

SPIRIT, INQUIRY, LEADERSHIP, TESUIT

OFFICE OF HUMAN RESOURCES



Reminder of Changes to Retirement

Changes to retirement benefits that will go into effect July 1, 2012: Health insurance changes:

- 1. Elimination of spousal subsidy for eligible pre-65 retirees.
- 2. College's monthly premium contribution for eligible pre-65 retirees will be based on points (age + years of service)

75-84 pts = 50% College subsidy85+ pts = 65% College subsidy

3. College's monthly premium contribution for eligible post-65 retirees will change to a flat dollar amount.

75-84 pts = \$1,50085+ pts = \$2,000

Life insurance changes:

No continuation of group life insurance benefits

*See Benefits for Retirees webpage for more information

Summer Youth Employment/ Mentoring Program

A collaborative program between the Le Moyne Upward Bound Program, the Office of Human Resources and CNY Works (a state and federally funded agency working under the auspices of the NYS Department of Labor) to provide rising seniors in our Upward Bound program the opportunity to work with and learn from our professional staff.

We are seeking volunteers from our administrative and academic departments who are willing and interested in mentoring one of our students during a 4 week period this summer.

The students will be paid in full as employees of CNY Works.

Click here for more information.

The Monthly Newsletter from HR will include upcoming changes to benefits, events, programs, employee recognition, and other HR-related news.

May 2012 Newsletter

- 1. Reminder of Changes to Retirement
- 2. Summer Youth Employment/Mentoring Program
- 3. High Blood Pressure Education Month

2012-2013 Holiday Schedule

Service Recognition

May 2012:

<u>Sean Connolly</u>, 5 years <u>Tonya Shenandoah</u>, 5 years <u>Randy DeVett-McKeon</u>, 1 year

New Employees

May 7, 2012

Natasha Farrell, Student Records Specialist May 29, 2012

Judy Frank, Accounting Manager Phil Spitze, Systems Administrator & Service Consultant

TIAA-CREF 1-on-1 Sessions

May 31, June 20, July 24 Call 1-800-732-8353 to schedule an appt

High Blood Pressure Education Month

Do you know lifestyle changes can help you prevent high blood pressure? By staying healthy or losing extra weight, eating less salt and exercising regularly, you can reduce your change of getting high blood pressure. Visit www.excellus.com/members and click on Health & Wellness for information on High Blood Pressure and 6000+ other health topics.



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Retirements

All members of the campus community are invited to attend a reception recognizing those individuals who will be retiring from Le Moyne at the end of June:

Susan Behuniak, professor of political science; J. Barron Boyd, interim dean of arts and sciences; Bettye Dunn, operator in information technology; John Freie, professor of political science; Anna Getkowski, accounting manager; Mark Karper, professor of economics; Judy Mandel, enrollment-scheduling coordinator in the registrar's office; Linda Ogden McGraw, director of career services; John McMahon, professor of classics; Kathleen Nash, associate professor of religious studies; Rick Shannon, security offices; Carl Thomas, director of the Higher Education Opportunity Program (HEOP).

Thursday, June 28th 3:00-4:30pm The Pub/Corcoran Lounge

Drinks and hors d'oeuvres will be served and retirees will be recognized and presented with a gift from the College. Please <u>RSVP here</u> for the event.

Summer Savings

Pick up coupons or purchase tickets in the Office of Human Resources:

- -2012 Six Flags Great Adventure Savings coupons
- -NYS Fair tickets will be available June 25th at a discounted rate (cash or check only)

Let us know what you think...

This newsletter and a comment section will be posted under the <u>Faculty/Staff tab</u> on the Human Resources website. Please share your comments and suggestions!

The Monthly Newsletter from HR will include upcoming changes to benefits, events, programs, employee recognition, and other HR-related news.

