



February 2019

Third Annual Comets Giving Day

Comets Giving Day is **Tuesday, April 2**. There are many events you or your area can participate in from the door decorating contest to multiple challenges. Last year the campus community helped raise more than \$380,000 from more than 2,000 gifts. Let's make 2019 even bigger and better. Sign up to become a [Giving Day Ambassador](#). Contact [Brennae Wright](#) for more information or visit the [Giving Day website](#).



Office of Budget and Finance New Help Desk Starting March 1

Have a payroll, travel, eProcurement or budget question but not sure who to ask? The Office of Budget and Finance can help. It is launching the OBF Help Desk on Friday, March 1. For more information, call ext. 4000 or email OBFhelp@utdallas.edu.

Staff Council Car Wash

Use the fundraising code "2018" when you wash your car at Legends Express Car Wash at 628 Coit Road in Plano

and a portion of the sale will support the funding of Staff Council scholarships. The code is good every time you wash your car.



Earth Week April 22-26

Each year, the UT Dallas community comes together to celebrate sustainability and environmental practices through interactive and educational events and programs during Earth Week. With the assistance of valued partners, Earth Week is brought to UT Dallas by the Office of Student Volunteerism and the Office of Sustainability. It's April 22 - 26. [Learn more.](#)

LinkedIn Learning Now Available

UT Dallas and the McDermott Library have a new tool for staff, faculty and student development, called LinkedIn Learning. Gain access to Lynda.com learning content with more than 12,000 courses on a wide range of topics to help you reach your personal and professional goals. You can [log in to the portal](#) with your UT Dallas NetID and password and you can choose to link your LinkedIn account if you wish.



First Professional Development Series March 19 — 21

The three-day event will take place in the UT Dallas Student Union in the Staff/Faculty Dining Room. There will be coffee, refreshments and snacks each day. There will be a continental breakfast on Tuesday, March 19. [See the schedule.](#)

Items of Note

Donate Tax-Free to Staff Scholarships

Make a tax-deductible donation to Staff Council scholarships and support your fellow staff who are pursuing degrees.

<https://giving.utdallas.edu/staffcouncil>

Procurement Management Textbook Procurement Process

An important message regarding UTD's textbook procurement process:

Procurement Management is currently working directly with the CEO of Complete Books regarding customer service and product availability issues. Please contact purchasing@utdallas.edu, or call ext. 2608 with any University-related textbook purchasing or customer service issues you or your department may have so that we may resolve them on a case-by-case basis.

UT Dallas Human Resources Training Classes

Human Resources has a full list of available training classes available to all staff. [View the list of courses](#) and see if there is something that you might have interest in. Register through Galaxy.

Congratulations to the Fall 2018 Scholarship Winners

Lisa Adams

Sarah Bengston

Jessica Castillo

Rebecca Cedillo

Rachel Deen

Naomi Emmett

Eric Fackler

Daniel Long

Melanie O'Brien

Sandy Runowski

Did You Know?

Make a Suggestion

Submit the form on our [suggestions page](#) to make your opinion count.

Find Your Rep

Discover who represents your district on the [Staff Council representative page](#).

Report Tobacco Use

Need to report an incident of tobacco use/smoking on campus? Use this form to [report tobacco use on campus](#).



The next Staff Council meeting will be 9 a.m. Wednesday, March 13, in
JSOM 1.508

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