

HUMAN RESOURCES

June 2021

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[HR Key Events Calendar](#)

Hurricane Season Begins	June 1
Stress Less and Thrive Series	June 2
Achieving the Dream Virtual Workshop	June 10
Independence Day (observed)	July 5
Employee Wellness Day	September 17

[Employee Photos in Fluid](#)

Employee photos in IDMS, or those that were provided earlier, are now live in the PeopleSoft Fluid User Interface. For each employee, a photo will be visible **internally** to coworkers, supervisors, and students within systems such as myFSCJ (PeopleSoft), Office 365 (SharePoint, Teams, Outlook, etc.), Canvas, IDMS, Active Directory, and Webex. However, there is an option to opt-out of image visibility within **external-facing applications** like the existing [Web Employee Directory](#).

Submitting a Replacement IDMS Photo

Employees may submit a professional head shot to HRInfoMgt@fscj.edu to replace their current IDMS photo. Photo guidelines are as follows:

- Employee must be the only person/face in the picture.
- Pictures other than the employee or of/with the employee's pet or family member will not be accepted.
- Background must be plain and of one color.
- Employee must be forward-facing.
- Employee cannot wear sunglasses, hats, or scarves.

- Picture should be cropped to show only the upper chest and head area, with the entire head shown. “Selfies” do not qualify as a professional head shot.
- Picture must be submitted in JPG format.

NOTE: Information Technology (IT) is currently working on implementing CloudCard, a process whereby employees and students can remotely upload a replacement picture for IDMS, at which time the photo will be robotically verified prior to posting. More details to come.

To Request a Company Directory Photo Retake

Updated photo retakes to be used in the myFSCJ Company Directory will be offered beginning June 7 by appointment only, to maintain social distancing. Click [here](#) to schedule an appointment with a member of the Human Resources team. Photo retakes will be used only to update the photo for the PeopleSoft Fluid User Interface. A new Employee ID Badge will not be issued.

To Opt-Out from External-Facing Applications

To opt-out of image visibility and replace an employee photo with the FSCJ logo for external-facing applications, please send requests to HRInfoMgt@fscj.edu.

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Hurricane Preparedness

It is that time of year again to start reviewing personal evacuation and preparedness plans. Hurricane season begins June 1 and runs through November 30. It is recommended to assemble disaster preparedness supplies in advance for home and work in order to avoid the chaos of last minute preparations when much needed supplies become scarce and lines are long. Click [here](#) to view a hurricane preparedness guide to help in creating emergency plans, evacuation routes, along with other helpful information.

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My Life at FSCJ Podcast

The HR team continually strives to highlight employees and how they positively impact our workforce. To do this, the HR Talent Acquisition team has created an episodic Podcast called “My Life at FSCJ”. These Podcast segments will provide perspective employees with a more enriched understanding of the inclusive, engaging, and rewarding culture here at FSCJ. In these episodes, a member of the HR Talent Acquisition team will speak with an employee to learn more about who they are and the great things they do to make our College what it is today!

In this second [episode](#), we speak with Vickie Witherspoon, Academic Department Coordinator. Employees interested in sharing how their story positively impacts the success of the College can contact employment@fscj.edu to learn more.

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Wellness Chatter

Florida Blue Better You Newsletter

Check out the Florida Blue [June Newsletter](#) for helpful monthly wellness tips.

Stress Less and Thrive

Stress Less and Thrive is an interactive and engaging workshop series for stress management. Enrollees will discover how stress impacts daily life, learn effective stress reducing techniques and practice relaxation strategies that can be immediately implemented. This program is

delivered by dynamic certified facilitators and includes workshop materials and online support. After completing the workshop, Florida Blue members can continue receiving health coaching through our Better You Next Steps program. Better You Stress Less and Thrive is now being offered FREE for a limited time - a \$45 value! For more information, click [here](#) to view the program description.

Date	Time	Topic	Registration
Wednesday, June 2	1 p.m. – 2 p.m.	Stress Less and Thrive	Register Now
Wednesday, June 9	1 p.m. – 2 p.m.	Doing What Matters Most	Register Now
Wednesday, June 16	1 p.m. – 2 p.m.	Finding Time	Register Now
Wednesday, June 23	1 p.m. – 2 p.m.	Rethink That Thought	Register Now
Wednesday, June 30	1 p.m. – 2 p.m.	Make It A Habit	Register Now

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[Florida Retirement System \(FRS\) Reemployment After Retirement](#)

Members are considered retired when they have terminated all employment with all FRS-participating employers, established an effective retirement date through the application process, and cashed or deposited a benefit payment. If participating in DROP, retirement is complete once employment is terminated with the FRS-participating employer. If returning to work for an FRS employer within six (6) months after retirement, retirement benefits are then void and benefits received to date must be repaid. For months 7-12 following retirement, members may not receive both a salary and a retirement benefit. There are no limitations on receiving retirement benefits while working for an FRS-participating employer after you have been retired for 12 calendar months or longer. An Investment Plan member who terminates employment with an FRS-participating employer and receives any distribution from his or her Investment Plan account (including a rollover) is considered a retiree. Click [here](#) for additional information regarding reemployment or call 1-844-377-1888 to speak with an account representative.

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[myIMPACT Reminder](#)

Administrative, Professional and Career employees should expect to meet with their supervisors to discuss performance reviews very soon. The entire review process (ratings, review meeting, supervisor approvals, and employee signatures) is due no later than June 15. Click [here](#) to view myIMPACT instructional resources. If you have any questions, please contact emprelations@fscj.edu.

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[Wellness Day](#)

Save the Date! On Friday, September 17, there will be an Employee Wellness Day that will be interactive and fun. There will be cooking demonstrations, fitness and stretching help, meditations, help with financial issues and mental health. If you have suggestions or want to get involved contact us at hrtraining@fscj.edu.

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[Training and Organizational Development](#)

Professional Development

To view a current list of synchronous and asynchronous course offerings, please log into [myLearning](#).

New Wellness Incentive Plan Available Now

An exciting change has been made to the Employee Wellness Program which will allow employees to earn up to \$100 in gift cards! A Personal Health Assessment is not required, however, by completing an on-line health assessment employees earn \$20! Full-time employees with Florida Blue health insurance can get started two ways. One way to do this is by downloading the app, Always On, and create a username and password to get started. You will need your member number and group number from your Florida Blue insurance card to complete the registration process. Alternatively, employees can visit the Florida Blue site and follow the steps below:

- Go to [Florida Blue](#) and log in (if you have not logged in before, set up your account).
- Click on the Better Strides You banner on the main page OR from the Health and Wellness dropdown box at the top of the page.
- Once there complete the on-line health assessment. It takes about 10 minutes and earns you a quick \$20! There will not be a requirement to complete an in person Personal Health Assessment this year.

Click [here](#) to view more details about this years' wellness incentive plan.

National Institute for Staff and Organizational Development (NISOD) conference videos are available

All employees are able to review sessions from the NISOD Teaching and Leadership Excellence virtual conference. Videos have been uploaded and many of them are closed-captioned. College employees have access to these videos for one year.

Instructions for accessing the recordings can be found [here](#).

Achieving The Dream (ATD) Virtual Workshop

The ATD virtual workshop will be held June 10 from 2:30p.m.-3:30p.m. The theme will be Knowing Our Students: Designing an Experience That Serves Students Holistically. Participants will engage in learning, discussion, and activities to ensure they leave with an understanding of the data that can be most useful, a process for using those data in their student success work, and examples of how other institutions have approached this work. To register, click [here](#).

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