

Good afternoon, USC!

Here are your updates for the week of September 6th-9th

Important Information:

Discount Stickers: We have our new discount stickers for this school year. If you are a part time manager, please see Julia for your stickers for your staff. All full time staff can pick their sticker up from Hirra at the front desk.

Health Facility - The [booking sheet](#) is live for spots this week in the Health Facility. Just a reminder that this space is located in UCC 149 across from the West Lounge entrance (the door still says "Purple Bikes"). Anyone is welcome to pop into the space and check it out without booking time. If your card does not allow you access, please let Sue McKone know.

COVID Booster Links & Information -

This is a reminder that all USC staff will be required to have at least one COVID-19 booster by **October 1st, 2022**. All full-time staff need to supply their proof of booster documentation to both Western and to the USC just like we did with the original proof of vaccines that we provided.

To verify your booster status with Western, please go to the following link -

<https://myhr.uwo.ca/psp/hrprdweb/?cmd=login>

If you are having trouble logging in, please consult the 'My HR - How Do I Information Page' link that is on the right-hand side of the main MyHR login page. Once you have logged in, proceed to the My Vaccinations section of the page and follow the prompts to upload your information.

To verify your booster status with the USC, please go to the following link and follow the prompts - [COVID Booster Verification Form \(forms-db.com\)](#)

Please consult Western FAQ's page for any COVID related questions. The information there is very comprehensive and you should be able to find what you're looking for. There is also information there about how to book and receive a booster on campus

-<https://www.uwo.ca/coronavirus/vaccine.html#faqs>

Departmental Updates:

PEOPLE AND DEVELOPMENT:

Welcome to the Marketing and Catering Intern: We are excited to introduce you to Claudia Allen who is joining the F and B team as the Marketing and Catering Intern. If you see her around please say hi :)

EAP Newsletter:

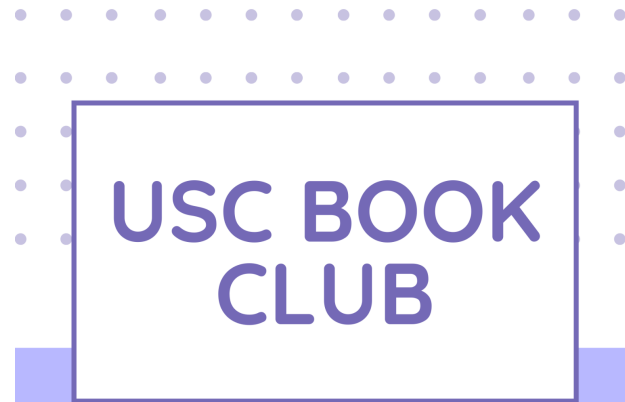
Please find the latest edition of our Employee Assistance Program newsletter here - [FSEAP Solutions Vol 8 2022.pdf](#) . This month's newsletter includes information about journaling, family and work relationships, and nutrition going into the fall. Enjoy!

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:



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-9ILgIHo/edit?usp=sharing>

Just a reminder to update the virtual library with the book that you purchased so we can grow our little book collection :)

FINANCE

We are looking for your August 2022 AP and AR details with approval and account #'s listed.

Continue to submit PT new hire details. New office look for us, next time you're through UCC 340, ck it out!

INFORMATION SYSTEMS:

Here at the USC we continually reflect on the importance of change that moves our community towards more environmentally-sustainable practices. Many of the materials that are used in the technologies that make our modern world possible, also have the unintended side effect of persisting within an ecosystem long after they are disposed of. The widespread use of materials like plastics in these objects often goes unrecycled while more than 75% go directly to waste. With nearly half of all new plastic production coming from the past 20 years alone, anything we can do to advocate for steps to slow the proliferation of these materials benefits us all (Source: Solving Plastic Pollution Through Accountability 2019 Report, WWF).

One step we've taken within Information Systems to make a meaningful impact on this crisis is to deploy our first laptop which is partially made from post-consumer recycled materials. By reusing mediums that are generated during its production, and combining them with plastics initially meant for disposal, the manufacturer has been able to cut down on the volume of new base components needed to create such computers. The best part about it? It's a fully featured Windows 11 unit just as capable as any of its industry equivalents. Taking the initiative on purchases like these is something Information Systems will continue to look into as companies employ more eco-conscious production techniques when making their tech. We encourage everyone to take a look at the USC's Sustainability Policy Paper here:

<https://westernusc.ca/wp-content/uploads/2022/02/220110-Sustainability-Policy-Paper.pdf>

– Joe



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PRODUCTIONS:

It is OWeek.

RESERVATIONS & BUILDING SERVICES:

UCC HOURS:

Monday to Friday: 6:30 a.m.- 7:30 p.m.
Saturday/Sunday: 6am - 12:00am
Back to 24 hrs on Monday September 5

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:

The USC InfoSource webpage, <https://westernusc.ca/services/infosource/> is up!

Check out all the features we offer at our location: Western information, USC information, reservations, club curbside pick-up, health plan, retail clothing and custom merchandise, club finances, LTC tickets, UCC building mail, and locker rentals. Coming soon will be event tickets and Poster Patrol.

For a little fun fact, we have had more than 8400 visitors from mid-September to August (we were closed mid-December and the month of January) with our largest visitor rate of 1850 visitors for March (club curbside pick-ups and St. Patrick's Day sales). As more visitors on campus stop by and learn about the USC and what we offer at InfoSource, we continue to strive in being an anchor in customer service and student experience at the atrium of the UCC!

Labour Day weekend on Sunday and Monday we saw more than 450 visitors and groups visit InfoSource.