/O=WOFFORD COLLEGE/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=PAGEJB

Subject: Rawlinson baby

Date: June 1, 2005 at 12:42 PM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int

Zachary Alan Rawlinson was born May 27, 2005 at 11:51am. He weighed 7lb 14oz and was 20 1/4" long. Emily and Zachary came home Sunday and we're all doing great. Nicholas is really enjoying his "big brother" role.



/O=WOFFORD COLLEGE/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=PAGEJB

Subject: from Information Technology Date: June 1, 2005 at 1:00 PM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int



Information Technology is pleased to announce that, effective June 1, Chris Myers is our new Help Center Manager and Telephone System Administrator.

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Subject: from Ron Robinson Date: June 1, 2005 at 1:05 PM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int

To Wofford Community:

Lyn Pace, Associate Chaplain and Director of Service Learning, will be ordained as an elder in the United Methodist Church tonight, May 31, at 7:00pm in Ben Johnson Arena. Bishop Will Willimon '68 will be preaching and a reception will follow.

Ron Robinson



/O=WOFFORD COLLEGE/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=PAGEJB

Subject: Information Technology Job Openings

Date: June 6, 2005 at 10:19 AM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int

JP

Two Positions in Information Technology

The Office of Information Technology is seeking candidates for two positions:

Banner Systems Administrator

This position potentially involves managing the Banner servers and associated DBMS, managing the Xtender server, assisting with the implementation of a new Business Intelligence software package, and serving as back-up DBA.

Security Coordinator/Server Manager

This position potentially involves coordinating security efforts within IT, managing the telephone and web servers, being responsible for routine backup tasks and data integrity testing, furnishing end-user support for Active Directory and Exchange, and acting as a back-up to our Exchange system and NAS administrator.

Both positions are described in more detail on the Wofford Human Resources job listing web page: http://www.wofford.edu/humanResources/jobOpenings.asp

Send résumés to <u>connerca@wofford.edu</u> by June 24, 2005. All responses will be kept strictly confidential.

It is the policy of Wofford College to provide equal opportunities and reasonable accommodation to all persons regardless of race, color, creed, religion, sex, age, national origin, disability, veteran status, or other legally protected status in accordance with applicable federal and state laws.

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Subject:

Date: June 6, 2005 at 10:25 AM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int

Job opening in the Development Office – see attachment



Director of Donor...(3).doc



The Office of Development and College Relations is seeking candidates for a full-time position of Director of Donor Relations. This position involves the following responsibilities:

- Directing and expanding donor relations activities and continuous cultivation of donors.
- Directing and coordinating donor related dinners, meetings, and special events.
- Coordinate with the financial aid and business offices to maintain accurate and current list of endowed funds and their balances for scholarships; also chair/professorships, and other endowed funds.
- Web page donor updates and recognition
- Assistance in donor/prospect research.
- Participation in fund raising efforts of the Development Office as needed.

The successful candidate for this position should have both the management and the technical skills required to direct and expand a donor relations program. The candidate must be highly motivated, a team player, dead-line oriented, a self starter, creative, must have the ability to work with different personalities, and during occasional evenings and weekends. Responsibilities may involve occasional travel.

Minimum Qualifications:

- Bachelor's degree
- 5+ years experience in Development, Fund Raising, or related business fields
- Excellent management and "people skills"
- Salary commensurate with experience

Send resume to <u>peaveymb@wofford.edu</u> by 5:00 p.m. Friday, June 10, 2005. All responses will be kept strictly confidential.

It is the policy of Wofford College to provide equal opportunities and reasonable accommodation to all persons regardless of race, color, creed, religion, sex, age, national origin, disability, veteran status, or other legally protected status in accordance with applicable federal and state laws.

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Subject: New Baby Boy

Date: June 6, 2005 at 11:05 AM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int

New Baby Boy

Ed Geth, Assistant Women's Basketball Coach, welcomed son Ed Geth, Jr. on May 26th at 8:29am, weighing in at 9 lbs. 10 ounces.



/O=WOFFORD COLLEGE/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=PAGEJB

Subject: Daily Announcements
Date: June 7, 2005 at 9:48 AM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int



Wofford College Daily Announcements - Tuesday, June 07, 2005

From HR - Benefits News and Internal Job Opening

Message from PAI

Subject: Unique Member Identification Numbers (UMID)

Not including South Carolina, there are some states that currently prohibit or apply certain restrictions on the use of a social security number upon the health benefit identification card (ID card).

