

You are invited to...

Campus Mail to:

Kari Nolan
New Employee Orientation
100 Donhowe
3122A



New Employee Orientation

Welcome to the University of Minnesota

New Employee Orientation (NEO) is your introduction to the University of Minnesota and all the opportunities available to its employees. As a University employee, you play a critical role in helping the University of Minnesota maintain its reputation as one of the largest and most prestigious research institutions in the nation.

NEO will provide you with the information and resources you need to build a successful career at the U of M and will help you become acquainted with the University's culture, values, and goals.

New Employee Orientation

Orientation is mandatory for all new faculty, academic professional and administrative, civil service, and bargaining unit staff. Time spent both in travel and attendance is considered work time and is eligible for pay. We recommend that you attend the first available NEO session after your start date to help you get familiar with the U.

2015 Dates:

- Wednesday, January 21, 2015
- Wednesday, February 18, 2015
- Wednesday, March 18, 2015
- Friday, April 17, 2015
- Wednesday, May 20, 2015
- Wednesday, June 17, 2015

Agenda:

- | | |
|------------|--|
| 8:00 a.m. | Registration, breakfast, networking, photos with Goldy |
| 8:30 a.m. | Welcome to the University of Minnesota |
| 10:00 a.m. | Information fair |
| 10:30 a.m. | Employee group breakout sessions |

Where:

McNamara Alumni Center – Memorial Hall
200 Oak Street SE
Minneapolis, MN 55454

Visit www.parkandtrans.umn.edu for parking options and free bus service to the McNamara Alumni Center from the St. Paul, East Bank, and West Bank campuses.

Registration



To register, visit www.umn.edu/ohr/newemployee/neo or fill out the form below and place it in campus mail at least five days before the session date.

Name _____

Employee ID _____ Job Title _____

College or Unit _____ Campus Phone _____

Employee Classification Faculty Academic Professional & Administrative
 Civil Service Bargaining Unit

I plan to attend the Orientation session on:

- | | | |
|--|---|--|
| <input type="checkbox"/> Wednesday, January 21 | <input type="checkbox"/> Wednesday, February 18 | <input type="checkbox"/> Wednesday, March 18 |
| <input type="checkbox"/> Friday, April 17 | <input type="checkbox"/> Wednesday, May 20 | <input type="checkbox"/> Wednesday, June 17 |

To request disability accommodations, please contact Kari Nolan, Office of Human Resources, nola0058@umn.edu, 612-624-5866.