

## 2026 Staff Appreciation Week Schedule

Monday, May 25	
CAMPUS CLOSED	<b>HOLIDAY:</b> Campus will be closed for Memorial Day. Enjoy the day off!
Tuesday, May 26	
9 a.m.-5 p.m. Library Atrium	<b>Peace &amp; Relaxation Zone:</b> Drop in to library anytime and take a break in the PR Zone. Print a photo or color a picture to make your own custom button plus other calm activities. <b>Sponsor:</b> Public Relations + Zollinger Library
11:30 a.m.-1 p.m. Gurley Hall Commons	<b>Hot Dog + Nacho Lunch:</b> Join us for lunch and enjoy hot dogs and nachos (while supplies last). <b>Sponsor:</b> Staff Council
3:30 p.m.-5 p.m. Library Atrium	<b>Ice Cream Social:</b> End your day with a social gathering while enjoying ice cream with a selection of toppings. <b>Sponsor:</b> Division of Fine Arts, Humanities & Social Sciences + Division of Mathematics, Physical & Natural Sciences
Wednesday, May 27	
10 a.m. IT Office Area	<b>Frog Eye Salad Bar:</b> Join the IT team to enjoy a basic frog eye salad with an assortment of fruits, berries, nuts, marshmallows, etc. to suit your taste. <b>Sponsor:</b> Information Technology
11:30 a.m. + 1:30 p.m. SSTC 200	<b>Monty Python Movie Day:</b> Join us for screenings of the movies “Monty Python’s Life of Brian” and “Monty Python and the Holy Grail” while enjoying popcorn, nachos and drinks. <b>Sponsor:</b> Student Affairs
Thursday, May 28	
11 a.m.-1 p.m. SSTC 200	<b>Salad Bar:</b> Grab a bowl, pick your base, and load up the toppings. Create your perfect mix. Ingredients will be provided. <b>Sponsor:</b> Business Operations

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**Note:** Campus will be closed to the public on Friday, May 29, for the Staff Retreat. Staff are expected to report to work as usual to participate in Staff Retreat activities.

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## 2026 Staff Retreat Schedule

Friday, May 29	
8 a.m.-8:20 a.m. CHC 248 (Auditorium)	<b>Staff Council Welcome Breakfast:</b> Kick off the day with burritos and grab some coffee or some orange juice.
<b>Three sessions:</b> <ul style="list-style-type: none"> <li>8:30 a.m.-9:20 a.m.</li> <li>9:30 a.m.-10:20 a.m.</li> <li>10:30 a.m.-11:20 a.m.</li> </ul> CHC 229	<b>Public Speaking presented by Gallup Toastmasters</b> Build confidence and improve your public speaking, communication, and leadership skills through guided practice, prepared speeches, impromptu speaking exercises, and constructive feedback in a supportive group environment. Facilitated by Fran Palochak & Carl Ballenger.
<b>Three sessions:</b> <ul style="list-style-type: none"> <li>8:30 a.m.-9:20 a.m.</li> <li>9:30 a.m.-10:20 a.m.</li> <li>10:30 a.m.-11:20 a.m.</li> </ul> CHC 261	<b>Smartsheet Basics presented by Jonathan Lumibao</b> Learn the fundamentals of using Smartsheet as a collaborative work management and project tracking tool. Participants will learn how to create and navigate sheets, organize and manage data, assign tasks, track deadlines, and utilize basic formulas, forms, and automation features. The session is designed to help staff improve communication, increase efficiency, and better manage projects and workflows within a team environment.
<b>Three sessions:</b> <ul style="list-style-type: none"> <li>8:30 a.m.-9:20 a.m.</li> <li>9:30 a.m.-10:20 a.m.</li> <li>10:30 a.m.-11:20 a.m.</li> </ul> CHC 263	<b>Artificial Intelligence (AI) Basics presented by Markos Chavez</b> Learn how AI can be used to improve workplace productivity and efficiency. Employees will explore practical applications of AI tools, including drafting emails, summarizing information, organizing content, brainstorming ideas, and streamlining everyday tasks. The session will also cover responsible and ethical use of AI, along with tips for writing effective prompts and understanding the limitations of AI-generated content.
11:30 a.m.-12:20 p.m.	<b>Surprise Campus Group Activity</b>
12:30 p.m.-1:50 p.m. Gurley Hall Commons	<b>Staff Appreciation BBQ</b>
2 p.m.-4:30 p.m. SSTC 200	<b>Trivia Blast presented by Best Corporate Events</b> An electrifying corporate game show experience that transforms any meeting or event into a fast-paced competition. This team-building trivia format brings sub-teams together to test their knowledge across categories like pop culture, history, science, sports, and entertainment. Guided by a charismatic game show host and supported by dynamic visuals, real buzzers, and an authentic scoreboard, the energy stays high from start to finish in this lively trivia blast experience. Participants join using their smartphones as response pads, entering a unique PIN to compete in real time. Faster correct answers earn more points, encouraging focus, teamwork, and lighthearted banter. This engaging setup offers a fun, interactive way for colleagues to connect and compete.