Future Business Managers’ Meetings

Our next Business Managers’ meeting will be held on Thursday, October 11, 2012 from 9:00 – 10:30 a.m. The meeting location will be at The Learning Resource Center (Auditorium B).

For your information, future meetings are planned on the following dates:

• December 13, 2012

CPC Updates

Travel Update

Did you know? More itineraries can be seen in AXO Cliqbook by clicking on “more details” when searching for a flight. Screen shots called AXO View More Fares Option are on the Travel page under Travel Reference Materials and can be found by at http://www.slu.edu/x27620.xml

Any questions or clarification, please contact Sharon Gajewski sgajewsk@slu.edu or 7-2298.

HR Updates

Retirement

The Executive Committee has approved TIAA-CREF as the sole record keeper for the Saint Louis University Retirement plan, effective December 1, 2012. Employees with a Fidelity 403(b) contract will be able to keep their contracts with Fidelity, however, all new employee and University contributions will be directed to TIAA-CREF with the December payrolls. TIAA will conduct group transition meetings throughout November and December as well as providing informal information tables in Busch Student Center and the Learning Resource Center. Times and dates for informational tables will be announced by the Benefits Office.

Long Term Care

The open enrollment period for employees interested in enrolling for Long Term Care through Genworth Financial is to begin on Wednesday, September 5. Enrollment is extended to all full-time faculty, staff and housestaff actively working 32 hours or more per week and their eligible dependents. No action is required unless you would like to purchase Genworth coverage or make changes or cancel your John Hancock coverage. The employee benefit meetings for Long Term Care with Genworth Financial will be held:

The Learning Resources Center (LRC AUD B)
Tuesday, September 11: 9:00 a.m. and 1:00 p.m.

Busch Student Center (BSC Room 251)
Wednesday, September 12: 9:00 a.m. and 1:00 p.m.

Additional information on the Genworth plan is available at www.genworth.com/groupltc (Group ID: SLU, Access Code: groupltc).
Onboarding & Offboarding Process Improvement

The divisions of Human Resources, Academic Affairs and Information Technology Services have been working together since last fall to develop process and technology improvements based on recommendations made by the University onboarding and offboarding process improvement committees. In order to communicate these improvements to University stakeholders, we will be hosting learning sessions on the Frost and Medical campuses. Wimba online access will also be offered for those who want or need to attend remotely due to location or time constraints. The stakeholders who are responsible for employee onboarding and offboarding play a critical role in the success of this process improvement implementation. It is required that all stakeholders participate in the learning sessions. Process improvements that will be discussed include:

Process improvements that will be discussed include:
Streamlined University Security Access form
Updated HR and Information Technology Processes
Updated onboarding and offboarding checklists
Automated technology access grants or disables
Enhanced website content and navigation
Automated stakeholder notifications

The learning sessions will be available starting in October. Please look for announcements as to dates, times and registration details.