

## FOR THE ATTENTION OF CLASSIFIED STAFF:

Due to an overwhelming response, we have increased the class sizes associated with the test prep. class for the Secretarial exams.

April 2:
24 seats
April 3:
24 seats
An outline of the class is available at the HRS, Training \& Org. Development web page (Civil Service Information)

We are now accommodating a total of 126 participants. The remaining seats are on a first come/first serve basis. Please call me at 2-4501 to register for these sessions.

Thank you,
Denise Gross

## HABITAT FOR HUMANITY UPDATE:

We have done well! Here is the breakdown of our efforts to raise $\$ 1,000.00$ for carpeting:
Cash and Checks Contributions \$465.00
Chinese "Silent" Auction \$190.00
Bake Sale
$\$ 76.00$
TOTAL RAISED
$\$ 731.00$

We have all of next week to complete our fundraising efforts! Using the suggestions from supporters we are planning to meet our goal through the following:

50/50 Raffle on Monday, March 11 and Tuesday, March 12

Write your name on a one dollar bill and put in the Habitat Jar
(See Pam, Linda or Maryanne)

Drawing will be on Wednesday, March 13 at 9:30 am!
(2)

COFFEE, TEA, THEE + BREAKFAST FOOD And 50/50 Drawing

MARCH 13, 2002 AT 8:30-10:00 AM

## IN CONFERENCE ROOM, DIRECTOR'S OFFICE

All proceeds to benefit Habitat for Humanity
We will beat the prices charged by 7-Eleven, SAC, and Library Galleria Cart!!
(Let Maryanne, Pam, or Linda, know if you wish to donate any food items.)

## LIBRARY REMEMBRANCE OF SEPT. 11TH:

A member of our staff suggested remembering the events of Sept. 11 on an anniversary of its occurrence. Monday is the 6 months anniversary of the collapse of the towers of the World Trade Center. The library will be purchasing red, white, and blue carnations from a local florist. They will be arranged with greens in a grouping of 6 flowers. There will be a tent card with a tribute placed near the flowers. 12 areas of the Library will receive these commerative displays:

Administration,Circulation Services, Interlibrary Loan, Music Library, Photocopy Center, Reference, Special Collections,
Chemistry, Computer Science, MASIC, Math/Physics/Astronomy, and Science \& Engineering Libraries.

