

December 2, 2016

Follow us for more news and updates



Holiday Poinsettia Sale

Purchase your Poinsettia's for the Holiday Season

Support FIU's Agroecology Program and the FIU Garden Club
during the 2nd Annual Poinsettia Sale.
Order your FIU grown Poinsettia today.

Cost: \$7.00 (\$5 each for orders of 10 Poinsettia's or more)

To order, call Eric Betancourt at 305-282-3997 or email at ebet004@fiu.edu
For more information, contact Dr. Amir Khoddamzadeh at akhoddam@fiu.edu



Consent to Receive W-2



Consent to receive your 2016 Electronic W-2 Wage and Tax Statement online! 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.

Children's Holiday Celebration



Join us at the 24th annual Children's Holiday Celebration on **Thursday, December 8th, 2016 at 11:00 a.m.!** For ticket information and more details about this event, please click [here](#). For further information, you may contact Mari Vila, Executive Assistant, Advancement Services, at (305) 348-2009 or by email at vilame@fiu.edu.

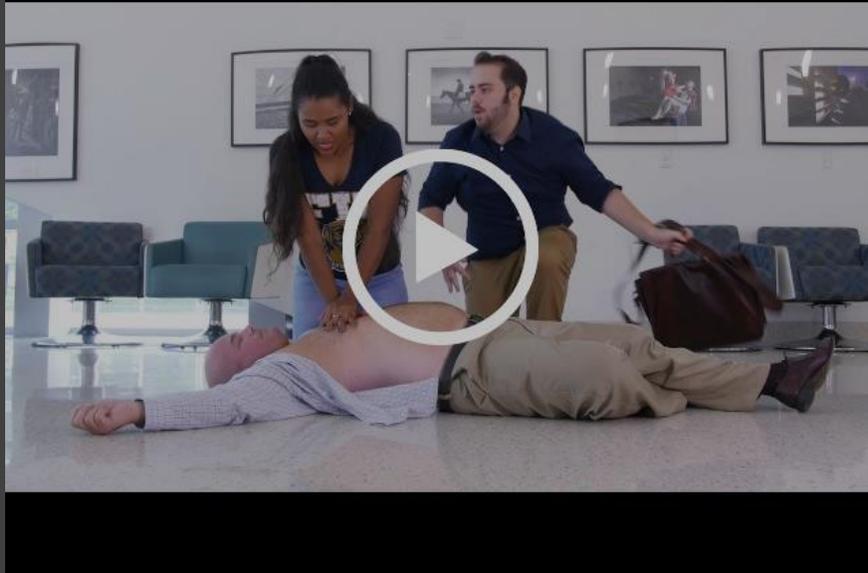
Recognition Awards Nominations



Nominations are now open for this year's FIU Service & Recognition Awards Ceremony. To learn more about the award categories and/or to submit nominations, please click [here](#). The deadline to submit nominations is **Friday, December 30th, 2016**.

Be Alert, Safety First

The mission of the Department of Emergency Management is to guide the University's all hazard preparedness, response, recovery, and mitigation needs by coordinating information and resources to protect our students, faculty, staff, and visitors, and restoring operations as soon as possible following a disaster. A new, university-wide initiative aims to arm students, faculty and staff with the knowledge and tools to potentially save lives. [Read more](#) about this initiative and please take a moment to view this brief video.



Affordable Care Act Open Enrollment



Non-benefit earning 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. Enroll by December 15th, 2016 for coverage beginning January 1st, 2017. Financial assistance may be available, and most can find a plan for less than \$75.00 per month. FIU will be hosting several enrollment services for 2017 open enrollment at the following dates and times:

- Saturday, December 3rd, 2016, 10:00 a.m. - 1:00 p.m. - BBC at HL 124. Click [here](#) to register.
- Saturday, January 21st, 2017, 10:00 a.m. - 3:00 p.m.- BBC at HL 124. Click [here](#) to register.

- Saturday, January 21st, 2017, 10:00 a.m. - 1:00 p.m. - MMC at GC Blue Computer Lab. Click [here](#) to register.

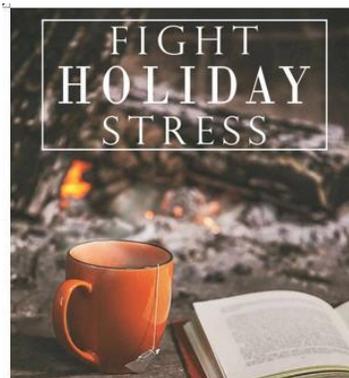
Remember: Bring a laptop or tablet to the enrollment appointment, if you can. Only a limited number of computers are available. Review the [list](#) of required information of documents to bring with you to the workshop. If you need assistance, or have additional questions, please call 786-708-0836.

Fight the Holiday Stress Workshops

Join the Office of Employee Assistance for a one-hour workshop about fighting holiday stress. Click [here](#) to RSVP.

MMC - December 9th at Noon in GL-220

BBC- December 13th at Noon in HL-319



DECEMBER 9, 2016
BEATING THE HOLIDAY
BLUES - CELEBRATING
WHAT IS GOOD...

A 1-hour workshop...

Intended to offer you healthier coping skills to enjoy the busy holiday season without succumbing to unwanted stress, sadness, anxiety or worry.



At GL-220
at 12 noon

You will be glad
you came!

Lite snacks &
beverages will be
provided

Explore ways to
find joy within.



OFFICE OF
EMPLOYEE
ASSISTANCE

Services available at
MMC or BBC
Just Call 7-2469

Sign up today for the Service Excellence Workshops



New Service Excellence Workshop dates have been announced! 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:

Wednesday, December 7th, 2016, 1:00 p.m.-4:00 p.m. – BBC

Tuesday, December 13th, 2016, 9:00 a.m.-12:00 p.m. – MMC

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

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

[Register Today!](#)



- 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 corresponding to plan elections made during Open Enrollment will be made effective January 2017 and thus reflected in the 1st paycheck of December 2016 (12/09/2016)
 - Deductions for Flexible Spending Accounts will be Effective 1st check of January 2017, (01/06/2017)
-



PAWS Fall 2016 Wellness Survey - 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 will be interested in and time offerings that would be best for you.

Gratitude for the Holidays - The holidays are upon us. Here are a few ways to be a little more grateful for the holidays:

1. Keep a daily grateful journal and write down who or what inspired you, what surprised you, and what warmed your heart that day.
2. Write a thank you letter to someone who has had an impact on your life. If possible, deliver the grateful letter in person.
3. Take a gratitude walk. Take 20 minutes and consider all the things you are grateful for.

PAWS Podcast and Newsletter



December's PAWScast is with special guest Joel Murray, Chair and Artistic Director of the Theatre Department. Listen as he speaks on everything herbs and eastern and western medicine. The PAWScast and Newsletter will be released **December 6th**. You can listen to past PAWScasts for [iTunes here](#) and [Podcastgarden here](#). Sign up for our Newsletter [here](#).

OEA Newsletter: Holiday Anxiety and Stress



The holiday season is here. Preparing for holiday parties, shopping and wrapping gifts, and decorating for the festivities can take a toll on some. [Read](#) the Office of Employee Assistance's latest newsletter that features tips and tricks on how to overcome the holiday hustle and bustle. If you or your family need support during the holiday season, please call OEA at 305-248-2469.

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