VIRGINIA MILITARY INSTITUTE
Lexington, Virginia

FACULTY AND STAFF)
BULLETIN 16) 30 November 2012

1. **CALENDAR NOTES:**
   - Admissions Open House, 30 November -1 December
   - Parade, 30 November, 1635
   - VMI Museum Open House, JM Hall, 30 November – 1 December
   - Men's Soccer US E License Course, 30 November-2 December, Patchin Field
   - Alumni Network Forum, 1 December
   - Rifle Tournament vs. Penn State, 1 December, Kilbourne Hall, 0800
   - Basketball vs. Morgan State, 1 December, Cameron Hall, 1300
   - Boxing Tournament, 1 December, Cocke Hall, 1800
   - Basketball vs. Virginia University of Lynchburg, 3 December, Cameron Hall, 1900
   - Lecture (MAJ Todd Pierce), 3 December, Turman Room, 1105
   - Lecture (Dr. Leo Daughtry), 3 December, Scott Shipp Hall, 1300
   - Virginia Values Veterans Conference, 4 December, Marshall Hall
   - Blood Mobile, 4-6 December, Cameron Hall
   - Women's Swimming vs. Hollins University, 4 December, King Hall, 1800
   - Women's Club Basketball, 4 December, Cameron Hall, 2000
   - Virginia Values Veterans Conference, 4 December, Marshall Hall
   - Department Heads Meeting, 5 December, SHBR, 1430
   - Academic Reception, 5 December, Moody Hall Activities Room, 1615-1830
   - New Cadet Recruiting Reception, 5 December, Marshall Hall, 1830
   - Theater Production (Stocking Stuffers), 7-9 December, Marshall Hall
   - Athletic Football Recruiting Luncheon, 8 December, HOV
   - Track & Field, 8 December, Cormack Field House, 1300
   - VMI Christmas Spirit Night, 9 December, 1930
   - Last Day of Classes, 10 December
   - Corps of Cadet Christmas Supper, 10 December
   - RARO Wrestling, 10 December, Cocke Hall Wrestling Room, 1830
   - Reading Day, 11 December
   - Women's Club Basketball, 11 December, Cameron Hall, 2000
   - Academic Board Meeting, 11 December, Smith Hall Board Room, 1430
   - Exams Begin, 12 December
   - RARO Wrestling, 12 December, Cocke Hall Wrestling Room, 1830

2. **COMPTROLLER'S CORNER NEWSLETTER:** The November 2012 edition of the Comptroller's Corner quarterly newsletter is now available. Please visit http://www.vmi.edu/Administration/Finance_Administration_Support/Comptrollers_Office/Quarterly_Newsletter/. Our next edition is scheduled for mid-February, so please let us know if there are any topics you would like to see covered.

3. **AFROTC HOLIDAY FOOD DRIVE:** Please consider the less fortunate this holiday season. The Air Force ROTC food drive is benefitting the Rockbridge Area Relief Association food pantry. Most-needed items at the food bank are boxed cereals, peanut butter and tuna fish. Donation bins are located in cadet barracks, entryway to the PX, and main hallway in Kilbourne Hall. We will have a donation bin at the AFROTC tent during the tailgate for this Saturday's home game. Contact Captain Kimberly Kennedy (x7587) with questions.

4. **OPEN HOUSE:** The VMI Museum in JM Hall will be hosting an Open House on Friday, 30 November and Saturday, 1 December, 1000 – 1600 hours. Children's crafts, refreshments, store discount on most items, door prizes and movies will be available. Admission is free. Please stop by to experience a wonderful time.

5. **CLUB SPORT EVENT**: Boxing Tournament - Saturday, 1 December in Cocke Hall from 1830 until 2130. The cost for the event is free. Participating teams are Lock Haven University, University of Maryland, Georgetown University, East Carolina University, University of North Carolina, and Shippensburg University.

6. **THE CENTER FOR LEADERSHIP AND ETHICS:**
   Parking Impact - Virginia Values Veterans Conference: On Tuesday, 4 December, VMI will host 2012 Virginia Values Veterans Conference (V3) at the Center for Leadership & Ethics. The V3 initiative is designed to help Virginia companies successfully recruit and retain military veterans. Please be advised that parking in the Marshall Hall lot will be reserved for conference attendees.

7. **ACADEMIC RECEPTION:** All academic employees are invited to attend an end-of-term holiday reception hosted by the Dean, In Moody Hall Activities Room on Wednesday, 5 December, at 1615 hours. Dress is business casual or Class B uniform. RSVP not required, just stop in and enjoy a little holiday cheer! Questions can be directed to Pat Leahy at leahypj@vmi.edu.

8. **BLOODMOBILE DRIVE ON POST:** Cameron Hall will be off-limits for walking on 4th – 6th December due to the Bloodmobile dates.

   The Red Cross will conduct a Bloodmobile on 4 – 6 December from 1145 to 2000 in Cameron Hall. To make an appointment, please sign up at the following website http://www2.vmi.edu/rcbd with your username and password. Make sure you type VMI\before the username. Please follow the link to the signup page.

