VIRGINIA MILITARY INSTITUTE
Lexington, Virginia

FACULTY AND STAFF)
BULLETIN 25) 22 February 2013

1. **CALENDAR NOTES:**
   - Cadet Life Ski Trip, 22-24 February
   - Faculty & Staff Reception, 22 February, Moody Hall, 1630
   - MAC Rifle Championships, 23 February, Kilbourne Hall, 0800
   - Baseball vs. Buffalo, 23 February, Gray-Minor, 1600
   - Conway Cup (Soccer Tournament), 23 February, Washington & Lee Campus
   - Baseball vs. Buffalo, 24 February, Gray-Minor, 1230
   - Baseball vs. Maryland-Eastern Shore, 24 February, Gray-Minor, 1600
   - Baseball vs. Maryland-Eastern Shore, 25 February, Gray-Minor, 1600
   - Open Range, 25 February, North Post, 1100-1330
   - Basketball @ Liberty University, 26 February, 1900
   - Theater Production, 27 Feb – 3 March, Gillis Theater, 2000
   - Harlem Globetrotters, 27 February, Cameron Hall, 1900
   - Baseball vs. ODU, 27 February, Gray-Minor, 1600
   - Women's Water Polo @ Erie, Pennsylvania, 1 March
   - Baseball vs. Binghamton, 1 March, Gray-Minor, 1600
   - Alumni Diversity Conference, 1-2 March
   - Women's Water Polo @ Grove City, Pennsylvania, 2 March
   - Basketball vs. Longwood University, 2 March, Cameron Hall, 1300
   - Baseball vs. Binghamton (Doubleheader), 2 March, Gray-Minor, 1300
   - Men's Rugby vs. Wheeling Jesuit, 2 March, North Post, 1300
   - Women's Rugby vs. Richmond, 2 March, Field #3, 1430
   - E-Cycling Day, 2 March, Stonewall Square Shopping Center, 0800-1300
   - Baseball vs. Binghamton, 3 March, Gray-Minor, 1300
   - Honor Workshop (HS/College), 4-5 March, Marshall Hall
   - Open Range, 4 March, North Post, 1100-1330
   - End of 2nd Grading Period, 5 March
   - Jonathan Daniels Ceremony, 6 Marc, 1105
   - Department Heads Meeting, 6 March, 1430
   - Garth Newell Piano Quartet, 6 March, JM Hall, 1945
   - Spring Furlough Begins, 8 March (CAD)
   - SOCON Wrestling Championship, 9 March, Cameron Hall
   - Daylight Saving Time Begins, 10 March

2. **VMI THEATRE PRESENTS:** The VMI Theatre's spring production will be "PIPPIN", a musical-comedy following the life of Pippin, son of the Holy Roman Emperor Charlemagne, who tries to live an extraordinary life in a very ordinary world. The show, featuring an all-cadet cast, will run on 27-28 February and 1-2 March at 8:00 p.m., and 3 March at 2:00 p.m. in the Gillis Theater, Marshall Hall, Center for Leadership & Ethics. Admission is $10 for adults, $5 for students and senior citizens, with cadets free. Reservations are not required. For additional information: 540-464-7389 or blandjk@vmi.edu

3. **E-CYCLING DAY:** As part of Recycle Mania, VMI will again be collecting unwanted electronics from the community. Bring your items to the Old K-Mart Building at the Stonewall Square Shopping Center, East Midland Trail (Rt 60) Lexington on Saturday, 2 March 2013, from 0800 until 1300. Items accepted for recycling include all electronics, small household appliances, office equipment, home entertainment equipment… anything with a cord can be recycled! All items will be responsibly recycled in the USA. Be sure to remove all personal data from devices before recycling. The event is co-hosted by the Rockbridge County Recycling Department. For more information, call MAJ deHart at 464-7658.

4. **INSTITUTE POLICY**: GO 83, ROTC Enrollment Policy is a new policy that was just created. It is available at http://www.vmi.edu/generalorders. Please take a moment to review the policy. Contact the Chief of Staff office at ext. 7104 with any questions.

5. **PHYSICAL PLANT UPDATES AND INFORMATION:**
FACILITY USE AGREEMENTS – If you have a facility use requirement and need to complete a facility use agreement, please submit your request to physicalplanthelp@vmi.edu . The Physical Plant staff will work with you to complete the proper paperwork and support your event.

ON POST HOUSING REQUESTS - If you are interested in living on Post, submit your request to physicalplanthelp@vmi.edu . The Physical Plant staff will work with you to complete the proper paperwork.

LEASE VEHICLE PROGRAM - When leaving your personal vehicle at Physical Plant (Hinty Hall) to take a lease vehicle on a trip, please park your personal vehicle in a "visitor" spot when available. These parking spaces have brown signs indicating "Visitor Parking". Physical Plant employees are not allowed to park in these six spaces.

SURPLUS PROGRAM -Any request to visit K-Mart to identify needed surplus items must be sent to: physicalplant@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.

RECYCLEMANIA IS UNDERWAY!
RecycleMania 2013 started on February 3 and runs through March 30. VMI is competing with more than 500 colleges and universities across the country to see who can reduce waste and recycle the most. VMI is currently ranked #1 among Virginia schools!

How can you contribute? This year, there's a new category in RecycleMania for thin film plastics.
What's a thin film?
- Plastic bags
- Shrink wrap
- Bubble wrap
- Bulk product packaging (like the plastic around a case of soda bottles, e.g.)

It's not too late to collect these materials in your office. ROTC, Physical Plant, the QMD, and the English & Fine Arts department are already participating in this special collection. If you would like to join in, please contact MAJ deHart at x7658 for details.

6. **CADET LIFE ACTIVITES**:
   - 23 February, Boxing @ Naval Academy TBD
   - 23 February, Lacrosse @ Lynchburg, TBD
   - 22-24 February, Paintball Scenario, Myrtle Beach, SC
   - 23 February, Men's Rugby @ Longwood University, 1100 Farmville
   - 23-24 February, Golf @ Spring 2013 Carolinas Regional, Raleigh
   - 24-25 February, Water Polo @ Richmond, VA TBD
   - 27-28 February & 1-3 March, Theatre Spring production, 2000 Gillis Theater
   - 22-24 February, Corps Ski Trip, Snowshoe, WV
   - 1 March, Boxing @ Commonwealth Club, Richmond, VA TBD
   - 1-3 March, Men's Club Basketball Tournament, ODU, Norfolk, VA
   - 2 March, Men's Rugby vs. Wheeling Jesuit Univ., 1300 North Post
   - 2 March, Club Wrestling vs. Liberty Tournament, All Day, Lynchburg
   - 2 March, JV Rugby mini tourney vs. W&L & Lord Fairfax, 1500 North Post
   - 2 March, Electronics Recycling Day, 8:00 a.m. - 1:00 p.m., Old K-Mart Building
   - 3-4 March, Boxing @ Richmond, VA TBD

7. **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.

8. **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.

9. **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