**COVID-19**

The safety of our employees, students and families are our top priority. The [HR Covid-19 website](#) has helpful information and links for the following:

- **HR FAQ**
- **Benefits**
- **Time Off**
- **Managers**

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**Islander Awards Celebration**

Get ready to celebrate and recognize employees who have completed service milestones. The 2020 Annual Awards Celebration will be held virtually on **Tuesday October 29th**. Recipients of the Annual Excellence Awards will also be recognized. In keeping with our tradition, we will also honor employees who have graduated in the Parade of Achievers.

**If you or someone you know has graduated between Summer 2019 and Summer 2020**, please reach out to [Maria Pedigo](mailto:).  

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**YOUR VOTE MATTERS!!**

- **October 5** is the last day to register to vote.  
- **October 23** is deadline to apply for ballot by mail.  
- **October 13 – 30** is early voting and TAMUCC is an early voting site! O'Connor Bldg, Room 135  

Regular employees are allowed sufficient time off to vote in national, state and local elections.

**Election Day**

**Tuesday, November 3**

FMI: Nueces County Elections Department
Teacher Retirement Contribution Rates Remain the Same

TRS Employer and Employee contribution rates remain the same as last year. TRS participants contribute at 7.7% and the University matches at 7.5%.

Hours for TRS Working Retirees for Fiscal Year 2021

- If you are a TRS retiree who retired after January 1, 2011 and are working under the one-half time or less exception it is important that you understand how to calculate the number of hours that you can work in any given month. You can find a table of hours on the TRS website for Employment After Retirement Limits for Retirees.
- Departments incur surcharges when a TRS retiree who retired after September 1, 2005 exceeds the allowable hours each month.
- Retirees who work more than the allowable limit forfeit the annuity for each month that the retiree exceeds the allowable hours for that month.

TRS Counseling Available Online

Save time and travel, you can meet with a TRS Counselor via a personal computer or tablet with a camera, and reliable internet connection. To schedule video counseling call 1-800-223-8778.

TDA Plan Changes New Calendar Year 2021

One of the best ways to build up personal savings is by participating in a TDA. A Tax-Deferred Account is a plan in which you can contribute additional money towards retirement. All employees are eligible to participate in a TDA plan through payroll deduction. For assistance in starting an account, please contact benefits@tamucc.edu.

The TDA plan new year starts on 01/01/2021. For changes to your TDA Plan to be effective on your January 1, 2021 paycheck, you must submit a TDA Plan Change in Workday before November 30, 2020.

For more information, click here. To start or change a TDA, log in to Workday and click on the Benefits Worklet. Select Change Benefits and when prompted for a Change Reason, enter TDA Plan Change.
**BENEFITS**

**Maximum Carry Over-Vacation Planning**

Did you find that your staff had several hours that transferred to sick leave this past fiscal year? Planning time off in advance allows you to make sure the needs of your department are met during your busiest time periods. In addition, encouraging time off will help your employees have a healthy work/life balance and avoid work-related stress and burnouts. For more information on time off planning, contact Jennifer Escamilla.

Wellness Committee presents “Mindset: How Chores Can Help You Be Healthy”

**Thursday, October 8**
12:00 p.m. – 1:00 p.m.

Send your RSVP by emailing wellness@tamucc.edu.

**What is Game Day?**

Once a month, you can play a new game about your Texas A&M University System benefits on MyEvive. Games vary every month, so there will always be something new to learn. Register/log in to MyEvive and click on the Game Day Callout to play.

**IMMIGRATION MATTERS**

**VISA Availability for October 2020**

If you have an approved 1st Preference Employment Based (EB1) Immigrant Visa Petition, with a priority date of September 1, 2020 or earlier, you may now file your Application for Adjustment of Status with the USCIS. 1st preference visas are available for all countries including China and India. But you must act quick as visa availability generally exceeds demand. Email norma.lozano@tamucc.edu for a list of Forms, Fees and Document required for this Adjustment of Status Process.
Workday Services Education: October Webinars

Best Practices in Time and Absence
Description: New to Time and Absence or want a refresher on some of the best practices in these areas. We will focus on reports that help you proactively identify issues that need to be mitigated as well as resources to solve problems that arise.

October 21 | 10:30 am - 11:30 am
[Link to Meeting Here]
Dial in Audio: 1-855-282-6330 | Event Number: 145 180 6677

Monitoring Business Processes
Description: Overview business process definitions and framework with an insight on how to track and get answers to specific scenarios in Workday using new Prism Dashboards.

October 21 | 10:30 am - 11:30 am
[Link to Meeting Here]
Dial in Audio: 1-855-282-6330 | Event Number: 145 969 1291

Costing Allocations
Description: A comprehensive insight into costing allocations starting from the basics and covering sub-process, approvals, auditing reports, and specific scenarios with examples.

October 28 | 10:30 am - 11:30 pm
[Link to Meeting Here]
Dial in Audio: 1-855-282-6330 | Event Number: 145 060 5964320

Download Outlook Calendar Event Notice

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

The My Team worklet will no longer appear on the default Home page for new users since the worklet will be retired soon; instead, the My Team Management worklet will appear in its place. Existing users can manually add the My Team Management Worklet to replace the retired My Team worklet.
SHAKAS Welcomes the September New Hires!

Kyle Everett - Supervisor, Costume Shop
Arthur Fanning - Police Communications Officer in Training
Zane McFarland - Assistant Women's Volleyball Coach
Heather Montgomery - Bursar's Service Representative
Eric Moreno - Admissions Counselor II

“Employers Get Creative with Hiring During Coronavirus Pandemic”

The pandemic has sparked innovations in recruiting, hiring and onboarding, from curbside service with drive-up I-9 verifications to virtually matching furloughed workers with open positions in companies.

In this new reality, recruitment strategies are being explored for the remainder of 2020. To read more about the future of recruitment [click here].

New Online Forms

Multiple forms used for HR processes have been converted to online forms with electronic routing. Employees will need to be logged in on campus or logged in to VPN to access Laserfiche, where the forms will originate and provide the routing capability. Approvers in the routing process will receive a prompt by email when a form is ready for review. If assistance is needed completing or approving a form, please email Toni Nerren or ext. 2631.
October 7, 14, & 21
10am - 1pm
University Center
Lonestar A/B

FLU SHOT CLINIC

Bring your photo ID, SandDollar$ ID, and insurance card.
Cash price (without insurance) $30.
Open to current TAMU-CC students & employees
FMI: 361.825.2601

HEALTH CENTER
Walgreens