

NEW FACULTY ORIENTATION HUMAN RESOURCES  
Monday, August 10, 2009 or August 17, 2009

*The goals of this orientation event were designed to welcome you as new faculty to the campus community; to share with you our pride in Missouri State University and the teaching community; to give you an informed view of the public affairs mission and goals of Missouri State; and to introduce you to resource people on campus.*

AUGUST 10, 2009

ORIENTATION PLASTER STUDENT UNION – PSU 313

- 1:00 -1:10 WELCOME.....Dr. Art Spisak, Associate Provost of Faculty Affairs  
and Director of Honors College
- 1:10-1:25 OFFICE FOR EQUITY AND DIVERSITY .....Jana Estergard, Equal Opportunity Officer
- 1:25-1:35 OFFICE OF HUMAN RESOURCES .....Mary Routh, Director of Human Resources
- 1:35-4:00 HUMAN RESOURCES NEW EMPLOYEE ORIENTATION.....Linda Stephens, Asst HR  
Director, Employment and Employee Relations
- This session will provide valuable information about University policies and benefit programs, as well as the completion of associated paperwork. For more information about this session, please visit <http://www.missouristate.edu/human/training/68617.htm> .
- \*Faculty attending the August 10<sup>th</sup> date will need to return on August 17<sup>th</sup> at 4:00pm to attend New Faculty Retirement Plan Orientation presentation on the College and University Retirement Plan (CURP) by Brian Buchmeier in PSU 313.**

AUGUST 17, 2009

ORIENTATION PLASTER STUDENT UNION – PSU 313

- 1:00-1:10 WELCOME.....Dr. Art Spisak, Associate Provost of Faculty Affairs  
and Director of Honors College
- 1:10-1:25 OFFICE FOR EQUITY AND DIVERSITY .....Jana Estergard, Equal Opportunity Officer
- 1:25-1:35 OFFICE OF HUMAN RESOURCES .....Mary Routh, Director Human Resources
- 1:35-4:00 HUMAN RESOURCES NEW EMPLOYEE ORIENTATION.....Linda Stephens, Asst HR  
Director, Employment and Employee Relations
- This session will provide valuable information about University policies and benefit programs, as well as the completion of associated paperwork. For more information about this session, please visit <http://www.missouristate.edu/human/training/68617.htm> .
- 4:00-5:00 \*NEW FACULTY RETIREMENT PLAN ORIENTATION.....Brian Buchmeier,  
Consultant/Individual Client Services, TIAA-Cref
- This session will provide important information regarding the Faculty Retirement Plan called CURP (College and University Retirement Plan). **Brian Buchmeier is also available to meet with employees for individual sessions during the week of August 17<sup>th</sup> after his orientation. Please contact Janet Snider, Office of Human Resources, at 417.836.6616 to make an appointment.**



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<http://www.missouristate.edu/provost/resources.htm>  
<http://blogs.missouristate.edu/outinfront/>  
<http://blogs.missouristate.edu/provost/>