Dear Colleagues,

I just learned from Joanne Varnadoe (of Aramark) the sad news that Joanna's mother had a heart attack on Saturday, and due to significant resulting brain damage they have removed her from life support.

Joanne asked that I pass this news along to the faculty, and she hopes that we will please include the family, especially Joanne's father, sister, and children, in our thoughts and prayers.

Sincerely,

Ellen Goldey

Transmitted by:
Laura H. Corbin
Director of News Services
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The Panthers will host their Play 60 Children’s Fun Day on Sunday, Aug. 11, from 5:30 to 7:30 p.m.

We need 16 volunteers to help run the program – from 4:30 to 8 p.m. All volunteers must be at least 18 years old.

Volunteers will be assisting with set up, running youth football stations, breaking down equipment after the event.

Play 60 will take place on Wofford’s intramural field, across Twitty Street from the practice fields.

If you are interested in volunteering, please contact Laura Corbin at laura.corbin@wofford.edu as soon as possible.

Thanks.

Laura

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Wanda Lee Robinson Brown, 70, of Spartanburg, mother of Joanna Varnadoe, who works in Wofford Food Service for Aramark, died Wednesday, Aug. 7, after an extended illness.

Visitation will be held from 6 to 8 p.m. tomorrow (Thursday, Aug. 8) at Eggers Funeral Home in Boiling Springs. Graveside services will be held at 2 p.m. Friday, Aug. 9, at Sunset Memorial Park.

The family requests no flowers. Memorials may be made to Beaumont Baptist Church, 945 Beaumont Ave., Spartanburg, S.C. 29303.

The family will be at their respective homes. E-condolences may be sent online at www.eggersfuneralhome.com.

Please keep Joanna and her family in your thoughts and prayers.

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Brenda McGuire called Ed Story this morning around 8 a.m. saying that Robert (her husband) passed away this morning around 1 a.m. Brenda and other family members were with Robert when he passed. Please remember Brenda and her family in your prayers. Floyds will handle the arrangements. We will send an update when the funeral arrangements are finalized.

Lisa

Lisa E. Goings
Development Office Manager
Wofford
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goingsle@wofford.edu 864.597.4210
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Please join the Admission Staff for a reception to introduce our newest staff members to the Wofford community on Thursday, Aug. 15, from 4 to 5 p.m. in the Papadopoulos Room. New staff members are John Birney, Director of Admission; Ashley Hill, Student Experience Coordinator; Michelle Stinson, Admission Counselor; and Luci Lafitte, Admission Events Coordinator. We look forward to seeing you soon.

Brand Stille  
VP for Enrollment  
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stillebr@wofford.edu  
864 597 4130  
www.wofford.edu/admission
David Beacham’s mother-in-law, Wyleen Corbett, 94, passed away this morning in Spartanburg after a brief illness. A service is planned in Spartanburg this weekend (please check the Herald-Journal for details), and burial will follow early next week in Tipton, Ga. David and his wife, Cyndi, ask for your continued prayers and love.

Laura H. Corbin
Director of News Services

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Faculty and Staff of Wofford,

I just wanted to say thank you for the many prayers, cards, emails, phone calls and visits. The support you have shown me is amazing. Nowhere have I been associated with so many wonderful people. It’s an honor to be part of the Wofford Family.

Joanna Varnadoe
Catering Supervisor
864-597-4259
It’s Prema and Nayef Samhat’s FIRST Back to School Picnic at Wofford College! Please join us for your chance to meet our new president and his family, and to reconnect with all of your Wofford friends and family as we prepare for the start of the 2013-14 year.

No RSVP is necessary, but if you have questions, please contact Amanda Gilman at x4011 or gilmanaf@wofford.edu.

SEE YOU THERE!

Laura H. Corbin
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Please join us from 4 to 5 p.m. in the Papadopoulos Room on Thursday, Aug. 15, to welcome new employees in the Admission Office to Wofford. They are John Birney, Director of Admission; Ashley Hill, Student Experience Coordinator; Luci Lafitte, Admission Events Coordinator; and Michelle Stinson, Admission Counselor. We look forward to seeing you then.

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Wofford to welcome fans for "Kickoff Saturday" Aug. 17

Terrier fans are invited to campus on Saturday, Aug. 17, for "Kickoff Saturday" our annual fan appreciation day as anticipation builds for the upcoming season. This year's event will be highlighted by the official unveiling of new uniforms for the football team from adidas and the unveiling of a major cross-branding effort between Wofford athletics and Atchison Transportation.

