NEWS FROM PERSONNEL: (Chris submitted)

As you know, staffing in Systems is down to two professionals -- Mike and Raul -- and students. I am working to exempt the vacancies from the current hiring freeze. In the meantime, Mike and Raul are normally available in the building on the following schedule:

Mike   Mon -Thurs, starting at 10am, Friday starting at 2pm;
Raul   Mon - Fri starting at 9:30am.

Mike will post to all staff signficant variations from this schedule. When we hire replacements, we will attempt to staff the Systems office earlier in the morning.

CIVIL SERVICE TESTS:

The current tests that will be given on February 22, 2003 are Clerk 2 and 3. The registration deadline is past. There are test preparation booklets available for loan in the Director's Office. As there is a limited supply the borrowing time is one week. See Maryanne or Linda if you wish to use the materials. You can make copies for extended use. Also, bookstores and local public libraries carry study guides.

S.E.F.A.:

Yesterday the raffle was held for those who participated in S.E.F.A. There were only 9 people who responded that they participated. Considering we have 91 staff this is a low level of involvement. Next year we will strive for more participation! Suggestions are welcome for ways to encourage giving to the charitable organizations. If you look at it as a once a year opportunity to donate then all those other mailings you receive at home can be tossed. When approached by a person soliciting you can say "I gave at work."

The winners: (the odds of winning were excellent)   CONGRATULATIONS!
Kit Kassel   Gift certificate to Campus Bookstore
Bushra Butt   "   "   Campus Dining Services
Elaine Hoffman "   "   Seawolves Market

CURRENT LIST OF STAFF + PHONE #'s:

A suggestion was made to include first names not just initials. Of course this will mean either decreasing the font (tough on the eyes) or setting the document up in wider columns. Give me your opinion.

<u>THANK YOU'S FROM PAM</u>:

- sympathy.gif

- sympathy2.gif