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Gallagher-Bluedorn Introduces E-Discounts

By Lindsay Haskins

The Cedar Valley has certainly faced more than their fair share of natural disasters this year. We've also been hit with constant news of an economic crisis. That's why now more than ever, the Gallagher-Bluedorn is here to remain "Your Center for the Arts."



"For the first time in our history, we are offering significant discounts for our upcoming shows! You'll be able to see the best in big city entertainment, at just a fraction of the cost, making it even easier to take the time to sit back, relax, and enjoy some great entertainment." - Steve Carignan, executive director, Gallagher-Bluedorn Performing Arts Center.

To receive notices of upcoming discounts, simply visit www.gbpac.org and click the pink ticket that reads "Sign Up For Ticket Discounts." Once you sign up using your email address, you will receive emails announcing special discounts for upcoming shows. These emails will include a promo code that you will need to enter to receive your discount when placing your order online or by phone.



UNI Employees Offered 50% Discount to Kathy Mattea - Friday Dec. 12

By Lindsay Haskins

Gallagher-Bluedorn Performing Arts Center is pleased to offer University employees 50% off tickets to Grammy award-winner Kathy Mattea's performance on Friday, December 12th at 7:30 p.m.

Don't miss this phenomenal performance featuring hits like "Eighteen Wheels and a Dozen Roses" and "Where've You Been" in addition to classic holiday tunes. **Promo Code: ANF** (use this promotion code when purchasing your tickets online, by phone or at the ticket office).



Photo by James Minchin



From Tom's Desk

'Twas the Night Before Christmas, and All Through Gilchrist Hall'

'Twas the night before Christmas, and all through Gilchrist Hall,
No A&F souls were stirring – they'd gone home for some "fa la la."
They deserved the brief rest, for it had been quite a year,
They'd accomplished a lot; it was time for some cheer.

That nasty fire was a memory; Gilchrist glistened anew,
As did the remodeled physics building and Russell Hall, too.
The integrated student services center was a winner for all,
As for Jacobson HPC, it also stood tall.

And who can forget all that A&F did,
When the flooding and tornadoes sent us on a skid,
Everyone pitched in and provided the aid,
After all that help, who could stay afraid?

Especially now, when there arises a clatter,
Everyone on campus will recognize what's the matter,
A new UNI Alert System will let everyone know,
A critical incident is occurring, or simply lots of snow.

Don't overlook all the "Green" practices in 2008,
That improve the environment, makes UNI look great.
Those permeable pavements, the landscaping, too,
For all these energy savings, thanks to the entire crew.

On the financial front, we have lots to praise,
Online payment services that eliminate delays,
Improved technical services for students and staff,
Adding a new student info system that will purge gaffes.

We welcomed new faces to our A&F team,
Said goodbye to others who retired with a fresh dream.
We grieve the loss of a great Panther pal,
Eunice Dell, we'll miss you; oh, yes, we shall.

Who knows what 2009 will bring UNI,
We'll pray the recession exits with a quick bye-bye.
Still, we'll continue to deliver our quality work,
That's something A&F will never shirk.

So, celebrate all we did in the year streaming past,
Look forward to all we'll do in the year arriving fast.
Lift a toast to your successes and those just ahead,
And, for now, think not of work but your family instead.

-Tom Schellhardt

Reimbursements Available by Direct Deposit

By Penny Becker

Direct deposit is now available for all staff, faculty, and students for payments issued to you by the University. If you are being reimbursed for travel expenses, items bought for your department, have a refund due, or for any other non-Payroll payment through Accounts Payable, your payment can be deposited directly into the account of your choice. This avoids waiting for a check to be written and mailed.

The advantages are clear:

Time – All employees, students and suppliers that have chosen Direct Deposit will be paid daily. Checks will only be written once a week and will then be mailed. This can mean receiving your payment up to a week earlier.