The event is free, open to the public and begins at 4 p.m. inside the Richardson Building. Parking is available in "Lot A" adjacent to the Joe E. Taylor Athletic Center and in the Verandah Lot. A limited amount of complimentary food and drink will be available as well.

Tailgating will be permitted for fans in the Verandah Lot for the event this year! Spaces numbered 55-59 and 70-76 will not be available. "Kickoff Saturday" concludes with the start of the final open to the public scrimmage of preseason camp inside Gibbs Stadium at 6 p.m.

Members of the Boss' Buddies Kids Club will not want to miss this event as we host the first Kids Club "Signing Day" from 4 to 4:40 p.m. Kids Club members will receive their official packets and "sign" with the Terriers in a fashion similar to how student-athletes sign to come to Wofford! Kids Club Signing Day comes complete with a media backdrop, dated certificate stating when they "became a Terrier for life" and photo opportunity with Boss the Terrier. Kids can also enjoy the Terrier Tumbler bounce house as well.

Fans will be able to pick up posters for football, men's soccer, women's soccer and volleyball as well as many other giveaways, plus purchase exclusive game worn football jerseys and a multitude of other items from various Terrier programs at "flea market" pricing!

At 4:40 p.m., the first big unveiling of the day will arrive courtesy of Atchison Transportation and carrying five members of the football team taking part in an autograph session inside the Harley Room. Players participating in the autograph session are James Zotto, Jared Singleton, Donovan Johnson, Ty
Gregory and Alvin Scioneaux. The autograph session will run from 4:45 to 5:30 p.m.

At 5 p.m., the second unveiling of the day will take place as the new Wofford football uniforms will make their public debut! The Terriers will don adidas Techfit uniforms in 2013 with an updated design that encompasses the Wofford athletics wordmark, custom undershirts and gloves. Wofford players Michael Harpe and Jeremy Holt will be the first to "model" these new uniforms for fans to get a closer look and be the first to take a photo of the updated uniform look.

In addition, fans will have the opportunity to purchase season tickets and sign up for the Goal Line Club on the spot.

For more information about "Kickoff Saturday", call Wofford Sports Marketing at 864-597-4090.

**Lenny Mathis**  
Associate Athletic Director for Marketing  
**WOFFORD**  
429 N. Church St., Spartanburg, SC 29303  
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**Facebook:** Wofford Terriers   **Twitter:** @WoffordTerriers  
#CONQUERANDPREVAIL
Richardson Building maintenance message

Please be aware that the racquetball rooms and dance studio in the Richardson Building will be CLOSED from **Aug. 16–23** for floor refinishing.

Thank you for your cooperation.
Wofford College Athletics

Transmitted by:
Laura H. Corbin
Director of News Services

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Jason Burr, associate vice president of facilities and capital projects, and his wife, Christina, and daughter Olivia announce the birth of Henry Heyward Burr, born Monday, Aug. 19, at 4:16 p.m. He weighed in at 9 lbs., 4 oz., and is 21 inches long.

Please join us in congratulating the Burrs and welcoming little Henry Heyward into the Wofford family.

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The mother of Terrell Ball (Admission Office), Bessie Rice Ball, 89, of Spartanburg passed away on Saturday, Aug. 17.

Visitation will be held from 6 to 8 tonight (Tuesday, Aug. 20) at Floyd’s Greenlawn Chapel.

Services will be held at 11 a.m. tomorrow (Wednesday, Aug. 21) at Fernwood Baptist Church.

For the full obituary, go to:


Please keep Terrell and his family in your thoughts and prayers.

Laura H. Corbin
Director of News Services

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Campus Safety wishes to inform the campus community that the westbound (Michael S. Brown Village Center side) lane of Evins Street from Osage Street to the tennis center will be closed tomorrow (Thursday) starting as early as 8:00 a.m. for the Alumni Office's annual oyster roast. Please contact Debbi Thompson for ticket information.

Randy Hall  
Director of Campus Safety  
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halljr@wofford.edu  
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To: Wofford Faculty and Staff  
From: David S. Wood  

Our traditional opening gathering of faculty and staff will take place in the Harley Room of the Richardson Building next Thursday, August 29, and we hope you can attend. The morning begins with light refreshments starting at 8:15 with our program set to commence at 9 a.m. New members of our community will be introduced followed by remarks and Q and A with a special newcomer, President Nayef Samhat!

The session will conclude around 10:15 or so. Please join us if you can for this important and historic occasion.

