

From: employee-announce-list-bounces@lists.louisiana.edu on behalf of [University Announcement](#)
To: employee-announce-list@louisiana.edu
Subject: Employee announcements for week of 11.27.17
Date: Tuesday, November 28, 2017 4:36:27 PM

Provost seeks volunteers for strategic plan implementation

Dr. David Danahar, provost and vice president for Academic Affairs, is seeking volunteers to discuss implementation of the governance section of the University's strategic plan. That section calls for the establishment of elected, representative governing bodies for classified and unclassified staff. These volunteers, along with the Faculty Senate, will form a University-wide senate.

Anyone interested in participating should contact Dr. Jordan Kellman, Strategic Plan Implementation Committee chair, at kellman@louisiana.edu by Friday, Dec. 1.

Shop at Art of Giving this week

'Tis the season for giving! Get your holiday shopping done and support the University and local artists during Art of Giving. The event will be held at the Alumni Center from 5-8 p.m. Thursday, Nov. 30, and from 11 a.m.-6 p.m. Friday, Dec. 1.

This fundraiser will feature the UL Press' annual book showcase and artwork by some of Lafayette's most talented artists. A portion of the proceeds will fund student scholarships.

Contact Catherine Baudoin with questions at catherine@louisiana.edu or 482-0900.

Final exam administration for students with disabilities

The Office of Disability Services will administer final exams to students with disabilities Dec. 4-5 and 7-8. Faculty should provide exams as soon as possible for students who are testing in the ODS facility. Exams may be emailed to ods@louisiana.edu or hand delivered to the ODS in Agnes Edwards Hall, Room 126.

Visit <https://disability.louisiana.edu/faculty/examination-procedures/final-exam-procedures> for more information, including what should be submitted with exams and when faculty can receive completed exams. Contact the ODS with questions at 482-5252.

Discuss campus custodial services

The University will hold a joint review committee meeting with GCA, the campus custodial service provider, at 9 a.m. on Thursday, Dec. 7, in Parker Hall's conference room. Employees are encouraged to attend and provide feedback regarding custodial services to GCA representatives. Contact Kristi Montet with questions at kristim@louisiana.edu.

Submit an awkward office photo for the Employee Holiday Luncheon

Compete for the new Holiday Photo Trophy in this year's holiday photo contest. Email a photo of your office staff or colleagues, in the style of an awkward family photo, to socialmedia@louisiana.edu.

Entries must be submitted by Monday, Dec. 11, and will be displayed at the Employee Holiday Luncheon.

The office or department with the most creatively uncomfortable submission gets bragging rights and the trophy to keep for one year. To see a few examples and for more information, visit <https://president.louisiana.edu/sites/president/files/Awkward%20Office%20Photo%20Contest%20Flyer%20final.pdf>. Email socialmedia@louisiana.edu with questions.

Tuition exemption form due Friday , Dec. 15

Tuition fees have been assessed for Winter Intersession 2017 and Spring 2018. Employees participating in the Faculty and Staff Tuition Exemption program must complete and submit the tuition exemption form to the Office of Human Resources by Friday, Dec. 15. Forms may be picked up in the Office of Administrative Services in Martin Hall, Room 178.

Read more about the Faculty and Staff Tuition Exemption at <https://administrativeservices.louisiana.edu/policies/faculty-staff-tuition-exemption>. Contact Lisa Landry with questions at ldl8239@louisiana.edu.

Production Banner will be unavailable Dec. 21-22

Production Banner will be unavailable Dec. 21-22 while it is updated. Links in ULink that connect to Production Banner will not be functioning. University email and Moodle will be accessible. Contact the Help Desk with questions at 482-4357.

Hilliard Museum store offers discount

The Hilliard University Art Museum offers a special holiday discount to employees and students. Enjoy a 20-percent discount on all store merchandise through Christmas. Present your Cajun Card at checkout to receive the discount.

You also get free admission to the museum when you present your Cajun Card. Memberships to the museum are excluded from this discount. Contact Jolie Johnson with questions at jolie.johnson@louisiana.edu or 482-6060.

Reminder: Sneaux Day to be held Nov. 29

Employees and their children are invited to Sneaux Day from 4-6 p.m. on Wednesday, Nov. 29. Children may play in real snow at Martin Hall Circle and take a photo with Santa at the President's Open House. Park in the Earl K. Long parking lot and take a shuttle to Martin Hall, starting at 3:45 p.m. There will be holiday cookies and hot cocoa. You can also bring an unwrapped new toy to donate to Toys for Tots.

Reminder: Deadline to vote for the next Quality Enhancement Plan is Friday, Dec. 1

Eight ideas have been suggested for the University's next Quality Enhancement Plan. Read about them at <https://academicaffairs.louisiana.edu/sites/academicaffairs/files/All%208%201-page%20QEP%20Summaries.pdf>.

Vote for your favorite at <https://www.surveymonkey.com/r/ULLafayette8QEP>. The deadline to vote is Friday, Dec. 1.

Please do not reply to this email.