BUTLER STAFF ASSEMBLY

Staff Assembly News & Meeting Agenda

September General Meeting
Wednesday, September 22, 2-3 pm
Clowes Memorial Hall of Butler University
ENTER: North East stage door entrance

Meet Clowes staff and hear more about upcoming performances and events.
Also, learn more about ticket/box office discounts for the Butler community and volunteer opportunities.
A brief, behind-the-scenes tour of Clowes will be offered after the meeting at 3:00.
Delectable assortment of sweet treats provided by Circle City Sweets

CIRCLE CITY SWEETS

www.circlecitysweets.com

American Cancer Society's Making Strides Against Breast Cancer 5K Walk

Team Butler University – Healthy Horizons!

Healthy Horizons

American Cancer Society®

Please sign up online to join our team! You can do this by going to the following website:
www.cancer.org/stridesonline

Click on "Find a Walker" on the right hand side of the page

Select the button that says "search for a team"

Enter in Butler University, and you will be directed to our team website

Our team can order long-sleeve t-shirts for $12.00 each. If you are interested in purchasing a t-shirt, please stop by Healthy Horizons in PB 110 and let us know the size of shirt you would like (from Small to XXX-Large) and drop of your T-shirt money (check or cash) ***BY noon on September 24th***. Please make the checks payable to "American Cancer Society". Shirts will be delivered to Healthy Horizons (PB 110) in the first week of October. You will receive an e-mail once your shirt arrives on campus.
Questions? Contact Healthy Horizons at healthyhorizons@butler.edu or ext 8143.

More information at
www.butler.edu/healthy-horizons

Visit the Staff Assembly website:
http://www.butler.edu/staff-assembly/

Thank You Card Program

Staff Assembly gives you the opportunity to send a personalized "Thank You" to employees who have gone above and beyond the call of duty in performing a particular job or task.

Simply send an email to **staff-assembly@butler.edu** telling us who should receive the thank you and why.

To submit a Thank You anonymously, drop a note in the Staff Assembly suggestion box in Jordan Hall near HR.

Thank You cards are always sent anonymously (from Staff Assembly, not from the requestor).

Fall 2010 Staff Assembly Meetings

September 22
October 20
November 17
December 15

We will meet in Jordan Hall, Room 141 with the exceptions of the September 22 meeting in Clowes Memorial Hall. All Staff Assembly meetings run from 2:00-3:00 p.m.

** Room location is subject to change. Please watch in the Butler Connection for specific meeting info.

Welcome to New Employees

Mariangela Maguire – High Achieving Students Area

Melissa Bade – College of Communication

Vince Marshall – Butler Police

Pamela Fairchild – Annual Giving

Kathleen Egan – Dance Department

Sharon Schuyler – Associate Provost Office

Maria Fletcher – Health & Counseling Center

LaTanya Brooks – Health & Counseling Center

Meaghan Raynes Slack – Athletics

Jaren Brown – Grounds

Farewell to Departing Employees

Jessica Callahan – COPHS

Elizabeth Lapadat - BUPD

Staff Assembly Executive Committee

Officers: Julie Schrader, Chair (Internship & Career Services, x8802)
Robert Holm, Vice-Chair (University Research, x9766)
Marsha Endre, Secretary/Treasurer (Mail Center, x3233)
Appointed: Patti Colip (Purchasing, x8523)

At Large: Coco Acosta (Building Services, x8400),
Beth Alexander (Student Affairs, x6378),
Mike Borden (Building Services, x8047),
Mary Azar Callahan (Conferences & Special Events, x6338),
Rob Hartman (Information Resources, x8476),
Chris Davis (Campus Impressions, x6494),
Josh Downing (Recreation, x6144),
Alaina Griffin (Admission, x8124),
Karla Cunningham (Residence Life, x9458)

HR Corner

- HR welcomes Trent Palzer, Human Resources Coordinator.
- Updates to the HR website coming soon!
- *Essential Leadership Skills* Class will be offered in Fall 2010 for Director-level staff and equivalent to enhance leadership and management skills while empowering them to provide coaching and reinforcement to their managers and supervisors.