Lost checks, mail delays, and mail holidays – with your payment directly deposited into your account, these problems will be just a memory.

Payment details sent via email – details of your payment will be sent to your UNI email account, no more worries about misplaced check stubs with payment details.

You won't have to go to the bank to make a deposit, won't have to guess what address it was mailed to, or won't have to worry about being in town when the payment is made.

You are in complete control. The website for sign up is available 24/7 and will be updated to Oracle at least once a day.

To sign up for Direct Deposit go to MyUNiverse. Under *My Personal Records* is a new link with the heading **Direct Deposit (non-payroll)** that will take you to the web application. It briefly explains the direct deposit process, and lists any direct deposit accounts you currently have on file with Payroll. You may choose one of these accounts or you may enter another bank account manually.

To use your Payroll direct deposit account, click the button beside it and then click on **Use Account Information for Direct Deposit**. You will be shown the account information you have chosen and given a choice to **Save, Change, or Exit Without Saving**. Choose the one that is appropriate.

To enter a different account, do not do anything with the Payroll direct deposit information. Instead, enter the ABA (bank routing number) -- the nine digits to the left of the colon (:) on the bottom left of your check, and your account number -- all numbers to the right of the colon (:) except for your check number. (There is a diagram at the bottom of the page showing where these numbers can be found.) Re-enter the account number. When you have entered the account you want, click **Continue**. You will be shown the account information you have chosen and given a choice to **Save, Change, or Exit Without Saving**. Choose the one that is appropriate.

After saving, you will be shown the account information again. When done, you will be taken back out to the CatID Login screen for MyUNiverse.

Verification of any action taken by you on this site will be sent to your UNI email address. This is totally separate from your Payroll Direct Deposit and will not change anything about how you receive your payroll. Direct any questions or problems for non-Payroll direct deposit to payables@uni.edu or 273-2162.

A&F News and Views

Quarterly
Publication

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New to the Neighborhood!

Athletics

Jean Berger, Athletics Administration

Jean Berger joined the University of Northern Iowa staff as Senior Associate Athletic Director and Senior Woman Administrator in October 2008. Berger is direct supervisor of seven of UNI's women's sports.

Before coming to UNI, Berger worked for more than 17 years at Drake University. Berger's responsibilities at Drake included supervision of 11 athletic programs and overseeing the department's student services. She serves as the Missouri Valley Conference representative to the NCAA Division I Women's Basketball Issues Committee, and she previously served a five-year term on the NCAA Division I Women's Basketball Committee.

Before working at Drake, Berger spent one year as an Assistant Sports Information Director at Wichita State. From 1985-1990, Berger worked as the Sports Information Director at Wayne State College. She attended the University of Iowa, and earned her bachelor's degree in journalism and her master's degree in physical education and sports studies. Berger is a native of Winterset, Iowa, and has two daughters, Jessica (22) and Jenna (14).

Mark Napier, Track & Cross Country

Mark Napier joins the Panthers as an Assistant Track and Field Coach after three years as an assistant at Oklahoma. Napier worked with the pole vaulters and multi-events athletes, including two-time All-America pole vaulter Chip Heuser. He helped the Sooners finish as the men's Big 12 outdoor champions in 2007. He also sent three athletes to the 2006 Outdoor National Championships in 2006.

Before going to OU, Napier served as Assistant Track and Field coach at Wisconsin for 12 years. With his assistance, the Badgers won 16 Big Ten Indoor and Outdoor Championships, including seven Big Ten Triple Crowns (cross country, indoor and outdoor championships in the same season). His athletes own 11 indoor and outdoor UW school records, and he guided his athletes to 26 conference titles and 21 All-America honors, including 1997 decathlon national champion James Dunkleberger.

Napier also served for two seasons (1991-93) as Assistant Track and Field coach at Blinn Junior College in Brenham, Texas, and was a Graduate Assistant at Mississippi State from 1990-91.

