SE Meetings for Faculty, Staff and Pre-65 Retirees

PRE-ENROLLMENT Information

Please contact HR at (580) 745-2162 or the main campus at (580) 745-2368 to request assistance due to a disability. Accommodations cannot be guaranteed without adequate advanced notice.

Durant Campus

**October 6**

- Student Union 213
- SE Campus Map
- 8:30am – 9:30am
- 10:00am – 11:00am
- 2:00pm – 3:00pm

McCurtain County Campus

**October 7**

- Conference Room
- MC Campus Map
- 10:00am – 11:00am
- 2:00pm – 3:00pm

SE employees with work-sites not on the main campus and retirees may find these meeting locations more convenient. Specific locations at each campus to be announced.

Ada

East Central University

**ECU Campus Map**

- Oct 8 9:00am and 2:00pm

Tishomingo

Murray State College

**MSC Campus Map**

- Sep 29 9:00am and 2:00pm

Edmond

University of Central Oklahoma

**UCO Campus Map**

- Oct 1 10:00am, 2:00pm and 5:30pm
- Oct 2 10:00am

INSURANCE ENROLLMENT for January 1, 2010 Coverage

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**Faculty and Staff**

**October 26-29, 2009**

- Office of Human Resources, A309

- Call HR extension 4872 to make appointment

**Pre-65 Retirees**

- Date(s) and times to be announced.

- Contact telephone number to be announced.

Please watch for updates on this website.
TO: All Pre-65 Retirees

FROM: Human Resources

DATE: October 1, 2009

SUBJECT: Meeting Reminder and Insurance Option Period Enrollment

Please remember the pre-enrollment meetings are next week. Plan to attend one of these meetings. You will have the opportunity to complete your insurance enrollment form on October 6, 2009, at the conclusion of each informational meeting.

**Student Union 213**
8:30am – 9:30am or
10:00am – 11:00am or
2:00pm – 3:00pm

Please send your email address to hr@se.edu. If you cannot attend a meeting next week we will send you an enrollment form as an email attachment, or we will mail a form to your home address later this month.