



University Staff (non-bargaining unit faculty and employees)

SUBJECT (R*)	EFFECTIVE DATE (R*)	POLICY NUMBER (O*)
NEW EMPLOYEE EXPERIENCE	July 2005	1710.210

POLICY STATEMENT (R*)

All non-faculty employees are required to attend New Employee Experience on their first day of employment, which is a Monday. Faculty members are to attend on the first available session following their first day of employment.

REASON FOR POLICY (O*)

To welcome new employees to the University and to acclimate them to our mission, vision, values, policies and procedures.

<p>RESPONSIBLE UNIVERSITY DIVISION/DEPARTMENT (R*)</p> <p align="center">Division of Human Resources Florida International University</p> <p>RESPONSIBLE ADMINISTRATIVE OVERSIGHT (R*)</p> <p align="center">Organization Development & Learning Florida International University 11200 S.W. Eighth Street - PC 236 Miami, Florida 33199 Telephone: (305) 348-2181</p>	<p>The University Policies and Procedures Library is updated regularly. In order to ensure a printed copy of this document is current, please access it online at http://policies.fiu.edu/.</p> <p>For any questions or comments, the “Document Details” view for this policy online provides complete contact information.</p>
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***R = Required *O = Optional**