Napier received his bachelor's degree in physical education from Florida State in 1988, where he was a two-time Seminole team captain, competing in the decathlon, triple jump and hammer throw. He received his master's degree in Athletics Administration from Mississippi State in 1991. He and his wife, Karen, have three sons, Joshua, Hunter and Nicholas.

David Paulsen, Track & Cross Country

UNI alumnus Dave Paulsen joins the Panthers as the Cross Country and Assistant Track and Field Coach after serving two years in the same capacity at Central College. At Central, Paulsen coached eight conference champions, including nine national qualifiers, with four athletes earning All-America honors. Prior to Central, Paulsen served as a volunteer coach at UNI for three years. Paulsen also worked as the Sport Performance Coach for the XL Sports Acceleration Program, a joint venture between the University and Cedar Valley Medical Specialists. As a student-athlete for the Panthers from 2000-2004, Paulsen earned All-America honors in 2002 as a member of the UNI distance medley team. Paulsen was a two-time NCAA Division I meet qualifier, along with being an eight-time all-Missouri Valley Conference performer. He was a U.S. Olympic Trials qualifier in the 800 meters in 2004, with a personal-best time of 1:47.03. Paulsen was also a two-time USATF indoor national meet qualifier.

Paulsen received his bachelor's degree from UNI in political science in 2004 and earned his master's degree in exercise science from UNI in 2006. He and his wife, Dee, live in Cedar Falls.

New to the Neighborhood! (continued)



Mark Rial, Wrestling

Mark Rial is returning to his alma mater and will serve as the wrestling conditioning specialist in the 2008-09 season. Rial wrestled for the Panthers from 1999 to 2001 and was a national qualifier in 2001. Following his graduation from UNI he served as the Panther Wrestling Club coach in the 2001-2002 season. Rial captured the 2008 United States Greco-Roman national championship at 66 kg in 2008. He was ranked as high as No. 11 in the world at his weight class in 2008. In 2007, Rial placed third at the U.S. World Team Trials, and he placed fourth at U.S. Nationals in 2005 and fifth in 2006. In 2004, Rial placed seventh at the U.S. Olympic Team Trials. Rial earned a third-place effort at the 2002 University Nationals. He was a two-time state champion at Fort Dodge High School in 1994 and 1996. He was a state runner-up in 1995. Rial was a four-time state qualifier. He and his wife, Lindsey, had their first child in July – a son, Trace Christian.

Carissa Skarin, Swimming

Carissa Skarin has been hired as an assistant swimming coach after spending last season as a volunteer assistant. The UNI alumna had previously worked as the coach of BLAST, a Cedar Falls/Waterloo swim club. Her athletes set more than 10 club records, and she sent more swimmers to the state meet than any other coach in club history. Before coaching BLAST, Skarin worked as an assistant for Cedar Falls High, helping the Tigers win the state championship in 2003. The Spencer, Iowa native graduated from UNI in 2004. She and her husband, Matthew, live in Cedar Falls.

Business Operations

Jacqueline Burvee, Business Operations

Jackie Burvee is the newest member of our Accounts Payable area in Business Operations. She has lived in Waterloo most of her life and graduated from Upper Iowa with a BS in Accounting. Jackie was a certified Pharmacy Technician for 18 years before changing directions and coming to the Office of Business Operations. She enjoys spending her spare time with family and friends and cheering on her favorite team, the Chicago Cubs.

Betty Priebe, Business Operations

Betty Priebe joined our student accounts area on October 27th. She was previously the Insurance Specialist at EyeCare Associates for 13 years so she comes to us with great experience that she has already put to good use. Her daughters, Michelle and Anne-Marie, both live in Kansas City so when Betty and her husband, Don, visit they get to enjoy spending time not only with their daughters, but Michelle's two sons, Brandon (6 years), and Andrew (6 months). In her spare time, Betty enjoys exercise classes, jogging, biking, reading, shopping, and especially anything chocolate.

