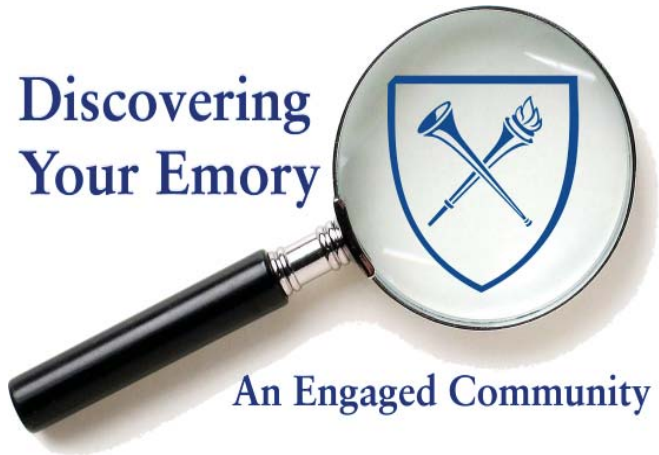


NEWS YOU CAN USE

Discovering Your Emory



An Engaged Community

It is that time of year when we take time out of our busy work schedules to recognize the hard work and dedication of our employees. In addition to lunch, the Fun Run/Walk, music, relay races and volleyball there are several new offerings, including:

New This Year

Emory Information Central

Staff Fest will provide an opportunity for you to learn more about Emory University through Emory Information Central. Here you can get information on how to get more involved at Emory and in the community, how to get discounts at Emory's fitness centers, how to save money through Sparkfly, and so much more. Visit the website for a complete listing of participating groups – www.emory.edu/staff_fest.

Volunteer in the community!

This year, a new option is available for you to participate in the morning of Staff Fest. Sign up to participate in a volunteer opportunity with a nonprofit organization and get involved with the Atlanta community. Volunteer opportunities include:

- Open Hand
- Atlanta Community Tool Bank
- Atlanta Community Food Bank

The deadline to sign-up is May 9 and participation is limited, so register at www.emory.edu/staff_fest. Additional information on times, locations and requirements can also be found on the site.

Door Prizes

This year's Meal Ticket will also enter you in the Staff Fest Door Prize Drawing. Complete the requested information on your Meal Ticket and drop it in one of the drawing boxes at the food line or volunteers table. There will be drawings every hour starting at 11:30 am. *You do not need to be present to win.*

To print your Meal/Raffle Ticket and to sign up for the activity of your choice go to www.emory.edu/staff_fest.

Staff Fest 2008

Friday, May 16
11:00 am – 3:00 pm

On The Quad

Rain location
DUC lower terrace
Food Only

Emory 2008 Vendor Expo

Meet your Emory Procurement Staff and Emory Contract Vendors at the Emory University 2008 Vendor Expo. Up to 50 vendors and a number of Emory's internal providers will be exhibiting their products and services.

Join us:

Date: Wednesday, June 4, 2008

Time: Emory Conference Center Hotel

Place: 11:00 am – 4:00 pm

For more information on the Expo visit the "Buying in the Marketplace" at www.finance.emory.edu/procurement

Bright Ideas at Emory



Recognizing Bright Ideas at Staff Fest 2008

The call for Bright Ideas began in November of 2007 and to date 206 ideas have been submitted!

These ideas are examples of the problem-solving ideas and suggestions that can only be generated in the imaginations of our employees. Many of the ideas, both big and small, have addressed ways to increase efficiencies, save time and money and increase safety – just to name a few.

The first annual submission period concluded at the end of March so that the Bright Ideas committee could identify the ideas that will receive special recognition on May 16 during Emory's annual Staff Fest.

Curious as to which ideas will receive an award? Come to Staff Fest to learn more!

This year's recognition will include 3 Grand Prizes and 6 Runner-up Prizes. Additionally, every employee who submitted an idea will be placed in a drawing for a digital camera. *Winners do not need to be present.*

Stop by the Bright Ideas table at Staff Fest to learn more or go to www.brightideas.emory.edu to submit your idea. Your idea could be recognized at next year's Staff Fest!

"Try It" Campaign... Promotes Creative Commuting

Think about the most hectic day of your commute to Emory. It could be every Monday, Friday's before holiday weekends or one of the biggest days on campus – Commencement.

Selecting the most difficult commute day and then asking Emory commuters to try an alternative means of getting to work is the goal of a new initiative called "Try It."

Faculty and staff who want to avoid driving on Commencement day, Monday, May 12, are encouraged to "Try It" and take Cliff or another alternative commute option to work. Cliff commuters who ride the shuttle on that afternoon from Woodruff Circle will receive a "Try It" T-shirt.

At Staff Fest, on Friday, May 16, staff who wear their "Try It" T-shirts, or who are registered under any of Emory's alternative transportation programs, are eligible for entry into the Emory-Moves VIP tent. Employees can look for prizes, raffles and special treats in the VIP tent.

The "Try It" campaign is supported by Emory-Moves, a new endeavor to encourage Emory's faculty, staff and students to take a second look at their commute patterns and explore alternative transportation – Cliff shuttles, vanpools, carpools, Zipcar, bicycling or walking – to get to campus.



Saving Money with Sparkfly



The response has been terrific! We have heard great stories of employees already reaping the rewards of saving money through Sparkfly!

