COVID-19
All employees have been re-assigned and must complete a TrainTraq course and agree to follow COVID-19 protocols in the workplace before returning for the Spring semester. The HR Covid-19 website has helpful information and links for the following:

- HR FAQ
- Benefits
- Time Off
- Managers

SAVE THE DATE
Benefit and Retirement Compliance Training
January 5 - 7 @ 10:00 a.m.
January 12 - 14 @ 2:00 p.m.
RSVP benefits@tamucc.edu

Leadership & Professional Development Webinars*
January 15

Catapult*
February 2 & 3
Make Your Appointment
*See fliers below

Martin Luther King Jr. Day
CAMPUS CLOSED
January 18

NEWSLETTERS
- Office of Finance & Administration
- Staff Council

HR CALENDAR

Spring Break Holiday Arrives Early
As announced by President Miller, the University will remain open during Spring Break 2021. The two Spring Break holidays are being replaced with 16 hours of state compensatory paid leave that can be used between January 4, 2021 and January 3, 2022. In January, full-time, leave eligible employees will see 16 hours of state compensatory time in their Workday Time Off balances. Leave eligible employees who work less than full-time will receive time proportionate to percentage of time worked. Employees should follow department procedures for requesting manager approval for time off and must submit a Time Off request in Workday.

FMI contact Human Resources at ext. 2630.

Dorothy Yeater Memorial Scholarship
Applications for the Spring 2021 Dorothy Yeater Memorial Scholarship are being accepted until January 10. FMI click here.
BENEFITS

Benefit and Retirement Compliance Training

Overview of eligibility rules for insurance and retirement programs under state and federal laws. Guidance on Workday actions and how different actions effect benefit and retirement participation. Includes review of deadlines for spring semester actions, summer insurance benefits and semester terminations. Each series session will be approximately 30 minutes with additional time for Q&A.

**Week 1 Option:** January 5, 6, & 7 (Tuesday, Wednesday, Thursday) @ 10:00 a.m.
Or
**Week 2 Option:** January 12, 13, & 14 (Tuesday, Wednesday, Thursday) @ 2:00 p.m.

Please RSVP by emailing benefits@tamucc.edu with your choice of Week 1 or Week 2 option. You will receive a outlook appointment for your calendar.

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Texas A&M has invited Catapult Health to provide On-site Preventive Health Checkups. To schedule yours, simply follow these easy steps. See flier at the end of the newsletter.

**MAKE CHECKUP APPOINTMENT TODAY**

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Elect to Receive your 1095-C Electronically

If you log in to Workday and see this announcement on your home page, you are not enrolled to receive an electronic 1095-C! The form 1095-C is a form related to your health coverage and contains information needed to file your taxes. Please follow the instructions within the announcement to receive an electronic copy. Thank you for helping us reduce costs and preserve resources!

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TDA/DCP Contribution Limits for 2021

The maximum contribution limit for participants under the Tax-Deferred Account Program (TDA) and the Texa$aver 457 Deferred Compensation Plan (DCP) will remain $19,500 in 2021 for each plan. The catch-up contribution limit for each plan for participants who are 50 years of age and older will remain at $6,500.

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The Benefit Briefs newsletter highlights important Texas A&M University System benefit changes and information about your insurance and retirement plans. The Benefit Briefs archives are available if you need past information.
Workday Services Education: January Webinar

Students as Employees

**Description:** It’s said that a rose by any other name, still smells as sweet. Well, an employee, by any other name, is still an employee in the eyes of state and federal regulators. However, there are additional special considerations that come into play for student workers. During this webinar, you’ll hear how we’ve configured Workday to employ, pay and manage student workers.

January 13  |  10:30 a.m. - 11:30 a.m.

**Link to Meeting Here**

Dial in Audio: 1-855-282-6330  |  Event Number: 145 324 9412

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**Download Outlook Calendar Notice**

Simply navigate to the [Workday Education Calendar](#), select the webinar you would like to add, and click on the ical export icon.