June 2012 Newsletter

- 1. Retirement
- 2. Summer Savings
- 3. Let us know...
- 4. Fresh Fruit & Vegetable Month

Congratulations

June 2012:

Matt Bassett, 5 years Alan Coad, 20 years Robert Cook, 15 years Russ Haynes, 20 years

<u>Johnnie Hill Marsh</u>, 25 years <u>Marjorie Jimenez</u>, 5 years

David Ringwood, 10 years

Tara Sepello, 1 year

Juliahn Galler Simms, 10 years Rick Stagnitta, 20 years

Welcome

June 4, 2012

Joel McKissick, VPA Manager

<u>Duane Melzer</u>, Program Coord. of

Intramurals & Club Sports

<u>Cheryl Menzel</u>, Assistant Director of

Admission for Operations

June 18, 2012

Daniel Warner, Development Associate

TIAA-CREF 1-on-1 Sessions

July 24

Call 1-800-732-8353 to schedule an appt

*Follow Le Moyne HR on <u>Twitter</u>

*Like Le Moyne HR on Facebook

Fresh Fruit & Vegetable Month

Do you know eating more fruits and vegetables is a great way to improve your nutrition? It can be as easy as adding fruit to a bowl of cereal or adding grated carrots and zucchini to pasta sauce. Keep a piece of fruit on hand or within reach, buy packaged ready-to-eat vegetables, dip raw vegetables in low-fat salad dressing and try baked apples or pears topped with cinnamon and honey for a delicious dessert. Visit www.excellus.com/members and click on Health & Wellness for information on High Blood Pressure and 6000+ other health topics.



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Make the most of your benefits

Health Insurance

If you are enrolled in either Excellus BCBS plan you can take advantage of the following benefits that are built in to your plan:

- 1. Quit for Life
- 2. Step up online fitness program
- 3. Weekly deals with Blue 365
- 4. Information on over 6,000 Health topics
- 5. Support Tools

For HealthyBlue subscribers:

1. Earn up to \$500 cash back with HealthyRewards! If you and your spouse are enrolled you both can earn up to \$500; total of \$1000 annually.

Log on to your account at www.excellusbcbs.com.lemoyne to get started!

Life Insurance

- 1. Will Services create a simple will from your your desktop
- 2. Funeral Planning & Concierge Services
- 3. Travel Assistance Services pre-trip info, emergency medical & personal services
- 4. Ability Assist Counseling Services work-life, financial, legal support
- 5. Beneficiary Assist Counseling Services

Visit <u>thehartford.com/employeebenefits</u> for more information.

TIAA-CREF

- 1. You contribute 3.5% to the 403(b) and Le Moyne will contribute 9.5%!
- 2. You can also contribute additional amounts to the Retirement Annuity (RA) or Group Supplemental Retirement Annuity (GSRA)
- 3. REVIEW FEE DISCLOSURE INFO www.lemoyne.edu/hr

Log on to your account at <u>www.tiaa-cref.org</u> to view your account information.

Summer Savings

Pick up coupons or purchase tickets in the Office of Human Resources:

- -2012 Six Flags Great Adventure Savings coupons
- -NYS Fair tickets are available now through Aug 22nd at the discounted rate of \$6!

The Monthly Newsletter from HR will include upcoming changes to benefits, events, programs, employee recognition, and other HR-related news.

July 2012 Newsletter

- 1. Make the most of your benefits
- 2. Summer Savings
- 3. UV Safety Month

Congratulations

July 2012:

Cathleen Anderson, 15 years Donna Benz, 10 years Glenda Dixon, 20 years

Robert Johnston, 5 years

Kara Keyes, 1 year

William Salvaterra, 25 years

Penny Santy, 15 years

Welcome

July 1, 2012

Stacey Banfield-Hardaway, Area Director Matthew Dowell, Writing Director Bethany Griffith, Area Director Amelia Hoffman, Area Director

<u>Jocelyn Rauch</u>, Asst Dir for the Music Program

July 2, 2012

Elizabeth Mercer, Clinical Tech/Proj. Coord Cynthia Procpoio, Office Services Coord July 9, 2012

<u>Justin Johnston</u>, Development Associate <u>July 31, 2012</u>

John Bucki, S.J., Dir of Campus Ministry

TIAA-CREF 1-on-1 Sessions

July 24

Call 1-800-732-8353 to schedule an appt

*Follow Le Moyne HR on Twitter

*Like Le Moyne HR on Facebook

UV Safety Month

You may be soaking in vitamin D, but the sun can hurt your body. Learn more about tips to prevent skin cancer so you can enjoy the outdoors without worry. Visit www.excellus.com/members and click on Health & Wellness for information on High Blood Pressure and 6000+ other health topics.