Carol Sherwood, Business Operations

Carol Sherwood filled the Payroll Coordinator's position on October 20th. She was previously the Office Manager and Assistant Controller for Panchemo's Franchise Corporation in Coralville. Her marriage on September 1st to Del Sherwood brought her back to northern Iowa. She enjoys family and especially her four grandchildren who live in the Iowa City area.

Stacey Takle, Business Operations

Stacey Takle was previously employed at Kay Jewelers for ten years, then for three years at MidWestOne Bank. When her job was eliminated with the summer floods, she went looking for something new and we were lucky enough to have her join our cashier's office. She and her husband, Dan, and daughter Emily make Hudson their home.

Facilities Services

Kevin Bley, Utilities and Power Plant

Kevin Bley began working August 11th at the University as a Steamfitter in the Power Plant. He is single, raising his grandson and living in Evansdale. Kevin is an avid fisherman who loves the outdoors.



New to the Neighborhood! (continued)

Bruce Claassen, Building Services

Bruce Claassen grew up in Cedar Falls, then moved away to Texas and Minnesota. His father, Lavern Claassen, worked in Building Services in the 70's and 80's. Bruce returned to his home roots and now works in Building Services 4:00 pm – 2:30 am Tuesday – Friday at Price Lab School. His start date was October 28th.

Jennifer Wells, Building Services

Jennifer Wells came to us from working at the Lutheran Home in Cedar Falls. She works in Building Services Monday – Friday 4:00 pm – 12:30 am. Currently she works at Seerley Hall and on crew assignment wherever needed. Her start date was August 11th.

Human Resource Services

Bobbi Petersma, Human Resource Services

Bobbi joined the Human Resources Services department as the Benefits Specialist in September. She was previously employed by Community Health Care, Inc. in Davenport, IA as the Human Resource Coordinator. She received her BA in Organizational Communication from UNI in 2005. While attending UNI, she completed her student internship in the Human Resources Services department at UNI. Bobbi received her Professional in Human Resources certification in June of 2007.

Justin Ruegg, Human Resource Services

Justin joined the Human Resource Services staff as the P&S Employment Coordinator in September. After graduating from the University of Wisconsin - LaCrosse, he worked as a Staffing Specialist for Manpower in Rochester, MN. Most recently, he was a Human Resources Generalist for Rockwell Automation's facility in Sumner, IA.

Public Safety

Ross Stuckey, Public Safety

Ross began working at UNI on October 27 in Public Safety as a police officer. Ross transferred to UNI from the University of Iowa Police Department where he had worked for 12 years. During the time at the UIPD I was a certified instructor in Defensive Tactics, PR-24 Baton, and ASP Baton.

Ross grew up in Cedar Rapids and graduated from Mount Mercy College with a double major in Sociology and Criminal Justice Administration. He is married and has one son and three dogs. His hobbies are weightlifting, sports, camping and fishing.

Goodbye to....

Darin Christians, Building Services

Barbara Reyer, Building Services

Retirements....

Mary Burke, Campus Supply

Judy Erickson, Human Resource Services

Congratulations!

Panther First Awards

August 2008 – October 2008 Recipients

Kelly Blake	Joan Johannes
Philip Chien	Paul Meyermann
Carol Christopher	Molly Rickert
Delbert Cordes	Dean Shoars
Sharon Cordes	Julie Tyler
James Dally	Doug Widen
David Diercks	Michael Zwanziger
Lori Hoffmann	



Imagine the Impact/Campus Drive 2008 - Dave's Story

Traditions run deep in my family – like the tradition of family outdoor adventures. And, the tradition of giving.



I chose to support the Outdoor Recreation Program (ORP) because their mission mirrors my commitment to learning about survival in nature and helping others develop an appreciation for the environment. I believe personal wellness and recreation should be life-long experiences, and the ORP does a great job of providing opportunities to students and staff. My family enjoys non-traditional sports like canoeing, biking, hiking, and camping. Our entire family shares the activity, and we hope to stay involved our whole lives.

