



# DES News

A publication of the Division of Enrollment Services



December 2013

Volume 2, Number 5

## The Quick List

*Important Dates for the term*

### December

- 9 – Last Day of Instruction
- 10-11 – Reading Days
- 10 – DES Holiday Luncheon 12pm
- 11 – SMUSA Holiday Luncheon
- 12-18 – Exams
- 19 – Residence Halls close at 10:00am
- 19 – PAYMENT DUE DATE for J-Term
- 19 – President’s Holiday Party
- 21 – Official Close of Term and Conferral of Degrees
- 21 – December Commencement Convocation
- Dec 24 - Jan 1 – University Offices Closed
- 25 – University Holiday, Christmas



*Once the ice was no longer an issue, our campus was quite lovely. Thanks Fed for the great picture! December is always a busy, happy, hectic month in DES. As each of us think of gifts for our family members, the admission staff prepares “gifts of admission” for some lucky applicants. For some fortunate Early Decision candidates the Financial Aid office has already prepared the financial aid award to be included in the admit packet. The Registrar’s folks are happy to be back in Moody for December’s academic ceremony which will bring families to our campus to celebrate the achievements of our graduates. Spring registration generally motivates students to clear their accounts to remove holds which relieves the Bursar Office from sending that 15<sup>th</sup> reminder. This month we also celebrated the retirement of two of our wonderful staff members, and we all enjoyed a delicious holiday meal. I have been given the “gift” of a great partner in producing this newsletter, Lacey Porter. Thanks to the many of you who willingly share your pictures and special events.*

*Irma*

## A Great Reason to Celebrate!

### January Birthdays

- 5 - Darrah Rippy
- 6 - Beth McConville
- 11 - Daniela Balderas
- 15 - Jeannie McGuire
- 24 - Vivian Ruthledge

### January Work Anniversaries

- 5 - Pam Fincher (16 years)
- 5 - Meredith Turner (5 years)
- 7 - Melissa Stanford (6 years)
- 10 - Andy Frye (34 years)
- 12 - Monica Cordero (19 years)
- 15 - Marc Peterson (15 years)
- 17 - Lorinda Lamb (22 years)
- 26 - Sue Brunz (10 years)
- 29 - Shannon Grandberry (13 years)



If we missed your birthday or work anniversary please email [iherrera@smu.edu](mailto:iherrera@smu.edu).

## January

- 1 – University Holiday, New Years Day
- 6 – First day J-Term classes
- 7 – Add/Drop day J-Term
- 9 – Undergrad PAYMENT DUE DATE for Spring
- 12 – Residence halls open
- 14 – AARO
- 15 – Last class & exams J-Term
- 17 – First day of Spring classes
- 20 – University Holiday, MLK Jr. Day
- 24 – Add/Drop & file for May grad last day

## Staff Leaving

*We will miss you!*

Charles Harper – SF ~Retirement!

Cheryl Moore – RO ~ Retirement!

Jay Williams - AD  
~Economics Dept~

Jill Branson - AD  
~Provost Office~

## DES Spotlight



*Undergraduate Admission Staffers work hard to make Early Decision and Early Action admission packets look perfect!*



