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

SAVE THE DATE

VETERANS DAY
Wednesday, November 11

THANKSGIVING BREAK
Thursday November 26 &
Friday November 27
Campus Closed

GIVING TUESDAY
Tuesday, December 1
FMI: click here

NEWSLETTERS
- Office of Finance & Administration
- Information Technology
- Staff Council

HR CALENDAR

24th Annual Islander Awards
A virtual Awards Celebration was held on October 29th. After opening remarks from President Miller, IT Director Ben Soto, served as MC for the event. Nearly 200 employees were recognized for their service. The vast majority of service pin recipients received 5 and 10 year pins. Just over 60 employees received 15 – 30 year service pins. The 40-Year Service pin went to Diana Ybanez, Delivery Specialist III, in University Services.

Faculty and Staff Excellence Winners were announced, and the first campus Interdivisional Collaboration Award was presented to the team that included individuals from Academic Affairs and Student Engagement for their work on “Adulting 101 & Campus Conversations.” The Parade of Achievers recognized 43 employees who received degrees this past year.

Congratulations to all of our award recipients. Click here to view recordings from the virtual event. Service pins were delivered to Dean and Directors for distribution to employees.

Control the Spread
As cooler weather sets in and the holidays approach, we want to encourage everyone to continue practices to keep our Islander community as safe as possible. Employees working on campus must conduct a daily assessment, to include a temperature check, before reporting to work. Employees who are not feeling well should not report to campus. Masks are required; frequent hand washing and social distancing should be practiced. Employees who test positive for COVID-19 are required to complete COVID-19 Reporting form. Free Covid-19 testing is available for student and employees. Flu shots are recommended and available through major pharmacies and physicians.
BENEFITS

New Plan Year
New Activities on Your Checklist!

✓ When logging into MyEvive in SSO, you and your covered spouse may see up to 11 health and wellness activities on your MyEvive Personalized Checklist (PCL). Options may include your annual wellness exam, nationally-recommended preventive screenings, registration in various benefit programs, self-paced wellness courses, and more.

✓ New activities this plan year include flu shots, nutritional counseling, and preventive skin care exams.

✓ Completing any two steps on your PCL will ensure that you pay the lowest rate for your health insurance premium. Be sure to complete these activities by June 30, 2021, and allow some time for processing! Retirees and graduate student employees enrolled in the Graduate Plan already receive the lower premium and do not need to participate.

✓ The Blue Cross and Blue Shield-Well onTarget Health Assessment and your annual wellness exam will still count as the alternative to selecting options from the PCL list in the MyEvive portal.

✓ *The checklists restarted September 1, 2020. Simply complete two tasks in FY21 for credit in FY22. FMI; click here.

FY20 Flexible Spending Account Deadlines

If you have remaining funds in your FY20 healthcare or dependent daycare Flexible Spending Account (FSA), the grace period has been extended due to COVID-19. You may file eligible claims with a date of service of September 1, 2019 through December 31, 2020 to use your remaining FY20 FSA funds. All claims related to your FY20 FSA must be filed by December 31, 2020.

TAO Self-Help is an on-line, Digital platform of tools and Educational Materials to help you understand and change your thought patterns. It uses interactive video modules, progress measures, and practice tools to help you understand and manage how you feel, think, and act. TAO includes over 150 brief, effective, educational sessions covering 50 common topics and skills related to mental health, wellness, and substance abuse issues. TAO is now available for all TAMU-CC students, staff, and faculty. Register for free with your TAMU-CC email.
TRS MEMBERS: KEEP AN EYE OUT FOR ANNUAL MEMBER STATEMENTS

TRS members will soon be receiving their TRS annual statements. These statements contain the total amount of member contributions pertaining to the recently completed 2019-20 school year. The statement also includes the total accumulated contributions in the member’s account and the amount of service credit TRS recognizes. TRS encourages all members to review their annual statements carefully. If you have questions related to your annual statement please see My TRS FAQs page: https://www.trs.texas.gov/Pages/active_member_faq_mytrs.aspx#id05

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.

WORKING WITH WORKDAY

Workday Services Education: November Webinar

Changing, Transferring, Promoting an Employee
Description: Overview of the Change Job and Move Workers business processes, with best practices for editing details of the employee’s current job, transferring the employee to a different job, giving a promotion or simply moving the worker to a new boss.

November 4 | 10:30 am - 11:30 am

Link to Meeting Here

Dial in Audio: 1-855-282-6330 | Event Number: 145 663 8337

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.
Did You Know...

When searching for current and former employees, if you search for: *Worker: FirstName LastName*, results are returned much quicker. And you do not need the complete name, just the first few letters of the first and last name. Try it! You will like it!!

Helpful Reminder

Managing your *Workday Inbox* can help you complete tasks that require your attention in a timely manner. Be sure to check your inbox items often!

Registration Now Open through Nov. 6

#GivingTuesday is a global day dedicated to giving back. Charities, families, businesses, community centers, and individuals around the world will come together for one common purpose: to celebrate generosity and to give. To view our 2020 sites and register to participate, visit [http://givingtuesday.tamucc.edu](http://givingtuesday.tamucc.edu). FMI: Contact Ann DeGaish, X2612. For technical registration questions, contact Julie Shuttlesworth, X6223.

In observance of Thanksgiving Day

TAMU-CC campus and offices will be closed on Thursday, November 26 & Friday, November 27. Regular business hours resume on Monday, November 30.

Fun Thanksgiving Facts!

- The first Thanksgiving was celebrated in 1621 over a three day harvest festival.
- Turkey wasn’t on the menu at the first Thanksgiving.
- The average number of calories consumed on Thanksgiving is 4,500.
New CIS Form I-944, Declaration of Self-Sufficiency for AOS Applicants

On Feb. 24, 2020, the USCIS began implementing the Inadmissibility on Public Charge Grounds and requiring the new **CIS Form I-944, Declaration of Self-Sufficiency** for those seeking an immigrant visa (green card). On July 29, 2020, the court stopped the CIS from enforcing the public charge final rule during a national health emergency, but on Sept. 11, 2020, the court lifted the injunction and effective immediately most individuals filing an application for Adjustment of Status must include **CIS Form I-944, Declaration of Self-Sufficiency**. This requirement will be applied retroactively to cases filed on or after February 24, 2020. The USICS will request the I-944 before the I-485 process is completed. New I-485 applications must include the I-944 with items such as credit reports, IRS transcripts, bank statements, credentials evaluations and other documents. For a complete instructions, please visit [https://www.uscis.gov/forms/all-forms](https://www.uscis.gov/forms/all-forms) and search for the Form I-944.
UPCOMING EVENTS

What You Do Matters! Leading in a New World of Work

I Am Soooo Stressed Out!
Professional Development Series

Delegate, Motivate, Change Them! Key Skills for Leaders

Work Life Balance is a Myth!
Professional Development Series

Hosted by Human Resources
Sponsored by the Wellness Committee