Rain Didn’t Hamper the Summer Social

The 2005 Administrative Services Summer Social was a great success, complete with prize drawings, pinatas, and a serenade from Mariachi Zavala, a local mariachi band. The June 3 event provided an opportunity for Administrative Services employees to relax, enjoy a Javier’s dinner and catch up with co-workers.

The social took place at Friendship Park in South Ogden with over 300 people in attendance. The social hour was spent enjoying chips and salsa while employees and guests took a whack at their pinata skills. It was cold and even rained for a short time, but employees had a great time anyway.

Members of the planning committee began planning the picnic in January. The committee members were: Patti Rasmussen, Co-Chair, Jenica Child, Co-Chair, Ron Anderson, Brad Colby, Lindsay Doxey, Nancy Emenger, Jennifer Evans, Samantha Everett, Pamela Fuentes, Jeff Hoskins, Judy Hutchison, Dan Kaminsky, Anita Preece, Sarah Rivkind, Valerie Stegeman, Jan Thomas, and Jeff Tingey.

To see more memorable Summer Social moments, see page 4.
More “Fiesta Mexicana”
Administrative Services Summer Social 2005

Brad Colby from the Mail Center and Duke. Duke was the hit of the party!

Joe Strand, Event Specialist, entertained the crowd as the MC.

Thomas Van Cleave, Director of Plant Operations enjoys Javier’s chips and salsa with his wife, Bonnie, from Student Affairs.

Nancy Meador from Purchasing huddles with her guest for warmth.

Mariachi Zavala serenaded Administrative Services employees as they ate.

Administrative Services employees and guests sat close together for warmth to eat their Javier’s meal.
In the last 18 months, the Bookstore has undergone some major changes. Steve Nabor, Associate Vice-President for Financial Services, summarizes these changes as follows, “The reorganization of the Bookstore to Administrative Services, coupled with the changes in leadership, (first the un-retiring of Craige Hall as the interim Bookstore Director, then the appointment of Michael Richter as the permanent Director), has provided an opportunity to implement a fresh perspective focused on ensuring that the Bookstore is financially responsible and properly serves the needs of the campus.”

Deterioration in profits as well as internal control issues were the first challenges faced in transforming the Bookstore. A savvy and seasoned executive like Craige Hall provided much needed direction on the initial evaluation of operations. Utilizing an outside bookstore consulting company and benchmarking against other bookstores in the region were extremely helpful in obtaining an independent view of the Bookstore.

In examining the internal operations, the Bookstore utilized the training and team building skills that exist in the Office of Workplace Learning. “Cherrie Nelson and her staff were invaluable as a resource in establishing a team orientation and identifying financial and performance goals for the Bookstore,” stated Steve Nabor.

“The Bookstore employees have been wonderful through this process," stated Michael Richter. “While the opportunity existed for some to view this in an extremely negative way, the vast majority have approached this process in a positive and constructive manner. We continue to see a cultural shift throughout the Bookstore.”

Some of the exciting examples of the Bookstore extending out to the campus and partnering with important customers and stakeholders include: Establishing a satellite store in the Visual Arts Building with a primary focus on delivering goods and services to this unique customer group. Be looking for a “StarBucks” outlet as part of these operations. Also, partnering with the Athletic Department in supporting the “Mac is Back, Back Mac” campaign. In the Fall you will be able to purchase the same line of clothing that Coach McBride and his staff are wearing on the sidelines. Finally, plans are underway to consolidate Stores operations with the Bookstore and provide more comprehensive services to campus departments.

“Through all the planning, training and implementing, the single most important goal in establishing the Bookstore as a university-focused organization is the objective to re-invest profits back into the student body through the establishment of a student scholarship endowment fund,” stated Steve Nabor. “Based upon preliminary numbers for this past year, it appears that we are on the path to restore the Bookstore operations to long-term profitability and we hope to make our first contribution to the student scholarship endowment fund.”

The Bookstore really has been through some big changes in the last 18 months. Have you noticed?

Kudos!

