

SECTION: 7

DATE:

November 27, 2007

**BOARD OF REGENTS**  
**EASTERN MICHIGAN UNIVERSITY**

**RECOMMENDATION**

**EMERITUS STAFF STATUS**

**ACTION REQUESTED**

It is recommended that the Board of Regents grant Emeritus Staff Status to five (5) staff members: Carol E. Carrico, Administrative Secretary to the Director of Intercollegiate Athletics who retired October 26, 2007 after 33 years; David J. Costanza, Manager Academic Budget and Operations in the Provost's office retired on July 31, 2006 after 30 years; Jean Rauch, Project Administrator in the Department of Teacher Education who retired March 31, 2007 after 35 years; Geneva Trochet, Administrative Secretary to the Executive Director of University Health Services who retired October 31, 2007 after 33 years; Larry Ward, Director of Facility Maintenance who retired March 31, 2007 after 36 years.

**STAFF SUMMARY**

According to University policy, retiring Administrative Professional (AP), Athletic Coaches (AC), Confidential Clerical (CC), Professional Technical (PT) or Clerical Secretarial (CS) staff members who have served the University for at least fifteen (15) years, may be granted Emeritus Staff Status. Such status is conferred based on the recommendation of the President and approval of the Board of Regents.

**FISCAL IMPLICATIONS**

None.

**ADMINISTRATIVE RECOMMENDATION**

The proposed action has been reviewed and is recommended for Board approval.

University Executive ~~Officer~~  
Executive Vice President and Provost

Date



# EASTERN MICHIGAN UNIVERSITY

## Division of Academic Affairs

### EMERITUS STAFF STATUS RECOMMENDATION

The Department of Athletics recommends the awarding of **Emeritus Staff Status** for the following retiring/retired staff member:

Name of Staff Member: Carol E. Carrico

Current Status at EMU: Administrative Secretary

Date of Hire at EMU: August 29, 1974 Retirement Date: October 26, 2007

Number of Years at EMU: 33 (Minimum of 15 years of service required)

Please complete the following information on the retiring staff member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty/Staff/Student Directory.

Home Address: \_\_\_\_\_  
\_\_\_\_\_

Home Telephone: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Name of Spouse: \_\_\_\_\_

Degree(s)/Institutions/Year: Baccalaureate: n/a

Attended EMU - 2 years

Masters: n/a

Doctoral: n/a

#### Please Attach a Brief Statement of Support to this Form

Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file at the EMU Foundation.

Derrick L. Gragg 9-18-2007  
Recommended by (please print) Date

\_\_\_\_\_  
Department Head and/or Supervisor Date

\_\_\_\_\_  
Dean and/or Vice President Date

Provost \_\_\_\_\_ Date \_\_\_\_\_ Date Submitted to Board of Regents

Please forward this completed form to: Nicki Banush  
Academic Affairs, 106 Welch Hall



# EASTERN MICHIGAN UNIVERSITY

Board of Regents  
Eastern Michigan University  
Ypsilanti, Michigan 48197

September 6, 2007

Dear Members of the EMU Board of Regents,

Please accept this correspondence as a statement of support for Ms. Carol Carrico to receive Emeritus Staff status upon her retirement from Eastern Michigan University (EMU) on October 26, 2007. I have served as Carol's direct supervisor at EMU during my tenure here as Director of Intercollegiate Athletics, thus, I feel qualified to speak on her behalf.

Carol has served EMU with distinction during her 33-year career at the university, having served over 20 of those years as an employee of the athletic department. She is a woman of outstanding character who strives for excellence in every endeavor she undertakes. As her supervisor, I have observed Carol to be resourceful, loyal, knowledgeable and most of all, dependable. Perhaps the strongest statement I can make about Carol is that I would not hesitate to work hand in hand with her on any educational or job-related activity. She has certainly been an invaluable member of the Department of Intercollegiate Athletics and will surely be missed. It is for these reasons that I am requesting that Carol receive Emeritus Staff status.

I thank you in advance for your time and consideration. Please do not hesitate to contact me if you have questions or concerns. I can be reached at (734) 487-1050.

