

AAASAC MONTHLY NEWSLETTER

AUGUST 2023

Meet Your *Outreach & Engagement* AAASAC Representatives!



Name: Marissa Zane

Title/Department: Office Manager; PA Program/Dept of Health Professions

AP Skillsets: Organization, OnBase, EMS

Favorite Part about JMU/SV: The JMU community.

Fun Fact: My family traveled around as a singing group when I was a kid.



Name: Juan Becerra Martinez

Title/Department: Office Manager; Computer Science

AP Skillsets: Scheduling, Procurement, Budgets

Favorite Part about JMU/SV: I am a big fan of Harrisonburg's taco availability! We have some really good spots.

Fun Fact: I never carry a wallet.



Name: Andee Henriques

Title/Department: Coordinator of Finance & Media Presence: Department of Graduate Psychology

AP Skillsets: Budget development, project management, spreadsheets, communications & event planning.

Favorite Part about JMU/SV: Amazing people I get to work with

Fun Fact: I started swimming competitively when I was 3.



Name: Hannah Evans

Title/Department: Executive Assistant for the Vice Provost for Faculty Affairs & Curriculum

AP Skillsets: Project management, communications, scheduling, & event planning

Favorite Part about JMU/SV: Friendly people and beautiful mountains.

Fun Fact: I am the oldest of 8 kids. We like to call ourselves The Great Eight!



Name: Melanie Carver

Title/Department: Assistant to the Dean; SPCE

AP Skillsets: Calendar Management, Systems Efficiency, Organization

Favorite Part about JMU/SV: The mountains!

Fun Fact: I used to trapeze as a hobby back in the day!

Need help or have a question? ASACHelpline@jmu.edu

JMU Football is back!



First home game is
Sept 2nd, 6:00 PM
vs Bucknell at
Bridgeforth!
Buy your tickets
[here!](#)

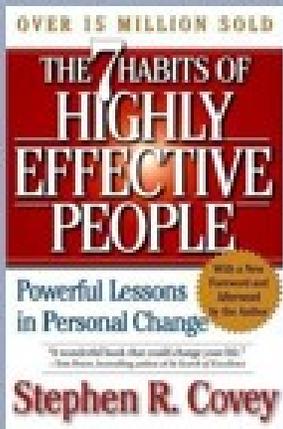


Calling all Part-Time Employees

Are you a part-time JMU employee? Are you looking to connect and network with some amazing personalities across campus? If this interests you, please consider joining AAASAC for our Mentorship Connections or Networking events. Upcoming events are listed below.



Talent Development Workshop Opportunity



*The 7 Habits of
Highly Effective
People*

TD 1012
August 31st
8:30am-Noon
Wine Price Building

Join Talent Development in the **last offering** of this program which emphasizes the principles underlying the basic habits of highly effective people. **Make sure to sign up in MyMadison!**

Survival Tip!



To insert the current date in excel, press **Ctrl+;** (semi-colon).

Round Table Discussion



It is hard to believe that summer is over and classes start this week. if you want to take a break from your office and hang out with some other great admins, we invite you to connect and learn at **the AAASAC Round Table discussion on Tuesday, September 5th, 3:00-4:30pm in the Pathways training Center at Wine Price.** Our topic will be on supporting faculty search recruitment. Do you help organize faculty searches for your department and/or college? Do you want to learn more about what is involved in a faculty search? Join us for a time of learning and networking. Learn from others and share your experiences and tips. Please come and share so that we can all be prepared when the announcement is made that **"The Search is On!"**. And remember to bring a friend!!

CALENDAR OF EVENTS

SEPTEMBER 5

3:00 - 4:30PM

Connecting & Learning Together
Wine-Price Pathways Training Center

Topic: Supporting Faculty Searches.
Feel free to bring a friend!

SEPTEMBER 8

2:00 - 4:00 PM

Academic Affairs Open House
Hall of Presidents - D-Hall, 3rd floor

Drop in for refreshments/Remarks will be at 3:00

OCTOBER 11

5:30 - 6:30 PM

Half-Time on the Quad

Celebrate the half point of the Fall semester.

**COMING
IN OCTOBER -
STAY TUNED!**

Network Gathering

Hosted by the Vice Provost for Faculty Affairs and
Curriculum - all admins welcome!