

Staff Employee of the Week

Anita Price

NAME: Anita Price

JOB TITLE: Administrative Assistant

HOME DEPARTMENT: Center for Academic Enrichment and Excellence

COLLEGE OR VP AREA: Vice President and Dean for Undergraduate Education

NOMINATED FOR: President's Award for Excellence

NOMINATED BY: Jessica Grimes

VIRGINIA TECH HIRE DATE: March 1, 1989



SUMMARY

As an administrative assistant in the Academic Support Area, Anita manages the office, assists with the development and implementation of office policies, and provides training to the entire department; including support and student staff, graduate assistant and doctoral level professionals. She monitors spending patterns and develops projects to ensure the department is on good financial ground. She also serves as the point person for computer and technology issues. Because she is always seeking new opportunities to grow and develop professionally, she has also assumed some program coordination responsibilities. For instance, she plans the end of the semester study retreat for our undergraduate students. She really cares about the students we serve. Anita is a valued member of the Academic Support team. She is well liked, knowledgeable, dedicated, and all around a wonderful person. She is exemplary in her work and exemplifies our motto, *Ut Prosim* – That I May Serve.