



INTRODUCING OUR NEWEST CNU COLLEAGUES!



Front row, left to right: **Maxwell Plarr**, Athletics; **Marion Whitehead**, Housing; **Julia Varona**, Admissions; **Marilyn Tyson** and **Tatiana Spinale**, Dining; **Paul Mikowski**, Admissions; **Stephanie Chavous**, Registrar.

Middle row, left to right: **Michael Young**, Dining; **Cass Dunnings**, Mailroom; **Latesha Cooper**, Dining; **Melanie Morris**, Housing; **Derek Johnson** and **Timothy Toler**, Dining; **Brian Bowman**, Housing; **Vanessa Allmond**, Dining.

Back row, left to right: **Alvin Samuel**, Dining; **Joshua Spaugh**, Information Technology; **Letitia Bowling** and **Khatima Passy**, Dining; **Ian Shaw**, CNU Police; **Jerome Maxwell**, Housing; **Chris Webb**, Grounds; **Ben Hoover**, CHECS.

A Warm Welcome and Congratulations to All!


VRS IS COMING TO A LOCATION NEAR YOU!

Members of the Virginia Retirement System are invited to register for a member education session to be held at Tidewater Community College, Portsmouth Campus on September 24, 2012. Sessions to be offered are **Retirement Education Seminar II** from 8:00am – 12:00pm and **Are You Ready to Retire?** from 1:30pm – 3:00pm. For more information, please contact Shaina Yowell at (757) 822-1164 or visit their web site at <http://www.varetire.org/Members/Plan1/Education/Index.asp>.



ATTENTION SUPERVISORS!



It's time to conduct performance evaluations for your classified employee(s). The performance evaluation period is October 25, 2011 to October 24, 2012. All evaluations are due in Human Resources by 5:00pm, **Friday, November 2, 2012.** 

Supervisors, please remember that in order to give your employee an overall rating of Extraordinary Contributor there must be at least one "Acknowledgement of Extraordinary Contribution" form on file in HR. Likewise, in order to give an employee an overall rating of Below Contributor there must be a "Notice of Improvement/Substandard Performance" form or a written notice on file in HR. Both forms must be on file and dated during the evaluation period that is currently being evaluated (10/25/11 to 10/24/12).

For more detailed instructions on completing performance evaluations, please visit our [web page](#).