



## **Staff Association Meeting Agenda**

November 7, 2023 | 9:00 AM - 10:30 AM

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- I. *“hat yoirs* – Shawanda Daniel, Program Manager, Assessment & Analysis
  - Owl Life
- II. Budget Updates – Business Operations
  - Enter detailed justifications on your purchase requests.
  - Reallocations happening in January – Must be 50% spent by end of December.
  - If awarded OTF (one-time funding) by Budget Office – Submit requisitions ASAP.
- III. Thanksgiving & Winter Holiday Gatherings – Dean’s Office
  - Survey results
  - Office coverage
- IV. FYIs from the Dean’s Office –
  - Office security protocol
  - Lessons in Leadership “Dr. James Mercy” [November 9@1:30pm]
  - UnCANny Creations [November 7 – last day to donate]
- V. Miscellaneous
  - Staff Senate Meeting - November 13 [10-12pm Marietta Campus Johnson Library Room C135 & Teams]



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<https://staffsenate.kennesaw.edu/>

- Staff Association meeting, December 5 - 9am