

For Faculty and Staff November 14, 2023



Global Student Celebration to Cap Off International Education Week

The **Global Student Celebration** is always a much-anticipated opportunity for Purdue University Fort Wayne's international students to show off their culture and friendship via poetry, fashion, cooking—and yes—dancing. This year's celebration will take place Friday from 5 to 9 p.m. in the International Ballroom at Walb Student Union and includes traditional clothing, food, and all kinds of displays highlighting the students' home countries.

Nirja Shah, president of the International Student Organization, and Ebenezer Amartey, president of the African Students Organization, will serve as emcees for Friday's event. The cuisine comes from sources throughout northeast Indiana. Usually, the vendors take extra time to design and show off their creations. Student entry is free; staff, faculty, and community members are asked to donate one non-perishable food item to the FRIENDS of the University Pantry.

International Education Week, a joint initiative of the U.S. Department of State and the U.S. Department of Education, is being celebrated through Friday at universities nationwide. Activities at PFW honor students who hail from 63 different countries this semester and make up 7% of PFW's enrollment. The campus observance started Monday with Global Awareness Day, continues today with a **Diversity and Cultural Student Organizations Fair** from 11 a.m. to 1 p.m., and **International Trivia** on Thursday from 1 to 2 p.m.

Keep Checking 'Other' Tab if Focused Inbox Option Reenabled

As of late last week, the Focused Inbox option in Microsoft Outlook is no longer the default setting for Purdue Fort Wayne email users. For anyone who prefers this option, and has also reenabled it manually, continue to check the emails that populate the 'Other' tab. Based on algorithms developed by Microsoft, certain mass emails sent to large distribution groups—including important university communications—may be delivered to the Other tab instead of the Focused tab, if the Focused Inbox option is selected.

Remember, an active Other tab may include emails containing vital and/or time-sensitive information. Communications delivered to the Other tab are not spam or junk.

Click here to learn more about the Focused Inbox option in Outlook.



Lend Your Support for Early Registration

Even if it's not considered an essential job function for every individual employed by the university, supporting students in their pursuit of a degree is at the core of what all faculty and staff do.

The early registration window for the 2024 spring semester for the final priority group—first-year students and others—opened on Monday. A simple reminder can be just the word of encouragement our students need. Don't miss this chance to make all members of the campus community feel valued and supported.

SGA Allocations Timeline

The Student Government Association is gearing up for its annual allocations process. Below is the 2023–24 timeline. If your department is interested in requesting funding for the 2024–25 fiscal year, please pay close attention to the updated schedule. Also keep an eye out for a link to the allocations request submission form in Thursday's edition of *Inside PFW*. Submissions can be made between Nov. 16 and Dec. 14.

Fall 2023

- Official timeline announced | Nov. 14
- Budget request email sent | Nov. 16
- Deadline for budget request submissions | EOB Dec. 14

Spring 2024

- Preliminary review of submitted requests | Jan. 18
- Deadline for approval of committee nominees | Jan. 29
- First allocations committee meeting | Feb. 2
- Departmental budget presentations | Feb. 9-March 1
- Allocations committee final deliberations | March 15–22
- Deadline for committee deliberations | March 22
- Budget recommendation available to senate | March 25
- SGA senate debate and approval | April 1
- SGA student body president review | April 2-5
- Chancellor and vice chancellors review | April 8-22

For details regarding the allocation process, please reference Section 4 of the SGA Financial Guidelines document or reach out to SGA Vice President of Finance, Emma Hedrick, at stuvpf@pfw.edu.

Featured Events

There's always plenty to do at Purdue Fort Wayne. Some opportunities are exclusive to university employees and their families. Check the full **events calendar** often to see what's happening on campus.

NOVEMBER

15

Wed., 5-8 p.m.

Library Game Night

Stop by the first floor of Helmke Library for an evening of board games, tabletop RPGs, and video games. From classics like Clue

and Uno to XBOX and Nintendo Switch games, there's something for everyone...

NOVEMBER

16

Thurs., noon-1 p.m.

Healthy Boiler Virtual Workshop: Staying Active Indoors

Learn strategies and tips to stay motivated to move and remain active this fall and winter...

NOVEMBER

19

Sun., 7:30-8:30 p.m.

Jazz Combo Concert

The PFW Jazz Combo presents a concert of classic jazz repertoire from the 1950s to the present. Individual improvisational creativity is explored in a variety of styles including bebop, modal, Latin jazz, and jazz-funk...

In a Snap

Seen and noted around campus. Monitor our university social feeds for more great moments of Mastodon life.



Sebastien Wilson, senior political science major, and Eric Manor, director of Well-being and Recreation, roll very full carts to stock the FRIENDS of the University Pantry. Some of these items helped PFW finish second overall—first among Fort Wayne colleges and universities—in the 2023 **U Can Crush Hunger campaign**.

News Center



Events Calendar



Athletics



Ripples



Inside PFW is an official university communication for faculty and staff. All submissions should be sent to **inside@pfw.edu** no later than 2 p.m. on the day prior to the next edition to be considered for inclusion. Newsletter guidelines can be accessed in the PFW **News Center**.

Inside PFW is produced twice weekly on Tuesday and Thursday by the Office of Communications and Marketing. *Inside PFW Special Edition* is a supplement to the regularly scheduled newsletter. It covers breaking news and time-sensitive information directly related to university operations.

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