

## AMOS & AMEE TRAINING

**Date:** Wednesday, March 4, 2009

**Time:** 2:00 PM – 4:00 PM

**Place:** Library – Room 114

**Please bring a pen or pencil to take notes.**

	<b>Names</b>	<b>Attended</b>	<b>Department</b>
1.	Career Services Secretary	X	Career Services
2.	Director Career Services	X	Counseling & Career Services
3.	COAS Dean Secretary	X	College of Arts & Sciences
4.	Regulations Compliance Specialist	X	AMSTI
5.	COE Dean Secretary	X	College of Education
6.	Property Manager	X	Security & Physical Plant & Maintenance
7.	Secretary College of Business	X	College of Business
8.	Secretary Student Activities	X	Student Activities
9.	Coordinator Student Activities	X	Student Activities
10.	IT Secretary	X	Information Technology
11.	Admissions Director	X	Admissions & Records
12.	Records Coordinator	X	Records & Registrar
13.	Director Student Financial Aid	X	Student Financial Aid
14.	Manager University Advancement		Public Rel., Alumni Affairs, Foundation
15.	Business Office Manager	X	Business Office, Auxiliary Services
16.	Printing & Publications Director		Printing & Publication
17.	Exec. Asst. to VP Student Affairs	X	Student Affairs (all areas)
18.	Secretary Disability Services	X	Disability Services
19.	Coordinator Transfer Adv. Ctr/VA	X	Trans Advising Center/Veterans Affairs
20.	CBU Dean Secretary	X	College of Business
21.	Secretary College of A&S	X	College of Arts & Sciences
22.	Secretary College of A&S	X	College of Arts & Sciences
23.	Recruiting Specialist II	X	Recruitment
24.	HR Specialist	X	Human Resources
25.	Secretary University Centers	X	University Centers
26.	Secretary Library	X	Library

Program Coordinators not decided on:

CIT/DL

Faculty Advising

Writing Center