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| Administrative Professionals MeetingThursday 3/11/2021, 2PM-3PMLocation: Zoom <https://mines.zoom.us/j/92993099483?pwd=dHcyN1ByTGVMaUN5UjUyUkQvQjdEdz09>Organizers:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Natasha Alizadeh | Nicole Horton | Amalia Queller | Kelly Ragland | Julie Lambert | Caroline Fuller | Michelle Szobody | Annette Pilkington | KathyWhite |  | Carolyn Freedman |

**Agenda**

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| * Welcome
 | 2:00-2:05PM |
| * Lessons from the Department

Nancy Progar | 2:05-2:30PM |
| * Work Study Updates and Q&A
	+ Financial Aid

Anne RuskAnum Siddiqi* + MAPS – Uploading Sensitive Information and Documents

(As it relates to new hires) | 2:30-3:00PM |

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