

HUMAN RESOURCES

June 2023

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HR Key Events Calendar



June 1

Hurricane Season Begins

July 4

Independence Day

Spring 2023 Stay Survey Results

Thanks to all employees who completed the Spring 2023 Stay Survey. Click [here](#) to view the survey results. The responses provided critical information that the Human Resources department is using to design proactive employee retention efforts. Employees can always send any suggestions to humanresources@fscj.edu.

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, Future SMART Goal(s), performance review meetings, supervisor approvals, and employee signatures) is due no later than June 15. For questions, contact emprelations@fscj.edu.

Professional Development & Earned Degree Salary Incentives

Full-time employees that complete eligible courses taken at FSCJ or earn a degree at a regionally accredited college or university while employed may be eligible for a one percent (1%) salary increase. Employees are only eligible for a one percent (1%) increase once every three (3) years from the date of the last increase, regardless of how earned. After requirement completion, a [Request for One Percent Salary Increase](#) form and official transcripts must be submitted to Human Resources at humanresources@fscj.edu.

View [APM 03-0911, Salary Incentives for Professional Development and Earned Degrees](#) for eligibility details. For questions, contact hrtraining@fscj.edu.

Wellness Chatter

Financial Literacy Workshops

PD 1919 Financial Literacy for Employees

Thursday, June 15
10:30 a.m. - 11:30 a.m.
South Campus, Room G101
[Register Now](#)

Corebridge Financial Sessions (In-Person)

***formerly AIG**
Every Third Wednesday
10 a.m. - 1 p.m.
ATC, Room T116
[Register Now](#)

Earn \$140 in Gift Cards for Wellness Activities

Wellness incentives of up to \$140 dollars are available to full-time employees with Florida Blue insurance. While the ways to earn the incentive are similar to last year, there is an update on how to navigate the Florida Blue website. Program participation is open through **December 31, 2023.**

Follow these instructions to get started:

- Visit [Florida Blue](#) and log in. First-time account users will need the health insurance plan number located on their Florida Blue health insurance card to create an account.
- Select "Find and Get Care" Tab on the top menu.
- Click "Better Your Strides".
- Complete any health activities through December 31, 2023 to earn rewards.

Employee Recreational Sports Now through August 15

All employees are welcome to participate in **free** recreational sports. No sign-up is needed. For questions, contact humanresources@fscj.edu. The recreational sports will take place at the following times and locations:

South Campus Gymnasium

Basketball & Indoor Pickleball
Mondays at 6:30 p.m.

South Campus Gymnasium

Volleyball & Indoor Soccer
Wednesdays at 6:30 p.m.

South Campus Gymnasium

Basketball & Indoor Soccer
Tuesdays at 6:30 p.m.

South Campus Gymnasium

Volleyball & Indoor Pickleball
Thursdays at 6:30 p.m.

North Campus

Softball

Softball Field
Saturdays
9 a.m.

Florida Blue Better You Newsletter

View the Florida Blue [June Newsletter](#) to learn more about men's health and how to keep the heart healthy.

First Coast Heart Walk 2023

Employees interested in leading a team of 10 or more walkers in the annual American Heart Association Heart Walk can sign up to be a team Captain by contacting hrtraining@fscj.edu.

Student participation will be led by Jerry Thor, Brad Frick, and the Student Life department. Employee participation will be coordinated by the Wellness Committee.



Saturday, September 9, 2023

Employees are encouraged to submit wellness event ideas to humanresources@fscj.edu.

Employee Assistance Program (EAP)

The Employee Assistance Program (EAP) through Health Advocate is a short-term, confidential counseling as well as crisis intervention services provided for College employees and their families. Individuals can access needed support at no cost on the following:



- Emotional Wellbeing
- Financial
- Health
- Legal
- Relationships Work/Life Services

The Health Advocate staff follows detailed protocols and complies with all government privacy standards. All medical and personal information is strictly confidential and privacy protected. Visit [Health Advocate](#) to find helpful information on a wide range of topics. Contact the 24-Hour CARELINE at 877-240-6863 or send an email to answers@HealthAdvocate.com with questions.

TIAA App Update

TIAA is committed to helping FSCJ employees navigate through their retirement journey and has recently invested in more improvements and capabilities to ease how participants manage their retirement accounts.

TIAA participants can now update their beneficiary designations using their mobile devices. This simple process can have a big impact on making participants feel confident in taking care of their loved ones no matter what. Click [here](#) to learn more details, then click [here](#) to download the free mobile app and get started.

Training & Organizational Development

New Faculty Institute

The Academy for Teaching and Learning offers programs to new faculty to help orient them to the College and the Faculty profession. Congratulations to the most recent faculty to complete the program.

Year One

Fulton Burns	Michael Owens
Sandra Cantalupo	Chevis Smith
Kadyapa Chitta	Qi Yang
Joyelle Hall	Angela Worthy
Mirza Murtaza	

Year Two

Rebecca Alter
MeShawn Foster
Gerald Hilgenberg
Debidatta Mahapatra
Lopest Manuel

[Click here](#) to view current College course offerings.

Around the College

The College recently received the report from the SACSCOC Off-Site Review Committee in response to the submission of our Compliance Certificate in late February 2023. Receiving this report marks an important transition from one review phase of the reaccreditation process to another, and provides us with the first feedback from peer-evaluators in the SACSCOC region.

Per the SACSCOC website, institutions receive on average 15 “non-compliance” findings. We are very pleased to announce that the Off-Site Review Committee’s report identified only eight (8) SACSCOC standards for which the College needs to provide additional information per this preliminary assessment.

The next phase of the reaffirmation process includes SACSCOC on-site reviews and may consist of committee members engaging with employees and students at various campus locations. There are four things FSCJ Employees should be knowledgeable about when talking to a SACSCOC on-site reviewer: our Mission, Vision, and Values; our Strategic Plan; our Outcomes Assessment process; and the QEP. The QEP one-sheeter is linked [here](#) and the Strategic Plan one-sheeter is linked [here](#).
