



Classified Annual and VSDP Leave

The new leave year for classified employees started **January 10, 2015**. Annual leave balances carried-over based upon years of state service. Please check [Payline](#) for your carryover limit and leave balances.

Also, sick personal and family/personal leave awarded to all employees enrolled in VSDP reset on **January 10, 2015**. Please note that these leave balances do not carryover to the new year. All leave balances reset based on your years of state service.

If you need assistance logging into Payline or have any questions, please contact HR at 4-7145 or hr@cnu.edu.

Supplemental Retirement Contribution Limits Increased

The Internal Revenue Service (IRS) announced increased limits on the amounts participants may contribute to tax-deferred savings plans. For calendar year 2015, the contribution maximum is \$18,000 with an Age 50+ Catch-Up limit of \$6,000. If you have any questions or would like to increase your contribution, please contact hr at 4-7145 or hr@cnu.edu.

Benefits Representatives Visiting Campus

Aflac - Becky Goodwin, 434-637-2966

Email: martha_goodwin@us.aflac.com

February 3, 2015 9 a.m. - 4 p.m., HR Conference Room

TIAA CREF - Maria Kersey, 703-460-7101

Email: mkersey@tiaa-cref.org

February 10, 2015 8:30 a.m. - 4 p.m.

State Employee Discounts

State employee discounts are updated throughout the year to include special events, limited time offers, and discounts on vacations. Don't forget to check the state's [discounts website](#) periodically!

Here are just a few of the discounts available now:

- ◆ Colonial Williamsburg
- ◆ Enterprise Rent-A-Car
- ◆ Disney World and Sea World
- ◆ For You Flowers
- ◆ Strayer University
- ◆ University of Phoenix
- ◆ Smart Tax CPA
- ◆ And more...

Training Ideas

Is there a specific training you would like to attend? Are there other trainings offered in the past that you would like offered again? Do you have a training in a specialty area that you would like to share with your colleagues? If so, please contact Stacey Carroll at stacey.carroll@cnu.edu or 4-0673.

2014 Holiday Time Sheet Reminder

All administrative professional and classified employees must submit a time sheet reflecting leave taken during the holidays, particularly the recognition leave. If you have not already submitted your time sheet for the holiday breaks, please submit them as soon as possible.