## Cheryl Moore Retirement





## *Charles Harper Retirement*



## *Transfer Open Advising Day*



# *DES Holiday Luncheon*



*Time to feast!*



*Byron, Kelly, Katie Beth, Olivia, Claire, Abby, Alex*



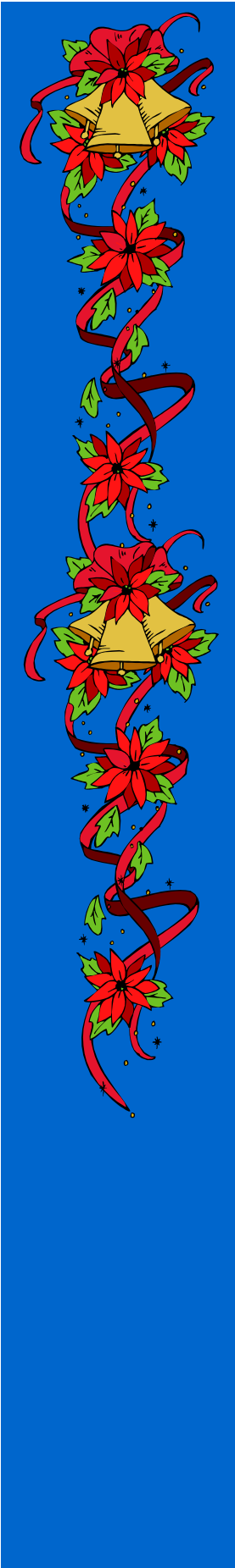
*Renae, Sylvia, Kimberly*



*Charmissa & Angie*







*Walker, Stan, Gina, Meredith, Christopher*



*Beth, Don, Elizabeth*



*Mary, Raina, Todd, Monica*



*Cruz and Jill*



*Gordon, Ashley, James, Minerva*



*Anna, Mirjan, Julio*



*Claudia, Grant, Sue, Paola*



*Maggie, Lorinda, Patricia*



*Penny, Barbara, Eartha*



## *It's Good to Know...*

Jerrold Harrell: Thank you for taking the time to explain the various finances and financial options yesterday. I haven't had an understanding of this since my daughter enrolled at SMU in August of 2012. I have to ask a lot of questions to understand something and I appreciate your patience and for answering all my questions.

Jeff, parent

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Good morning [Registrar],

Once again, I wanted to thank you all for your efforts in writing the letter for the medical schools in Puerto Rico. The university that was giving a hard time about the missing English credits just now sent me an email confirming that my application is now complete and ready for review. This next step would not have been possible without your help. Again thank you.

Sincerely,  
Pablo, student

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*The registrar's office has made two enhancements to the Grade Roster. One concerns the awarding of a grade of F; we will now have a better understanding of how that grade was earned. They also eliminating the paper form of the Incomplete Agreement which should result in consistent and timelier collection of the information and should also reduce faculty and staff processing time.*

*We have already received feedback concerning the new process:*  
*The email about incompletes said to notify you when incompletes had been entered. I have completed my two. The new system is very easy.*

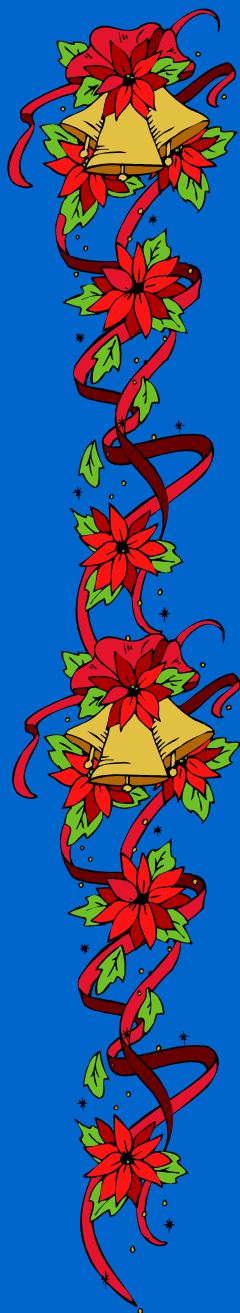
*Thanks for all you do.*  
*Nancy, faculty member*

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### **Angel Tree/ Staff Association Service Project**

Thanks to all who supported the Angel Tree project and the Staff Association Toy Drive! We hope to share outcomes of these efforts in the next newsletter.