Warmest Regards,

Derrick L. Gragg, Ed. D.  
Director of Intercollegiate Athletics  
Eastern Michigan University



# EASTERN MICHIGAN UNIVERSITY

## Division of Academic Affairs

### EMERITUS STAFF STATUS RECOMMENDATION

The Department of Academic Affairs recommends the awarding of **Emeritus Staff Status** for the following retiring/retired staff member:

Name of Staff Member: David J. Costanza

Current Status at EMU: Manager Academic Budget & Operations

Date of Hire at EMU: October 13, 1975 Retirement Date: July 31, 2006

Number of Years at EMU: 30 (Minimum of 15 years of service required)

Please complete the following information on the retiring staff member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty/Staff/Student Directory.

Home Address: \_\_\_\_\_  
\_\_\_\_\_

Home Telephone: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Name of Spouse: \_\_\_\_\_

Degree(s)/Institutions/Year: Baccalaureate: Eastern Michigan University

Masters: Eastern Michigan University

Doctoral: \_\_\_\_\_

#### Please Attach a Brief Statement of Support to this Form

Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file at the EMU Foundation.

Robert K. Neely 10-19-07  
Recommended by (please print) Date

Department Head and/or Supervisor Date Dean and/or Vice President / Date

Provost Date Date Submitted to Board of Regents

Please forward this completed form to: Nicki Banush  
Academic Affairs, 106 Welch Hall

**David J. Costanza**  
**Emeritus Staff Status Application**  
**Statement of Support by Robert Neely**

With distinct pleasure, I submit an application of Emeritus Staff Status for David Costanza. David's impact at Eastern Michigan University (EMU) was broad ranging and encompassed 31 years at the University before his retirement in 2006. Over his long career, David provided vital experience and service in three key administrative areas - first, in University Computing, followed by Human Resources, and eventually Academic Affairs. With each responsibility, David was recognized for his organizational skills, his adept communication, tireless commitment to service, and passion for EMU. In particular, he was an invaluable contributor to the development of mission-critical institutional processes, many of which are still in place today.

David's relationship with EMU predated his first day of work in University Computing, when he began pursuing his undergraduate degree here at age 17. Apart from a three-year period of military service, during the following nearly four decades Dave integrated EMU into his personal life as well as making it the focal point of his professional career. For example, he still devotes several hours each week to the EMU Credit Union, continuing the volunteer service he began in 1991 on their Credit Committee. He also participated in such after-hours activities with EMU co-workers as bowling and golf leagues, believing that social interactions are also critical to enhancing professional relationships and job effectiveness. David truly exemplifies a person who, being enriched by the institution and giving his prolific energies back in return, makes a lifelong commitment to this university.

On a personal note, I had the opportunity to work with Dave for a little more than two years in the Provost's office. During that time, he became a trusted colleague, advisor and a "right-hand" extension of all of my work in Academic Affairs. His knowledge of University and Divisional budgeting was vast, and his understanding of the university in both a political and pragmatic context was impressive. Equally important, Dave understood the importance of a collaborative, team-oriented approach to work and accomplishment for the greater good. He was well liked by everyone, in part because of his friendly, gregarious nature, but perhaps more so because of his genuine passion for helping others. On numerous occasions, I observed first hand the delight that Dave took in being able to help train and educate individuals on key administrative processes so that they could be more effective in their roles. Although Dave is recognized for numerous contributions, it is this latter characteristic for which he will likely have the most enduring legacy.

These are just a few observations regarding Dave and his role at EMU. The honor of emeritus designation is well-deserved, and demonstrative of the university community's appreciation for his efforts and three decades of distinguished service.



# EASTERN MICHIGAN UNIVERSITY

Division of Academic Affairs

## EMERITUS STAFF STATUS RECOMMENDATION

The Department of Teacher Education recommends the awarding of **Emeritus Staff Status** for the following retiring/retired staff member:

Name of Staff Member: Jean Rauch

Current Status at EMU: Project Administrator AP AXAS3

Date of Hire at EMU: 8/14/1972 Retirement Date: 3/31/2007

Number of Years at EMU: 35 yrs. (Minimum of 15 years of service required)

Please complete the following information on the retiring staff member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty/Staff/Student Directory.

Home Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Name of Spouse: \_\_\_\_\_

Degree(s)/Institutions/Year: Baccalaureate: Eastern Michigan University, 1976 Social Studies

Masters: \_\_\_\_\_

Doctoral: \_\_\_\_\_

### Please Attach a Brief Statement of Support to this Form

Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Provost's Office.

