

College/Division Administrator Meeting  
Room 302, Melcher Hall  
April 9, 2009, 9 AM to 11 AM

Agenda

Carla Ponzio

- Time & Labor Implementation
- E-mail Notification for Address and Other Changes

Monica Lawrence

- Summer Work Break
- Performance Communication and Development (PCD)
- New I-9 Form
- VALIC Retirement Manager
- Staff Awards
- Summer Tuition Reimbursement
- HR Monthly Financial Seminar-Social Security/Medicare
- Benefits Fair and Summer Open Enrollment

Mike Glisson

- Cash Deposit Journals

Other items from the group