Please make the following information available to employees in your department as appropriate.

October 14, 2013

HUMAN RESOURCES

Save the Date for the HR Liaison Network Fall Meeting
Nominations are Open for the President’s Meritorious Service Awards
Hire, Retain, and Advance People with Disabilities
Employee Wellness Events for Fall
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EMPLOYEE & ORGANIZATIONAL DEVELOPMENT

Coffee Conversations – Friday, October 18

TIP OF THE WEEK

Creditable State Service

HUMAN RESOURCES

Save the Date for the HR Liaison Network Fall Meeting
The next network meeting will be held Thursday, November 7 in the General Services Complex and will be offered in two sessions – morning and afternoon. Please mark your calendar now and watch for next week’s announcement regarding registration. As always we have lots to share with you including the new PATHways performance management process, an update on the Affordable Care Act, changes coming from the Office of Federal Contract Compliance Programs and other hot topics such as records retention and social media. See you there!

Nominations are Open for the President’s Meritorious Service Awards
The Annual President’s Meritorious Service Awards Program nomination period is open and accepting nominations through the online process until Thursday, November 14, 2013. To nominate an individual or team, please visit http://employees.tamu.edu/pmsa. Questions concerning staff awards may be referred to the HR Recognition staff at emplrecognition@tamu.edu or (979) 458-4103.

Hire, Retain, and Advance People with Disabilities
In business, the investment that drives innovation is talent. The knowledge, skills and abilities employees bring to work each day are by far the assets that yield the most output over the long term. When we are inclusive of people with disabilities – in recruitment, retention, and advancement – we benefit from a wider pool of talent, skills, and creative business solutions. October is Disability Employment Awareness month and Texas A&M Human Resources is supporting the Campaign for Disability Employment, a collaborative effort to promote positive employment outcomes for people with disabilities. We hope you will join HR in supporting the campaign. Learn more about what you and your department can do to support this campaign for Disability Employment at http://employees.tamu.edu/managers/campaign.aspx on the HR website. By leveraging these tools and resources,
Texas A&M can further the important message that at work, it’s what people CAN do that matters.

Employee Wellness Events for Fall
The HR Wellness Works program encourages employees to live healthier lifestyles, to support a healthy workplace and to create a culture of wellness throughout the campus community. Mark your calendar for these two events:

Flu Vaccine Clinics Tuesday, October 29 & Wednesday, October 30
Seasonal and H1N1 combined quadrivalent vaccine, injection and nasal FluMist available from 8:00 a.m. through 5:00 p.m. in the General Services Complex, room 101A. Texas A&M System employees and their family members are welcome to participate. No cost if filed with insurance. Consent forms required. Please post this flyer in your office.

The Healthy Living Challenge Now - Monday, November 11
As a member of the Bryan-College Station Chamber of Commerce, Texas A&M University employees have the opportunity to take part in the Chamber’s Healthy Living Challenge. The Challenge gives participants a chance to engage in a variety of free health and wellness related activities with others who want to get more active. Participating teams will earn points by attending various seminars, participating in physical activities and making healthy choices. A point system has been designed to motivate you. Details are in this flyer. Please post this flyer in your office.

If you have questions, please contact Human Resources Benefits Services at benefits@tamu.edu or (979) 862-1718.

Top 20 HR FAQs replaces Aggie Answers
Human Resources is adding a list of top 20 frequently asked questions (FAQs) to our website this week. It replaces the online system known as Aggie Answers, which was added to the Division of Finance websites several years ago. Why the change?

1) To be more effective: Usage stats indicated that of more than 300 questions and answers, a small handful were the most popular and frequently searched.
2) To be more efficient: Web content search engines have vastly improved over the years, eliminating the need to manage and pay for a separate system.
3) To be more user friendly: The improved search function on the HR site allows customers to quickly and accurately find information.

This Top 20 HR FAQs list will be updated as needed when new questions arise. If you’ve not used our search box at the top of the HR website, give it a try. It's a great search feature to find what you need on the site. Remember, you can also ask HR a question at any time by emailing HR-feedback@tamu.edu and we’ll be glad to assist you.

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PAYROLL SERVICES
Temporary IDs
Temporary IDs are issued by Payroll Services for TAMU use only and should not be shared with employees. Social Security Administration is currently not issuing Social Security Numbers due to the government shutdown. Automatic GLACIER reminders are being sent to all employees with a temporary ID who have not provided Payroll Services a Social Security Number. Recent hires are not expected to comply with the ten day requirement to apply for a Social Security Number until the Social Security Administration starts issuing Social Security Numbers. Employees hired from July through mid-September are expected to comply with the ten day requirement as noted on the Temporary ID form request.

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EMPLOYEE & ORGANIZATIONAL DEVELOPMENT
Coffee Conversations – Friday, October 18
All employees are invited to join us for coffee on Friday, October 18 from 8:30 to 10:00 a.m. in the GSC 101A.
What Do Faculty Do All Day?
Presenter: Dr. Michael Benedik, Dean of Faculties and Associate Provost

Description: The Dean of Faculties, a Regents Professor who maintains an active research program, served as Faculty Ombuds Officer, and is past Speaker of the Faculty Senate, helps solve this mystery for many staff. With a mix of humor and humility, Dr. Benedik will answer such questions as: What does it take to be a faculty member? What do they really do? Why is tenure relevant and important? Why is research a critical component of academia? What are their stressors and struggles? Come with your questions and be prepared to be surprised!

"Coffee Conversations: Hot Topics in Higher Education" is a no-cost series sponsored by Employee & Organizational Development to foster community among all Texas A&M System employees, helping them gain a deeper appreciation of how we are all working together toward a common goal and mission. Free conversation! Free coffee! Questions can be directed to EODinfo@tamu.edu or (979) 845-4153. Registration is required: http://training.tamu.edu/Courses#SeminarSeries.

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TIP OF THE WEEK

Creditable State Service
Did you know that all employment within the Texas A&M University System, including time employed as a student worker, counts as creditable state service for a variety of employee benefits, such as longevity pay and vacation accrual. Read more here http://employees.tamu.edu/employees/benefits/leave/longevity.aspx and be sure employees use the available resources to assure previous state employment has been verified and documented.

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