OFFICE OF HUMAN RESOURCES



HR Lunch & Learn Series

We are pleased to announce a new lunch and learn series for the 2012-2013 Academic Year. This initiative, in alignment with the OneLeMoyne Vision and Strategic Plan, continues our efforts to provide meaningful personal and professional development opportunities for our staff and faculty.

I the spirit of Cura Personalis, the series is focused on multiple aspects of personal wellness. The series is scheduled on the second Tuesday of each month. Each session will run from 12:30-1:30pm in the Bernat Special Events Room.

We are kicking off the series on Tuesday, September 11th with a panel discussion featuring four experts from our campus community speaking on Spiritual, Emotional, Physical, and Financial Wellness. Panelists include; Fr. William Dolan, S.J., Campus Minister speaking on spiritual wellness; Anne Kearney, LCSW-R, Director of the Wellness Center for Health & Counseling speaking on emotional wellness; David Willard, Recreation Fitness & Wellness Coordinator speaking on physical wellness and; Dr. Harjit Arora, Professor of Economics in the Division of Arts & Sciences speaking on financial wellness.

The sessions are free and open to all Le Moyne employees and faculty. Please feel free to bring a bag lunch and enjoy the sessions. Please RSVP here.

Tuesday, Sept 11	12:30-1:30pm	Intro to Personal Wellness	
Tuesday, Oct 9	12:30-1:30pm	TBA	
Tuesday, Nov 13	12:30-1:30pm	TBA	
Tuesday, Jan 8	12:30-1:30pm	TBA	
Tuesday, Feb 12	12:30-1:30pm	Understanding Medicare	
Tuesday, March 12	12:30-1:30pm	TBA	
Tuesday, April 9	12:30-1:30pm	Fraud & Identity Theft Seminar	
Tuesday, May 14	12:30-1:30pm	Getting Started on a Workout	
		Routine – Setting Realistic Goals	

Other Upcoming Events

1. Tuition Exchange Program & FACHEX Information meeting

Tuesday, Sept. 18 9:30-11am & 1:30-3pm Reilley Room

2. Mark your calendars for this year's Benefit & Wellness Fair!

Wednesday, Oct. 24 10:00am-2:00pm Grewen Aud & Foery Conference Rm

3. TIAA-CREF One-on-One Sessions

Thursday, September 20th; Tuesday, October 9th; Thursday, November 15th Please call 1-800-732-8353 to schedule an appointment

Summer Savings

Pick up coupons or purchase tickets in the Office of Human Resources:

-2012 Six Flags Great Adventure Savings coupons

-NYS Fair tickets are available now through Aug 22nd at the discounted rate of \$6!

Items to Review

- 1. Parking Changes effective Monday, August 20, 2012
- 2. Summary Annual Reports

The Monthly Newsletter from HR will include upcoming changes to benefits, events, programs, employee recognition, and other HR-related news.

August 2012 Newsletter

- 1. HR Lunch & Learn Series
- 2. Other Upcoming Events
- 3. Summer Savings
- 4. Items to Review
- 5. Immunization Awareness Month

Congratulations

1 year: Steven Affeldt, Shaun Ceci, Amy McCoy, Gregory Mellor, Quinn Minor, Cavin Robinson, Trijya Singh, Clara Votra

5 years: Lauri Bousquet, Lara Deruisseau, Tim Fenton, Magdoleen Ierlan, Ken Plumadore, Delia Popescu, Elena Rodriguez-Guridi, Sunita Singh, Patrick Yurco, Robert Zens

10 years: Tabor Fisher, Wayne Grove, Anca Munteanu, Jinhu Qian, Neil Ryan, Monica Sylvia

