

General Staff Meeting

January 18, 2006, 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		James White Library
Words of Welcome		Geoff Isaak, Development/Senate Staff Rep
Words of Encouragement		
Announcements		Geoff Isaak, Development/Senate Staff Rep
Employee Feature	<i>Beating the Winter Blues</i>	Harold Smith, Counseling & Testing
Campus Issues	<i>New Campus Entrance Update</i>	Dick Scott, Plant Administration Ed Wines, Financial Administration
	<i>Budget Progress</i>	Ed Wines, Financial Administration Chip Meekma, Controller
Your Input		

General Staff Meeting Minutes & Agenda are posted online www.andrews.edu/faculty/

Upcoming General Staff Meetings

Feb. 9, March 8, April 12, May 10, June 14, July 12

&

Don't Forget—Information and Resources Available to You

R.E.A.D. Book Club—Thursday, Jan. 19, 12-1 pm, University Relations—This month's selection is *Traveling Mercies* by Anne Lamott. Stephen Payne, vice president for enrollment management, will be the discussion leader. Pick up your copy for 30% off at the Andrews Bookstore. Bring your lunch and join the discussion, even if you haven't read the whole book!

Banner 6 Basic User Training—January 19, 10 am–noon, Whirlpool Room, Chan Shun Hall
Space is limited—please reserve your spot by emailing Carolyn Macomber at macomber@andrews.edu or call 471-3884.

Howard Series: Kyoko Takezawa, violinist—Saturday, Jan. 21, 8 pm, Howard Performing Arts Center. One of today's foremost violinists, Takezawa's interpretive insight and technical virtuosity have made her a sought-after soloist with many of the world's leading orchestras—from the Chicago Symphony to the Academy of St. Martin in the Fields. Tickets are \$25 for adults, \$15 for students, and \$21 for Andrews University faculty and staff members. Call the Howard Box Office at 471-3560 for more information.

Weight Watchers—If it's time for you to lose some weight, sign up for Weight Watchers TODAY! Meetings will be held on Thursdays at 12:15 pm in the cafeteria. The cost for the 12-week session is \$159, payable by cash, check or credit card and reimbursable through your Flex Spending account. Price includes all materials and a gift back with WW products. Call Delina at 471-3302 or email hr@andrews.edu. Deadline to sign up is Tuesday, Jan. 24.

Recent Staff Transitions

New Employee—Rebecca Vajdic, assistant teacher, Children's Learning Center

Transitions—Rhonda Peak, from Accounts Manager to Collections Manager, RMES/Academy; Sonja Tesch, Cook and Relief Replacement to Relief Cook, Food Service