

March 23, 2018

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**FIU STRONG**



The Office of Employee Assistance - Sudden disasters such as the tragic pedestrian bridge collapse can have devastating effects on so many. In moments like this, we as a university community, reach out in solidarity to assist those whose lives may have been impacted. If you are experiencing anxiety, stress, sadness, frustration, or fatigue related to the disaster, the Office of Employee Assistance (OEA) is an available resource to help you. To schedule an appointment with OEA, please email them at [oea@fiu.edu](mailto:oea@fiu.edu) or call (305) 348-2469. Sessions will also be available should you need additional support. See below for details. No registration is required.

Tuesday, March 27th, 1:00 p.m. – 2:00 p.m., GL-322 | MMC  
Thursday, April 5th, 1:00 p.m. – 2:00 p.m., GL-322 | MMC

Additional Support from our Health Care Providers – In addition to our on-site support through our Office of Employee Assistance, we are pleased to advise that two of our health care providers are offering free resources to assist the FIU community. For more information, please click [here](#).

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**Mindful Well-Being at Work Sessions**



Join the Office of Employee Assistance for the Mindful Well-Being at Work practice sessions. Click [here](#) to sign up for the sessions below.

Wednesday, April 4<sup>th</sup>, 12:00 p.m. – 1:00 p.m., GL-156 | MMC

Thursday, April 5<sup>th</sup>, 12:00 p.m. – 1:00 p.m., CSC-1123 | MMC

Friday, April 6<sup>th</sup>, 12:00 p.m. – 1:00 p.m., HL-319 | BBC

Wednesday, April 18<sup>th</sup>, 12:00 p.m. – 1:00 p.m., GL-482 | MMC

Wednesday, April 25<sup>th</sup>, 12:00 p.m. – 1:00 p.m., CSC-1123 | MMC

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## Employee Benefits



Benefits Administration is providing you with these important notifications pertaining to your Benefits.

**Dependent Eligibility Verification Audit: Phishing Alert** – The [Dependent Eligibility Verification Audit begins for all State Universities employees](#) in March 2018. The Health Management Systems, Inc. (HMS) is the contracted party administering the audit process. Please click [here](#) for more information. Please be cautious about disclosing personal information. DSGI has received reports that some employees are receiving spam calls about the dependent eligibility verification audit. The calls are from both in-state and out-of-state area codes. **Fraudulent callers will request Social Security information as part of the audit. HMS employees will not request Social Security numbers to confirm the employee's identity.**

**People First Portal Upgrade & Payment Process Changes** – The new and improved People First system is coming March 26, 2018! As a State of Florida employee, you use the People First system to enroll and make changes to your benefit plans. To prepare for the system's improvements, the People First system will be temporarily unavailable from 5:00 p.m. Friday, March 16<sup>th</sup> until 8:00 a.m. Monday, March 26<sup>th</sup> while People First improvements are implemented. Please note that the People First Service Center will be available during this downtime to take calls at 866-663-4735. Nevertheless, because the People First system will be unavailable, representatives will be limited solely to answering downtime calls and processing insurance reinstatements. They will not be able to process any changes or enrollment during the downtime. The People First System Upgrade will include the following changes, starting April 2018:

- New benefits suspension process for underpaid premiums
- New benefits underpayment process

Please take the time to review your personal contact information in the HR PantherSoft system to ensure it is up to date. For more information, please click [here](#).

### Flexible Spending Accounts for Plan Year 2017

- **Deadline to Use Funds** – The grace period to use or incur services for medical, limited purpose medical, and dependent care reimbursement accounts was March 15<sup>th</sup>.
- **Deadline to submit all claims for Plan Year 2017** (service date of March 15<sup>th</sup> or prior) is Monday, April 16<sup>th</sup>.

- The [FSA Store](#) is an e-commerce site exclusively focused on Flexible Spending Account eligible products. In addition to products, the FSA Store offers educational resources to help customers better understand and manage their flexible spending accounts, including an eligibility list, a learning center, FSA Calculators, and much more.