David S. Wood  
Senior Vice President for Academic Affairs and  
Dean of the College  
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864.597.4020
It’s Prema and Nayef Samhat’s FIRST Back to School Picnic at Wofford College! Please join us for your chance to meet our new president and his family, and to reconnect with all of your Wofford friends and family as we prepare for the start of the 2013-14 year.

No RSVP is necessary, but if you have questions, please contact Amanda Gilman at x4011 or gilmanaf@wofford.edu.

SEE YOU THERE!
To All Faculty and Staff,

Wofford News will begin sending Daily Announcements on Monday, Sept. 2. Instructions are attached for submitting announcements to the Daily Announcements and events to the Wofford Calendar. These instructions also include the procedures for ordering posters. Please print/save these instructions so you’ll have them for reference.

If you would like to submit a practice announcement to the Daily Announcements you can do so anytime this week. Just put ‘Test’ in the subject line. This will allow you to run through the system and receive a confirmation email to see what you have submitted. If you have any problems you can contact Janella Lane at ext. 4184.

We would also like to remind you to submit your events to the calendar as early as possible, making sure to reserve your venue with the appropriate individual.

Thanks for your cooperation and have a great Fall semester!

Janella Lane
Executive Assistant
Communications & Marketing
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Calendar, Daily Announcements.pdf
To:                          Wofford Staff
From:                    Carolyn Sparks

The school bell is about to ring! Are you ready?

The Staff Advisory Council will meet on Wednesday, September 4, 2013 at 12:00. If you have questions, ideas or suggestions you would like for us to discuss, please forward those to any member of the council listed below.
   Randy Brown
   Tammie Burgess
   Lani Foster
   Kelly French
   Lisa Goings
   Dwayne Harris
   Thom Henson
   Mark Line
   Chris Myers
   Carolyn Sparks
   Debbi Thompson
   Lisa Ware

Feel free to correspond by email, phone, in person or campus mail before Monday, September 2, 2013.

We’ve had great discussions in our first two meetings! We look forward to continuing our work with you.

Thank you.

Carolyn Sparks
Maintenance on the Richardson Building racquetball courts and dance studio will continue through the end of the day Friday.

These areas will remain CLOSED until Saturday so the hardwood floor treatments have proper time to cure.

Thank you for your cooperation.
Wofford Athletics
TO: Faculty and Staff
FROM: Dean David S. Wood

I look forward to seeing all of you soon as we launch another academic year. Below is the schedule for our annual Pre-session meetings and a list of additional important September events.

**Tuesday, August 27**
6:00-8:00pm............... Faculty/Staff Picnic, Russell C. King Field

**Wednesday, August 28**
9:00-1:30 ......... New Faculty Orientation, Olin 201
10:00-12:00 noon. Academic Advisors of first-year students, Location TBA
4:15-5:30pm.......... Academic Advisors of first-year students meet with parents
5:30-6:30pm.......... Academic Advisors of first-year students meet with student advisees

**Thursday, August 29**
8:15-9:00am ........ Refreshments, Verandah/Harley Room, Richardson Building
9:00-10:15am....... Opening general session (faculty and staff)
................ Introductions
................ Remarks/Town Hall Session-President Samhat
10:20am .......................... Break
10:40am .......................... Faculty, Various items for discussion: Honor Code, Strategic Planning, other
12:00 noon....................... Complimentary Lunch, Montgomery Room, Burwell
12:15-1:30pm....... Department Chairs Lunch Meeting-Gray/Jones Room (formerly AAAS)
1:30-3:00pm........................ Open for committee meetings as needed
3:00-4:30pm........ Meeting of Humanities 101 Instructors, Board Room, DuPre Admin. Bldg.

**Friday, August 30**
8:30am-2:30pm.... Time set aside for Academic Advisors of first-year students to meet individually with advisees
8:30-12:00 noon... Open for departmental or other meetings
12:00-1:00pm....... Complimentary Lunch, Montgomery Room, Burwell
1:00-5:00pm......... Open for departmental or other meetings

**Sunday, September 1**
10:30am................. Class of 2017 Photograph followed by the First Service of Worship & Blessing of the Class of 2017, Leonard Auditorium

**Monday, September 2**
8:30am..................... Classes begin on normal schedule
Thursday, September 5
11:00am............... Opening Convocation, Leonard Auditorium

Academic procession will form in front of Main Building (rain plan: first floor center and history halls and classrooms). Faculty may rent gown or hood through the Wofford bookstore, but the manager will need your order as soon as possible. Advisors and humanities seminar instructors are asked to require their students to attend. Other faculty, coaches, and administrators also are asked to encourage student attendance. This is an important event in the life of the college.

