



December 30, 2016

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BEST WISHES FOR THE NEW YEAR!

Recognition Awards Nominations - DEADLINE EXTENDED



The deadline for submissions has been extended to Friday, January 27, 2017! Don't miss your opportunity to get your nominations in for this year's FIU Service & Recognition Awards Ceremony. To learn more about the award categories and/or to submit nominations, please click [here](#).

Sign up for the Service Excellence Workshops

Service Excellence



There are only TWO Service Excellence Workshops left! Don't miss your opportunity to brush up on your 'in-person', telephone, and written customer service skills for the Spring semester. The workshops will cover:

- FIU's philosophy on Service Excellence
- Professionalism at work
- Effective service over the telephone
- Managing written correspondence
- Techniques for delivering excellent service, even in difficult situations

Dates and Times:

Tuesday, January 10, 2017, 9:00 a.m.-12:00 p.m. - MMC

Thursday, January 26, 2017, 1:00 p.m.-4:00 p.m. - MMC

[Register Today!](#)

Consent to Receive W-2



Protect your identity and consent to receive your 2016 W-2 form online! W-2's will be available on Friday, **January 13, 2017** for those employees who have consented. For more information and instructions on how to consent, please click [here](#). For any

additional questions, please contact the Human Resources Service Center at (305) 348-2181.

**Due to increased identity theft during Tax Season, we encourage all employees to file their taxes as early as possible.*



PAWS FALL 2016 Wellness Survey - Thank you to those who have participated in the survey! If you have not done so already, please take a brief 5 minutes to complete our anonymous [PAWS Fall 2016 Wellness and Culture Audit Survey](#). The results of this survey provide feedback on programs you would be interested in and time offering that would be best for you.

Resolution Success - Do you have your resolutions ready for 2017? Whether your resolution is to get fit, eat healthier, or to spend more time with your family, these tips will help you reach your resolution goals!

1. Clearly define your goals (SMART goals).
2. Track your progress - if you can measure it, you can change it.
3. Have patience.
4. Publicize your goals to friends and family.
5. Put it on your schedule - make the time.
6. Stop "all or nothing" thinking. It's better to do something than nothing.
7. Mistakes and slip-ups will happen - KEEP GOING.

Division of State Group Insurance - "The Wellness Wire" is now available. Click [here](#) to view calendars of events hosted by vendors of State Group Health Insurance, learn about cervical health, and understand how to get the most out of your annual wellness visit.

PAWScast and Newsletter



January's PAWScast is with special guest, Julissa Castellanos, the Director of Administrative Services at BBC. Be sure to tune in as she shares her secrets on making time for wellness. The PAWScast and Newsletter will be released **Tuesday, January 3, 2017**. You can listen to past PAWScasts for [iTunes here](#) and [Podcastgarden here](#). Additionally, please sign up for our newsletter [here](#).

Lunch and Learn: PAWS to Get Fit!



Our Lunch and Learn series continues with Sara Holtzman from the Wellness and Recreation Center. This month's topic will focus on how to get fit and stay fit in today's busy lifestyle. We will also be raffling a **Fitbit Blaze** courtesy of AvMed. To register for the following dates, please click [here](#).

MMC: Tuesday, January 17th

BBC: Wednesday, January 18th

View upcoming events on our [PAWS Events page](#).

Show Your Appreciation, Empower Others



As you reflect on the past year, take an opportunity to thank those who have contributed to FIU's culture of service excellence by sending them a certificate showing your appreciation. Through Empower, you can recognize your colleagues for their exceptional work and service. [Log on](#) and join hundreds of FIU's faculty and staff who use Empower as a tool to recognize those who make a difference.



- The Division of Human Resources is excited to present to you FIU's fantastic perks this Holiday Season! Discover savings on housing, car rental, entertainment, and more [here](#).
 - Read below for important information related to your Benefits premium deductions:
 - Benefits Premium are paid/deducted one month in advance.
 - Deductions for Flexible Spending Accounts will be effective the 1st check of January 2017, (01/06/2017).
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Lynda



As we end an exciting and eventful year, many people like to use this time for reflection and renewed focus on energy and health. FIU offers Lynda.com, a compendium of courses and videos for personal and professional development. A special playlist has been created called "***New Year, New You 2017***" with resourceful and timely ideas that can help you turn New Year's ***Resolutions*** into ***Realities***. Lynda also offers courses and videos ranging from work life balance to personal finances, and more. Click [here](#) to start listening.

Professional Development Lectures



Register now for these lectures:

Faculty Series Lecture: Timothy Huebner presents Presidential Leadership in a Nation Divided: Lincoln, the Constitution, and the Civil War. Join us **Wednesday, January 25, 2017** from 11:00 a.m. - 12:00 p.m. in the Graham Center Ballrooms. Click [here](#) to register.

The first 40 people through the doors will receive a copy of his book, "Liberty and Union: The Civil War Era and American Constitutionalism."

The Leadership Lectures:

President & COO of Royal Caribbean Cruises - Adam Goldstein on **Thursday, February 16, 2017** from 2:00 p.m. - 3:00 p.m. in the Graham Center Ballroom. Click [here](#) to register.

To provide feedback on this newsletter, please contact us at hradmin@fiu.edu