

AAASAC MONTHLY NEWSLETTER

SEPTEMBER 2023



Regal Cinema

Mystery Movie Moday

See a new movie before it is released for \$5. The catch? The movie remains a mystery! If you join Regal Crown Club (for Free) you can get a popcorn /drink for \$7. More information here <https://www.regmovies.com/static/en/us/promotions>



Chrome River - New Training Available!

Andrea Burkholder, Travel Analyst in Chrome River, is now offering trainings on the second Monday of each month in JMAC, 2:00 - 4:30. Sign up in My Madison by searching "AS3020" or "Chrome River."

5 Things I Wish I Knew Before Becoming an Administrative Professional

1. You will be expected to know it all.
- 2." Organized Chaos" is not just a term, it is a lifestyle.
3. You'll become an expert in deciphering cryptic messages: "Tues mtg w/AZ, ASAP."
4. You will have spreadsheets for your spreadsheets.
5. People will underestimate you, as if you were the 'skip intro' button on Netflix - but little do they know, YOU are the star of this show.

Reminder: Purple Fridays are in full swing! Show your Duke Pride!

SURVIVAL TIP



**To bring back a closed tab:
Press Ctrl+Shift+T
(Cmd + Shift + T on Macs)**

You're Invited!
AAASAC Network Gathering
hosted by VPFAC

October 12 - Duke Hall Gallery
3:00 - 5:00 PM

Join us for light refreshments and a chance to network with other Academic Affairs administrative professionals!

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

SEPTEMBER 2023

It is with great sadness that we share the news of the passing of two administrative professionals in Academic Affairs.

Honoring Laura Butler



Laura Butler served JMU as the administrative professional in the Engineering department, College of Integrated Science and Engineering. We extend our deepest sympathies to her family, friends, and colleagues. The joy that Laura got from working with the students will continue to inspire us.

Laura wrote and self-published a book, “The Prince of a Pearl,” which was a finalist for the 2015 Holt Medallion Award of Merit for the Best First Book from the Virginia Romance Writers Association.

Besides working at JMU, she owned her own business, Laura’s in Luray, was the school picture lady, PTA president, a school youth mentor and was pursuing her master’s degree in history at JMU. Laura was known for her kindness and generosity - donating blood to the American Red Cross, adopting countless animals, giving to the Salvation Army kettle every time she passed by, and adopting someone from an Angel Tree. She was a valued member of each her communities.

Laura will be greatly missed by her JMU family and friends.

Honoring Peggy Smith



Peggy Smith served JMU as the administrative professional in the History department, College of Arts and Letters. We extend our deepest sympathies to her family, friends, and colleagues. Peggy was especially loved by the students as she was their “on-campus mom,” available to answer questions and help at any time. Peggy had a deep love for knowledge and took countless hours of workshops and trainings; receiving several certificates as an acknowledgment of her hard work.

In 2020, Peggy was recognized with the College of Arts and Letters Staff Award for her exceptional contributions to the Department of History and the College. While at JMU, Peggy served as the co-chair and chair of the CAL Staff Advisory Committee, and as a member of both the Academic Affairs Administrative Staff Advisory Council and the Employee Advisory Committee. Outside of JMU, Peggy was an active member of the Central Virginia Branch (Mid-Atlantic Region) of the International Association of Administrative Professionals, where she served as the Membership chair for both the branch and the region. She loved singing in the choir at her church, and spending time with family and friends.

Peggy will be greatly missed by her JMU family and friends.

AAASAC urges anyone who needs to, to connect with the resources available to you, as you continue to process the loss of Laura and Peggy.

CALENDAR OF EVENTS

**SEPT.29-
OCT. 1**

JMU Family Weekend

Lots of activities happening on campus, but also lots of traffic..

**SEPT. 30TH
Noon**

JMU Football vs South Alabama Bridgeforth Stadium

**OCTOBER 12
3:00 - 5:00
PM**

Network Gathering Duke Hall Gallery Court

Hosted by the Office of the Vice Provost for Faculty Affairs and Curriculum, we invite all admins from AA to join us for light refreshments and conversation.

**OCTOBER
14-15 &
21-22**

Virginia Pumpkin Festival

Two weekends of fun activities. With live entertainment, games, food, and of course, lots and lots of pumpkins

<https://www.visitharrisonburgva.com/event/virginia-pumpkin-festival/2023-10-22/>

**UNIVERSITY
EVENT**

JMU Homecoming October 28th; Bridgeforth Stadium

JMU vs. Old Dominion

Want to publicize a campus event? Email us at aaasacnews@jmu.edu.