

General Staff Meeting
September 14, 2005, 4–5 pm
Garber Auditorium, Chan Shun Hall

The goal of the General Staff Meeting is to formalize, streamline, and improve channels of communication and the dissemination of information through sharing issues of campus life, employee development, and important university messages.

Get Acquainted with Your Fellow Staff		University Senators
Words of Welcome		Dan Agnetta, Human Resources
Words of Encouragement		Karen Pearson, Development Office
Employee Development Feature	<i>E-mail Best Practices</i>	Lorena Bidwell, ITS
Campus Issue	<i>University Senate—Voting</i>	David Nowack, AU Senate Chair
Your Input		David Nowack
Go in Peace		

General Staff Meeting Minutes & Agenda will be posted online under Communication on the Faculty/Staff page.

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Upcoming General Staff Meetings
October 12, November 9, January 11, 2006

Don't Forget—Information and Resources Available to You

Training on new web site Content Management System (CMS)

College of Arts & Sciences academic departments—make appointment with Marsha Beal—471-6200

R.E.A.D.—Thursday, September 15, 6 pm, University Relations House—*“How the Garcia Girls Lost Their Accents”*

Week of Prayer—September 19–24

United Way Day of Caring—September 22

Rachel Lampa Concert —Saturday, September 24, 8 pm—Howard Performing Arts Center

Alumni Homecoming Weekend—September 29–October 2

Fall Recess—October 8–11

Opening Night!—Saturday, October 8, 8 pm—Howard Performing Arts Center

United Way Campaign

Recent Staff Transitions

New Employees

Graciela Gaytan, Administrative Assistant to Academy Principal; Emanoela Marinova, Custodial, RMES; Lyndsey Porter, Administrative Assistant, Leadership & Educational Administration; Keila Sanchez, Study Hall Supervisor; Grete Westfall, Extended Education RMES; Noel Wilton, Airpark

Departures

Dan Tilstra, Development; Karen Tilstra, Student Success; Edgar Vega, ITS

Transition

Alba Valenzuela—from Extended Education to director of Extended Education