



November 2011

HSC Communication Update

(Summary of November HSC Team Minutes)

Upcoming Dates

Tuesday, December 13

Annual HSC potluck from 11:30am - 1:30pm! Please sign up on the RSVP sheet in the 4th floor lunchroom.

Saturday, December 17

There will be several exams on this day. The HSC building will be unlocked for the day. There will not be any custodian staff on duty at the HSC during the day. If an issue would arise on the 13th, please contact Dave Hafner at 608-386-0692.

Monday, December 26 and January 2

The HSC will be closed on both days. If staff need to enter the HSC on Dec. 26 or Jan. 2, one can enter via one's swipe card. If one does not have a card that is swiped, please contact Nicole Voter (HSC info desk) between 7:30am - noon (Monday – Thursday) for assistance.

HSC Management Group

Faculty Office Policy

This policy has been updated and is attached. The main change is that designated representatives from the partners will meet related to faculty office needs, etc. vs. requests being funneled through the Academic Team.

IT/AV Team

“Closet” Rewiring

Over the December holiday break, Western will be updating the wiring in the closets (these are the “hub” closets on each floor with lots of wires for internet, etc.). Western will advise when the internet will be down during the switchover (should be minimal).

Academic Team

No meeting in November

Operations Team

No meeting in November

“Green” Team

No meeting in November

Safety Team

No meeting in November