Spring Benefits Walk-In Sessions at PC-411 schedule is [here!](#)

Spring Perks – This spring, discover savings on housing, car rentals, entertainment, and more. Click [here](#) for a complete list of perks.

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## Prepare for Your Future at the Financial Future Workshops!



The Division of Human Resources is pleased to announce this year's Financial Future Workshops, designed to help prepare you for your financial future and retirement options. For a complete list of dates and times and how to register for the Financial Future Workshops, please click [here](#).

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## Wells Fargo Financial Workshops



**Join Wells Fargo** for an educational financial wellness workshop. Learn more about Wells Fargo's Financial Health initiative and the "Eight Rules of Thumb to Financial Health." See below for more information on these workshops. To RSVP, contact Nathan Burandt, Wellness Manager, at [nburandt@fiu.edu](mailto:nburandt@fiu.edu).

[Modesto A. Maidique Campus](#)

Monday, April 9<sup>th</sup>, 12:00 p.m. – 1:00 p.m., GC-243 | MMC

Presented by Lupe Casanova and Carolina Alvarez

[Biscayne Bay Campus](#)

Wednesday, April 11<sup>th</sup>, 12:00 p.m. – 1:00 p.m., HL-319 | BBC

Presented by Lupe Casanova

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**Sign Up Today for the Service Excellence Workshops**



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

Thursday, March 29<sup>th</sup>, 9:00 a.m. – 12:00 p.m., CSC-1144A | MMC

[Register Today!](#)

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**Student Employment Week April 9<sup>th</sup> – 13<sup>th</sup>**



**April 9 – 13, 2018**

FIU is celebrating its 9<sup>th</sup> Student Employment Week! Together, with an elite group of colleges and universities around the nation, FIU will recognize our student employees during Student Employment Week from April 9<sup>th</sup> – 13<sup>th</sup>. Although the Student Employee of the Year Ceremony will not take place this year, this will not stop the party. To celebrate our amazing student employees, the university will be hosting a pizza social, on Friday, April 13<sup>th</sup> from 11:30 a.m. – 2:00 p.m. in the Graham Center Ballrooms, sponsored by the Office of Financial Aid in collaboration with the Division of Human Resources. Should you have any questions, please contact Adelfa Ukenye, Assistant Director, Enrollment Services, Financial Aid Office at [ukenyea@fiu.edu](mailto:ukenyea@fiu.edu), or Stephanie Felism, HR Manager, Student & Alumni Employment Services, Division of Human Resources, at [sfelism@fiu.edu](mailto:sfelism@fiu.edu).

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## EOPD Spring Training Series



Join the Office of Equal Opportunity Programs and Diversity for their Spring Training Series. To register for the workshops below, please click [here](#). For more information, please click [here](#).

### Implicit Bias Training

Wednesday, April 18<sup>th</sup>, 11:30 a.m. – 1:00 p.m., PC-322 (computer lab) | MMC

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## Inaugural Faculty Mini Conference



The Office of Equal Opportunity Programs & Diversity is pleased to announce the inaugural Faculty Mini Conference: Anti-Discrimination Laws. This conference is open to all faculty members. For more information, please click [here](#). To sign up for the dates below, please click [here](#).

Wednesday, March 28<sup>th</sup>, 9:00 a.m. – 11:30 p.m., CSC-1144A | MMC

Thursday, March 29<sup>th</sup>, 1:00 p.m. – 4:00 p.m., CSC-1144A | MMC

Tuesday, April 17<sup>th</sup>, 1:30 p.m. – 4:00 p.m., HL-319 | BBC

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

**Couch to 5K – Get off the couch and put on your running shoes!** The Couch to 5K program has started, but it's not too late to sign up! Interested in participating? To sign up, please click [here](#), or contact Nathan Burandt,

Wellness Manager, at [pawswellness@fiu.edu](mailto:pawswellness@fiu.edu). To stay up to date with all things PAWS, please click [here](#) to join the mailing list.