PAI is currently in the process of implementing a plan to remove the social security number from the ID card and replace it with a unique member identification number (UMID). The revised ID cards, along with an informational insert, will be mailed no later than January 1, 2006. Why January 1, 2006?

In converting the member's ID card to a UMID card, there are a number of obstacles to consider. Provider education is at the top of the list (immediate changes would lead to a sharp increase in the time it takes to process claims). Since it is not a specific need for South Carolina participants to comply until 1/1/2006, it would benefit our groups and their participants if we follow our current business plan for conversion and target date. This will allow us to fall in line with BlueCross BlueShield of South Carolina (BCBSSC). By BCBSSC taking the lead on switching from Social Security Number ID cards to UMID cards, it will minimize the impact on claims filing, processing, and provider education.

This message is also posted on the HR Website.

Message from FLORES

Subject: IRS Rule Change to Flex Spending

The IRS has made an unexpected change to the Use-it-or-lose-it rule that affects flexible spending accounts. Simply stated, the new rule allows plan administrators to accept claims for services that have been incurred up to 2.5 months after the close of the plan year. This extension is not required, but is now an option for those who wish to allow their participants additional time to use allocated funds.

An example of this change would be a participant who is enrolled in the medical flexible spending account for \$1,000.00 for the 1/1/2005-12/31/2005 plan year. Under the old rules, this participant was required to incur \$1,000.00 in expenses by 12/31/2005 or forfeit unused funds to the plan at the close of the run-out period. If this participant's group restated its plan documents with the new rules the participant would have until 3/15/06 to incur those expenses for the 1/1/2005-12/31/2005 plan year.

Flores is currently assessing what changes will be necessary to allow for these new options. They plan to have some concrete information available within the next couple of weeks.

Human Resources will keep you informed on this change as information is made available.

Director of Donor Relations: Open To Internal Candidates

The Office of Development and College Relations is seeking candidates for a full-time position of Director of Donor Relations. This position involves the following responsibilities:

- Directing and expanding donor relations activities and continuous cultivation of donors

- Directing and coordinating donor related dinners, meetings, and special events
- Coordinate with the financial aid and business offices to maintain accurate and current list of endowed funds and their balances for scholarships; also chair/professorships, and other endowed funds
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- Assistance in donor/prospect research
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Minimum Qualifications:

- Bachelor's degree
- 5+ years experience in Development, Fund Raising, or related business fields
- Excellent management and "people skills"
- Salary commensurate with experience

Send resume to peaveymb@wofford.edu by 5:00 p.m. Friday, June 10, 2005. All responses will be kept strictly confidential.

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Subject: from Dining Services - Java City

Date: June 7, 2005 at 10:03 AM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int, Wofford Students (WoffordStudents@Wofford.Int)

WoffordStudents@Wofford.Int

The Java City in Campus Life Commons will be open this Summer Monday-Thursday 9:00a.m.-9:00p.m. and Friday 9:00a.m.-5:00p.m. We'll be serving Java City Coffee, Fresh Market Smoothies, Coke Products and Snack Items.



/O=WOFFORD COLLEGE/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=PAGEJB

Subject: from Business Office Date: June 7, 2005 at 2:17 PM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int



Biweekly Payroll

Just a reminder to all Biweekly Employees that time cards for payroll period May 25 - June 7, 2005 are due in the Business Office (Snyder Building) no later than Wednesday, June 8th by 9:30 a.m. All new additions and changes to employee information should be in by that time as well. Any questions may be directed to Kimberly Moore at moorekd@wofford.edu or ext. 4221.

/O=WOFFORD COLLEGE/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=PAGEJB

Subject: Daily Announcements
Date: June 8, 2005 at 9:38 AM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int

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Wofford College Daily Announcements - June 8, 2005

- Library Hours

- Job Opening

Library Hours

Library Hours During summer School Session:

Monday - Thursday: 8 AM - 9 PM

Friday: 8 AM - 5 PM

A reference librarian is available for assistance each day: ext. 4302

Job Opening

The Office of Development and College Relations is seeking candidates for a full-time position of Director of Donor Relations. This position involves the following responsibilities:

- Directing and expanding donor relations activities and continuous cultivation of donors.
- Directing and coordinating donor related dinners, meetings, and special events.
- Coordinate with the financial aid and business offices to maintain accurate and current list of endowed funds and their balances for scholarships; also chair/professorships, and other endowed funds.
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Minimum Qualifications:

- Bachelor's degree
- 5+ years experience in Development, Fund Raising, or related business fields
- Excellent management and "people skills"
- Salary commensurate with experience

Send resume to <u>peaveymb@wofford.edu</u> by 5:00 p.m. Friday, June 10, 2005. All responses will be kept strictly confidential.

