

General Staff Meeting

November 9, 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		Student Financial Services
Words of Welcome		Dan Agnetta, Human Resources
Words of Encouragement		Patrick Murphy, Campus Ministries
Employee Development	<i>Staff Seminars</i>	Carolyn Macomber, Human Resources
Campus Issue	<i>Blizzard Procedures</i>	Rebecca May, University Relations Kevin Penrod, Public Safety
Your Input		
Go in Peace		

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

Upcoming General Staff Meetings

Dec. 14, Jan. 11, Feb. 9, March 8, April 12, May 10, June 14, July 12

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Don't Forget—Information and Resources Available to You

Training on new web site Content Management System (CMS)

College of Technology academic departments—call Marsha Beal, to schedule an appointment—471-6200

R.E.A.D. Book Club—Thursday, Dec. 1, 6 pm, University Relations—“Soul of a Butterfly”—30% off at the AU Bookstore. The author, Hana Ali, is tentatively scheduled as the presenter.

Christopher O’Riley, piano (Howard Series)—Saturday, Nov. 19, 8 pm—Howard Performing Arts Center

United Way Campaign—Don’t forget to support our community by making your contribution by November 11. Any questions? Contact Oliver Davis, 471-6516.

Weight Watchers—Want to lose weight over the holidays? Want to get a head-start on your New Year’s resolution to get healthy? Join the new Weight Watchers At Work program! Learn more by attending the FREE informational meeting presented by a Weight Watchers representative Tuesday, Nov. 22, from 12:15–12:45 pm in the Lincoln Room, Cafeteria. For more information or to sign up for the mini-session that starts Nov. 28, call Human Resources at 471-3302.

University Paid Holidays—November 24 & 25; December 23 & 26; January 2

Recent Staff Transitions

New Employees—Tammy Horton, Benefit Assistant; Justin Jeffery, Marketing Studio Coordinator; Delmus Pinkston, Undergrad Admissions Coordinator

Transition—Cesar Soto, Graphic Designer to Typesetter, LithoTech