



## HR NEWSLETTER

July 2011

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



- [PEEHIP – DEPENDENT VERIFICATION](#)
- [RETIREMENT RECEPTION](#)
- [BIRTHDAYS](#)
- [CROCHETING PROJECT](#)
- [BABIES!](#)
- [RETIREMENT ADVISING SCHEDULE](#)
- [STATE BOARD POLICY](#)
- [DIRECT DEPOSIT](#)
- [FLASHBACK](#)
- [INDEPENDENCE DAY](#)
- [PEEHIP OPEN ENROLLMENT](#)
- [STAFF PROFESSIONAL DEVELOPMENT](#)
- [SURPRISE SHOWER](#)
- [ABOUT THE NEWSLETTER](#)



### IMPORTANT – PEEHIP VERIFICATION

If you have Family coverage with PEEHIP, you should have completed the eligibility requirement by June 6, 2011. If you did not complete this requirement, please contact the Secova Service Center at 1-877-616-6345 as soon as possible to avoid the delay of processing of your claims.



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## RETIRES HONORED AT RECEPTION



Athens State Employees who retired in the 2010 – 2011 year were honored at a reception in Founders Hall Parlor Thursday, June 9, 2011.

Enjoy your retirement! We appreciate your service to Athens State!

Pictured, Honorees and the year of their employment at ASU: Dr. Joe Brasher - College of Education (1984), Dr. Tim Jones - College of Arts & Sciences (1985), Dr. Jerry Armor – College of Arts & Sciences (2006), Ms. Kimberly Goedhart – Office of Financial Affairs (1988), Dr. Bob Gulbro – College of Business (1994), Dr. Susan Herring – Library (2002), Dr. David Nye – College of Business (1987). Also pictured: Mr. Chad Easterling – President of the ASU Alumni Board, Dr. Bob Glenn – ASU President



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## JULY BIRTHDAYS

Norma Jackson	1	Sharron Woods	18
Jana Pettus	3	Mike Griffin	20
Carol Quillen	4	Brady Rimes	21
Debbie Miller	5	Tim Crafton	24
Joyce Grizzard	6	Vicki Johnson	25
Mike Haghghi	8	Charles Sellers	25
Barbara Ferguson	9	Chris Helms	26
Melissa Werner	12	Dana Waldrop	26
Lynne Ingram	15	Barbara Burks	29
PatLuke Ragucci	15	Debbi e Ferguson	29
Bruce Thomas	16	Joe Davis	31
Amanda Branscombe	17	Jimmie Ezell	31
Nancy Morgan	17		



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## ASU CROCHETING GROUP



Members of the ASU "Chain Gang" delivered crocheted blankets and caps for new babies in the Baby Unit at Athens-Limestone Hospital June 2, 2011. Organizers of the Chain Gang, Diann Shelton and Jerrie Smith, coordinate the weekly meetings of the crocheting group. They are currently meeting in the Student Lounge in the back of Founders Hall every Tuesday at noon.

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## BABIES! BABIES!



### Shirley Troupe's Grandson

Cedric Gerard Troupe, II  
Born at 4:49 p.m. on May 31, 2011  
19 inches long, 6 lbs 11 oz  
Crestwood Hospital  
Huntsville, Alabama



### Phyllis Claxton's Grandson

Baker Alan Raley  
Born at 2:38 p.m. on June 8, 2011  
18 inches long, 5lbs 12 oz  
Huntsville Hospital  
Huntsville, Alabama



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## RETIREMENT ADVISING AVAILABLE

### **Control Your Money Game - Mid-career Seminars**

Half-day seminars for TRS members who have between 1 and 19 years of service.

### **Retirement Preparation Seminars**

Full-day seminars for TRS members who are within 5 years of retirement eligibility.

### **Individual Counseling Appointments**

20-minute appointments for TRS members who are within 3 years of retirement eligibility. All appointments are outside the Montgomery area.



Visit [www.rsa-al.gov](http://www.rsa-al.gov) for the seminar schedule or contact the ASU Office of Human Resources.

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## STATE BOARD POLICY FEATURE NUMBER 613.01

<b>POLICY:</b>	613.01
<b>POLICY NAME:</b>	Drug-Free Workplace
<b>EFFECTIVE:</b>	03-24-05
<b>SUPERSEDES:</b>	613.01 issued 12-08-94
<b>SOURCE:</b>	
<b>CROSS REFERENCE:</b>	

In compliance with the provisions of the federal *Drug-Free Workplace Act of 1988*, and the *Drug Free Scholar and Communities Act of 1989*, institutions under the direction and control of the State Board of Education will take such steps as are necessary in order to provide a drug-free environment in accordance with these Acts.



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## DIRECT DEPOSIT

Beginning May 31st, employees who are on Direct Deposit began receiving their Direct Deposit slips through email. Each month an email will be sent to you from [Payroll@athens.edu](mailto:Payroll@athens.edu) with the subject "**ASU - Direct Deposit Advice.**" The email will contain a password protected PDF attachment that will contain your personal Direct Deposit Advice. For the month of May only, you received an email and a paper copy. Jerrie Smith has sent a separate email with detailed instructions on how to access your information.