Thursday, September 12
11:00am............. Faculty Meeting, Anna Todd Wofford Room, Andrews Field House

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ALL – As we begin the new academic year, this is a reminder regarding our internal communications policies using email. We should be committed to trying to control the amount of emails our offices send to faculty, staff and students, so that we can help ensure that appropriate attention is paid to the important messages each of us needs to disseminate.

These are not “hard and fast” – we have some flexibility, of course – but as much as possible, we should adhere to these guidelines, using Daily Announcement as much as possible for official campus communications. (We know we hear a lot that Daily Announcements are not read, but we also hear that part of the issue is receiving an overwhelming amount of “Wofford” email so that people begin to ignore all of our messages – we definitely don’t want that.)

If you have questions about these policies, contact me at x4180 (864-597-4180) or email me or woffordnews@wofford.edu.

Thanks,
Laura Corbin

WOFFORD COLLEGE INTERNAL COMMUNICATIONS POLICY
8/30/13

(Note: This document is an explanation of existing campus policy and does not reflect any recent change in that policy.)

Purpose:
This policy is intended to address mass email messaging to Wofford College’s internal audiences: students, faculty and/or staff members. It is not intended to unduly restrict communication between certain offices and groups of students, faculty and/or staff, or to restrict communication between faculty members and students/class members.

Rationale:
We must ensure that Wofford College does not unduly inundate students, faculty and/or staff with email messages. By controlling and restricting the types and number of email messages delivered to these groups, we are able to help ensure that appropriate attention is paid to the important messages being delivered.

Daily Announcements:
These are distributed to all students, faculty and staff members each weekday during the academic year, except for designated holidays.
Daily Announcements are the OFFICIAL means of communicating to the campus community regarding events, programs and other necessary information that may be of interest to the campus community as a whole.

Daily Announcements are submitted using an online form (http://www.wofford.edu/dailyAnnouncements/). Specific policies regarding Daily Announcements (types of information, frequency of each announcement, etc.) can be found here: http://www.wofford.edu/newsroom/campusNews.aspx.

Daily Announcements are disseminated by the staff of the Office Communications & Marketing (OCM) each morning during the academic year, except for holidays and weekends.

Very limited “special” announcements, outside of the Daily Announcements, may be sent through OCM, based on consultation with that staff – considering the content of the message and its timeliness. That is, if the content is such that should be submitted to Daily Announcements, the requestor will be asked to do so. If it is of a timely nature – an emergency or in a deadline situation – it will be approved. (Note that forgetting to submit a Daily Announcement, or failing to adequately proof an announcement so that errors have been made, may not be sufficient reason to warrant a “special” announcement.)

**Exceptions to the Daily Announcements:**

- Messages from the Dean’s Office to faculty members (NOTE: If a message needs to be sent to BOTH faculty and staff, it is best to ask OCM to disseminate it; our “WoffordStaff” list goes to both, and the Dean’s Office faculty list goes only to faculty.)
- Alerts from the Help Desk regarding IT issues
- Special announcements deemed appropriate and approved after consulting with the OCM staff; these should be limited and subject to approval as described above
- Special announcements requested by the President’s Office
- Information directed to students by the Student Affairs and/or the Wellness Center staff regarding issues not deemed appropriate for Daily Announcements
- Communication between faculty and students enrolled in their classes
- Communication from the Registrar’s Office, Financial Aid Office, and other administrative offices regarding specific information directed to students not deemed appropriate for Daily Announcements
- Emergency Alerts sent from OCM and/or the Campus Safety Office regarding emergency situations on campus

**Mailshots (Bronto):**
The college also uses a system of email distribution (called mailshots) through a web-based program called Bronto. Various offices, including OCM, Alumni/Development, Athletics and others, use the system to communicate with off-campus constituents and on-campus subscribers.
others, use the system to communicate with off-campus constituents and on-campus subscribers, who select the types of messages they receive based on their interests. These may be announcements from the News Services (news releases), Terrier Club, Alumni/Development, The Space, etc.

This system is designed to target ONLY OFF-CAMPUS constituents and on-campus constituents who subscribe to the service. It is NOT designed to target on-campus audiences, including students, faculty or staff. Messages targeting on-campus audiences should be used only in very limited situations, and only after consultation with OCM.

Any promotion of college events or programs directed toward students, faculty and/or staff instead should be submitted to the Daily Announcements instead.

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