For Your Information

Important LU Academic and Administrative Information

September 14, 2011

The following areas have announcements today.

Academic Affairs

WPA Instructions for Faculty from the Provost:

Please look at the attached document for important and detailed instructions on the Writing Proficiency Assessment. The WPA Instructions document includes vital information for advisors and announcements to make in class. This assessment plays a crucial role in our students’ ability to graduate.

Campus Affairs

Message to Faculty & Athletic Advisors, Coaches, Directors, and Organizers:

Please make sure that when you schedule events and activities that you plan for meal breaks for your students. If your event starts and ends beyond regular dining hall hours, please call Russ Hunt in Hospitality Services at (636) 949-4644 to make arrangements for a special meal meal time. We do not want our hard-working students to miss the chance to nourish themselves and utilize their meal plans.

Policies & Procedures

Payroll Deductions for UW Message from Vice President for Human Resources:

Employees may now have contributions to the United Way deducted from their paychecks. To arrange a payroll deduction, contact Joyce Townsend at (636) 949-4971.

Ms. Julie Mueller
Vice President for Finance and Operations
Chief Operations Officer

Dr. John Oldani
Vice President for Student Development