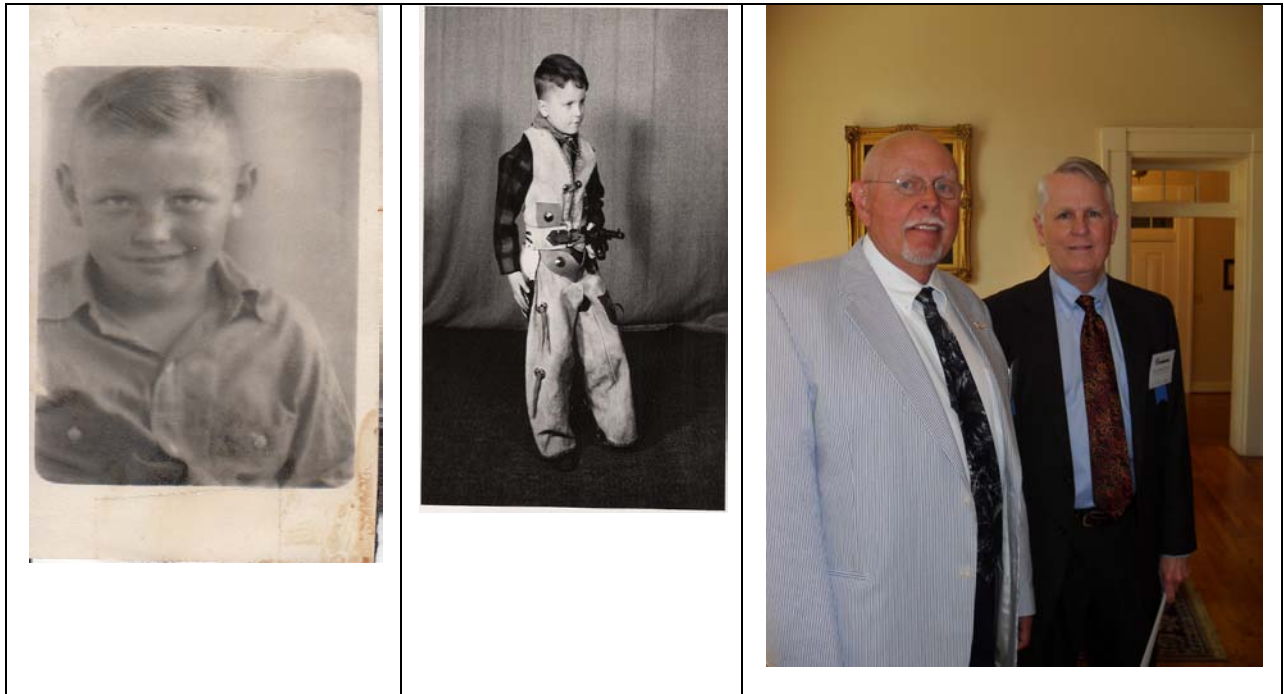
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## FLASHBACK

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



Answer to last month's Flashbacks: Dr. Bob Gulbro and Dr. David Nye



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## INDEPENDENCE DAY

Athens State University will be closed Monday, July 4<sup>th</sup> in observance of Independence Day.



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## PEEHIP OPEN ENROLLMENT

Please see below an excerpt from PEEHIP correspondence that was sent to your home address. Complete details may be found in your packet or by visiting [www.rsa-al.gov](http://www.rsa-al.gov).

PEEHIP Open Enrollment begins July 1, 2011, with the following deadlines:

- The deadline for submitting paper Open Enrollment forms is August 31, 2011. Any paper forms postmarked after August 31, 2011, will not be accepted.
- The deadline for submitting online Open Enrollment changes is midnight on Saturday, September 10, 2011. This is the preferred method. Members can make their insurance changes through the online system at [www.rsa-al.gov](http://www.rsa-al.gov). After midnight on Saturday, September 10, 2011, online Open Enrollment changes will not be accepted and the Open Enrollment link will be closed.
- The deadline for enrollment or re-enrolling in a Flexible Spending Account online or on paper is September 30, 2011.
- To continue current insurance coverage, you do not need to complete new forms. You will automatically remain enrolled in your present insurance coverage. Exception: Eligible members must re-enroll each year to renew the Flexible Spending accounts, and the Federal Poverty Level premium (FPL) discount program as these programs do not automatically renew each year without a new application.

## Public Education Employees' Health Insurance Plan



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## STAFF PROFESSIONAL DEVELOPMENT



Mr. Kelvin Redd of the Center for Servant Leadership was the guest speaker for a Professional Development Day for ASU Staff June 24, 2011. The presentation, entitled "Playing Nice in the Sandbox" is a research-based approach to teaching healthy and effective communications skills in the workplace. Some members of the ASU Staff pictured with Mr. Redd are: Kim Troupe, Nancy Croomes, Mr. Redd, Mary Simpson, Shirley Troupe, and Sharron Woods. The presentation was sponsored by the ASU Staff Senate.

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## SURPRISE SHOWER



New Grandmother, Phyllis Claxton, was honored with a surprise "Grandmother Shower" by co-workers from the Office of Human Resources and the Office of Financial Affairs on June 15, 2011. Items and gifts that were brought are items that Grandmother will need and keep at her house!



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## THE NEWSLETTER

Your ideas and suggestions are welcome! Contact Suzanne at [suzanne.sims@athens.edu](mailto: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)**

Human Resources | 300 North Beaty Street | Athens, AL 35611 | 256-216-3314

[www.athens.edu](http://www.athens.edu)

