

INDIANA STATE UNIVERSITY STAFF COUNCIL

NEWSLETTER

May 2023

Serving ISU Staff

Summer Kickoff



You are invited to join Staff Council for some food and fun at our Summer Kickoff on Wednesday May 17th from 11:00am – 1:00pm!!

We will be serving grilled hot dogs (with a chili dog option), chips, drinks and desserts (while supplies last). We will have some yard games available.

The kickoff will be in Dede Plaza. We hope to see you there!

Staff Appreciation at TH Rex Game

It is Staff Appreciation Night, sponsored by the Office of the President, at the Terre Haute Rex game on June 14, 2023. Tickets are limited but each staff member can reserve up to two (2) game tickets on a first come basis. [Sign up](#) for your tickets today!

If we have additional tickets we will send out a notice and you may be able to get up to two additional tickets)

You will be notified by email when your tickets are available for pickup.



Flex Time Away Message

If you will be taking advantage of flex time this summer, Human Resources encourages you to use a detailed away message similar to this:



"Thank you for your email. During May 15 through July 18, 2023 I will be working a flex schedule or reduced hours.

I will be out of the office on **DAY** of the week. If you need immediate assistance, please contact **XXXXX**."

If you need assistance with adding an away message, please contact the OIT Help Desk at 812-237-2910.

