



HR NEWSLETTER DECEMBER 2012

Athens State University Human Resources
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ONLINE EMPLOYMENT SYSTEM

Athens State introduced a new Online Employment System in the month of November (PeopleAdmin). Applicants will now upload application materials once and then 'click to apply' for any job openings for which they are interested in the future. Applicants will receive an automated email to confirm receipt of their application. The site can be reached at jobs.athens.edu.

Also, employment inquiries can be sent to our new additional phone number for the Human Resources office at 256-216-3333. We also have an email dedicated to employment questions at employment@athens.edu.



DECEMBER PAY DAY

Pay Day for the month of December will be Thursday, December 20th. All hourly time sheets and any payroll changes are due in the payroll office by **NOON, FRIDAY DECEMBER 14TH**. Athens State will be closed December 24th through January 1st and will reopen January 2nd.



DECEMBER BIRTHDAYS

Judy Stinnett	1	Jameha Gardner	12	Ronnie Knox	26
Debbie Phillips	2	Sherry Weathers	12	Mark Anderson	28
Suzanne Sims	4	Jerrie Smith	13	Marion Madison	28
Sherry Lyle	6	Frazier Douglass	14	Mike McCoy	28
Ron Fritze	8	Mike Leslie	15	Alecia White	28
Wanda Pryor	8	Teresa Suit	21	Billy McClain	31
Tedi Gordon	10	Jerry Bradford	24	Charlene Tibbals	31



COMMUNITY BAND CONCERT

*The Athens State University
Community Band Concert will be
Sunday, December 9, 2012 at
3:00 p.m. in the Carter
Gymnasium. Please join us for
this free concert courtesy of the
Livingston Concert Lecture Series.*



GENEROUS DONATIONS

The Delta Mu Delta International Honor Society in Business and the Society for Human Resource Management organizations jointly sponsored a school supply drive for elementary schools in our area in September. Thanks to the generous donations of the people of Athens State University, half of the collection of supplies and a check for \$100 were given to Athens City Schools to be distributed to those in need. The other half of the school supplies, along with a check for \$100, was given to Mill Creek Elementary School in Madison. Thank you for assisting these organizations in serving our community!



Pictured from left to right: Michelle Mullen, Hannah Kilpatrick, Beth Patton (Federal Programs Coordinator for Athens City Schools), Professor Kim Bell (DMD faculty sponsor), Tiffany Weaver, Professor Kim LaFevor (SHRM faculty sponsor).



Pictured from left to right: Brandy Hatfield (DMD Vice-President), Crystal Payne (DMD President), Kacy McKay (Assistant Principal, Mill Creek Elementary), Professor Kim Bell (DMD faculty sponsor), Cindy Davis (School Counselor, Mill Creek Elementary), Professor Kim Roberts (DMD faculty co-sponsor).

“A CHARLIE BROWN CHRISTMAS” TRIVIA

1. Pig Pen is the only person that Charlie Brown knows who can do what?
2. When catching snowflakes on his tongue, Linus thought the flakes needed something. What?
3. What might Linus do with his blanket when he grows up?
4. How much does Lucy charge for psychiatric help?
5. During Charlie Brown’s psychiatric session with Lucy, he reveals that he has pantophobia. What’s that?
6. Instead of getting “a lot of stupid toys”, what is it that Lucy wants for Christmas?
7. In dictating a letter to Santa, Sally ultimately asks Santa for one gift. What is it?
8. Lucy was kissed once during the show. Who kissed her?
9. How many good reasons did Lucy give Linus to encourage him to memorize his lines for the play?
10. What part is Sally asked to perform in the Christmas play?
11. What song did Lucy ask Schroeder to play that she didn’t recognize until he finally played it with only one finger?
12. What traditional Christmas carol does the entire Peanuts gang hum, and then eventually sing at the end of the show?

(answers are below)



TEACHER RETIREMENT CONTRIBUTION

Effective October 1, 2012, the required employee contributions to the Teachers’ Retirement System (TRS) increased from 7.25% to 7.50%.



RETIREMENT ADVISING AVAILABLE

Please take advantage of these beneficial services offered through the Retirement System of Alabama.

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 for the seminar schedule or contact the ASU Office of Human Resources.



FAMILY AND MEDICAL LEAVE ACT

Overview / Reminder

The FMLA entitles eligible employees of covered employers to take unpaid, job-protected leave for specified family and medical reasons with continuation of group health insurance coverage under the same terms and conditions as if the employee had not taken leave. Eligible employees are entitled to:

Twelve workweeks of leave in a 12-month period for:

- the birth of a child and to care for the newborn child within one year of birth;
- the placement with the employee of a child for adoption or foster care and to care for the newly placed child within one year of placement;
- to care for the employee's spouse, child, or parent who has a serious health condition;
- a serious health condition that makes the employee unable to perform the essential functions of his or her job;
- any qualifying exigency arising out of the fact that the employee's spouse, son, daughter, or parent is a covered military member on "covered active duty;" **or**
- Twenty-six workweeks of leave during a single 12-month period to care for a covered service member with a serious injury or illness if the eligible employee is the service member's spouse, son, daughter, parent, or next of kin (military caregiver leave).
- **Complete** details may be found at www.dol.gov or the Office of Human Resources.



FLASHBACK

Who is this Flashback? The answer will be in next month's newsletter. 😊



Answer to last month's Flashback: Nicki Johns, I.T. Department



ADJUNCT PAY DATES FOR SPRING SEMESTER

Pay Dates for adjuncts in the spring semester will be February, March, April, and May.

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ANSWERS TO CHARLIE BROWN TRIVIA

- 1) "Raise a cloud of dust in a snow storm!"
- 2) "Needs sugar!"
- 3) "Maybe I'll make it into a sport coat."
- 4) "Five cents please!"
- 5) The fear of everything
- 6) Real Estate
- 7) "Just send money. How about tens and twenties?"
- 8) Snoopy..."ahhhhggg I've been kissed by a dog!"
- 9) "I'll give you 5 good reasons!"as she made a fist.
- 10) A shepherd's (Linus) wife. "Isn't he the cutest thing?"
- 11) Jingle Bells
- 12) Hark The Herald Angels Sing



ABOUT 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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