If you haven't taken the opportunity to visit the Emory-Sparkfly discount Web site to see all the great offers that can save you money on products and services you use everyday, do so today!

Visit Sparkfly Today:

1. Go to www.hr.emory.edu or www.finance.emory.edu
2. Click on the Sparkfly logo
3. Enter your Emory login ID and password
4. Click on the "Click here to enter!" button to enter the website

Note: The first time you logon, you must do so while at work to verify employment.

The Sparkfly website is continually updated with new offers from merchants like The Atlanta Braves, Spa Sydell, Classic Chastain and Here to Serve Restaurants just to name a few.

Whether you need a Mother's Day gift or are planning a summer vacation this May, remember Sparkfly and save!

NEWS YOU CAN USE

Excellence through Leadership - Nomination Process and Criteria



Learning Services is currently accepting nominations for the next cohort of participants in the Excellence through Leadership (ETL) Program. The ETL Program is designed to provide development for Emory's leaders. The goals of this program are to:

- Strengthen leadership performance across the university, and
- Establish a leadership pipeline for succession planning.

Each nominee for the program must have an official Emory "sponsor" (or recommendation). The sponsor must be either a Dean, Vice President or above. An individual who self-nominates will still be required to have the formal support of his or her respective Dean, Vice President or above in order to be considered for the program. Faculty are eligible to participate in this program.

Each applicant must meet all of the following criteria to be considered for the program:

- Hold the position of Director (or equivalent) or higher, and
- Have at least one year of full-time service with Emory University, and
- Demonstrate high performance in professional experience, and
- Regarded as a "high potential" applicant for future advancement.

Prior to submitting an application, nominees are encouraged to review the "Program at a Glance" to ensure that they can attend all of the sessions listed as attendance is mandatory for all events, including the kickoff, seminars and graduation.

Nomination packages, including the "Program at a Glance", have been e-mailed to all Directors, Department Chairs, Deans and Vice Presidents.

A selection committee will review nomination packets and select participants for the program based on the Leadership Competencies.

Please submit completed application packets to Wanda Hayes, Learning Services, 1599 Clifton Road, Room 1.115, or e-mail wanda.hayes@emory.edu by June 2, 2008. All applicants will be notified in July 2008 of their selection or non-selection to the program.

If you have questions about the program or nomination process, please contact Wanda Hayes, Director of Learning Services at 404-727-0413 or wanda.hayes@emory.edu.



You Are Invited

An evening of celebration, fundraising and entertainment benefits the first annual Brenda Wingo Asthma Fund.

Date: Tuesday, May 20th, 2008

Time: 5:30 pm

Location: Grady Campus, Emory Faculty Office Building Conference Room 103
69 Jesse Hill Jr. Drive

For information on how you can support the Brenda Wingo Fund, please call 404- 489-1550 or visit www.gradyhealthsystemfoundation.org and select "Initiatives."

Reminder – Summer Classes Available

Emory College offers two convenient six-week Summer School sessions. The first summer session begins May 19, 2008 and the second summer session begins June 30, 2008.

More than one hundred undergraduate courses are available during the summer, and course credits are transferable.

For registration and visiting student information please visit www.college.emory.edu/summer.

Retirement Investment Changes



In early May, you will receive the second *Take Care* newsletter detailing important retirement investment changes. This newsletter (see picture above) will be mailed to your home address.

Emory understands that retirement planning can be complex. Knowing which funds to select from the wide variety of investment options available in your 403(b) plan can be daunting. To help in the selection process, we are introducing a more organized approach with Four Ways to Invest.

Four Ways to Invest

- **Lifecycle investments (available April 1)** - Funds are managed by the vendor.
- **Core investments (available July 1)** – Streamlined selection of funds across all major asset classes.
- **Expanded investments (available July 1)** – A greater choice of funds across the major asset classes for the active investor.
- **Mutual fund brokerage window (available April 1)** – Provides the investment choices and flexibility of a brokerage window, but with the advantage of investing through your retirement savings plan.

Additionally, Emory wants to ensure that the funds offered through the plan provide you with the opportunity to achieve your retirement savings goals. Based on periodic reviews by Emory Investment Management, certain funds will be added while others will be eliminated.

Changes to Fund Lineups

- **Fund Additions - Effective July 1, 2008**
Emory University will be adding 12 new funds to Fidelity, 4 to Vanguard and 2 to TIAA-CREF. The additions of these funds helps to ensure that the University's retirement savings plan offers the identical funds as the EMORY HEALTHCARE and Wesley Woods Senior Living plans.
- **Fund Elimination - Effective October 1, 2008**
Emory University will be eliminating 3 Fidelity and 2 Vanguard funds in the first round of fund eliminations. These funds have been identified as not appropriate for the retirement savings plan.

- **"Mapping" of future contributions – Effective October 1, 2008**

For those funds being eliminated effective October 1, 2008, future contributions will be "mapped" (transferred) to the designated funds with similar investment objectives. You may contact your vendor to redirect your future contributions into any of the other investments within the plan prior to October 1.

- **"Mapping" of current account balances – Effective January 2009**

Remaining balances in any of the eliminated funds as of January 2009 will be "mapped" (transferred) into the designated funds. You may contact your vendor to redirect your account balances into any of the other investments within the plan prior to October 1.

To learn more about these changes and to see a complete list of funds being added and eliminated, along with the designated "mapped" (transferred) funds, please refer to the April/May *Take Care* newsletter.