It is the policy of Wofford College to provide equal opportunities and reasonable accommodation to all persons regardless of race, color, creed, religion, sex, age, national origin, disability, veteran status, or other legally protected status in accordance with applicable federal and state laws.

/O=WOFFORD COLLEGE/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=PAGEJB

Subject: Daily Announcements
Date: June 9, 2005 at 9:37 AM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int, Wofford Students (WoffordStudents@Wofford.Int)

WoffordStudents@Wofford.Int

Wofford College Daily Announcements - Thursday, June 09, 2005

Part-Time jobs with Kaplan

The Greenville office of Kaplan is offering summer work which includes 20 hours of paid teacher training. You are invited to audition at 7 PM on June 15, 29 or July 7 or by appointment. Go to www.jobs.kaplan.com to learn more and to schedule your place in an upcoming audition. To schedule an individual appointment, email john_o'sullivan@kaplan.com. Career Services has information flyers on these positions.



/O=WOFFORD COLLEGE/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=PAGEJB

Subject: from Help Desk

Date: June 9, 2005 at 3:04 PM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int, Wofford Students (WoffordStudents@Wofford.Int) WoffordStudents@Wofford.Int

IT Help Desk and Lab Summer Hours

Monday-Friday - 7:30am - 5:00pm



/O=WOFFORD COLLEGE/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=PAGEJB

Subject: Daily Announcements
Date: June 10, 2005 at 9:32 AM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int, Wofford Students (WoffordStudents@Wofford.Int)

WoffordStudents@Wofford.Int

Wofford College Daily Announcements - Friday, June 10, 2005

General Reading Books/New Merchandise

Hey Wofford,

I know there are not too many of you around at moment but it's a great time to visit the bookstore. We have a great selection of general reading books. While we can't carry every book out there we think you'll like what we have to offer. Also, if you give us a few days we can get just about any book you want. Our prices are as low as any you'll find. We offer 30% off best sellers and 20% off other titles that are popular.

We also have some fantastic new clothing and gifts. We are getting new items in on a weekly basis and we are excited to share them with all of you.

Stop by and see us or call and place and order over the phone and we'll ship it to you. You can also visit us online at www.wofford.bkstr.com.

Thank You Ben Wofford Books



Subject:

Date: June 13, 2005 at 10:09 AM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int

Wofford Father's Day Sale - Carolina Traders

If you have difficulty opening the attached .pdf, visit http://www.adobe.com/products/acrobat/readstep2.html and download the most recent version of Adobe Reader.



/O=WOFFORD COLLEGE/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=PAGEJB

Subject: new baby

Date: June 15, 2005 at 9:39 AM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int

Ron Wood and his wife welcome Cassidy Anne Wood, born June 1, 2005 at 12:09pm weighing 8lbs 10oz. Both mom and the new baby girl are doing well.



/O=WOFFORD COLLEGE/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=PAGEJB

Subject: Daily Announcements
Date: June 16, 2005 at 10:03 AM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int



Wofford College Daily Announcements - Thursday, June 16, 2005

Summer Work

Student Holly Earnhardt is looking for summer childcare work. Contact her at 237-4973 if you are interested.

This message is sponsored by career services.

/O=WOFFORD COLLEGE/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=PAGEJB

Subject: new baby

Date: June 20, 2005 at 4:07 PM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int

We wanted you to know that we picked up our daughter Lilly Sophie Krick-Aigner on June 6th in China in Hefei in the Anhui Province. She is doing very well and we are a very happy family. We will be back in town shortly before her first birthday which is on June 24.

Kirsten and Martin



/O=WOFFORD COLLEGE/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=PAGEJB

Subject: Daily Announcements
Date: June 21, 2005 at 9:44 AM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int, Wofford Students (WoffordStudents@Wofford.Int)

WoffordStudents@Wofford.Int

Wofford College Daily Announcements - Tuesday, June 21, 2005

Up to 85% off on Software

Did you know that with your Wofford ID number you can get up to 85% off on software? Go to http://www.bkstr.com/webapp/wcs/stores/servlet/StoreCatalogDisplay?storeId=10225&langId=-1&catalogId=10001 and click the software button. There you can select from a variety of software and save a bundle.

Thanks Ben Wofford Books



/O=WOFFORD COLLEGE/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=PAGEJB

Subject: from Business Office Date: June 21, 2005 at 10:08 AM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int



Biweekly Payroll

Just a reminder to all Biweekly Employees that time cards for payroll period June 8 - 21, 2005 are due in the Business Office (Snyder Building) no later than Wednesday, June 22nd by 9:30 a.m. All new additions and changes to employee information should be in by that time as well. Any questions may be directed to Kimberly Moore at moorekd@wofford.edu or ext. 4221.

