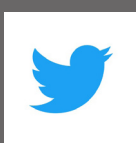# UNT STAFF SENATE NEWSLETTER

Jan. 2017

Contact Us
staffsenate.unt.edu

facebook.com/UNTStaffSenate
@UNTStaffSenate

Dates to Remember

January 10th
Staff Senate Meeting
University Union 332
3 pm - 4:30 pm
Committees meet at 4:30 pm

January 16th
MLK Jr. Day **- University Closed**

January 17th
Classes Begin

January 27th
Lunch and Learn
HR/Timekeeping/Payroll
Willis Library Forum
12 pm - 1 pm

February 9th
DLS Presents: Elizabeth Smart
Union Lyceum, 8 pm

Have a Suggestion?

Staff Senate welcomes your questions and ideas! Please visit staffsenate.unt.edu and complete the on-line form located under Ask Staff Senate!

Flat Scrappy has arrived!

Flat Scrappy is visiting staff members on campus to assist in the work that staff members do. If Flat Scrappy joins you, post pictures to staff senate's facebook or twitter page to show how Scrappy helped so that we can all learn about the job you do at UNT! To request a visit from Flat Scrappy, email staffsenate@unt.edu.

Staff Senate Troubleshooting Form

Staff Senate is working with staff across campus to determine problem areas at UNT. Please visit https://staffsenate.unt.edu/form/staff-senate-troubleshooting-form to share feedback with Staff Senate which will allow us to identify the office/entity in which we are finding the struggle.

The next Staff Senate Lunch and Learn will include information on HR, timekeeping, and payroll so make sure you submit your questions and problems regarding these topics via the troubleshooting form on-line to have them addressed on January 27th.

January HR Training Opportunities

25-Jan	10AM - Noon	AP16SE	Service Excellence Every Time!

The classes below also serve as credit for those participating in the Supervisory Building Blocks program and will be taught based on a supervisor's perspective.

17-Jan	2PM - 4PM	AP16EL	Employee Life Cycle
18-Jan	10AM - Noon	AP16NL	Navigating ADA, FMLA & WC
20-Jan	1PM - 3PM	AP16ED	Effective Documentation
23-Jan	1PM - 3PM	AP16HE	Higher Ed Finance
25-Jan	2PM-4PM	AP16RW	Creating an Inclusive Workplace Environment
26-Jan	2 PM - 4PM	AP16PA	Positive Approaches to Resolving Performance and Conduct Problems
31-Jan	2 PM - 4 PM	AP16FE	Facilitating Effective Performance Evaluations

Register to attend through my.unt.edu