December Monthly Meeting

Major Activities Discussed:

* Interviewing
* Budgeting

Reflection on Interviewing:

Amy and I revisited the process of interviewing and calling references. Amy filled me in on the appropriate questions to ask a reference and others to stay away from.

Refection on Budgeting:

With budgets being due next month we discussed what my role would be in this process. I was asked to review individual and department budgets to make sure correct math was used. I was also asked to look at math and science supplies and to see if we need to order any new materials.

Overall, this month flew by with the lengthy break.