PAWScast –Click [here](#) to listen as Nathan and Giselle celebrate America Heart Month, and discuss the benefits of getting a checkup and how knowing your heart number can be beneficial to you. Enjoy!

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**APRIL IS CHILD ABUSE PREVENTION  
MONTH**  
**FIU CHILD ABUSE PREVENTION  
TRAINING:**



If your job at FIU requires you to interact with minors on campus or during university sponsored events, attend the University Compliance Office's Child Abuse Prevention Training. Learn more about child abuse prevention and reporting requirements. This training also fulfills the training requirement for university administrators and law enforcement personnel. For more information, please click [here](#). To register for the training below, please click [here](#).

Tuesday, April 17<sup>th</sup> 12:00 p.m. – 2:00 p.m., Ryder Building Room 130 | MMC



Parenting can be hard. Don't do it alone! The [Center for Children and Families](#) is hosting a series of FREE workshops to help you be the best parent you can be for your child. Parenting doesn't come with an instruction manual, but these workshops will give you the tips and tricks you need to make your 24/7 job more manageable! See below for a list of upcoming workshops. For more information, please click [here](#).

**Raising a Bilingual Child: Dispelling Myths**

Wednesday, March 28<sup>th</sup>, Noon – 1:00 p.m., AHC-1 Room 110

**How to Talk to Your Kids About Sexuality and Teach Them the Skills to Support Sexual Well-Being**

Wednesday, April 4<sup>th</sup>, Noon – 1:00 p.m., AHC-1 Room 110

## Free Consultations for Parkland Shooting



The psychological effects of a tragedy the magnitude of the mass shooting in Parkland can have long-term consequences. FIU's Center for Children and Families encourages parents concerned about their teen – especially those who attend Marjory Stoneman Douglas High School – to seek help if they have trouble sleeping, do not want to attend school or have a hard time while at school, or difficulty concentrating because of intrusive thoughts about the tragedy. If you are concerned and would like to schedule a free consultation session with Center for Children and Families, please call (305) 348-0477. For more information, please click [here](#).

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## FIU Law Practice Affordable Legal Services



FIU Law Practice will offer affordable, low cost legal services for family legal issues to low- and moderate-income families who do not qualify for free legal services. FIU Law Practice will assist modest income families falling within the 125% and 200% poverty guidelines by providing affordable legal services in the family law area. FIU Law Practice will charge its clients, using a sliding scale based on the client's ability to pay and offering flexible, installment payment plans. Fees for services will range between \$75 - \$125 per hour. FIU Law Practice will utilize the legal clinic's current screening process to confirm eligibility based upon federal poverty guidelines and levels. For appointments, please call (305) 348-7876. Initial Consultation: \$50 (credited if we are hired). We will provide services in the following family law areas:

- Divorce (contested and uncontested)
- Paternity/child support/time-sharing



- Post-judgement modification(s)
- Domestic violence injunctions (civil)
- Prenuptials/Postnuptial
- Enforcement of judgments
- Wills

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Join Our Master of Science in Information Systems Cohort this Upcoming Fall!



FIU Business invites you to explore what a master of science in Information Systems can offer you! As an FIU staff member, you can take advantage of the tuition waiver as well as FIU Employee scholarships the program offers. Join our upcoming information session or webinar to learn more about the program and how to apply.

Wednesday, March 28<sup>th</sup>, 9:00 a.m. – 10:30 a.m. | Online Webinar

Should you have any questions, please contact FIU Business at 305-348-4347, or at [msis@fiu.edu](mailto:msis@fiu.edu).

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## The College of Arts, Sciences & Education Camps at MMC



Searching for a fun, adventurous, and exciting camp for kids during the summer? Look no further! The College of Arts, Sciences & Education at MMC is sponsoring enrichment workshops for youth ages 4 and up. For more information or to register online, please click [here](#). Should you have any questions, please contact Ana Jimenez at (305) 348-6545 or email [summercamp@fiu.edu](mailto:summercamp@fiu.edu).

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To provide feedback on this newsletter, please contact us at [hradmin@fiu.edu](mailto:hradmin@fiu.edu)