

From: Berry, Anita J.
Sent: Wednesday, June 12, 2013 11:51 AM
To: UMHS - MU Med School 2014; UMHS - MU Med School 2015
Subject: Reminder about Student Lockers & Assignment
Importance: High

I wanted to remind everyone that you are **not** to trade student lockers. Even if you find an empty locker, it may be assigned to someone & this causes issues.

For example, if I assign Locker # 15 to Sally & even if Sally does not use that locker, it is in the OME records as being hers for both her M3 & M4 years. The OME policy is to clean out the lockers of the graduating M4's in order to be able to assign them to the upcoming M3 students. If Sally graduates in May, I am then going to clean out her locker & make sure it is ready to be assigned to someone else. If I find her locker padlocked (& I often do), I will attempt to contact her to ask if she wants her padlock & any items remaining in the locker. Most students respond that they don't want the padlock or any belongings left behind. If I also don't hear from the student in a reasonable amount of time, I assume they do not want their belongings. The next step is to have the key shop cut off the padlock. Books found left in the locker are donated to the book sale & clothing & other personal items are donated to Goodwill or other charities.

An issue occurs when Sally has not been using that locker & another student decides to start using it; putting a padlock on it. Sally may respond that she knows nothing about a padlock, but the locker # 15 is assigned to her & she has graduated. Perhaps she used that locker during her M3 year, but not her M4 year & cannot remember her combination & doesn't want any of the belongings she may have left behind. That padlock is going to be cut off & any items found in the locker donated as stated above.

I just had this issue occur with a student who graduated in May. I found a padlock on her locker & e-mailed her in regards to it. She responded that she had removed her padlock & cleaned her locker out, but then noticed that someone else had placed a padlock on it shortly afterwards. Without such a response from her, that padlock would have been cut off. I have not yet assigned that locker to anyone else & it should be available to whomever I assign it.

I am being nice this time, but the padlock really should be cut off. It is often impossible to identify the owner of many items left in student lockers & the only record the OME has is our record of locker assignments, so if someone is using a locker not assigned to them, it is very likely items found in such a locker will be donated.

I am getting ready to assign lockers to the upcoming M3 students. If you are using a locker that was not assigned to you, you need to let me know as soon as possible in order to keep our records correct.

Thanks,
Anita

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