The Spinnaker

Human Resources Update - July 17, 2014



Health Benefits Changes Effective July 1, 2014

The state budget, recently passed by the General Assembly, implements several plan and premium changes that were communicated to employees through the Spotlight On Your Benefits sent to the home addresses on file. Details about plan and premium changes can be found on the DHRM website along with information about health care programs.



Left to Right: Matthew Jenkins, Office of Student Services Information Systems; Matthew Kelly, Office of Residence Life; Lauren Wallis, Library.

Recognition Leave Submission for Fridays in July

July 11, 18, and 25, 2014 were awarded as recognition leave to fulltime employees. Time sheets must be submitted if you are off for any or all of for the Fridays in July. The code for recognition leave in the time sheet system is RT. If you do not use the recognition leave, it is available for 12 months to use on another day.

If you have any questions, please contact HR by phone at 4-7145 or via email, hr@cnu.edu.



Personal Financial Planning Opportunity with the VALIC representative, Cheri Coleman.

Wednesday, July 30, 2014 from 8:30am to Noon To schedule an appointment, call at (757) 646-2314 or email cheri.coleman@valic.com.



Veteran Rights and Awareness Training

August 8, 2014 from 10 a.m. to 12 p.m. David Student Union Ballroom

HR is partnering with the Attorney General's Office to bring a special training opportunity to campus. Attendees will learn about post traumatic stress disorder (PTSD) and traumatic brain injury (TBI) as they relate to the workplace. Topics will include valuable information on the Uniformed Services Employment and Reemployment Rights Act (USERRA) (the federal law that protects the civilian employment of military personnel who are Guard, Reserve, or active duty personnel who do not spend a cumulative of more than 5 years away from their employer as a result of military duty) and a presentation on the Higher Education Opportunity Act of 2008 as it relates to military service-members. Moreover, the Regional Coordinator for Region V (Hampton Roads) from the Virginia Wounded Warrior Program will be a guest speaker.

If you are interested in attending this training, please RSVP for the training using the <u>online form</u>, calling 4-1745 or emailing at hr@cnu.edu. This training is open to all State agencies so reserve your seat early. <u>Supervisors should attend to ensure understanding of USERRA</u>.