15 years: William Day, Mark Godleski, Paul Lynch, Kim McAuliff, Phillip Novak

30 years: Dixie Blackley, Paul Blackley, Cliff Donn

35 years: Krystine Batcho, Bruce Shefrin, Ronald Wright

Welcome

August 15/16, 2012

Christopher Cornish, Security Officer Jason Marino, Softball Coach Sarah Spiegelhoff, Counselor **August 23, 2012**

Chris Becker, Asst Prof -Accounting William Brown, Asst Prof-Accounting Caitlin Cunningham, Asst Prof- Math Leigh Fought, Visiting Asst Prof-History

Immunization Awareness Month

Do you know immunizations help protect you or your child from disease? They also help reduce the spread of disease to others and prevent epidemics. Most are given as shots. They are sometimes called vaccines, or vaccinations. Visit www.excellus.com/members and click on Health & Wellness for information on High Blood Pressure and 6000+ other health topics.



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The sessions will be held in the Bernat Special Events Room. They free and open to all Le Moyne employees and faculty. Please feel free to bring a bag lunch and enjoy the sessions. RSVP here.

Tuesday, Oct 9	12:30-1:30pm	Nutrition - Awesome Omega-3's!	
Tuesday, Nov 13	12:30-1:30pm	Taking a Quarter Turn	
Tuesday, Jan 8	12:30-1:30pm	Spiritual Wellness Session	
Tuesday, Feb 12	12:30-1:30pm	Understanding Medicare	
Tuesday, March 12	12:30-1:30pm	"Money on My Mind"	
Tuesday, April 9	12:30-1:30pm	Fraud & Identity Theft Seminar	
Tuesday, May 14	12:30-1:30pm	Getting Started on a Workout	
		Routine - Setting Realistic Goals	

Upcoming Events

1. Tuition Exchange Program & FACHEX Information meeting

Tuesday, Sept. 18 9:30-11am & 1:30-3pm Reilley Room

Presented by the Office of Financial Aid and the Office of Human Resources. Topics to be discussed include:

- -Eligibility for the programs
- -Value of the benefit
- -Program limitations
- -Participating Colleges and Universities
- -Application process

2. Fall Festival

Thursday, Sept. 27 3:30-6pm in front of the Panasci Chapel

3. Mark your calendars for this year's Benefit & Wellness Fair!

Wednesday, Oct. 24 10:00am-2:00pm Grewen Aud & Foery Conference Rm

4. TIAA-CREF One-on-One Sessions

Thursday, September 20th; Tuesday, October 9th; Thursday, November 15th Please call 1-800-732-8353 to schedule an appointment

5. TIAA-CREF Plan Enhancement Information Sessions

Tuesday, Oct 2, (11am, 2pm, 5pm); Thursday, Oct 4, (11am, 2pm) – Grewen Hall Monday, Oct 15, (11am, 2pm) – Curtain Special Events Room Wednesday, Oct 17 (11am, 2pm) – Performing Arts Center – Theater Wednesday, Oct 17 (5pm) – SCA 101 – New Science Center

Items to Review

1. Retirement Plan Enhancements – effective January 1, 2013

September 2012

- 1. HR Wellness Series
- 2. Other Upcoming Events
- 4. Items to Review
- 5.Prostate Cancer Awareness Month

Congratulations

1 year: Chad Corcoran, Philip George, Gloria Heffernan, Nicole Weaver

5 years: Danielle Cross

15 years: Linda Cerio, Deb Stirpe

20 years: Fred Glennon

25 years: Bernard Arogyaswamy, Harjit Arora, Doug Egerton, Shawn Ward

Welcome

August 29/30, 2012

Kate Collier, admission counselor Peter Nagle, security officer

September 2012

September 2012

Meghan Barry, development assistant

Nicole Brown,

Kasha Godleski, associate dir for athletic

advancement Kate Hennigan, Zachary Hisert,

Prostate Cancer Awareness Month

Do you know Prostate Cancer is the abnormal growth of cells in a man's prostate gland? It usually grows slowly and can take years to grow large enough to cause any problems. Most cases are treatable, because they are found with screening tests before the cancer has spread to other parts of the body. Visit www.excellus.com/members and click on Health & Wellness for information on High Blood Pressure and 6000+ other health topics.



