Guest Conversations:
Meredith Gerber, Career Center, provided a refresher in the division’s onboarding process which includes Checklist Designations, Announcement to Division, Check-ins with Supervisor during the first 90 days and Welcome Packet from the Executive Vice President and a New Staff Information web page. These resources can also be helpful during the candidate interview process.

Division Topics:
- Today’s meeting began at 11:00 a.m. for SALT to attend the 10:00 a.m. College Coffee
- Brief area updates
- Half-day Retreat May 30 from 1:00 p.m. to 5:00 p.m. at 186 Lockwood with Patrick Mahoney on the topic of Employee Engagement
- Budget Process with EVP’s begins April 13; Student Fee Requests for 2018-2019 to follow
- Procurement cards – know the policies, including reallocations, and make careful reviews

Reminders and Dates:
- Today: Support Civic Engagement’s Education Innovation Day 3:00-4:30 p.m. in Stern Ballroom
- Parent Advisory Council on campus today and Saturday with Career Center topics on networking and experiential learning
- April 19-20 Board of Trustees Meetings
- April 20 Nominations due for Wed., May 23 Salute to Student Affairs Awards Program
- Continue to share ideas and photos for Five on Fridays messages
- Thurs., April 25 at 10:00 a.m. – SALT Tactical
- Thurs., May 10 at 10:00 a.m. – SALT Meeting
- Please note dates and make effort to attend end-of-semester celebrations in support of our students

Link to Student Affairs Leadership Team member listing:  http://studentaffairs.cofc.edu/about/salt.php