Welcome to the beginning of a new school term. We are so grateful for our Newsletter Committee, Ms. Katrina Barnum, chair, Ms. Lashun Lanier, Dr. Earle Clowney and Ms. Joyce Outler for producing such a professional tool of communication for Clark Atlanta University and more specifically, the Staff.

Staff Assembly welcomes all of our new staff members and is hopeful that you will participate in Staff Assembly activities. We need your suggestions and involvement so that together we can make this a wonderful year. I would like to thank the Executive Board, Committee Chairs, Co-Chairs and Building Captains for all the HARD WORK and DEDICATION they exemplified last year and I am looking forward to working with them again this year.

We hope that all the staff would participate in the 2007 Homecoming Experience, including the parade, tailgate party, and the football game. We also will be serving our students on Friday, October 5, 2007, in the cafeteria. Come out and meet your fellow staff members and students.

During the Opening Workshop many of us paid our dues. However, we are still asking those staff members who have not paid the dues of $24.00 to please do so as soon as possible. Our Committees are working hard planning various activities for this school year. We have Health Wellness initiatives in place; we will again give out Book Stipends to our students; we are also selling tee-shirts and sweats. We have been very busy, and it has been fun.

As we approach the Holiday Season, we are encouraging Staff and Faculty to get excited about our Second Annual Staff Christmas Party, which will be held on Friday, December 7, 2007. This will be a jubilant affair at the Commons at Fort McPherson. It is our prayer that we pause and give thanks to God for all His blessings to us. Let us not forget those who are less fortunate than we are. Remember, true joy comes when we do for others.

(Mrs.) Phyllis McCrary
Your Staff Assembly President
The Ultimate Homecoming Experience
Staff Members LET’S DO OUR PART

Staff Assembly Monthly Meeting
Wednesday, October 3 ~ 3:30 p.m. ~ TWC Research Center for Science and Technology, Auditorium

* Bring BAGS of candy for the parade; bottles of water and cans of soda for tailgating.
* Monetary donations will be accepted to purchase other needed items.
* Donations will be accepted in the Office of Telecommunications (ext. 6931) until Friday, October 5th.

Coronation
Thursday, October 4 ~ 7:00 p.m. ~ Bishop Cornelius L. Henderson Student Center, Multipurpose Room

Come and support our Little Mr. and Miss CAU and all of our students at Clark Atlanta University.

Serving our students and colleagues in Crogman Dining Hall
Friday, October 5 ~ 11:00 a.m.—1:30 p.m. ~ Bishop Cornelius L. Henderson Student Center, Dining Hall

Our new tradition! Let’s do it again and remember to wear our staff assembly paraphernalia.

The Parade
Saturday, October 6 ~ 9:00 a.m. ~ Oglethorpe Elementary School

If you are driving or riding in the parade, this is the place to meet! Drivers’ meeting time will be announced.
Have your family meet you on the parade route and tell them the parade begins at 10:00 a.m.

Tailgating
Saturday, October 6 ~ Join us directly after the parade and during the game ~ CAU Panther Stadium

Join us at our tent with your family and friends to view the game up close and dine on tailgate cuisine.
Game time 1:30 p.m. — Clark Atlanta University Panthers vs. Concordia College Selma Hornets

R.S.V.P. for the serving in the dining room, riding or being a driver in the Parade and to tailgate by Wednesday, October 3

* Gay-linn E. Gatewood-Jasho ext. 8709 gijasho@cau.edu
  Martha Henderson ext. 8929 mhenderson@cau.edu
  Clemon Jackson ext. 6158 cjackson@cau.edu

* Feel free to drop off all requested items in BCL Henderson Student Center, Suite 245.
Get In The Spirit

CLARK ATLANTA UNIVERSITY

Introducing CAU Staff Assembly 2007 Homecoming Apparel. Featuring new colors for t-shirts, polo shirts, and our latest nylon warm-up suit constructed of high-quality material and open-end 100% cotton. Preshrunk for true-to-size fit. Polo shirt made from 100% ring-spun cotton, pique knit, welt collar and sleeves, button finish. Polo shirts available in red and black. Last, but certainly not least are our Warm-up Suits in nylon for the fall adorned in the CAU colors. Get in the spirit with our new line of apparel.

