**Spring 2020 USS Flex Schedule**

**Approved by Supervisors – December 18th, 2019**

**Approved by Administrators – December 18th, 2019**

**Effective dates: December 30th – May 29th, 2020**

**DARS** (Susan Cooper)

Mary: Monday – Friday 7:00 – 4:00 8hr/day

Total: 40hr

**NCAA Section** (Susan Cooper)

Anne: Monday & Wednesday 7:30 – 4:30 8hr/day

Tuesday & Thursday 7:30 – 4:30 (½hr lunch) 8.5hr/day

Friday 7:30 - 3:30 7hr/day

Total: 40hr

**Enrollment Services** (Tammie Campbell & Susan Cooper)

Marisa

Week 1-beginning

Monday 8:00 - 12:00/12:30-3:00 6.5hr/day

Tuesday 8:00 – 11:30/12:30-5:00 8hr/day

Wednesday - Friday 8:00 - 12:00/12:30-5:00 8.5hr/day

Total: 40hr

Week 2-beginning

Monday 8:00–12:00/12:30-5:00 8.5hr/day

Tuesday 8:00 – 11:30/12:30-5:00 8hr/day

Wednesday - Thursday 8:00–12:00/12:30-5:00 8.5hr/day

Friday 8:00–12:00/12:30-3.00 6.5hr/day

Total: 40hr

Tammie

Week 1-beginning

Monday 8:00–12:00/1:00-5:00 8hr/day

Tuesday – Thursday 7:30-12:30/1:00-4:30 8.5hr/day

Friday 7:30–12:30/1:00-2:30 6.5hr/day

Total: 40hr

Week 2-beginning

Monday 7:30 - 12:30/1:00-2:30 6.5hr/day

Tuesday - Thurs 7:30 - 12:30/1:00-4:30 8.5hr/day

Friday 8:00 – 12:00/1:00-5:00 8.0hr/day

Total: 40hr

**Administration Section** (Susan Cooper)

Kathy F: Monday & Tuesday 7:30-12:00/12:30-4:30 (½hr lunch) 8.5hr/day

Wednesday & Thursday 7:30-12:00/1:00-4:30 (1hr lunch) 8hr/day

Friday 7:30-12:00/1:00-3:30 (1hr lunch) 7hr/day

Total: 40hr

**Records** (Carrie Fink & Barb Nagel)

Carrie: Monday – Friday 8:00 – 5:00 (1hr lunch) 8hr/day

Total: 40hr

Cyndi: Monday – Thursday 8:00 – 4:45 (¾hr lunch) 8hr/day

Friday 8:00 – 4:30 (½hr lunch) 8hr/day

Total: 40hr

Kathy J: Monday and Friday 8:00 – 5:00 (1hr lunch) 8hr/day

Tuesday - Thursday 7:30 – 4:30 (1hr lunch) 8hr/day

Total: 40hr

Rosemarie: Monday – Friday 7:30 – 4:30 (1hr lunch) 8hr/day

Total: 40hr

**CSS** (Carrie Fink)

Tracey: Monday and Wednesday 8:00 – 5:00 (½hr lunch) 8.5hr/day

Tuesday 8:00 – 5:00 (1hr lunch) 8hr/day

Thursday 8:00 – 4:00 (1hr lunch) 7hr/day

Friday 8:00 – 5:00 (1hr lunch) 8hr/day

Total: 40hr

**Transcripts** (Barb Nagel)

Kathy W: Monday - Tuesday 7:00 – 4:00 (45min lunch) 8.25hr/day

Wednesday 7:00 – 3:00 (45min lunch) 7.25hr/day

Thursday 7:00 - 3:45 (45min lunch) 8.00hr/day

Friday 7:00 – 4:00 (45min lunch) 8.25hr/day Total: 40hr

**Student Systems Support Services** (Vickey Grochowski & Shannon Castleberry)

Marcia: Monday - Thursday 7:00/12:00 – 1:00/4:30 8.5hr/day

Friday 7:00 – 1 6hr/day

Total: 40hr

Vickey: Monday-Friday 7:00-3:30 (½hr lunch) 8hr/day

Total: 40hr

**SIS** (Robert Auten)

Nancy: Monday – Thursday 7:30 – 4:30 (½hr lunch) 8.5hr/day

Friday 7:00 – 1:00 6hr/day

Total: 40hr

**SIS** (Roger Eaton & Robert Auten)

Robert Bailey: Monday/Wednesday 8:00–5:00 (1hr lunch) 8hrs/day

Tuesday/Thursday 8–12:00/12:30–5 (½hr lunch) 8.5hr/day

Friday 8:00 – 4:00 (1hr lunch) 7hr/day

Total: 40hr

Roger: Monday – Friday 7:30 – 4:30 (1hr lunch) 8hr/day

Total: 40hr