/O=WOFFORD COLLEGE/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=PAGEJB

Subject: from Athletics

Date: June 21, 2005 at 1:42 PM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int, Wofford Students (WoffordStudents@Wofford.Int)

WoffordStudents@Wofford.Int

Terrier radio broadcasts to air on Spartanburg 1400

The Wofford athletic department has announced that WSPG-AM 1400 will be the new radio home of Terrier athletics.

Spartanburg 1400 has secured its place in the local market through Wofford, the Herald-Journal and NewsChannel 7.

Wofford football and men's basketball radio broadcasts were previously heard on WSPA-AM 910.

"We're very excited about our new relationship with Spartanburg 1400," Wofford athletic director Richard Johnson said. "Matt Fulmer, the new owner of WSPG, has made a concerted effort for Spartanburg 1400 to be a true community station.

"The aggressive promotion and marketing efforts of Spartanburg 1400 will be a positive for our athletic program. In turn, we believe we can help Spartanburg 1400 continue to grow. The new relationship between Wofford and Spartanburg 1400 is a perfect fit for both parties."

Spartanburg 1400's emphasis on local programming begins each Monday through Friday from 6 a.m. to 8 a.m. with Spartanburg Mornings with Dwayne Corn. Herald-Journal managing editor Greg Retsinas is heard on that show Mondays from 7 a.m. to 8 a.m. News, sports and weather from NewsChannel 7 is carried each day at noon. Spartanburg 1400 also features Open Mic, a two-hour local sports call-in show at 4 p.m., preceding Phil Kornblut's Sports Talk at 6 p.m.

Mark Hauser and Thom Henson will continue in their respective roles as the play-by-play voice and color analyst of Wofford football and basketball.

The Terrier Report, which provides a daily update on Wofford athletics through live interviews with student-athletes and coaches, will be heard at 7:45 a.m. and 5:45 p.m. beginning in August.

"I could not be happier with the relationship," Fulmer said. "Wofford is the type organization we want to surround ourselves with. Wofford is a first-class school. Spartanburg, as well as our station, is so lucky to have Wofford in our community. We are elated."

The Wofford game broadcasts and Terrier Reports will be available at no cost via the Internet at www.spartanburg1400.com.



/O=WOFFORD COLLEGE/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=PAGEJB

Subject: Library Catalog Problem
Date: June 23, 2005 at 1:11 PM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int, Wofford Students (WoffordStudents@Wofford.Int)

WoffordStudents@Wofford.Int

Library catalog problem

The library is experiencing problems with its online catalog server, and the keyword search function is not active at present. While we work to solve the problem, if you have difficulty or need help, please call a librarian at ext. 4300.



/O=WOFFORD COLLEGE/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=PAGEJB

Subject: Daily Announcements
Date: June 29, 2005 at 9:38 AM

To: Wofford Faculty/Staff (WoffordStaff@Wofford.Int) WoffordStaff@Wofford.Int



Wofford College Faculty/Staff Daily Announcements - Wednesday, June 29, 2005

- Call for Animal Care and Use Protocols
- Fireworks
- Who's here?

Call for Animal Care and Use Protocols

The Wofford College Animal Care and Use Committee approves and oversees the humane and ethical use of animals in research on campus. The ACUC is currently accepting animal use protocols to be reviewed at its semiannual meeting in August of 2005. This is the first announcement; another announcement will be made 25 days prior to the submission deadline. ACUC policies, guidelines for protocols, and forms for protocol submissions are available on the web at: http://dept.wofford.edu/psychology/ACUC/

All proposals must be received no later than 5 PM on Monday, August 22, 2005. Protocols are to be submitted to the ACUC chairperson, Dr. Dave Pittman, via e-mail (pittmandw@wofford.edu) or campus mail (CPO 104).

Fireworks

Faculty, staff and students who will be on campus tonight are reminded that STC Foundation is hosting it annual Red, White & Boom Program in Barnet Park. This year the Charlotte Symphony will perform. There will be a terrific fireworks show at the conclusion of the program which is usually sometime after 9:00 pm. The fireworks can be seen from the campus drive.

Who's here?

The Retention Committee will be meeting next week, and we would like to know what you know about students who will not be returning to our community in September. If you know of someone who is stopping out or withdrawing or transferring, please email Dean Bigger at biggerrh@wofford.edu. Thank you.