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Take a Tour...of your Benefit & Wellness Options

Attend the 2012 Benefit & Wellness Fair and take a tour of your benefit and wellness options.

Wednesday, October 24th 10:00am - 2:00pm Grewen Auditorium

- Speak with insurance carrier representatives
- Learn more about your benefits
- Get your flu shot
- Speak with our Recreation Center reps
- Speak with our nutrition instructor

The Benefit & Wellness Fair kicks off Open Enrollment. Open Enrollment is the only time you may make changes to certain benefits. Open Enrollment is October 24th through November 9th; all enrollment forms must be returned to HR by **3pm on Friday, November 9th.** Review the attached **BenefitsGuide** for more information on your benefits.

Important changes for 2013:

- 1. About a 6% increase in premiums for the health insurance plans
- 2. The maximum contribution for the Flexible Spending Healthcare Account will decrease to \$2.500.

TIAA-CREF Plan Enhancements

Information Sessions

Wednesday, Oct 17 (11am, 2pm) – Performing Arts Center – Theater Wednesday, Oct 17 (5pm) – SCA 101 – New Science Center

*Enhancements to the Retirement plan will be effective January 3, 2013

*There will be multiple representatives on campus in January & February to help you with this transition.

Taking a Quarter Turn

The next Wellness Session will be held on **Tuesday, November 13**th **12:30-1:30pm** in the Bernat Special Events Room. Anne Kearney, LCSW-R, Director of the Wellness Center for Health & Counseling will present on unlocking or strengthening your creative ability to reframe a stressful situation.

The session is free and open to all Le Moyne employees. Please feel free to bring a bag lunch and enjoy! <u>RSVP here.</u>



October 2012

- 1. Take a Tour...
- 2. TIAA-CREF Plan Enhancements
- 3. Taking a Quarter Turn
- 4. Breast Cancer Awareness Month

*Follow Le Moyne HR on <u>Twitter</u> *Like Le Moyne HR on <u>Facebook</u>

United Way Bake-Off

There's still time to sign up for the United Way Kick-Off Bake-Off. Email lemoynehr@lemoyne.edu the name of your cookie, drop off your delicious creations in Grewen Auditorium on Wednesday, October 24th by 10am, and let the tastings begin!! See the attached flyer for more info.

Congratulations

1 year: Katie Roberts10 years: Lisa Peters15 years: Steven Kulick20 years: Karen Alexander

Welcome

October 9, 2012 Kari Wertz, Staff Assistant (PAC)

TIAA-CREF 1-on-1

Thursday, November 15th

Please call 1-800-732-8353 to schedule an appointment

Breast Cancer Awareness Month

Living a healthy lifestyle and following early detection guidelines can help prevent cancer. Learn more about symptoms, diagnosis and treatments. Visit www.excellus.com/members and click on Health & Wellness for information on High Blood Pressure and 6000+ other health topics.



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Open Enrollment

All enrollment forms must be returned to HR by **3pm on Friday, November 9**th; this is the only time period you can make changes to certain benefits. Review the attached **BenefitsGuide** for more information on your benefits.

Important changes for 2013:

- 1. About a 6% increase in premiums for the health insurance plans
- 2. Max. contribution for the Flexible Spending Healthcare Acct will decrease to \$2,500.

TIAA-CREF Plan Enhancements

Enhancements to the Retirement plan will be effective January 3, 2013.Now's a great time to get more information and guidance on investing for your retirement needs. Here's how to get started...attend a one-on-one Counseling Session with a TIAA-CREF Financial Consultant:

Tuesday, January 29, 2013 Wednesday, January 30, 2013 Thursday, January 31, 2013 Tuesday, February 5, 2013 Wednesday, February 6, 2013

Contact TIAA-CREF at 800 732-8353 or visit www.tiaa-cref.org/moc to schedule an appt

United Way Campaign

The 2012 United Way **campaign will end on Nov. 16.** There will be a weekly drawing for a parking pass that will be valid for Lot F for one month. Make your pledges early so that you will be eligible for our weekly drawings and the United Way's Step Up Challenge Sweepstakes!

