

# THE UPDATE

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January 23, 2012

## THIS WEEK'S EVENTS

### Monday January 23

*Student Development and Orientation...*  
Blood Drive 11 a.m.-4 p.m. CSC Comanche

### Tuesday January 24

*Student Development and Orientation...*  
Blood Drive 11 a.m.-4 p.m. CSC Comanche

*Artist-Lecture Series...*  
Reed Timmer 7 p.m. Akin Auditorium

### Wednesday January 25

*Student Development and Orientation...*  
Semester Project 10 a.m. & 3 p.m. CSC Multicultural  
Information Sessions Resource Center

*Student Development and Career Management Center...*  
Volunteer Fair 12-2 p.m. CSC Comanche

*Student Development and Orientation...*  
Student Organization Fair 12-1 p.m. CSC Atrium

*Athletics...*  
Women's Basketball vs.  
Texas A&M-Commerce 6 p.m. D.L. Ligon

*Athletics...*  
Men's Basketball vs. Texas  
A&M-Commerce 8 p.m. D.L. Ligon

### Thursday January 26

*Student Development and Orientation...*  
Semester Project 9:30 a.m. & 4 p.m. CSC Multicultural  
Information Sessions Resource Center

### Friday January 27

*Student Development and Orientation...*  
*Red Tails* 1:30 p.m. Carmike Cinemas

### Saturday January 28

*Athletics...*  
Women's Basketball at Tarleton State 5 p.m. Stephenville

*Athletics...*  
Men's Basketball at Tarleton State 7 p.m. Stephenville

## AROUND CAMPUS

### American Red Cross Blood Drive

Donate blood and save a life. The Office of Student Development and Orientation is sponsoring a blood drive from 11 a.m.-4 p.m. Monday-Tuesday, January 23-24, in CSC Comanche Suites. For more information about donating or the American Red Cross visit [www.redcross.org](http://www.redcross.org).

### Information Sessions: Humane Society and Alternative Spring Break

Learn how you can get involved for the new year. The university will partner with the Humane Society to provide a semester's worth of service to a needy cause. In addition, the university is planning, along with the United Way, to take a "Tour of the Gulf and Rebuild the Coast" for this year's Alternative Spring Break. Information sessions will be held at 10 a.m. and 3 p.m. Wednesday, January 25, and at 9:30 a.m. and 4 p.m. Thursday, January 26, in the CSC Multicultural Resource Center. For more information contact Dominique Calhoun at ext. 4500.

### Red Tails

The Office of Student Development and Orientation is sponsoring a trip to see *Red Tails*, a film about the Tuskegee Airmen in WWII. The viewing will be at 1:30 p.m. Friday, January 27, at Carmike Cinemas in Sikes Mall. Tickets are available for \$3 in CSC 194.

### Continuing Education: Wheel Throwing and Hand Building Ceramics

Starting 6-9 p.m. Monday, January 23, MSU ceramics professor Steve Hilton and resident artist Tybre Newcomer will teach beginning, intermediate, and advanced wheel throwing and hand building. Options in glazing and firing techniques include oxidation, reduction, soda, and raku depending upon individual interests and abilities. The class will run through May 7 in the Ceramics Studio, Fain Fine Arts Center. Tuition is \$350 and includes all materials. For answers to questions call Steve Hilton at 613-7041. To register, call Neta Roberts at ext. 4307.

## MARK YOUR CALENDAR

### Mustangs Rally

The Admissions Office invites prospective students, parents, and guests to visit college life at MSU for the day on Saturday, February 4. They will have the opportunity to tour the campus; talk to faculty, coaches, and current students; check out housing facilities; meet with MSU Admissions; learn about intended majors; and talk with the Office of Financial Aid. There is no fee to attend, but reservations are required. For more information, call the Office of Admissions at ext. 4334.

### MSU Biggest Loser

The Division of University Wellness and the Office of Student Development and Orientation will be hosting our annual MSU Biggest Loser (2012). Many of you participated last year, and it was a huge success. If this is your first time to participate, then this session will provide you with the opportunity to reach your health and fitness goals, making physical activity and proper nutrition a lifestyle change. All are invited to a presentation/information session at noon Tuesday, January 31, in Clark Student Center Shawnee Theater. If you are just looking for knowledge on health and fitness topics, you are invited to this meeting as well. For more information, call Randy Canivel at ext. 4786.

## CAMPUS NEWS

### Writing Lab Now Open

The Bea Wood and Moffett Writing Labs will open Monday, January 23, and will observe the following schedule through the last regular week of classes:

- 9 a.m.-4 p.m. Monday-Thursday in Bea Wood 224
- 6 p.m.-9 p.m. Tuesday, Thursday, and Sunday in Moffett Library Lounge
- Information about the labs and how to prepare for a session can be found at the Writing Center website: [mwsu.edu/writingcenter](http://mwsu.edu/writingcenter)

For more information, call ext. 6305.