Recommended by (please print) \_\_\_\_\_ Date \_\_\_\_\_

Department Head and/or Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Dean and/or Vice President \_\_\_\_\_ Date \_\_\_\_\_

Provost \_\_\_\_\_ Date \_\_\_\_\_ Date Submitted to Board of Regents \_\_\_\_\_

Please forward this completed form to: Nicki Banush  
Academic Affairs, 106 Welch Hall



# EASTERN MICHIGAN UNIVERSITY

Jean Rauch

## Emeritus Staff Status Recommendation

Jean Rauch served EMU in several staff positions since 1972. The many positions held by Jean at EMU include Library Assistant, Audiovisual Lab Technician, Media Technical Service Assistant, Materials Access and Audio Production Supervisor, Technology Acquisitions Supervisor, and Project Administrator.

I worked with Jean Rauch during her service as the Grants Project Administrator. During that time, she was housed in the Department of Teacher Education. I found her work to be of the highest quality and her knowledge of grants procedures and policy to be of great help.

Jean holds a B.S. Degree from EMU and has done graduate work in the area of Educational Technology.

I strongly recommend Jean Rauch for Emeritus Staff Status.

Sincerely,

Donald H. Bennion  
Dept. Head, Teacher Education



**EASTERN MICHIGAN UNIVERSITY**  
**Division of Academic Affairs**

**EMERITUS STAFF STATUS RECOMMENDATION**

The Department of University Health Services recommends the awarding of **Emeritus Staff Status** for the following retiring/retired staff member:

Name of Staff Member: Geneva Trochet

Current Status at EMU: \_\_\_\_\_

Date of Hire at EMU: 8/13/74 Retirement Date: 10/31/07

Number of Years at EMU: 33 (Minimum of 15 years of service required)

Please complete the following information on the retiring staff member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty/Staff/Student Directory.

Home Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Name of Spouse: \_\_\_\_\_

Degree(s)/Institutions/Year: Baccalaureate: Attended EMU

Masters: \_\_\_\_\_

Doctoral: \_\_\_\_\_

**Please Attach a Brief Statement of Support to this Form**

Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file in the Provost's Office.

Recommended by \_\_\_\_\_ (please print)

Date \_\_\_\_\_

Department Head and/or Supervisor

Date \_\_\_\_\_

Dean and/or Vice President

Date \_\_\_\_\_

Provost

Date \_\_\_\_\_

Date Submitted to Board of Regents

Please forward this completed form to: **Nicki Banush**  
**Academic Affairs, 106 Welch Hall**



Genny Trochet has served EMU for the past 33 years with dedication and loyalty in a variety of clerical positions. For her first six years at Eastern she worked in the Center for Community Education under Jack Minzy's leadership coordinating workshops, conferences meetings and monthly luncheons.

From 1980 – 1987, Genny worked as the secretary to the department head in three different academic departments: Mathematics (Jim Northey), Physics and Astronomy (Elwood Kureth) and History and Philosophy (Ira Wheatley and Jim Waltz).

For the past 20 years Genny Trochet has worked as the Administrative Secretary to the Executive Director of University Health Services. She has had a prominent role in assuring the smooth operation of services in Snow Health Center. Her goal has always been to exceed rather than meet expectations, working hard to produce flawless work. Genny has carried herself professionally throughout her years at EMU in a way that reflects well on the department she represents and its leadership. She has always willingly taken on extra assignments such as helping with Meijer Madness, the Division of Student Affairs Founders Breakfast, All Staff Meetings and Holiday Party, Fasttrack information sessions and more.

I have never worked with a person more supportive and loyal to her work team and the university than Genny Trochet. Not only is she valued by her colleagues, she is well respected across the university for her commitment to EMU and our students.



# EASTERN MICHIGAN UNIVERSITY

## Division of Academic Affairs

### EMERITUS STAFF STATUS RECOMMENDATION

The Department of Vice-President for Business and Finance recommends the awarding of **Emeritus Staff Status** for the following retiring/retired staff member:

Name of Staff Member: Larry Ward

Current Status at EMU: Retired as Director of Facility Maintenance

Date of Hire at EMU: 5-11-1970 Retirement Date: 3-31-2007

Number of Years at EMU: 36 (Minimum of 15 years of service required)

Please complete the following information on the retiring staff member for whom you are submitting this recommendation. This information is needed for inclusion in the EMU Faculty/Staff/Student Directory.

