The Division of Student Affairs Social Activities Policy

Effective August 1, 2013, the Division of Student Affairs will implement a Social Activities Policy.

Recognition of Staff

The Division of Student Affairs supports and recognizes the many accomplishments and milestones of our staff. With approximately 100 employees, we recognize there will be occasions where an office/department may want to recognize a staff member(s) for outstanding achievement or a major milestone. This policy is a guideline for organized non-work-related recognitions, milestones or celebrations throughout the Division. Non-work-related activities do not include departmental team building activities, retreats, or retirements.

Recognition of non-work-related accomplishments and milestones occurring during standard business hours (8am – 4:30pm) is to be held during the lunch-time period. All other non-work-related recognitions/celebrations are to be held outside of standard business hours.