



January 2011

HSC Communication Update

(Summary of January HSC Team Minutes)

Misc.

HSC Staff Contact Listing

Attached is an updated listing of HSC staff contact information.

Various Reminders for Faculty:

1. Please see the attached related to HSC class start times. All faculty are being reminded to be respectful of class start and end times. There is a 10 minute break between classes to ensure students and faculty have time to transition and begin their next class on time.
2. Please turn off the teaching computer station, turn off the lights and lock the classroom door after you are done with class. (Unless there is another faculty person already in the room.)
3. Teaching stations in the classrooms/labs are for faculty use only. Students should not be using the computer stations after class time, without faculty supervision.
4. If there are any IT or AV issues in the classrooms/labs, please contact Western's IT/AV support directly at either: pcservice@westerntc.edu or call (608)789-6266.

HSC Energy Audit Findings

If you are interested in hearing the findings of the HSC energy audit, please join us for one of the following informal presentations:

Thursday, Feb. 10 – 4:00 pm – Room 2015
Friday, Feb. 11 – Noon – Room 2017

If interested, please click on the link below to indicate which presentation you will be attending. (Type in name, click date attending, click save)

<http://doodle.com/t9vtkfwiewyu5mkh>

In addition, if you are interested in being part of an ad-hoc committee to further discuss enhancing the "green" culture of the HSC, please click on the link below and indicate your interest. (Type in name, click "yes," click save)

<http://doodle.com/ea725ckfi5apy7uu>

Academic Team

Met – no updates

Operations Team

Met – no updates

HSC Management Group

No meeting in January

IT/AV Team

No meeting in January

Safety Team

No meeting in January