



HR NEWSLETTER

January 2011

Athens State University Human Resources
300 North Beaty Street, Founders Hall
Athens, AL 35611
256-216-3314



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TAX CHANGE FOR 2011

Taxpayers should see an increase in their take-home pay beginning January 2011. The employee tax rate for 2011 will decrease from 6.2% to 4.2%. The employer tax rate for social security remains unchanged at 6.2%. Medicare employee and employer tax rate of 1.45% remains unchanged.

You may visit the IRS website for more information. www.irs.gov



W2 FORMS

W2 Tax forms for 2010 will be available no later than January 31, 2011. Watch for an email from Jerrie Smith to inform employees of how W2 forms will be distributed.



PAY DATES IN 2011 FOR ADJUNCT INSTRUCTORS

Spring Semester: End of February, March, April, and May
Summer Semester: End of June, July, and August
Fall Semester: End of September, October, November, and December

PERFORMANCE EVALUATIONS

Staff Performance Evaluations that cover the period of January 1, 2010 through December 31, 2010, will be due in the Office of Human Resources no later than February 28, 2011.



ADJUNCT SPOTLIGHT

Dr. Wes Mattox is a lifelong resident of Alabama. Having attended Athens City Schools and being a former resident of Athens, he is very familiar with the positive influence of Athens State University. After graduation from the University of North Alabama, he served thirteen years as band director at Holly Pond High School in Cullman County. Upon completing graduate school and the doctoral program at the University of Alabama, he then served six years as assistant principal at Cullman High School and principal at Lawrence County High School and East Lawrence Middle School. He served six years with the Lawrence County School System before retiring in 2003. Dr. Mattox has served as an adjunct instructor for Athens State University since 1997 and continues to teach courses in classroom technology and foundations of education. Dr. Mattox presently resides in Cullman, Alabama and teaches courses for ASU at Wallace State University. He maintains his focus on being a positive influence for aspiring teachers.



Athens State appreciates your service!

FLASHBACK

Who is the flashback? 😊 The answer will be in the next newsletter.



Answer to the December Flashback: Dr. Joe Brasher



**STATE BOARD POLICY FEATURE
NUMBER 322.01**

POLICY NAME:	322.01: Institutional Membership
EFFECTIVE:	03-24-05
SUPERSEDES:	322.01 issued 12-08-94
SOURCE:	
CROSS REFERENCE:	

1. The institution may maintain affiliation through institutional membership in appropriate commissions and agencies at the local, state, regional, and national levels. Individuals may represent the institution through these memberships.
2. The institution may maintain membership in various local chambers of commerce in order to promote the institution and the institution's involvement in the community.
3. The institution shall not expend any funds, regardless of source, to purchase membership in any organization which discriminates on the basis of race, national origin, sex, or religion.

JANUARY BIRTHDAYS

Chad Adams	1	Sylvia Correa	20
Stephanie Brown	2	Pam Bridges	22
Trish Di Lullo	2	Rick Roberts	22
Chris Moss	2	Char Smith	23
Damon Lares	5	Debra Kelley	25
Andrea Martin	6	Janet Dorning	26
Linda Shonesy	7	Howard Goff	26
Larry Covick	8	Cinda Preuit	26
Elaine McGill	9	Sandra Brock	27
Amy Hardeman	11	Dennis Story	29
Necedah Henderson	11	Cathy Brett	30
Maria Stewart	12	Kenneith Collins	31
Kim Bell	19	Felicia Mucci	31



SICK LEAVE BANK

Consider becoming a member of the Sick Leave Bank today. Becoming a member of the Sick Leave Bank is easy. Go to the Human Resources portion of our website under Forms to find “Sick Leave Bank – Application to Join”. Complete the form to donate five days and forward the form to Jerrie Smith or Suzanne Sims.

Most all of us are afforded good health, but that could change overnight. One never knows when they might exhaust all of their Sick Leave and might need to borrow from the bank. Participation in the Sick Leave Bank is strictly voluntary.



WELCOME NEW EMPLOYEES!!

Dr. Michael Haghighi
Associate Professor in the College of Business
January 10, 2011



Dr. Leigh Bunn
Assistant Professor in the College of Education
January 10, 2011



THE NEWSLETTER

Your ideas and suggestions are welcome! Contact Suzanne at suzanne.sims@athens.edu or at ext. 314 for your suggestions and your ideas. The newsletter can be found at [ASU Newsletters](#) and you will be sent an email when a new edition is put on the web.

**The Office of Human Resources is open Monday through Friday, 8:00 a.m. – 4:30 p.m. Central Time
(except holidays)**

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www.athens.edu

