HUMAN RESOURCES AND ORGANIZATIONAL EFFECTIVENESS

Join Us For The Deep Dive – Onboarding 2.0 WebEx
Workday Training Changes and Update
HR Liaison Foundational and Functional Trainings

WELLNESS WORKS!
Get Real: Find Out What Retirement May Cost and How to Prepare
Wellness Happenings for November

PAYROLL REMINDERS

November 13:
- #19-06 RETRO Timesheets & Workday Retro BP Approvals due at 5pm

November 14:
- Monthly RETRO Business Process Approvals due at 5pm

November 15:
- #19-06 current Timesheets, Workday BP Approvals, Lump Sum Payouts & Supplements due at 11am
- #19-06 Pay Calculation Results Report available at 12pm
- Monthly Pay Calculations Results Report available at 12pm

November 16:
- #19-06 Timesheets locked; only timekeepers can update
- Run Timekeeper Reports
- #19-06 Pay Calculation Results Report refreshed at 10am

November 19:
- Monthly Pay Calculation Results Report refreshed at 10am

Processing Schedules
Payroll Reports
Payroll Processing Calendar Key

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Join Us For The Deep Dive – Onboarding 2.0 WebEx
Are you excited to see how onboarding is changing in Workday? Join us for the Deep Dive – Onboarding 2.0 (WebEx) on Tuesday, November 13 at 1:30pm CST. For those unable to attend, the WebEx will be recorded and made available in Workday Help.

1. Go to WebEx.
2. Enter the event number (see below) and select Join.
3. Enter your first name, last name, and email address (this will allow us to document your attendance).
4. Enter the event password (see below).
5. Select Join Now to access the online session.
Workday Training Changes and Update – Week of November 5
Workday Training changes have been posted online. This week’s updates include updates to Pay slips, Recruiting, and Staffing. Training changes include Updated Job Aids regarding termination (voluntary and involuntary). Full details about these updates are found on the Workday Weekly Updates webpage.

HR Liaison Foundational and Functional Trainings
Select HR Liaison Foundational and Functional trainings will be made available the week of November 26, 2018. HROE will begin making TrainTraq course assignments for HR Liaisons that have not previously completed foundational and/or functional courses. Registration will be available in TrainTraq soon. Stay tuned for more details in next week's HR Liaison Network News.

WELLNESS WORKS!
Get Real: Find Out What Retirement May Cost and How to Prepare
Presented by Lincoln Financial Group
Thursday, November 29 | 3:30 pm - 4:30 pm | General Services Complex 101A
Join WELLNESS WORKS! and Lincoln Financial Group for an opportunity to enhance your financial well-being through money management. It is never too early to establish retirement income goals! Start now by envisioning your financial future and learn the small steps you need for transitioning from saving to spending.
To attend the live event, register here. Access the live video stream on TTVN.

Wellness Happenings for November
Check out the WELLNESS WORKS! monthly newsletter here! This newsletter includes a variety of wellness topics and event registration information including:

- National Family Caregivers Month
- Deer Oaks EAP Employee Enhancement Newsletter
- Eat Well, Be Well! Nutrition Series Survey
- Fitness Session Cancellations for Thanksgiving Break
- FREE Financial Counseling on Campus – Nov. 13 & 14

Questions? HRnetwork@tamu.edu | 979.862.4153 | 979.845.4141
The HR Liaison Network comprises approximately 300 employees who have been designated by their department head to perform HR functions within the department. As partners of the Human Resources organization, HR Liaisons play an important role — from creating a welcoming environment for new hires to maintaining workplace unity while supporting employees and management. Learn more at: employees.tamu.edu/liaisons