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**Get Your W-2 Faster!**

If you [log in to Workday](#) and see this announcement on your home page, you are not enrolled to receive an electronic W-2! There are many advantages to getting your W-2 electronically. This announcement will remain until the electronic version is selected. Please follow the instructions within the announcement. Thank you for helping us reduce costs and preserve resources!

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**Staffing**

The To Do step for the Employee in the Add Additional Job business process has been replaced with a To Do step for the HR Contact to trigger the Edit Worker Additional Data action questions “Insurance and Retirement Benefits Eligibility Questions” to the employee.

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**Assign Costing Allocation**

The 'From' and 'To' date fields are now available on the Assign Costing Allocation business process, making it easier to filter through costing allocations.
Whew! It’s been a wild year on the immigration front. The U.S. Supreme Court decided that the termination of the DACA program was unlawful and on December 7th, USCIS began accepting renewals and new applications. Our TAMUCC Dreamers can continue their studies without fear of deportation. In 2020, we experienced the ban of high skilled workers entering the U.S. for employment. Members of our own staff and faculty were most impacted by an Executive Order banning the entry of international students (F1s & J1s), and H1b workers. Several of our own professors experienced the excruciating delays in processing of Lawful Permanent Resident status. But we were resilient and moved forward.

The New Year offers a more employer-friendly immigration environment by ameliorating the tedious procedures, curbing the shortages of Specialty Occupation visas, and the delays in the issuance of employment-related immigrant visas. TAMUCC stands behind our International Faculty & Staff, and I as the campus’ Immigration Coordinator, promise to continue to provide the best service possible to meet the needs of our immigration community.

Happy New Year!
Norma Lozano

EMPLOYMENT

SHAKAS Welcome December Hires!

Jared Almazan, Admissions Counselor II
Miranda Barrett, Research Program Associate I
Fernando Carvallo, Research Program Associate I
Lori Crutchfield, Administrative Associate IV
Angelo Diamante, Software Applications Developer I
Jonathan Gonzalez, Systems Administrator I
Gerardo Hinojosa, Program Assistant
Ryan Kelley, Software Applications Developer I
Brian Kennedy, Research Program Associate I
David Kennington, Research Program Associate I
Sarah Khan, Grant Administrator II
Kate Shlepr, Research Assistant
Felicia Tamez, Financial Accountant II
Myla Ustymenko, Grant Administrator II
Anabel Hernandez, Assistant Director, Center for Academic Student Achievement

HUMAN RESOURCES OFFICE

Natural Resources Center, Suite 2425
6300 Ocean Drive, Corpus Christi, TX 78412-5730
P |(361) 825-2630 E | human.resources@tamucc.edu
FREE ON-SITE HEALTH CHECKUPS

Sign Up Today:
www.timeconfirm.com/tamu/corpuschristi

Please schedule an appointment in advance using the above web address.

Why Participate?
Know your health status related to diabetes, heart disease and stroke. Lab-accurate results are produced in minutes. Review your results via secure video link with a board certified Nurse Practitioner and develop a personal action plan.

It’s Free
Your preventive care is covered at 100%. No out-of-pocket copays or coinsurance. Please bring your insurance card to your appointment.

It’s Private
Your personal results are not shared with your employer. However, with your permission your results are sent securely to your Primary Care Provider.

It’s Easy
Choose a time that works for you. The checkup requires approximately 45 minutes and is available at or near where you work.

Included in Each Checkup
- Total Cholesterol
- HDL
- LDL
- Triglycerides
- Glucose
- A1c (for known diabetics)
- ALT and AST (Liver Tests)
- Abdominal Circumference
- BMI (height/weight)
- One-on-One Video Consult with Nurse Practitioner
- Access to a Secure Patient Portal to view:
  - Comprehensive Personal Health Report
  - Personal Action Plan
  - History of Past Results

DATE: February 2&3, March 2&3, April 26 & 27, May 4 & 5
TIME: 6:30 AM to 1:30 PM
LOCATION: Dugan Wellness Center
WHO: Employees & Spouses Enrolled in the A&M Care health plan (Group # 39993)