Budget cuts have placed many UNI programs under stress. My direct contributions to the ORP have helped to create monies for student employment and equipment purchases. Gifts come from the heart, and it is important to me to see how the money is used and who benefits.

Imagine what we can do together. Please join me in preserving the tradition of giving by contributing to *Imagine the Impact/Campus Drive* this year.

Dave Andersen
Maintenance/Support Coordinator
Facilities Services

Let Me Introduce Jeanne Alcantara!

By Yvonne Groen

Jeanne and her husband, David, live in Waverly. She graduated from the University of Northern Iowa in 1989 with an accounting major. Jeanne is a Certified Public Accountant. She joined the University in September of 2007 in the Financial Accounting and Reporting Services office.

Many of you may have seen Jeanne around campus before she was hired by the University. Prior to joining the University, she was employed by Carney Alexander Marold & Co., a Waterloo accounting firm. During that time, she prepared the University's bond audit reports. Her knowledge in this area has been very beneficial to our office.

Jeanne's hobbies include putting together jigsaw puzzles, watching the history channel, and cheering on the UNI football team. One hobby I have enjoyed hearing about is the pumpkin carving her family does annually. Jeanne buys the pumpkins and carving kits for her nephews and nieces and the end products are the neatest pumpkins you have ever seen!

She has a wealth of knowledge where computers are concerned. I have depended on Jeanne for support in this area quite often. Now instead of always telling the staff to "reboot" when I have no idea what is wrong, I now say "Wait, I'll go ask Jeanne!"

Jeanne can help departments with setting up new account numbers, object codes, journal entry processing and statement of account questions. Her back office duties include the completion of the Comprehensive Annual Financial Report, working closely with Grants and Contracts, the month-end closing, the NCAA report, and many other reports and duties.

Whatever your question, you can be assured when you call Jeanne she will give 110 percent to answer your questions and resolve your problems! And the added bonus is you will enjoy your talk with her!



Jeanne's Pumpkin Carving Creations

Departments

Administration
& Finance

Athletics

Business
Operations

Event Center
Management

Facilities
Services

Financial
Accounting
and Reporting
Services

Human
Resource
Services

Public Safety

Technology
Systems and
Services

University
Events
Coordination

Save the Date! - Awards Recognition

By: Jocelyn Moeller



The annual A&F Rewards & Recognition Luncheon will be January 27, 2009. Please plan to attend as we recognize Panther First Award recipients and years of service milestones as well as announce the High Five Award for Excellence recipients. A new award, the Eunice A. Dell Award "Making a Difference" will also be presented to an individual who makes a difference for students, colleagues, the University and/or the community.

BBQ & Blues is the theme of this year's event. The committee has been working hard to make sure there is great food, excellent entertainment and lots of fun. Watch your mailbox for your official invitation. We hope to see you there!

Need Tickets? UNItix Can Help

By Sarah Harms

Nearly all ticketed events on campus are linked with UNI's centralized ticketing office, UNItix. With box offices in both the McLeod Center and GBPAC, UNItix is your one-stop-shop for tickets. Recently unveiled, a new website, www.unitix.uni.edu, allows customers to peruse various events and purchase tickets online. However, you can also get tickets in person or by calling 273-4tix.

With the recent purchase of a new ticketing system, UNItix has several back-of-house abilities to track purchases, utilize promotion codes, and maintain email addresses for customers. People will receive seamless ticket transactions, not knowing a new ticketing system was even implemented.

Visit www.unitix.uni.edu for your next ticket purchase whether you want to attend an athletic event, a Broadway show, a play at Strayer-Wood Theatre or the Waterloo Cedar Falls Symphony. The website also details exact box office location, hours of operation, and phone numbers.