To: Shawna Rowley and Tammy Agee
From: Kevin Hansen, Asst. VP Facilities Management
Re: Spanish Classes

Shawna Rowley and Tammy Agee in Facilities Management are working hard to take customer service to an entirely new level. Each of them has completed three semesters of Spanish and are now starting their fourth semester. Their motivation, to help people who work in or call Facilities Management. As more and more of our employees and customers are Hispanic, a need to improve communications became evident. Shawna and Tammy jumped in to fill that need. And they have already experienced the joy of being able to use their new skills to help someone. The first call was the most exciting because they were able to understand and help the caller even though the caller could not speak English. Both Shawna and Tammy want to continue to develop their conversational Spanish skills and become more fluent. Their reward is being able to better help others.

To: Admin Services Summer Social Planning Committee
From: Donna Hernandez, HR
Re: Summer Social

I just wanted to say “Job Well Done” to the planning committee. It's great to get a chance to socialize with your co-workers outside the office and perhaps meet some new faces on campus. I liked the theme for this year, and I enjoyed the food and the ambience. I loved the prizes and Joe did a great job of announcing the winners and describing the prizes. Only thing you could have done differently? Ordered up some sunshine to go with the food! Thanks for making it a fun event for us.
Opening of School Meetings Schedule
August 22-26, 2005

The week of August 22-26 provides an opportunity for WSU employees to gear up for the academic school year. Whether you’re new on campus or a seasoned professional, take advantage of the chance to learn some new skills for the upcoming year!

**COMPUTER TRAINING**
Sign up for these classes on Training Tracker*

**Tuesday, August 23, 2005**
11:00am-12 Vista Gradebook
   Lampros Hall 215 - M. Jensen
2-3:30 pm PAR
   MA 211K - C. Nelson
9 am - 4 pm Groupwise All Day
   Lampros Hall 203 - J. King

**Wednesday, August 24, 2005**
1-3:00 pm INB Navigation
   Lampros Hall 203 - J. Villarruel

**Thursday, August 25, 2005**
8-10:00 am WebXtender Scanning
   Lampros Hall 203 - J. Villarruel
10:00am-12 Vista Open Session
   Lampros Hall 215 - M. Jensen
1-2 pm Lynx Requisitions
   Library 138 - S. Rivkind
2-3 pm Lynx Budget Queries
   Library 138 - S. Rivkind

**Friday, August 26, 2005**
10:00am-12 Excel II
   Lampros Hall 203 - J. King

**OTHER TRAINING**
Sign up for these classes on Training Tracker*

**Tuesday, August 23, 2005**
10-11:00 am Organize Everything in Your Life
   Lampros Hall 201 - S. Rivkind
11-1:00 pm Pilates Introduction Workshop
   You must also attend Thursday!
   PE 19 - J. Yeiter

**Wednesday, August 24, 2005**
9-11:00 am Everyday Creativity
   Lampros Hall 201 - S. Rivkind
1 - 4:00 pm Civil Rights Updates I & II
   UB 338/340 - B. Gomberg
2-4:30 pm Color Code
   Lampros Hall 201 - C. Nelson

**Thursday, August 25, 2005**
11-1:00 pm Pilates Introduction Workshop
   You must also attend Tuesday!
   PE 19 - J. Yeiter

**Friday, August 26, 2005**
10:00 am -12 Who Moved My Cheese?
   Lampros Hall 201 - J. Evans

* Logging into Training Tracker:

2. Sign in using your GroupWise username and GroupWise password.
3. Click on PREFERENCES from the purple links bar on the left.
4. Choose QUICK LINKS from the buttons across the top of the page.
5. Page down to “TRAINING TRACKER” and check the box (by clicking on it once with your cursor).
6. Click the SUBMIT button at the bottom of the page. Each time you are ready to go to the Training Tracker system, you will only have to click the words TRAINING TRACKER listed on the purple links links bar.

Signing up for a class:
(1) From the pull-down menu marked “Select an Area,” select “Classes/Schedule.”
(2) Press the “Show Only Scheduled Classes” button to display currently scheduled classes.