

## UNC General Administration New Employee Orientation Agenda

Time	Topic
8:30 a.m.	Registration/Networking/Continental Breakfast
9:00 a.m.	Welcome and Introductions
9:15 a.m.	Welcome to UNC GA Video
9:20 a.m.	Strategic Plan, Mission and Vision
9:45 a.m.	Payroll & Leave Administration
10:15 a.m.	BREAK
10:30 a.m.	Internal Audit
10:45 a.m.	Equal Opportunity and Anti-Harassment
11:00 a.m.	Employee Polices, Perks and Programs
12:00 noon	LUNCH
1:00 p.m.	Safety in the Workplace
1:15 p.m.	Benefits Overview
3:15 p.m.	BREAK
3:30 p.m.	Information Technology
4:00 p.m.	Wrap-Up and Evaluation