January 18, 2007

OFFICE OF BUSINESS AFFAIRS MEMORANDUM No. FY07-27
Delivered via Campus Email

To: All Faculty and Staff
From: Mary Lee Hodge, Vice President for Business Affairs

Re: Training Sessions for January

The Office of Human Resources is offering opportunities for professional and leadership development for all employees and we encourage you to attend these upcoming sessions in January. Please do not forget to sign up for one of the dates below. Class sizes are limited to 20 participants. Contact Mr. Alan Corder at abcorder@pvamu.edu for your departmental training needs, or call the Office of Human Resources at 936-261-1724 to register for any of the sessions.

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<tr>
<th>January</th>
<th>Activity</th>
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<td>New Employee Orientation</td>
<td>1/3/2007</td>
<td>9:00 a.m. - 4:00 p.m.</td>
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