

# General Staff Meeting

February 18, 2009, 4–5 p.m.

Room 108, 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.*

|                                  |                                      |                     |
|----------------------------------|--------------------------------------|---------------------|
| Words of Welcome & Announcements |                                      | Paul Elder          |
| Words of Encouragement           |                                      | Keren Toms          |
| Power Point                      | Andrews University Gymnics           | Christian Lighthall |
| Wellness Report                  |                                      | Barb Friesen        |
| Employee Development             | Integrated Marketing & Communication | Stephen Payne       |
| Campus Issue                     | Budget                               | Larry Schalk        |
| Staff Employee of the Month      |                                      | Barb Friesen        |
| Go In Peace                      |                                      | Paul Elder          |

## Don't Forget—Information and Resources Available to You

“**Fireproof**,” a Christian film getting rave reviews, will be shown Thursday, Feb. 19, from 7–9 p.m. at the Biology Amphitheater. A second showing will take place Saturday, Feb. 28, from 7:30–9:30 p.m. at the PMC Youth Chapel.

**Market Volatility** (open to all employees). Bring your lunch to this training session, Friday, Feb. 20, from 12:15–1:15 p.m., Lincoln Room, Dining Services.

**A U Wind Symphony Pops Concert**—Saturday, Feb. 21, 8 p.m., Howard Performing Arts Center. The Wind Symphony of Hope College, located in Holland, Michigan, will also be performing.

**Board Banquet**, Monday, March 2, 2009, 6:15 p.m. Appetizer Reception, 7 p.m. Staff and Faculty Service Awards followed by Dessert reception at the Howard Performing Arts Center

**Whole Body Workout with Elastic Bands**, Tuesday, March 10, 2009 5-6 p.m. Aerobic Room, at Lamson Health Club.

See **Andrews Agenda** online at <http://www.andrews.edu/news/agenda/index.html> for more announcements and details.

**Transition:** Licette Church from Post Office to Plant Services

**Departures:** Elliot Lee, ITS; Hope Muir, Plant Services

**Next Meeting**—Wednesday, March 18, 2009