

October 8, 2013

TO: Presidents’ Council

cc: Bob Cochran, Theresa Tuffli

FROM: Sean Pollack

RE: Planning Fall and Winter Staff and Retiree Appreciation Events

Presidents’ Council has in the past given guidance and facilitated the planning of staff appreciation events. PC’s guiding role will continue, and I am also pleased to announce that Theresa Tuffli will be taking on the role of CCC’s official “Celebrant” – an advisor and consultant for these events. Her talents for event production and wealth of institutional knowledge will be indispensable for maintaining the spirit and traditions for celebrations such as the All Staff Recognition and May retiree event.

Theresa and I will need some assistance and participation by Presidents’ Council, particularly the Association leaders, as we move forward with planning and publicizing these celebrations (a schedule follows this memo). For the Classified and All-Staff events in particular, please spread the word on scheduling to deans, managers, directors, and other supervisors to plan staffing so that all classified employees may attend.

Thanks to everyone--we’re looking forward to another year’s worth of successful staff and retiree events so that all members of the CCC community feel recognized and honored.

**FALL AND WINTER CELEBRATIONS 2013**

**CLASSIFIED STAFF APPRECIATION DESSERT**

 Thursday, November 21 2-3:30 PM and 6-7:00 PM Gregory Forum

**HOLIDAY LUNCHEON FOR RETIREES**

 Monday, December 9, 12 noon–1:30 PM Gregory Forum

**ALL STAFF RECOGNITION**

 Thursday, December 12, 12 noon-1:30 PM, Niemeyer Lobby and Osterman Theater

Light lunch, “Success-Maker” Awards – ***Association Leaders****, please begin appointing committee to accept nominees for individual and team awards*

 Evening event: 8-9:30 PM, traditional holiday dinner for night staff