Good afternoon, USC!

Here are your updates for the week of June 13th-16th

Important Information:

Departmental Updates:
PEOPLE AND DEVELOPMENT:

EAP: Check out the following link for the latest newsletter from our Employee Assistance Program provider Family Services:

📄 FSEAP Solutions Vol 6 2022.pdf

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

New USC Book Club:

USC BOOK CLUB

We are excited to launch the USC Book Club. So how does it work?
1. Sign up by emailing Kate to receive a $25 Indigo Gift Card to get you started.
2. Select a book, read the book, and then post it on the shared document so others know it is available.
3. Write a review/comments (if you want) about the book to help others select their next read!
4. Contact a person on the list who has the book you'd like to read next. Read the book and then repeat steps 3-4.
Optional ** Add other books you are willing to share to the list/ to watch our virtual library grow.

Brought to you by the USC Health and Wellness Program

USC Virtual Library:
https://docs.google.com/spreadsheets/d/1PgsLgsa2vXjNCVSbGttPFral8xgk9Gpd7QQ-9IL glHo/edit?usp=sharing

FINANCE

F2022 needs; your outstanding AP invoices, your revenues, any AR invoicing, rebate info, etc. F2022's close date is June 15 2022.

F2023, June, when submitting AP invoices, please sign and list your GL account number to expense. Similar to AR invoices going out to customers, please check in what Sheli, speed codes, purchase orders (pending value), contact detail are necessary. We have an AR credit policy, check in with Sheli regarding customer status.

INFORMATION SYSTEMS:
Apple held their Worldwide Developers Conference (WWDC) last week, and while nothing earth shaking was announced, here are a few highlights:
- Macbooks are getting a new and faster CPU in the M2 chip. Price for the Air model looks set to increase by $200 US over the current model, while Pro model pricing looks unchanged. A major disappointment is that both the new MacBook Air and the 13-inch Pro models will only support a single external display. Only the higher-end 14- and 16-inch MacBook Pros will support up to two external monitors, at a premium price.
- iOS 16 for the iPhone 8 and newer will be released in beta in July. Older devices will not be receiving this update, which looks to include mostly feature enhancements but nothing new.
- iPadOS 16 is in the works too, although new features are mostly limited to new iPads running the M1 chip.
- macOS 13 (Ventura) is going to be released later in the year, and limited to machines released in 2017 or later.

PRODUCTIONS: Please continue to record your PPE pickups on the supplied form in the Community Room. All staff should have access to the Community Room via the card reader next to the door.

If you are using a conference room, please remember to tidy up after yourself and clean up any spills or messes upon the conclusion of your meeting. We do not have staff actively patrolling the space due to reduced usage.

The Mustang Lounge East is now open for general drop-in use by campus community members.

RESERVATIONS & BUILDING SERVICES:

UCC SUMMER HOURS:

Monday to Friday: 6:30 a.m.- 7:30 p.m.
Saturday/Sunday - Closed

NEW EMSWEB LINK AND EMS MODULES:

We have migrated our EMS booking software to the Cloud.

EMS Web: There is a new link to book rooms online - https://usc.emscloudservice.com/web/
Your Username will still be the first part of your westernusc.ca email and your password is your
phone extension. Please let Sue know if you are having trouble logging in.

In the coming weeks we will be adding a **G-Suite module** to EMS which will allow you to search
for available space directly from your google calendar when you are arranging meetings.

Now that we are in the Cloud we will also be implementing access to the **EMSMobile App** so
you will be able to book space and manage reservations from your phone.

We will update you when these are available and provide the necessary training on how to use
them.

INFOSOURCE:

We have some summer clothes on display at the USC InfoSource including Nike! Just a
reminder that staff and students with their USC discount sticker receive a 15% discount.

Purolator cut-off time for same day pickup is now before 11 am. Any Purolator deliveries that
need to be sent out, please use USC InfoSource as a pickup point. You can change the pickup
location to USC InfoSource, room 173 UCC Atrium. This will assist the delivery driver for a
one-point pickup location. Items can be brought down prior to scheduling a pickup.

Please continue to use the office supply request form in the staff hub for any office supplies
needed. https://westernusc.forms-db.com/view.php?id=271262