 15). Course fees include all course materials, instructor fees, exam fees, and the option for one retake. Full-time ETSU faculty and staff (employed at least 6 months) can take the course and exam for free through the [Education Assistance Fund](#).

Space limited is. [Click here](#) for more information and to register.

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## [Office of Equity and Inclusion - October newsletter](#)

The Office of Equity and Inclusion invites you to read the latest edition of its newsletter. [Click here](#) to access the October 2020 newsletter.

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## [Lending Your Support](#)

The 2020 Employee Giving Campaign is underway. Please choose your charities, complete your form, and send to Human Resources. There are several new charities to choose from this year. Visit the Employee Giving Campaign site [here](#) to access the campaign booklet and giving form. Your participation in this important cause is greatly appreciated.

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## [Application now available for open and affordable course materials awards program](#)

The Sherrod Library and the Center for Teaching Excellence invite instructors and programs to submit an application to the Open and Affordable Course Materials Awards Program. The awards program provides instruction, guidance, and financial incentives to use, customize, and/or create Open Educational Resources (OER) and other Affordable materials in the classroom. Award amounts are a minimum of \$500 and will increase based on the selection criteria and funding available. **Deadline to submit applications is Friday, Nov. 15.** [Click here](#) to apply.

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## [eBucs Classic Experience available until Nov. 9](#)

The New Shopping Experience is now available to all eBucs requestors and approvers. Users may toggle between the New Shopping Experience and the Classic Experience via the button located in the lower right portion of the eBucs system. The New Shopping Experience will be the only version available to all requestors and approvers after the retirement of the Classic Experience on Nov. 9. All users are encouraged to begin using the New Shopping Experience as their primary version for all requisitions and approvals. New eBucs users should only utilize the New Shopping Experience and should refrain from toggling to the Classic Experience. Please see the eBucs [webpage](#) for more information.

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## [Upcoming employee training opportunities](#)

Leadership tip of the week: "[And: Making A Difference by Leveraging Polarity, Paradox or Dilemma](#)"

[“We Hear You!”—Helping ETSU employees to appropriately navigate the dangerous discussions around today’s “hot button” politically and socially charged issues.](#)

*(DISCLAIMER: We will **NOT** be discussing these political and social issues but will attempt to give you tools to better navigate these conversations in the workplace setting without causing division.)*

This training is for ETSU employees who want to learn how to engage/respond in ways that are aligned with [ETSU’s Core Values](#) to potentially divisive (political and social) topics in the workplace. The first part of the training will cover the Core Values of ETSU and provide some practical methods and tools for navigating workplace conversations around current issues that have potential to divide us. The second part of the session will consist of a panel of experts sharing their perspectives from Human Resources, Equity and Inclusion, and Psychology (the Human perspective). The training will be offered several times through November.

Please click on the dates below to select and register for your session.

[Thursday, Nov. 5, 10-11:30 a.m.](#)

[Friday, Nov. 20, 10-11:30 a.m.](#)

[Student Employee Supervisor Training](#): This is a mandatory training of software for all APS, FWS, and RSWP supervisors. Any faculty or staff member involved in the advertising and hiring process of student workers and/or APS service students must attend to gain access to the new website. If you have already attended training for the JobX/TimesheetX, you are not required to attend again. We will be reviewing the process from advertising to submitting the new electronic timesheets. We will also review the process from the students' view to better assist you with their training. The next session is **Friday, Nov. 13** at 2 p.m.

["Retirement Income Strategies"-VALIC](#): This workshop focuses on the new retirement realities and how the essential income planning process can help attendees address the five risks associated with retirement: longevity, health care, inflation, investment, and withdrawal. Presented by VALIC representatives on **Tuesday, Oct. 27, from noon-1 p.m.** Please click the title to register and receive the WebEx link via email prior to the session.

Please see the [Human Resources Home Page](#) to find out more information on Supervisor COVID-19 Guidance and much more.

Please note: Be sure to check the [Event Calendar](#) and the [Scheduled Classes](#) websites for the latest training information. Check out the employee learning opportunities online at [Percipio](#). Also check out [LinkedIn Learning](#). As always, please contact us at [gloverke@etsu.edu](mailto:gloverke@etsu.edu) or [423-439-6133](tel:423-439-6133) if we can help in any way with your learning for you and/or your functional unit.



[UPCOMING EMPLOYEE TRAININGS & WORKSHOPS](#)

[ETSU EVENTS CALENDAR](#)

[ETSU NEWS](#)



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