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GSU View

University Newsletters

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## GSU View, 2008-08-18

Office of Public Affairs

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## News and Events

### **Calendar, Calendar on the Web...**

Want to know what is going on around campus? Look no further than GSU's new online event calendar. The comprehensive, university-wide calendar (formally called Resource25) not only lists academic class information (i.e. time, location, professor), but also contains information on all public events and meetings held on campus.

The calendar can be accessed via the News & Events link on the front page of the GSU website or directly by visiting [www.govst.edu/calendar](http://www.govst.edu/calendar).

Using calendar filters makes finding information simple and quick. Courses, for instance, can be viewed by day, week, or month. Other filters help to find and list events by college or unit.

Clicking on event titles within the calendar yields full event details. Users can also check room availability and features using a Quick Search option.

All events/rooms booked through Facilities Development and Management (FDM) will be automatically listed on the calendar. If an independent event has not been booked through FDM, it can still be listed. Simply contact the following individuals:

- For academic classes, contact Bonnie Simpson, ext. 4504 (Registrar's Office)
- For general event scheduling (requires form completion), room reservations, and online calendar listings, contact Nicole Harrison, ext. 4515 (Facilities Development and Management)
- For computer lab reservations to be listed on the web calendar, contact Maureen Bendoraitis, ext. 3193 (ACS Lab)

Many thanks to the entire Resource25 team for bring this project to fruition.

### **Evacuation Drill Reminder**

GSU's Emergency Response Team will conduct a campus-wide evacuation drill on Thursday, August 21, at 10 a.m. The evacuation will only affect the main campus and does not include the Print Shop, Hantack House, Family Development Center, Conference Center, Environmental Field Station, or OTS building.

All faculty, staff, students and university guests present in wings A through G are required to participate in the evacuation. No one will be allowed to remain in the building(s).

The drill will involve activation of emergency notification systems around the university, including the fire alarms, telephone announcement system, and public address system. Use of all elevators will be strictly prohibited during the drill.

Individuals with disabilities will be given two evacuation options. The first option involves voluntarily exiting the building 10-15 minutes prior to the formal evacuation, thereby providing use of the elevators. The second option involves full participation in the formal evacuation. Disabled individuals needing special assistance, who

wish to participate in the full drill must contact Robin Sweeney, Director of Disability Services, by 5 p.m., on Tuesday, August 19, at ext. 3968.

Assisting in the evacuation will be the newly activated Emergency Volunteer Corps. Members of the team will wear bright orange vests. They will assist in the evacuation, directing individuals to designated assembly areas away from doors and entry ways. Please follow all directions given by members of the Volunteer Corps, as they have received specific evacuation training.

The Department of Public Safety will provide an 'all clear' signal when it is safe to return to the building.

The campus evacuation drill will allow the Emergency Response Team to evaluate and improve upon the university's evacuation procedures. Additional evacuations and drills will be scheduled throughout the academic year to help the university prepare to respond to a variety of emergency situations.

### **Late Registration No Longer An Option**

Effective with the Fall 2008 registration period, students can no longer register for classes late. Courses can no longer be added after the last scheduled registration date for each block. Classes for Blocks 1 and 2 may only be added through Monday, September 8. Classes for Block 3 may be added through Wednesday, October 29.

### **Facilities Update - Parking Lot B**

Contracts are in place and the first phase of GSU's parking lot renovation program under the Deferred Maintenance Initiative has begun. The contractor will install a fence along the perimeter of Parking Lot B starting Tuesday, August 26. The project is scheduled for completion in mid-October.

Lots A, C, D and E will remain open. For persons with disabilities, additional accessible parking will be available in C-lot for use during this phase of the project.

This project includes the use of environmental materials and protocols such as permeable paving and native landscaping. The finished lot will include an increased number of parking spaces, better security lighting, and additional emergency phones.

If you have any questions or concerns please contact Facilities at extension 4515.

### **The GSU-Meister, Makin' Copies**

GSU will upgrade its entire copier fleet this fall. Implementation will begin during the week of August 25. Though arrangements are being made to ensure a smooth process, your patience is appreciated as new machines are transitioned into departments. For additional information, contact [Jerad Garrison](#) at extension 7445.