UNI SEVERE WEATHER ANNOUNCEMENTS



Announcements regarding cancellation of classes and/or reduced University operations are made via UNI Alert, local radio and TV stations, and the UNI home page, www.uni.edu.

The local TV stations also list closings and delays on their Web sites.

See severe weather policies
<http://www.uni.edu/pres/policies/407.shtml>
and weather related messages
http://www.uni.edu/unionline/info/2008_112008.shtml.

Beach Volleyball - Coming to McLeod



In the quiet bitter cold of January, UNI will heat up with the noise and intensity of the 2009 Association of Volleyball Professionals (AVP) Hot Winter Nights Tour Sand Volleyball Event.

Saturday, January 31, the Hot Winter Nights Volleyball Tour will visit McLeod

Center. Tons of sand, 200 tons in fact, will fill McLeod Center to bring volleyball action with the California beach lifestyle indoors. In addition to three hours of round-robin tournament play, the tour will bring a live beach party to each stop.

The Tour will feature participation from top ranked AVP men's and women's players on a rotation basis (four players per gender per event) and will replicate the authentic Southern California beach party atmosphere featured at a typical AVP Crocs Tour Event.

Tickets for the AVP Hot Winter Nights volleyball tour beach party are on sale now! The cost ranges from \$30 to \$65. There is a \$10 discount on the \$30 tickets for guests age 3-18 and for groups of 20 or more. Tickets can be purchased at all UNITix locations, by calling (319) 273-4TIX, or online at www.unitix.uni.edu.



Superb Attendance at Recent MEMFIS Training

By Pat Whitt

The MEMFIS training team offered the University community four training dates on a variety of topics beginning in mid-October and ending in mid-November. Fifty UNI employees attended a total of 102 sessions with presentations lasting approximately two hours each. Topics included purchasing, completing forms, MEMFIS reports, budget adjustments, manager self-service and employee self-service. The response to the offering was so overwhelming that six additional dates were added.

Planning is in the works for additional training sessions for the Spring semester of FY 2009. Sessions will be advertised in UNIONline, the MEMFIS web site and by email to mug-users@uni.edu.

If you have questions regarding training, you may email memfis-training@uni.edu or call 3-6881.

Help is just an email or phone call away. For questions regarding using MEMFIS, email memfis-help@uni.edu or call 3-5555 option 2.



Cathy McRoberts Elected to Purchasing Board



On November 19, 2008 the NIGP (National Institute of Governmental Purchasing) held a chartering ceremony in Des Moines, Iowa at the Wallace Building for the newly formed chapter of the Iowa Public Procurement Association.

There are over 60 charter members from all over the state of Iowa. Seven of those members were elected to the board of directors; they are: **Luana Stoneking** from the City of Ames, President; **Judy Lehman** from the City of Cedar Rapids, Vice-President; **Laurie Hoing** from DAS in Des Moines, Secretary; **Pat Harmeyer** from DOT in Ames, Treasurer; **Bob Spring** from Davenport Community Schools, Member at Large; **Catherine McRoberts** from UNI in Cedar Falls, Member at Large; and **Jill Kennebeck** from the Anamosa Penitentiary, Member at Large.

Financial Accounting and Reporting Services Moved to Lang Hall

By Yvonne Buehner

It is good to be settled! On October 3rd, Financial Accounting and Reporting Services moved from a temporary location at Rod Library to our new home at 122 Lang Hall. We are sharing space with the Vice President for Administration and Finance's Office. Tom and his staff have made us all feel very welcome.

The staff is busy working on the Comprehensive Annual Financial Report for 2008 so we can receive our 17th GFOA Certificate of Achievement for Excellence in Financial Reporting Award. We are searching for a good space to hang our awards at our new location. They have been packed away in boxes for far too long.

We would like to thank everyone at Rod Library for allowing us to work in their building during the time we were displaced. Everyone there was very friendly, helpful and patient while their construction plans were put on hold. I am sure the students that were trying to study on the "quiet floor" were glad to see us noisy visitors vacate the building.