Home Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Name of Spouse: 1

Degree(s)/Institutions/Year: Baccalaureate: \_\_\_\_\_

Masters: \_\_\_\_\_

Doctoral: \_\_\_\_\_

#### Please Attach a Brief Statement of Support to this Form

Emeritus Staff status is contingent upon the approval of the Board of Regents. The above information will be kept on file at the ~~EMU Foundation~~.

Recommended by (please print) \_\_\_\_\_ Date \_\_\_\_\_

Department Head and/or Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Dean and/or Vice President \_\_\_\_\_ Date \_\_\_\_\_

Provost \_\_\_\_\_ Date \_\_\_\_\_

Date Submitted to Board of Regents \_\_\_\_\_

Please forward this completed form to: Nicki Banush  
Academic Affairs, 106 Welch Hall

**Bio data:**

Larry Ward  
49371 Hull Rd.  
Belleville, MI

**Wife:**

Kathleen Ward  
Married 21 Years

**# Children**

( 5 ) (Hers Mine & Ours)

Larry hired in at Eastern Michigan University Physical Plant grounds department in spring of 1970. He worked as a groundsperson until 1971 when he was promoted to a group leader where he lead a moving crew. Larry held that position for a year and then became a trades helper in skilled trades where he worked all the trades including electrical, plumbing, and carpentry. In 1979 he went back to the grounds crew as a heavy equipment operator. During this time he designed and built a baseball field which later became the Women's Varsity Softball field when Lucy Parker came to campus.

In 1978, Larry was one of two Eastern employees who ran into a burning building on the edge of campus and saved eight people, which were EMU students, from the fire which was consuming the structure. For this heroism, he received the Citizens Citation from the City of Ypsilanti Fire Department.

Larry was promoted to a PT-08 Grounds Foreman in 1979 where he supervised a crew of approximately 27 full-time employees, at times as many as 35 students, most of which were from athletics. At this time he was responsible for all the outside maintenance, moving operations, snow removal, and set-up for campus events such as commencement and concerts. During this same period, he became a negotiator for the PT (Professional Technical Union 1976) and later became Chief Negotiator.

As part of the set-ups on campus were the two presidential visits of President William Clinton involving major security and communication needs. For his efforts, he received a Certificate of Recognition from the White House Communications Agency.

Larry received awards of appreciation from the Huron Dugout Club on two occasions, 1985 and 1992, for his efforts supporting the Athletics Department, caring for the fields, hiring the student athletes during the summers, and being available for their various needs.

Various committees that Larry served on over the years are Commencement, Safety, Bargaining, Time Keeping systems review, Campus Beautification, participating in hiring, selection of the design for the new student center, improving handicapped access

across campus, Mark-Jefferson Reprogramming, the Cross Street Study, various reports to the Board of Regents, and most recently the Visionary Council of President John Fallon.

Implementation of a new work order and accounting system at the Physical Plant (TMA) was introduced and set up by Larry in about 1996. It is still in use today and Larry is still a technical advisor for TMA groups across the nation. During this time, Larry was also the Network Administrator for the entire Physical Plant.

Construction projects that Larry participated in were Paint Research, the John W. Porter Building, renovation of Boone Hall, College of Business, Eagle Crest Club House and golfcourse, Halle Library, Kresge Foundation (Fish Lake), the new greenhouse, Briggs Hall, renovation and reconstruction of Sherzer Hall after the fire, Pierce Hall renovation, Roosevelt Hall renovation, Quirk Hall renovation, Olds Rec/IM Building construction, Convocation Center, IM Softball fields, the Lake House, construction of Marshall Building, the renovation of the old president's house, the construction of the new president's facility, renovation of Rynearson Stadium, construction of the women's softball field, installation of the new Coral Substation, installation of the generator at the Powerhouse, relocation of the One Room Schoolhouse to campus, renovation of Welch Hall, Pease Hall renovation, Wise Hall renovation, Downing Hall renovation, construction of the Alexander Music Building, construction of the new William H. Smart Physical Plant building, installation of the new track surface at Bowen Field House, and renovation of Pray Harrold after the fire.

In 2000, Larry was promoted to Interim Director of the Physical Plant and in 2002, took the job as a permanent position. As Director, Larry participated in the design and construction of the new student center, the Village complex, and renovation of McKenny was started.

During his years of service, Larry participated in numerous departmental committees and subcommittees, worked with numbers of college deans and department heads, vice presidents, and presidents from John Porter to John Fallon.