Price List

**NEW ITEM!!!**
T-Shirt .................(BLACK)
S - XL
100% pre-shrunk cotton
**ADD $2.00 XXL & UP**
$12.00

T-Shirt .................(RED)
S - XL
100% pre-shrunk cotton
**ADD $2.00 XXL & UP**
$12.00

T-Shirt .................(GREY)
S - XL
100% pre-shrunk cotton
**ADD $2.00 XXL & UP**
$12.00

**NEW ITEM!!!**
Polo Shirt ...........(BLACK)
S - XL
100% jersey knit cotton
**ADD $2.00 XXL & UP**
$18.00

**NEW ITEM!!!**
Polo Shirt ...........(RED)
S - XL
100% jersey knit cotton
**ADD $2.00 XXL & UP**
$18.00

**NEW ITEM!!!**
Sweat Suit ..........(MULTI-COLORED)
S - XL
Nylon Fabric
**ADD $4.00 XXL & UP**
$60.00

CAU Pom-Poms .......... (set)

CAU noisemakers ......... whistles

Contact Lenore Shields to purchase your homecoming items ext. 8766 or e-mail lshields@cau.edu
Employee of the Quarter

And the winner is..............Ms. Valerie Jordan!!!

Some of you may not know that the first voice you hear when calling the main number at Clark Atlanta University is that of our own Valerie Jordan. Believe it or not, she has worked for Clark Atlanta University for 25 years. She began her career in 1981 in Dining Services. Four years later she began working at the Switchboard in Haven-Warren Hall.

Always helpful and always professional, Ms. Jordan greets you with a smile. Her attitude is inspiring to others as she goes “beyond the call” to help students, parents and others in need of assistance. In addition to her regular duties, Ms. Jordan is the coordinator of the CAU Cheerleaders, a duty she has performed for 22 years. Everyone who knows her loves her. In fact, many of the students call her “Mama.”.

We are proud to salute Ms. Jordan as Employee of the Quarter.

CONGRATULATIONS

Happy Birthday
June, July and August Staff Members

Celebrate, laugh, enjoy, wish, and dream.
Wishing you the happiest of birthdays.

Birthdays are a celebration of where we are in the “circle of life.”
BOOK STIPEND AWARD

To obtain information on nominating a student for a book scholarship for the Spring 2008 semester, please contact:

AUNDREA STURDIVANT, ext. 8756
GAIL SHIELDS, ext. 6712

ALL CAU FACULTY, STAFF and STUDENTS

Show your CLARK ATLANTA UNIVERSITY ID and receive a 10% discount on your purchase!!

Offer Valid at the Lee Street location only. Bring this coupon!

Get Ready, Get Ready, Get Ready!!

Clark Atlanta University Staff Assembly Presents its

2nd Annual Christmas Party

Friday, December 7, 2007
6:30 p.m. - until
Fort McPherson Commons

You can now begin purchasing your tickets for this event.

Contact
President Phyllis McCrary,
Cynthia Williams or Martha Edwards for more details.

CAU NAME BADGES

As you are aware, we have been asked by the Administration to wear our CAU Name Badges at all times.

The Fund-raising Committee has ID Pouches available in which to place your ID and other items. The price is $6.00.

Contact Mrs. Cynthia Williams at ext 8644 or cwilliams1@cau.edu for more details.
No person is ever truly alone. Those who live no more, Whom we loved, Echo still within our thoughts, Our words, our hearts. And what they did And who they were Becomes a part of all that we are, Forever.

## CONDOLENCES

<table>
<thead>
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<th>Whom we loved, Echo still within our thoughts, Our words, our hearts. And what they did And who they were Becomes a part of all that we are, Forever.</th>
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<tbody>
<tr>
<td><strong>WHETHER THE PERSON IS A STAFF OR FACULTY MEMBER OR FORMER STAFF MEMBER, WE ARE ALL FAMILY.</strong></td>
</tr>
<tr>
<td><strong>This is in remembrance of:</strong></td>
</tr>
<tr>
<td><strong>Dr. Elias Blake</strong>, former President of Clark College from 1977 – 1987</td>
</tr>
<tr>
<td><strong>Ms. Valerie Daniel</strong>, former Administrative Assistant in the Office of Graduate Studies and the Office of Research and Sponsored Programs</td>
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<tr>
<td><strong>Dr. Paul McGeady</strong>, faculty member in the Department of Chemistry</td>
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<tr>
<td><strong>Attorney Serena Davis</strong>, sister of Dr. Dorcas Bowles, Associate Vice President for Academic Affairs and aunt of Ms. Jackie Harris in Property Management</td>
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<tr>
<td><strong>Mrs. Martha Brown</strong>, mother of Ms. Martha Henderson, Office of the Registrar</td>
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<tr>
<td><strong>Ms. Bernice Jones</strong>, staff member, Senior Contract Specialist, in the Office of Research and Sponsored Programs</td>
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<tr>
<td><strong>Ms. Virginia Johnson</strong>, staff member, Department of Public Safety</td>
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<tr>
<td><strong>Mrs. Ruth Harris</strong>, Aunt of Mrs. Cynthia Williams, Human Resources</td>
</tr>
<tr>
<td><strong>Mrs. Ruby McCrary</strong>, mother-in-law of Mrs. Phyllis McCrary, in OITC</td>
</tr>
<tr>
<td><strong>Mr. Said Jasho</strong>, husband of Mrs. Gay-linn Jasho, Director of Disability Services and Community Service Programs</td>
</tr>
<tr>
<td><strong>Mrs. Annie Primus</strong>, sister of Mrs. Gladys Baldwin, Associate Registrar</td>
</tr>
<tr>
<td><strong>Ms. Nellie Slaton</strong>, sister-in-law of Ms. Valerie Jordan, Switchboard Operator</td>
</tr>
<tr>
<td><strong>Mr. Charles Kimber, Jr.</strong>, brother of Ms. Veda Jackson, Administrative Assistant, in the Office of Graduate Studies</td>
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HR Corner

