

**From:** WoffordNews WoffordNews@Wofford.Edu

**Subject:** Message from Physical Plant: avoid closures by Andrews Field House

**Date:** June 5, 2019 at 3:12 PM

**To:** Wofford Staff and Faculty WoffordStaff@Wofford.Edu, Wofford Students WoffordStudents@Wofford.Edu

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Dear Campus Community,

Those of you on campus this summer will notice that the driveway and parking areas to the immediate left of Andrews Field House backing up toward the Campus Life building as well as Snyder Field are closed. The purpose of the closure is to make way for the utilities to the new Jerome Johnson Richardson Hall, scheduled to open in Fall 2020. This area will reopen mid-July.

We apologize for the inconvenience and appreciate your patience as we build a fantastic residence hall for our students.

Cordially,  
Bill Littlefield  
Director of Facilities  
Physical Plant

*/transmitted by OMC/Mitchell*

**From:** WoffordNews WoffordNews@Wofford.Edu

**Subject:** Message from Physical Plant: Admission Parking Lot

**Date:** June 7, 2019 at 3:10 PM

**To:** Wofford Staff and Faculty WoffordStaff@Wofford.Edu, Wofford Students WoffordStudents@Wofford.Edu

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Dear Campus Community,

Please be advised that the back 10 parking spaces in the Admission Parking Lot facing North Church Street will be closed beginning the week of June 10, weather permitting, through mid-July. The purpose of the closure is to make way for the construction equipment necessary to install a new campus sign that will face street and pedestrian traffic on Church Street.

We apologize for the inconvenience and appreciate your patience.

Cordially,  
Bill Littlefield  
Director of Facilities  
Physical Plant

*/transmitted by OMC/Mitchell*

**From:** WoffordNews WoffordNews@Wofford.Edu  
**Subject:** Summer Orientation Reception  
**Date:** June 18, 2019 at 11:24 AM  
**To:** Wofford Staff and Faculty WoffordStaff@Wofford.Edu

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Greetings:

Wofford's two FYI Summer Orientation programs are coming up: Saturday, June 22, and Monday, June 24.

The Campus Life and Student Development staff and the student orientation staff will welcome our incoming students and their families from 5:30-7 p.m., on Friday, June 21, and Sunday, June 23, in the Harley Room of the Richardson Physical Activities Building. Please join us for this casual reception to meet and welcome our newest students and their families.

If you have questions or would like an electronic copy of the orientation program, please email Beth Clardy at [clardyby@wofford.edu](mailto:clardyby@wofford.edu).

Thank you for your support.

Roberta

Roberta Hurley Bigger  
Vice President of Student Affairs  
Dean of Students  
WOFFORD COLLEGE  
429 North Church Street  
Spartanburg, South Carolina 29303-3663

**From:** WoffordNews WoffordNews@Wofford.Edu

**Subject:** MESSAGE REGARDING CONSTRUCTION: Sites on campus off-limits without authorization

**Date:** June 21, 2019 at 10:41 AM

**To:** Wofford Staff and Faculty WoffordStaff@Wofford.Edu, Wofford Students WoffordStudents@Wofford.Edu

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### Wofford campus community:

You are reminded to not enter any construction site on campus without appropriate authorization from Bill Littlefield, director of facilities. These are hard hat and safety vest areas that require extreme caution. Anyone interested in entering these areas must contact Bill at [littlefieldwd@wofford.edu](mailto:littlefieldwd@wofford.edu). Note that the contractor, Robins & Morton, is not authorized to provide tours or visits to these construction sites.

**From:** WoffordNews WoffordNews@Wofford.Edu   
**Subject:** MESSAGE TO FACULTY AND STAFF: First 54 calendar events needed  
**Date:** June 28, 2019 at 10:56 AM  
**To:** Wofford Staff and Faculty WoffordStaff@Wofford.Edu



Hello everyone,

The Office of Student Activities and Campus Life is beginning our initial planning for the upcoming First 54 – the first 54 days of the academic year, starting Sept. 2 through Family Weekend on Oct. 25. The First 54 also highlights Wofford’s founding in 1854.

Research indicates that successes or failures during the first six weeks of college students experiences may determine whether they will graduate from college. Therefore, it is very important to get them engaged in our community during this crucial time.

For the past three years, we have created a calendar of events hosted by academic departments, athletics teams and chartered organizations. The calendar can assist faculty, staff and student leaders in selecting an appropriate date and time for their events, and this cross-campus collaboration will engage students with the campus community and give them the chance to preview a wide variety of student organizations, academic opportunities and other activities.

A draft of the calendar is attached; it includes home sports events as well as WAC events.

We want to add your department’s and organization’s events to the master calendar, so please send your information to Alexa Riley at [rileyal@wofford.edu](mailto:rileyal@wofford.edu). PLEASE REMEMBER to also submit all of your events to the official campus online calendar at <https://calendar.wofford.edu>.

To submit your events to the First 54 listing, please provide this information:

- Name of the department, team or chartered organization hosting the event
- Name of event
- A brief description of the event
- Location
- Date
- Time
- Cost (if any)

While we want to help promote your event through this calendar, remember that you are in charge of all aspects of your event, including, but not limited, to room reservations, staffing, set-up, clean up and any additional marketing. If you need assistance, please contact John Blair, director of conference services, at [blairji@wofford.edu](mailto:blairji@wofford.edu). Also, the Office of Marketing and Communications can help you with promoting your event with posters or other items; simply fill out the OMC Project Request Form by going to [wofford.edu/omc](http://wofford.edu/omc) and clicking on “Project Request.”

Before the Class of 2023 arrives in August, First 54 flyers will be distributed in all of the residence halls and college buildings.

Please let us know if you have any questions. We look forward to hearing from you and your organizations through this collaborative effort.

**Alexa Riley and Talicia Murphy**  
Student Activities and Campus Life



First 54 Days  
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