



**ONE WEEK LEFT!  
SUBMIT YOUR  
NOMINATIONS FOR THE  
SERVICE & RECOGNITION  
AWARDS**



Only **ONE WEEK** left to get your nominations in for the FIU Service & Recognition Awards! Don't miss this golden opportunity.

Visit [go.fiu.edu/nominate](https://go.fiu.edu/nominate) to learn more about this year's award categories, criteria, the nomination process, and/or to submit a nomination today.

Nominations will only be accepted online until **Friday, January 31 at 11:59 p.m.**

As a token of gratitude, all nominators, nominees and service recipients will be entered in a chance drawing for prizes, including airline tickets.

**Questions? Contact [HR Relations](#) at 305-348-0101.**

**MID-YEAR CHECK POINT  
PERFORMANCE  
EXCELLENCE PROCESS**



This year we are introducing a mid-year checkpoint to our Performance Excellence Process (PEP). The halfway mark of our fiscal year is a perfect opportunity to conduct "check-ins" between supervisors and employees.

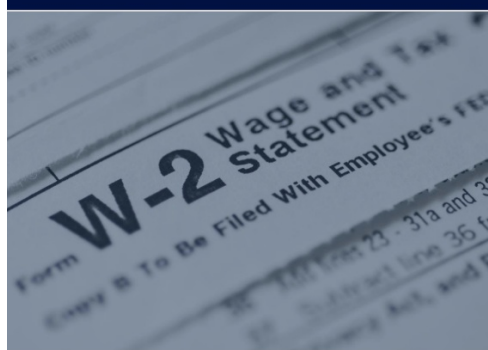
To encourage these performance conversations, the 2019-2020 PEP documents will be made available on [PantherSoft HR](#) on Monday, January 27, instead of at the end of the fiscal year.

Learn more about the process for [supervisors](#) and [employees](#).

**Employee Webinar**  
• Friday, January 24, 2-3 p.m.

**Questions? Contact the [Human Resources Service Center](#) at 305-348-2181.**

**CONSENT TO RECEIVE  
YOUR W-2 ONLINE**



W-2's are now available to those who have consented in the past to receive it online.

If you haven't consented yet, it's not too late! Those who consent to receive W-2's online will have immediate access to view their forms electronically each year.

Non-consented W-2's will be mailed by Friday, January 31.

View more [information and instructions](#) on how to consent to receive your W-2 online going forward.

**Questions? Contact the [Human Resources Service Center](#) at 305-348-2181.**

**DHR SOCIAL MEDIA  
CAMPAIGN - I ❤️ FIU**



FIU has been recognized as a Great College to Work For® several years in a row, and we know it's our faculty and staff that makes it happen every day.

As we continue to celebrate this coveted recognition, we invite our university community to take part in our "I ❤️ FIU" social media campaign.

Take a moment to share [your story](#). We can't wait to feature YOU!

All participants who submit their stories by **Friday, January 31** will be entered in a chance drawing for some fun FIU spirited items. [Check out the rules](#) and share your love and pride for FIU today!

**Questions? Contact [HR Relations](#) at 305-348-0101.**

## FIU FACULTY, STAFF AND RETIREES APPRECIATION DAY



Join FIU Athletics for FIU Faculty, Staff and Retirees Appreciation Day on Wednesday, February 5 at 7 p.m. in the Ocean Bank Convocation Center.

Be sure to bring your blue and gold Panther spirit as we support our student-athletes as they take on Florida Atlantic!

- FIU faculty, staff and retirees can purchase up to five tickets for \$1.00 per ticket.
- The first 100 tickets purchased through FIU will receive lower level seating, regularly priced at \$10.00.
- [Tickets may be purchased online.](#) Please enter code "PANTHERS" in the designated box. All faculty, staff and retirees must enter their valid Employee ID at the time of purchase. No tickets will be held at Will Call.

Discount tickets will not be available for purchase on game day. All tickets must be purchased in advance.