Irma





## Mustang Milestones

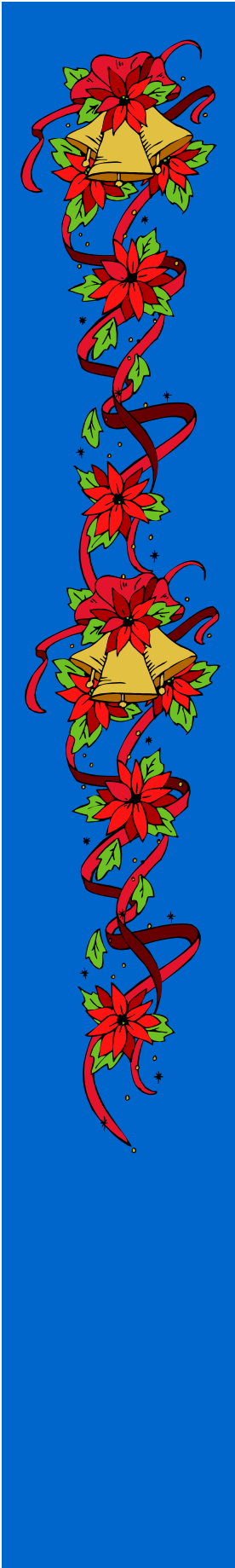
*Fernando Del Rio's son, Fernando the second, will be receiving his degree in the December Academic Ceremony with a major in Film and Media Arts. Congratulations!*



*Kellen and Baby Simone just couldn't stay away from us!  
Both are doing great!*

*Mustang Marathoner Cindy Castro completed the Williams Route 66 Marathon in Tulsa, OK on November 24!*





*Daniel and Sarah Wedding*



*Bryce and Toyka Wedding*



*Cho and Travis Wedding*





## *Holiday Safety from the Dallas Police Department*

During the holiday season most people are thinking of last minute shopping and large meals. However, not every one considers the holidays a time to celebrate, but rather an opportunity to commit a crime.

Unfortunately, the holiday season provides a criminal many opportunities to spoil holiday cheer. Busy parking lots and hurried shoppers are just two elements working for a potential thief. Also, we make his job easier by “advertising” our recent purchases.

By knowing what makes you more likely to be a victim of a holiday crime, you can take steps to reduce your risk.

### **Safety While Shopping**

- If possible, do your holiday shopping during the day and avoid peak shopping periods.
- Carry a small purse under your blazer or jacket. This will make you a less attractive target to purse snatchers.
- If possible don't take children with you during extended shopping periods. You are more vulnerable to a crime if most of your attention is on child care.
- Avoid doing all of your shopping at once. Having a car full of gifts increases your chances of being targeted.
- Shop with a friend or relative. There is added security in numbers.
- As always, lock your car while shopping.
- Park your vehicle as close to the shopping center as possible and in a well-lighted location.
- Don't leave packages visible in your car. Place all valuables in the trunk of your vehicle. Don't give thieves a reason to break into your car.
- Avoid carrying large amounts of cash during the holiday season – use credit cards, debit cards or personal checks.
- While shopping, keep credit cards, checks, cash and identification on your person rather than in a purse.
- Don't hesitate to ask mall security to escort you to your car when you exit the mall.
- When leaving the shopping center, scan the parking lot before approaching your car.
- Shop and go home. Don't make unnecessary stops with several items in your car.
- Lock your vehicle when taking packages into your home. Also, when you enter your house don't leave the door open behind you when unloading packages.

### **Safety at Home**

- Don't display gifts in your windows.
- Following the holidays, break down any large gift boxes (televisions, stereos, etc.) and put them in the trash bags for discard. Don't provide thieves with information about your new electronics in your home.

### **Away from Home for the Holidays?**

Exercise the same precautions during the holidays as during the rest of the year when leaving your house:

- Lock all doors and windows.
- Leave lights and a radio on – preferably on a timer – to give your home a “lived in” look.
- If you leave for several days, stop mail and newspaper deliveries and have a trusted friend or neighbor watch your home.
- Notify the police sub-station in your area and request extra patrol.

