Message from Human Resources

Saint Louis University concluded its 4th Annual campus/metro community wide Dr. Martin Luther King Jr. Memorial Tribute January 16, 2015. The breakfast was the largest MLK tribute in SLU’s history, with nearly 400 people in attendance. Thank you to all who were involved in making this event special and all who attended.

For more information regarding the memorial, please click here to view the newsletter article.

Benefits

Weight Watchers at Work

Did you make a New Year’s goal of losing weight in 2015? Join your co-workers for Weight Watchers at Work, Wednesdays at 11:45 in the Human Resources Training Room in the Marinh and Hafline Wool Center. Learn about Weight Watchers 360™, an updated program built on the proven PointsPlus plan and powerful new tools to help you stick with the plan so you can lose weight and keep it off.

Saint Louis University employees who participate in an approved weight-loss program such as Weight Watchers may be eligible for a one-time Wellness Rebate of up to $200 from Wellness Participants must have a starting BMI of 36 or greater to be eligible for this rebate.

More information on Weight Watchers at Work may be found on the Benefits website. Employees who attend weekly Weight Watchers at Work meetings will also be eligible to earn 35 Vitality Points for each meeting attended.

Tuition Benefits

The Benefits Office would like to remind eligible Faculty and Staff of the University’s tuition benefit offerings.

Tuition Remission is granted to employees, their eligible spouses and their dependent children for tuition benefits at Saint Louis University. Eligible spouses and children are limited to taking classes towards their first, undergraduate degree (and must be under the age of 36 for children) and must be enrolled as a degree-seeking student. Employees are eligible to take classes towards a degree in any program, including graduate school (with the exception of the medical school). This program is administered jointly through the Office of Student Financial Services and the Benefits Office.

The Tuition Remission request through Banner Self Service must be made prior to the first day of classes for the first semester in which you are enrolling.

FACCHEX (Faculty and Staff Childcare Exchange) is an undergraduate tuition remission program for children of current full-time faculty and staff. Through the FACCHEX program, employees who are eligible for tuition remission benefit for their children’s at their home institution can apply to receive the same benefit at participating Saint Louis colleges and universities, should there be space available, and the student meets that school’s requirements for FACCHEX applicants. Please note that FACCHEX awards tend to be extremely limited in number and are highly competitive. As a result, there are no guarantees to the children of any given faculty or staff member that they will be able to utilize the FACCHEX benefit at the institution of their choice. This program is administered through the Office of Student Financial Services.

The deadline for filing for FACCHEX is December 1st, before the student’s fall semester of enrollment at a participating exchange institution. Information on FACCHEX can be found on the Student Financial Services website.

Tuition Exchange enables eligible dependent children of eligible Saint Louis University employees to apply for a Tuition Exchange Program scholarship at any of the over 600 Tuition Exchange Program participating colleges and universities. The program awards at least 10 Tuition Exchange awards each year based on the seniority of the parent at Saint Louis University in a full-time, benefits eligible position. This program is administered jointly through the Office of Student Financial Services and the Benefits Office.

The deadline for the Tuition Exchange Program is October 1st, or the first business day following October 1st, before the student’s fall semester of enrollment at a participating exchange institution. Employees currently receiving the Tuition Exchange benefit must reapply for the benefit by March 1st for the upcoming academic year. Completed forms should be faxed to the benefits office at 977-7195.

More information about the Tuition Remission and Tuition Exchange benefits is available at Tuition Benefits website.

Policy & Procedure

Action Required: Federal Regulation Compliance Requirement in MySLU Portal

On December 8, 2014, an invitation to self-identify race and ethnicity, as a protected veteran or an individual with a disability was extended to all employees (faculty, staff and student employees) with a closing date of February 6, 2015. This is a reminder for all employees to log into the MySLU Portal and access all three self-identification electronic forms, under the Compliance Requirements section of the Home page, to voluntarily disclose or decline to disclose their status.

After February 6, 2015, upon the next login to either MySLU or Banner, employees will automatically be directed to these three self-identification pages. Employees will not be able to proceed in either MySLU or in Banner Self Service until they voluntarily disclose or decline to disclose the information. Click here for instructions on how to complete before February 5th.
For more information, please visit the Office of Institutional Equity and Diversity website.

Staff Performance Evaluations
The annual performance evaluations for staff, University Online Performance Evaluation (UOPE), is due to Human Resources on Monday, March 2. Some divisions may implement earlier deadlines, so please check with your division department reviewer.

Managers should be facilitating conversation regarding the staff self-assessment and should be logging into Banner Self-Service to complete the UOPE. The self-assessment worksheet can be accessed in the UOPE menu in Banner Self-Service or by clicking here.

The following outlines the staff performance evaluation process:

Please contact your HR Consultant if you have any questions about the UOPE process.

SLUNet and SLUNet-n to be retired as part of Wireless Upgrade Plan
In the coming weeks, the wireless networks SLUNet and SLUNet-n will be removed from the list of available networks. This is part of a larger wireless improvement plan that began in fall 2014. The SLU-users network will remain the best way to connect to wireless Internet at SLU. Connect to SLU-users today to help avoid any disruption when SLUNet and SLUNet-n are removed.

What’s different about SLU users?
- Connecting is easier and quicker
- Access is improved for all types of mobile devices, including Android devices
- Enhanced security behind-the-scenes meets industry standards

Still need to connect to SLU-users?
- Double-click on Available Networks and select SLU-users
- Enter your SLU Net ID and password
- Click Connect

The retirement of SLUNet and SLUNet-n is the second step of a wireless improvement plan at SLU. Watch Newslink for more information or visit wireless.slu.edu to keep up with the plan.

Learning & Development

SLU Stars Award Open for Nominations through February 20
The SLU Stars award is a peer-to-peer recognition award. The award recognizes colleagues who demonstrate professionalism and behavior congruent with the University’s Ignatian ideals and whose accomplishments further the mission of Saint Louis University. SLU Stars are those unheralded people in our departments who regularly touch the lives of the colleagues, students, clients, friends, and family they interact with on a daily basis. Their commitment to the mission is not a singular event, but a continuous story of the mission in action.

Do you have a colleague who is deserving of a SLU Stars nomination? Click here to nominate him/her today.

Employee Assistance Program (EAP)

Stay with Your Resolutions
According to the experts, only 8 percent of people who make a New Year’s resolution end up keeping it. Stay focused on your resolution list and let your Guidance Resources program help keep you on track. Here are tips from a financial, legal, or work-life expert to:

- Create a will
- Manage your debt
- Plan a trip
- Prepare for retirement
- Save money
- Advance your education
- Volunteer to help others

CALL TODAY
Call 800.859.9319
Online: guidanceresources.com Enter your company ID: SLU-EAP

HUMAN RESOURCES

We serve the University community by delivering fair and competitive policies and programs. Lead talent management solutions, and unite mission, strategy, and people through collaborative partnerships.

Mission—Adapt—Engage—Innovate—Service