

December 1, 2017

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Call For Nominations for the Service & Recognition Awards Ceremony—DEADLINE HAS BEEN EXTENDED



The Division of Human Resources invites your nomination(s) for the 2018 Service and Recognition Awards Ceremony, where we will honor and recognize FIU's distinguished faculty and staff members for their achievements and years of service.

To access the site where you can learn more about all award categories and their criteria, nomination process, and/or to submit nominations, please click [here](#). The deadline to submit has been extended to Thursday, December 21st.

Employee Benefits



Quick reminder regarding your 2018 Benefits:

- Benefits premium deductions will be effective on the first paycheck of December 2017 which is December 8, 2017.
- For the Flexible Spending Accounts, the contributions will be deducted on the first paycheck of January 2018 which is January 5, 2018.
- All the changes made during the Open Enrollment period will be effective on January 1, 2018.
- New enrollees of [Aflac Cancer and/or Intensive care plans](#), please complete the application form and submit to Capital Insurance Agency, Inc. at the address below:
Address: 5491 University Dr. #103, Coral Springs, FL 33067
Phone: (954) 341-8705 / (800) 940-5656

Fax: (954) 341-5311

Email: southflregion@capitalins.com

- New and/or increased optional life insurance coverage participants, if [evidence of insurability](#) is required, please submit your evidence of insurability to Securian directly by faxing it to (850) 878-0048. Securian must approve your evidence of insurability to start your new coverage level.

NEW Perks! – The Division of Human Resources is excited to present to you FIU's fantastic perks! Discover **NEW savings** on restaurants, housing, car rentals, entertainment, and more [here](#).

Affordable Care Act Open Enrollment



FIU faculty and staff who are currently uninsured can review options through the Health Insurance Marketplace during the Affordable Care Act's open enrollment period. The Open Enrollment Period ends December 15, 2017. Financial assistance may be available to qualifying individuals and families. Those who enrolled last year should re-enroll in the Marketplace for 2017 Coverage. The Affordable Care Act is still fully in effect and you may be penalized if you do not maintain coverage throughout the year. FIU will be hosting several enrollment services during the 2017 open enrollment period at the following dates and times:

Saturday, December 2nd

BBC: 10:00 a.m. – 2:00 p.m., Hubert Library Room 150. Click [here](#) to register.

MMC: 10:00 a.m. – 2:00 p.m., GC Computer Lab – Gold Room. Click [here](#) to register.

Remember: Be sure to [review the list of required information](#) (SSNs, immigration numbers, employer information, etc.) to bring with you. Can't make it to either of these sessions? Click [here](#) to set up a weekday appointment with a Navigator. If you need assistance, or have additional questions, please call 786-708-0836 or email hshaheen@healthcouncil.org.

Sign Up Today for the Service Excellence Workshops

Service Excellence



The Service Excellence workshops are back for the fall! Brush up on your 'in-person,' telephone, and written customer service skills. 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:

Wednesday, December 13th, 9:00 a.m. – 12:00 p.m., CSC-1144A | MMC

Space is filling up quickly. [Register today!](#)



PAWS for News & Updates

"How far will you go?"

[Click here to like us on Facebook!](#)

Lunchtime Workshops – Register for our December Lunchtime Workshops as we discuss concerns about money and how it can lead to stress and impact productivity at work. Come listen as the Wells at Work program discusses ways to empower you and your financial wellness. Click [here](#) to sign up for the workshops below.

Tuesday, December 12th, 12:00 p.m. – 12:50 p.m., GC-243 | MMC

Wednesday, December 13th, 12:00 p.m. – 12:50 p.m., HL-319 | BBC

PAWScast – Episode 3 of our PAWScast is out now! Click [here](#) to listen as Nathan and Giselle talk about all things mindfulness with Isabel Alfonsin-Vittoria, Director of the Office of Employee Assistance. Enjoy!

Strive for Five and Mindfulness & Meditation Programs – Welcome 2018 with a healthier you! Register today for the Strive for Five Program and the Mindfulness & Meditation Program. Both programs begin Tuesday, December 5th. For more information and to register for the Strive for Five program, please click [here](#). For more information and to register for the Mindfulness & Meditation program, please click [here](#).

Convercent – New Policies to Review



Click the image above to view a short video about Convercent.

FIU continues to be Worlds Ahead in our commitment to integrity, ethical conduct, and compliance. In furtherance of our efforts to enhance the effectiveness of our compliance program, we have partnered with Convercent to electronically distribute and track compliance data for specific policies and training that are important for you to review and acknowledge because of your role and responsibilities. Once you receive the Convercent email notifying you that you have a policy to review, you can use the link embedded in the Convercent email to log in using your FIU credentials. After logging in, you will have access to your personalized compliance dashboard, making it easy for you to read and attest to the policy. If you have any questions or need assistance, please contact the Office of University Compliance and Integrity at compliance@fiu.edu or (305) 348-2216.

Special Holiday Discounts with The Wolfsonian – FIU



The Wolfsonian-FIU is offering FIU faculty, staff, and students a special holiday discount ending December 31st. FIU faculty and staff can save 30% and students can save 20% on unique gifts. For more information, please click [here](#).

Grand Opening of the Expansion Wellness and Recreation Center - MMC



Join us for the grand opening of the Expansion Wellness and Recreation Center at MMC on Monday, December 4th at 11:00 a.m.! The day will include tours, and raffles, including a chance to win a one-year WRC-MMC Membership. Light refreshments and giveaways will be provided. Free entry to all FIU community the entire day.

Earn Your Degree Through FIU Online



An advanced degree is within your reach through FIU Online. See how you can change your future. As an FIU staff member, you can take advantage of the tuition waiver and apply for FIU Online scholarships. Go the next level and become a leader with tools that FIU Online can provide. Explore our online programs [here](#). For more information, please contact FIU Online at (305) 348-3125 or onlineprograms@fiu.edu.



Come support FIU's Chaplin School of Hospitality & Tourism Management during the North Miami Brewfest on **Saturday, December 9th** at the **MOCA Plaza**. Brewfest will feature **more than 120 crafted beers** and **more than 35 of Florida's top brewers** will be presenting their creations. Discover your craft! FIU students, faculty, **staff, and alumni are eligible for a 20% discount when you enter code FIUhospitality20 at checkout.** For more information and to register, please click [here](#). Must be 21+ to attend.

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