9. **CHRISTMAS PROGRAM:** The Stonewall Jackson House on Washington Street is hosting "Christmas with the Jacksons" on Friday, 7 December from 1730 to 1900. Staff are welcome to come by and experience 19th Century Christmas traditions. There will be candlelight tours, store discounts and refreshments. Admission is one canned food per adult; items will benefit the Rockbridge Area Relief Associates.

10. **VMI COMMUNITY THEATRE**: The VMI Community Theatre will present STOCKING STUFFERS, a holiday revue of short plays, songs, and stories, on Friday and Saturday, 7-8 December at 1930, and Sunday 9 December at 1400 in the Gillis Theater, Marshall Hall. A

cast and crew of community performers, VMI faculty and staff, and cadets will celebrate Christmas, Hanukkah, and the Winter Season in a revival of this show which ran from 1997 to 2009. The entire family will enjoy the variety of holiday performances. General admission is $5.00, with cadets admitted free. Reservations are not necessary. Information: 540-464-7389 or blandjk@vmi.edu.

11. **SPIRIT NIGHT ACTIVITIES**: The Hall is decked for Christmas and VMI Christmas Spirit Night commences in the Old Barracks Court Yard. The Glee Club under COL John Brodie's direction presents the Sounds of Christmas, Sunday, 9 December, 1930 hours with Carols in the Court Yard followed by Christmas Candle Lighting Service in JM Hall at 2015 hours. Come join the festivities and capture the spirit of Christmas VMI style!

12. **CHILDREN CHRISTMAS PARTY:** Santa is coming to VMI on Monday, 17 December starting at 1700 (Santa arrives at 1730). VMI children and grandchildren are invited to attend the annual VMI Children's Christmas Party which will be held in the Moody Hall Activity Room. RSVP is not required. To help make the event a memorable one please bring:
    *A **wrapped gift** ($5-10.00) labeled in large print with your child's first and last name (Please take gifts to the coat closet when you arrive so Santa's elves can help him carry them in for the children);
    *A **Plate of Goodies** to Share (Sweet or Salty); and
    *Your **Camera**! As each child comes up, Santa will allow time for a "photo moment".
    *We ask that the children wait to open their gifts together after everyone has received a gift.

    Questions please contact Jessica Quisenberry at Vaquis@embarqmail.com or 540-463-7194. Come join the fun and help spread the word!

13. **PHYSICAL PLANT UPDATES AND INFORMATION:**
    Visitors to Hinty Hall should park in **visitor** parking spaces located adjacent to the Main Entrance.

    SURPLUS PROGRAM:
    Any request to visit K-Mart to identify needed surplus items, must be sent to physicalpant@vmi.edu
    or call the help desk at 464-7357 to receive a work order number.
    K-Mart visits will only be accommodated on Tuesday and Thursday afternoon from 1300 – 1500 hours.

    VMI TRANSPORTATION PROGRAM:
    - As per General Order 23 VMI Driver Qualification and Vehicle Use Policy, all pool vehicle trips **must start and stop at the Physical Plant**. Multiple departments/agencies sharing a vehicle is unauthorized and against GO 23. There have been several recent instances of damage to vehicles/vans where no one claims responsibility.

    POST WIDE SAFETY:
    Seasonal Fire Safety
    http://www.vafire.com/fire_safety_education/seasonal_safety_information.htm
    Fire Safety
    - Keep all exit routes clear

- No items may be stored in stairwells at anytime
- All electrical panels must be accessible at all times
- All appliances must be plugged directly into a receptacle or into fused adaptors (i.e. power strips). Extension cords are for temporary use only.

All items listed are fire code violations.

GREEN TIPS FOR THE HOLIDAYS

Want your holidays wrapped in more meaning — and less stuff?

The holidays, meant to be a time of peace, reflection, and celebration, too often exhaust rather than uplift us. If you sometimes feel trapped by the shopping, spending, crass displays, and frenzied preparations, you aren't alone. National surveys consistently show that Americans feel put upon by the commercialization of the season and want more of what matters…not just more stuff. Check out some statistics on holiday consumerism, top 10 tips for a greener holiday and lots of other great ideas at http://ecocycle.org/holidayguide#numbers.

For an engaging handbook of activities and ideas to "Simplify the Holidays," be sure to visit http://www.newdream.org/programs/beyond-consumerism/simplify-holidays.

14. **POST PEDDLER:** A weekly email compilation of unofficial notices for your review. Please visit the Post Peddle at www.vmi.edu/peddler. Please update or delete your previous postings as needed. Contact the Mrs. Sandra Ewald in the Human Resources Office at ext. 7322 with questions, concerns or to have old postings removed.

15. **INSTITUTE CALENDAR:** The Office of the Chief of Staff maintains the Institute calendar. If you need to add or change events currently shown on the Institute calendar, or need the most recent version of the calendar, please contact Katrina Butner at ext. 7104 or by email at (butnerkk@vmi.edu). Sherri Tombarge in the Office of Communications and Marketing maintains the Web calendar. Please contact Sherri at ext. 7207 or by email at tombargesk@vmi.edu with edits and additions.

16. **BULLETIN INFORMATION:** Anyone wishing to have information included in the bulletin should send the information to Katrina Butner (butnerkk@vmi.edu) before noon on Wednesdays.

FOR THE SUPERINTENDENT:

Jeffrey H. Curtis
Colonel, USAF (Ret.)
Chief of Staff