

20 January 2006

To: The NEIU Community

From: Wendy M. Stack, Director
Chicago Teachers' Center

RE: Chicago Teachers' Center Operations

Northeastern Illinois University leases space in a building at 770 N. Halsted to house the operations of the College of Education's Chicago Teachers' Center (CTC). On December 30, an electrical fire occurred in this building. There was substantial damage to the buildings' electrical power system. The building owners are investigating the cause of the fire. Until full power is restored to the north building, we do not know if CTC's telephone and technology systems that were located there were damaged.

CTC has been closed since January 2. It will remain closed until the thorough, independent environmental assessment that is underway shows that there is no threat to the health or safety of returning CTC employees and visitors. All functions scheduled for the CTC Conference Center in January have been cancelled or relocated and there is a possibility that it will remain closed for two or three months.

In an effort to minimize the impact of the temporary closure of CTC, its essential services have been relocated to offices on the University's main campus. At this time, most of CTC's administrative staff is on campus and its main telephone number (312-733-7330) has been rerouted to the campus. Please call this number to locate a member of the administrative staff who is not on the list below. It is important to note that the majority of CTC staff work in Chicago's public schools and they continue to provide direct services to students, parents, and teachers.

Wendy M. Stack, CTC Director, D-104B, x5048

C Building: Katina Lacey, Administrative Assistant, Room 521, x4078
Amy Hendricksen, Development, Room 336, x4674
Sheila Castillo, Communications, Room C-624, x4212

Classroom Building: Brian Chaney, Reception, Room 4026, x4066
Ray Holloway, Personnel, Room 4026, x4072
Tahshuango Pickett, Accounting, Room 4026, x4068
Lee Rhoades, Accounting, Room 4026, x4067

E-Mezzanine 210: Tammy Callejas, Administrative Services, x4074

D-104: Pat Stephens, Director Program Administration, x5071
Cole Holderfield, Administrative Services, x4076

Further updates will be sent to the campus community and posted to the University website as events warrant.