A gift of any size can mean so much to those who receive it. For every dollar that is given to the United Way, 90 cents goes directly to programs and services. Many funded agencies are able to use United Way dollars as a local match for state and federal grants. Please consider donating today!

Taking a Quarter Turn

The next Wellness Session will be held on **Tuesday, November 13**th **12:30-1:30pm** in the Bernat Special Events Room. Anne Kearney, LCSW-R, Director of the Wellness Center for Health & Counseling will present on unlocking or strengthening your creative ability to reframe a stressful situation. The session is free and open to all Le Moyne employees. <u>RSVP here.</u>

November 2012

- 1. Open Enrollment Nov 9th deadline
- 2. TIAA-CREF Plan Enhancements
- 3. United Way Campaign
- 4. Taking a Quarter Turn
- 5. American Diabetes Month

*Follow Le Moyne HR on <u>Twitter</u> *Like Le Moyne HR on <u>Facebook</u>

Congratulations Service Milestones

1 year: Mary Cotter, Megan Lampman, Darshini Roopnarine 25 years: Sophie Harris

Welcome

October 22, 2012
Carrie McMahon '10 MS Ed '12,
Enrollment/Scheduling Coordinator
November 12, 2012
Joanne Capella, Programmer/Analyst

Congratulations United Way Parking Pass

Donna Benz is our first parking pass winner! Thank you for your donation!

TIAA-CREF 1-on-1

Thursday, November 15th

Please call 1-800-732-8353 to schedule an appointment

American Diabetes Month

Is diabetes and control of the disease a mystery to you? Diabetes can be a difficult disease to manage since, in many cases, it involves significant lifestyle changes, particularly around activity and eating habits. Visit www.excellus.com/members and click on Health & Wellness for information on High Blood Pressure and 6000+ other health topics.



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2013 Qualified Plan Limits

Review the changes to the Qualified Plan Limits for 2013.

Qualified Plan Limits	2013	2012	2011
Section 403(b) plan deferrals	\$17,500	\$17,000	\$16,500
Catch-up contributions	\$5,500	\$5,500	\$5,500
Defined benefit maximum	\$205,000	\$200,000	\$195,000
Defined contribution maximum	\$51,000	\$50,000	\$49,000
Maximum compensation limit	\$255,000	\$250,000	\$245,000
Highly compensated employees	\$115,000	\$115,000	\$110,000
Cost-of-Living increase	1.70%	3.60%	0.00%
Social Security Wage Base	\$113,700	\$110,100	\$106,800

TIAA-CREF Plan Enhancements

Enhancements to the Retirement plan will be effective January 3, 2013. Attached is the updated **Salary Reduction Agreement** that includes the Roth options

Now's a great time to get more information and guidance on investing for your retirement needs. Attend a one-on-one Counseling Session with a TIAA-CREF Financial Consultant:

Tuesday, January 29, 2013 Wednesday, January 30, 2013 Thursday, January 31, 2013

Tuesday, February 5, 2013 Wednesday, February 6, 2013

Contact TIAA-CREF, 800 732-8353 or visit www.tiaa-cref.org/moc to schedule an appt

20% off at Macy's

Coupons are available in the Office of Human Resources and are good through January 1, 2013.

December 2012

- 1. 2013 Qualified Plan Limits
- 2. TIAA-CREF Plan Enhancements
- 3. 20% off at Macy's
- 4. Cold and Flu, Handwashing Awareness Month
- *Follow Le Moyne HR on Twitter
- *Like Le Moyne HR on Facebook



Congratulations

1 year of service:

Paul Rachetta, Nathan Schmidtka

Welcome

December 2012

John Hunter, Director of Financial Technology

*New to the Office of Human Resources: **Sam Maslak**, temporary human resources assistant

Cold and Flu, Handwashing Awareness Month

Do you know hand-washing is a simple and effective way to help prevent disease, such as colds and flu? Washing your hands, especially during cold and flu (influenza) season, can reduce your risk of catching or spreading a cold or the flu. Visit www.excellus.com/members and click on Health & Wellness for information on High Blood Pressure and 6000+ other health topics.