

Good afternoon, USC!

Here are your updates for the week of February 22nd-25th

Important Information:

Healthy Snack: We are excited to announce that healthy snacks are back!!

Please feel free to stop by the lunchroom anytime after 2 pm on Tuesday for a healthy snack. They will be individually packed (please only touch the one you take). If there are multiple people in the lunchroom please allow everyone their space and wait before entering.

Departmental Updates:

PEOPLE AND DEVELOPMENT:

Standard First Aid: The Student Emergency Response Team is offering in person Standard First Aid certification training courses starting next month. Please contact Andrea at aklooster@westernusc.ca if you are interested in being registered. The dates are as follows:

March 12-13

March 26-27

April 2-3

April 30-May 1

Mental Health First Aid: Attached to this email are two flyers for upcoming Mental Health First Aid training sessions that have some spaces left. If you are interested in attending the two-day training and are able to fit it in with operational demands (check with your manager first), please contact Andrea at aklooster@westernusc.ca and she will get you registered.

Wellness Program:

Just a friendly reminder that if you would like access to a Headspace account you can enroll for free using this link! Headspace is a wonderful app that has guided meditation sessions, workouts, podcasts, and playlists created to help you focus while doing work!

<https://work.headspace.com/universitystudentscouncilofwesternuniversity/member-enroll>

FINANCE

Please check your mailbox in the 340 suite when in office for AP invoices to be approved and submitted to Tanee for processing. If possible, please scan your signed (account # listed) to Tanee and leave the hard copy in her 340 suite mailbox. AR payments to Sheli. Similarly cheques can be left in her 340 suite mailbox. Please follow up with an email to Sheli.

FEB 2022 month end submissions please, any AP and AR items, please forward. Thank you!

INFORMATION SYSTEMS:

A bit of a flamewar was started recently between Apple and Google over the purposeful

limitations Apple enforces when iPhone users include folks with an Android phone in their chats. While both share blame in this debate – read this discussion if you want the technical details <https://www.computerworld.com/article/3646870/android-ios-messaging.html> – it is the end users who end up suffering.

The alternative to alienating your iPhone / Android friends is to use a cross-platform messaging app. Yes, everyone involved needs to install the app on their phones, but that extra step allows for better messaging between you all, and comes with additional benefits like encryption, enhanced security, and the ability to set messages for auto deletion.

Top picks:

What's App - <https://www.whatsapp.com/>

Telegram - <https://telegram.org/>

Signal - <https://signal.org/>

Viber - <https://www.viber.com/>

PRODUCTIONS: Thank you to everyone for noting which supplies are being taken from the Community Room. I recently completed a full inventory of everything in storage and so everyone completing the sign-out procedure will help me save a ton of time in inventorying and monitoring supply levels. If you find yourself in need of more supplies please just let yourself into the Community Room for contactless pickup and note which items you take - your keycard should let you in!

INFOSOURCE: Come check out The Purple Store boutique, located at the front of InfoSource. Don't forget, that little round sticker on your Western ID card gets you 15% off any purchase!

We will be having club curbside pickups at InfoSource as well as Free the Dot. menstrual product pickups. All curbside requests have to fill out the "pickup request form" in the staff hub and we will ensure a timely pickup. There will be a lot of pickup activity at InfoSource for the next little while. Thank you for submitting your requests so we can expedite pickups efficiently.

Please continue to use the office supply request form in the staff hub for any WFH supplies needed. They will be ordered and delivered to your home the next day after manager approval. If you need any items while on campus, please email Karen and she can arrange to have it in your mailbox or the main office.