### MSU Alert

In this past Texas Legislative session a bill was passed and signed by the Governor that now requires all Texas universities to automatically enroll every student, faculty member, and staff personnel into the university mass/emergency notification system (MSU Alert). Midwestern State University will begin this mandatory process with the Spring 2012 semester.

#### What does this mean for you?

The MSU Police and Information Technology departments will have to remove ALL current users in the emergency notification system/MSU Alert. This means that if you have previously enrolled in MSU Alert, we will remove you from the system. MSU Police and IT departments will then download and enter all students preferred email and faculty/staff preferred email accounts

back into the mass/emergency notification system (MSU Alert).

Once this occurs users will need to go into their MSU Alert account and enter their cell phone information.

Faculty and staff, for you to receive emergency notifications on your cell phone via text messaging you MUST do the following:

1. Go to the MSU police web page, [police.mwsu.edu/](http://police.mwsu.edu/),
2. Click on Emergency Alert box in the left menu,
3. Click on "User Login" under the Links Area,
4. Click on "User login" top menu,
5. Enter your username, it is the same as the campus network username for office pc access, your first name. last name(ex: jay.williams) and the password is your Mustangs ID #.
6. Click on LOGIN
7. This should open your account, then click on "Services"
8. To add your cell phone to receive emergency notifications, you must complete the required information (# and carrier), click on Add SMS. You should then receive an SMS message from Omnilert with a validation code. Enter the validation code on the computer and click "Validate." You can add multiple #s to your account.
9. You may also add additional email accounts as well.
10. Once you have completed this process, you should receive emergency notifications when they are sent out.

If students, faculty or staff members do not go into the system and enter their personal cell phone information, then they will only receive emergency notifications via their email account.

#### Opt-out Option

Faculty and staff may also choose to opt-out of the system and not receive notifications. To do this you should do the following:

1. Go to the MSU police web page, [police.mwsu.edu/](http://police.mwsu.edu/),
2. Click on Emergency Alert box in the left menu,
3. Click on "User Login" under the Links Area,
4. Click on "User login" top menu,
5. Enter your username [it is the same as the campus network username for office pc access, your first name. last name(ex: jay.williams) and the password is the user's Mustangs ID #.
6. Click on LOGIN,
7. Click on "Account", top menu,
8. Check box "I agree, terminate my account,"
9. Click box "terminate account now," and
10. This will terminate your account and you will not receive emergency notifications from MSU.

Faculty and staff can enter the system now and complete the registration. As the MSU PD and IT get ready to implement this new system, more information will be made available. If you have any questions, please feel free to contact the MSU Police Dept., (940)397-4239 or email Chief Dan Williams at [dan.williams@mwsu.edu](mailto:dan.williams@mwsu.edu).

## Electronic W-2 Form Now Available

If you elected to receive an electronic W-2, it is now available in Banner Self-Service. To access this form:

1. Sign into Banner Self-Service
2. Select- Enter Secure Area (Enter User ID and Password)
3. Select Employee
4. Select Tax Forms
5. Select W-2 Wage and Tax Statement
6. Select Tax Year 2011
7. Select Display
8. Select Print

Once you have selected print, the system will put the information in the format of a W-2 that can be used for submitting your tax returns. If you have not elected an Electronic W-2, you still have the option.

1. Sign into Banner Self-Service
2. Select Enter Secure Area (Enter User ID and Password)
3. Select Employee
4. Select Tax Forms
5. Select Electronic W-2 Consent
6. Read carefully the instructions given and then check the consent to receive W-2 electronically and enter. The screen will not change, but the information will be saved.

For employees who elect not to receive their W-2 electronically, the paper W-2's are being prepared and will be mailed no later than January 31, 2012. For more information call the Payroll Office at ext. 4222.

## THANK YOU

The Office of Student Development and Orientation would like to thank all of the faculty and staff who helped with spring New Student Orientation on January 11-12. A total of 229 new undergraduate students were supportively welcomed to the MSU community and registered for their spring courses.

## FOR SALE

### MSU Bookstore

All Champion clothing is on sale through February 13.

## IN THE SPOTLIGHT

University Physician **Keith Williamson**, was recently honored by United Regional Health Care Systems for 20 years of service as a member of the medical staff, and congratulated for successfully chairing the Credentials Committee 2010-2011. He continues to serve on the Credentials Committee, Process Improvement/Risk Management Committee, Medical Executive Committee, and was elected to chair the Department of Family Practice. Williamson also received an appointment to the volunteer faculty at Southwestern Medical School.

**Nathan Moran**, Chair of the Department of Criminal Justice and Health and Public Administration, recently presented a three-hour session titled "Counter-Terrorism and International Security: Beyond Osama bin Laden and Al Queda" at Mahidol University in Bangkok, Thailand.

Members of the MSU Correctional Counselor's Association visited four correctional facilities during the semester break, January 8-11. Facilities visited were the Clements Unit (Amarillo), the Colorado Department of Corrections facilities of the Youthful Offender System (Pueblo), the LaVista Women's Unit (Pueblo), and the Territorial Prison (Canon City). **Ted Paddack** is the faculty advisor for CCA.