

General Staff Meeting

March 16, 2011, 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		Dean Snow
Words of Encouragement		Dennis Hollingsead
Senate Update		Lee Olson
Employee Information	Fire & Tornado Drills	Ben Panigot Campus Safety
Campus Information	Archives Dining Services	Alice Williams Mark Daniels
Staff Person of the Month		
Go In Peace		Dean Snow



Don't Forget—Information and Resources Available to You

2011 Town Hall Meetings—Your Benefits & You: What's New in 2011/12

This year meetings will be held in two different locations. The meetings will be from **9–10:30 a.m.**, **12–1:30 p.m.** and **3:30–5 p.m.** on each date.

CC, Dining Services: Lincoln Room

Wednesday, March 23, 2011
Thursday, March 24, 2011

HPAC Main Auditorium

Monday, March 28, 2011
Tuesday, March 29, 2011

A Healthy U—Lunch & Learn: “*The Neglected Fitness Factor*,” March 29, 12:30 p.m. and “*Health Scams*,” April 7, 12:30 p.m., Lincoln Room, Dining Services. Lunch provided, but **must RSVP**.

Lunch Walking Challenge held on Tuesday and Thursdays 11:45 a.m. to 12:30 p.m.

International Food Fair—March 27, 12–7 p.m., Johnson Gym

2011 Benefits Fair will be Wednesday, April 13, 2011 at 9 a.m.–5 p.m. at Howard Performing Arts Center

More announcements <http://www.andrews.edu/agenda/>

NEXT MEETING: Wednesday, April 21, 2011