

Memo

To: WJEC Members

From: Sandra Haynes-Paterson

Date: November 22, 2012

Re: Agenda for the November 29th WJEC Meeting (HR – SSB 5148 @ 10am)

Last 2012 meeting: Thursday, December 13th @ 10am

1291	<p>Recruitment Coordinator, English Language Centre, Education</p> <ul style="list-style-type: none"> Request for hire, new position. Look to Western International and Office of the Registrar for comparator positions.
1292	<p>Program Coordinator, Trois Pistoles</p> <ul style="list-style-type: none"> Updated job description, clarification around hiring of instructors and administrative staff. Transfer to Outcome Focussed Role description template. Currently SG14, previous position #590
1293	<p>Team Coordinator, Transition Leadership Engagement Program, Student Success Centre</p> <ul style="list-style-type: none"> Updated position, currently SG14. Previous position #830. Changes to formal team coordination and supervision.
1294	<p>Coordinator, Student Engagement Programs, Student Success Centre</p> <ul style="list-style-type: none"> Updated position, currently SG14. Previous position #829.
1295	<p>Scholars' Programs Academic Outreach Coordinator, Student Success Centre</p> <ul style="list-style-type: none"> Updated position, currently SG14. Previously generic Academic Counsellor, SG13.

