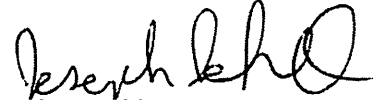


MEMORANDUM

Date: November 23, 2021  
To: Classified and Professional Staff



From: Joseph B. Schick, Assistant Vice President for Human Resources

Winter is quickly approaching and with it comes a refresher on the campus policies on winter preparedness and planning.

Please review this information with your employees and supervisors and discuss how a change in campus operations