Our phone numbers, fax number and mail code have all remained the same.

When you have a chance, please come by and visit us at our new location.

Eunice A. Dell Award Deadline Reminder

Deadline for nominations for the Eunice A. Dell award for "Making a Difference" is Friday, December 12. To nominate an employee in the Division of Administration and Finance for this award, go to www.vpaf.uni.edu/recognition. Forms, award criteria and the nomination procedure can be found there. The first award will be announced at the Administration and Finance Division luncheon on Tuesday, January 27.



TechTalk

News you can use from A&F
Technical Services

By Pat Whitt

Office 2007 Installation

Administration and Finance division employees are in the process of getting Office 2007 software installed. AF Technical Services is visiting each computer in the division and downloading the software.

The software was completely redesigned and has a totally new appearance. Some users comments to the new software are:

- I just received a new computer, and it has Microsoft Office 2007 on it. I can't find anything!
- Where did they put all the commands I use?!?
- Why does it say "compatibility mode" on my old files?
- Why is there an x on the end of all the file names?

To assist employees with the new software usage, help can be found in different formats.

- Self help tutorials can be found by visiting Microsoft Office Online at: <http://office.microsoft.com/en-us/training/HA102255331033.aspx>
- A tool will be installed on A&F employee's desktops that helps users make the move to Office 2007. Essentially, you load the program, click the task navigation that you used in Office 2003 and it shows you how you accomplish the same task in Office 2007. Word, Excel and PowerPoint tools are available.

2008 UNI HOLIDAY HOURS & SERVICE CHANGES

Shutdown December 24 – January 2

Official holidays are December 25, 26, and January 1, 2009

Normal workdays affected December 24, 29, 30, 31 & January 2

HOLIDAY MAIL SERVICE

Mail delivery service will not be provided during reduced operations. However, the UNI Mail Center will continue to pick-up and sort US mail from the Cedar Falls Post Office. It will be available for pick up at the Mail Center from 10:00 a.m. – 12:00 noon on December 24, 29-31 and January 2. The Mail Center will continue to process all outgoing postal mail brought to the Mail Center.

The UNI Mail Center will process incoming United Parcel Service (UPS) packages on December 24, 29-31 and January 2. UPS packages can be picked up between the hours of 9:00 a.m. – 12:00 noon on December 24, 29-31 and January 2. The Mail Center reserves the right to deliver UPS packages to departments unsigned for if dock space becomes a concern.

SERVICES PROVIDED DURING HOLIDAY PERIOD

Public Safety will continue with normal operations.

KUNI/KHKE Radio will continue with normal operations.

The UNI Foundation (205 Commons) and UNI Foundation Financial Services (House 2) will be open from 8:00 a.m. - 5:00 p.m. December 24, 29, 30 & January 2 and 8:00 a.m. - noon on December 31.

The Wellness Recreation Center will be open from 6:00 a.m. – 6:30 p.m. December 22-23, 29-30, 2008, January 2 and 5-9, 2009. On December 31, 2008, the WRC hours of operation will be 6:00 a.m. – 2:00 p.m. Check www.uni.edu/wellrec for hours of specific activity areas.

Facilities Services will continue with normal operations. Campus buildings temperatures/ventilation will be at normal levels during the normal workdays. Reduced temperatures/ventilation may take place during the weekends and holidays during this period. Department personnel are requested to turn off lights, computers and other equipment not required during the holiday season.

SERVICES NOT PROVIDED DURING HOLIDAY PERIOD

Maucker Union will close to the public at the end of business on December 19 and will reopen on January 5.

The Library will be closed December 25 through January 1.

Wellness and Recreation Center will be closed December 20-21, 24-28, and January 1, 3-4 and 10. It will reopen at 5:00 p.m. on Sunday, January 11.