From left: Lenore Shields, Clemon Jackson, Cynthia Williams, Valerie Vinson, Stacey Wright, Phyllis Walker

Payroll Processing
To ensure timely processing of payments to employees, please refer to the Payroll Schedule found on the CAU Web site.

Banner Web Access and New ID Numbers

Banner Web for employees is available and can be used for the following:

- Update address and personal information
- View leave balances
- View pay stubs
- View W-2 information for prior years
- View current positions
- View current benefits and deductions
- Update and emergency contact information

Please take the time to navigate through Banner Web and review your information for accuracy. Be aware that changes you make to your personal information are immediately reflected in Banner.

Don’t forget - the Employee ID# is now used on all CAU internal documents instead of the Social Security number. If you have misplaced your ID# or Banner Web Pin, contact the Office of Human Resources.

<table>
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<tr>
<th>Holiday</th>
<th>Date of Observance</th>
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<tbody>
<tr>
<td>Thanksgiving Day</td>
<td>Thursday, November 22, 2007</td>
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<tr>
<td>Day after Thanksgiving</td>
<td>Friday, November 23, 2007</td>
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<tr>
<td>Christmas Eve</td>
<td>Monday, December 24, 2007</td>
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<tr>
<td>Christmas Day</td>
<td>Tuesday, December 25, 2007</td>
</tr>
<tr>
<td>Day after Christmas</td>
<td>Wednesday, December 26, 2007</td>
</tr>
<tr>
<td>Floating Holiday</td>
<td>Thursday, December 27, 2007</td>
</tr>
<tr>
<td>Floating Holiday</td>
<td>Friday, December 28, 2007</td>
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<tr>
<td>New Year’s Eve</td>
<td>Monday, December 31, 2007</td>
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<tr>
<td>New Year’s Day</td>
<td>Tuesday, January 1, 2008</td>
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</table>
The Inspiration Committee of Staff Assembly cordially invites you to attend the

“Worshipful Wednesday Prayer Breakfast”

Wednesday, October 17, 2007
Faculty/Staff Dining Room
Henderson Student Center
8:00 a.m. - 8:50 a.m.
Donations: $6.00

Please join us for fifty minutes of SPIRITUAL POWER!

RSVP by Monday, October 15, 2007 to
Ms. Susan Gibson at ext. 8196
or sgibson@cau.edu

Staff Assembly dues are $24.00 per year.

Payroll deduction is available.
(one or two payments)

Please contact
Mrs. Cynthia Williams
at ext. 8644 or cwilliams1@cau.edu.

STAFF ASSEMBLY EXECUTIVE BOARD

President
Mrs. Phyllis McCrary

Vice President
Mrs. Phyllis Walker

Recording Secretary
Mr. Clemon Jackson

Corresponding Secretary
Mrs. Betty Jo Cooke

Business Manager
Mrs. Cynthia Williams

Parliamentarian
Ms. Sharon Corry

University Senate Representatives
Mrs. Alimah Maolud
Ms. Susan Gibson
Dr. Georgianna Bolden, Ex officio
Mrs. Phyllis McCrary

STAFF ASSEMBLY NEWSLETTER COMMITTEE

Ms. Katrina Barnum
Chair / Editor

Ms. LaShun Lanier
Design Layout

Mrs. Joyce Outler
Design Layout

Dr. Earle Clowney
Editor

If you would like to join the Staff Assembly Newsletter Committee, please contact Ms. Katrina Barnum (klbarnum@cau.edu or at ext. 6700).