**Questions? Contact 305-FIU-GAME.**

## HEALTH AND WELL-BEING



**Panthers Active Wellness Services (PAWS) - [Register today](#)** for the following PAWS workshops:

- **PAWS: Sleep More, Stress Less**
  - Friday, January 31
- **PAWS: Move More With Yoga**
  - Tuesday, January 28
  - Tuesday, February 4
  - Tuesday, February 11
  - Tuesday, February 18

**Questions? Contact [PAWS](#) at 305-348-2530.**

**The Office of Employee Assistance (OEA) -** Join the OEA for a new professionally-led support group for faculty/staff called Welcoming Your Emotions (WE) launching Friday, February 7. [Learn more about the program and register today!](#)

**Questions? Contact the [OEA](#) at 305-348-2469.**

## GET YOUR TICKETS TO THE 19th ANNUAL SOBEWFF®



EAT. DRINK. EDUCATE. at the 19th annual Food Network & Cooking Channel South Beach Wine & Food Festival presented by Capital One (SOBEWFF®) on February 19-23.

The Festival is offering the university community discounts on tickets to select events, where you can enjoy savory eats and boisterous beats.

[Visit FIU News to see which events are 20% off for the FIU family.](#)

**Questions? Contact External Relations, Strategic Communications and Marketing at 305-348-0158.**

## PROFESSIONAL DEVELOPMENT



Looking for professional development learning opportunities? Check out our upcoming workshops by logging on to the [professional development site](#). Then, click "Upcoming Training" to see a calendar of workshops that include:

**NEW! [Office of Inclusion, Diversity, Equity, & Access \(IDEA\)](#)**

- Tuesday, February 25 | Sexual Harassment
- Tuesday, March 17 | Discrimination

**NEW! Center for Leadership: The Leadership Lectures**

- [The Leadership Lectures: Mariana Atencio](#)

**NEW! [Service Excellence Course for Student Employees](#)**

- Wednesday, February 19
- Thursday, March 12

**Service Excellence Workshops**

- Thursday, February 6
- Tuesday, March 3

**Questions? Contact the [Human Resources Service Center](#) at 305-348-2181.**

## BENEFITS UPDATES AND REMINDERS



Stay up-to-date with an important benefits update below:

### Health Insurance Tax Form 1095-C

- Electronic 1095-C forms should be available to employees by Friday, January 31 on [People First](#). If the employee did not receive the form electronically, it will be mailed to the address on file in People First.

### Benefits Walk-In Session

Join us at the upcoming Benefits Walk-In Sessions to have all your benefits questions answered. All sessions will take place from 11 a.m. - 2:30 p.m. in PC 411 at MMC.

- Thursday, January 30
- Thursday, February 13

Questions? Contact [Benefits Administration](#) at 305-348-2181.

## SEASONAL PERKS AND PROMOTIONS



Take advantage of these spring savings! Check out [new discounts and promotions](#) that include:

- Tea Tree Dental
- Tickets at Work
- *The Cubans Play*

Questions? Contact [Benefits Administration](#) at 305-348-2181.

## SAVE THE DATE 6TH ANNUAL FIU LIBRARY FAIR



Save the date for the 6th Annual Library Fair for Faculty and Staff on Wednesday, February 5 from 11 a.m. - 2 p.m. in GL 220.

Stop by to discover new opportunities for professional development, quick bites, and fun giveaways. [Register for this event today!](#)

Questions? Contact [FIU Libraries](#) at 305-348-2451.

## DID YOU KNOW? ELECTRONIC PERSONNEL ACTION FORM (ePAF)



Did you know that the Electronic Personnel Action Form (ePAF) will launch on Monday, February 24?

ePAF is a workflow-enabled tool that will allow managers, HR Liaisons and other designated users to submit funding source changes, salary actions, one-time payments and more.

In preparation for go-live, join us for a [webinar](#) on Thursday, February 20 at 10 a.m.

Questions? Contact the [Human Resources Service Center](#) at 305-348-2181.

To provide feedback on this newsletter, please email [hadmin@fiu.edu](mailto:hadmin@fiu.edu).

