

HR Headlines

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Please view the HR website at <http://intranet.roosevelt.edu/hr/default.asp>.

Welcome

Please join us in extending a warm welcome to the new folks at Roosevelt.

Martha Creeron
Financial Aid

Carina Santoyo
Admission Office

Brian Walker
Institutional Advancement

Karlene Henninger
International Programs

A New Year's resolution is something that goes in one year and out the other.
~Author Unknown

Top Ten New Year Resolutions

According to About.com (and many other websites),
resolutions most often selected are as follows:

1. Spend more time with family and friends
2. Exercise more
3. Lose weight
4. Quit smoking
5. Enjoy life more
6. Quit drinking
7. Get out of debt
8. Learn something new
9. Help others
10. Get organized

Visit their website at <http://pittsburgh.about.com/cs/holidays/tp/resolutions.htm> to learn more about how to remain resolute throughout the year. The HR staff also has a few ideas of their own.

Exercise more and lose weight: Keep in mind that Roosevelt has wonderful fitness facilities at each campus. These facilities, plus the classes, plus time with the personal trainer are available to all full- and part-time clerical and administrative staff and all full-time faculty.

Learn something new: Still working on your undergraduate or graduate degrees? Great! Keep going. Or, consider taking a class for fun or just to learn something new. As a full- or part-time clerical or administrative staff or faculty, take advantage of generous tuition remission benefits. If you're unsure about the benefits, check out the HR website at <http://intranet.roosevelt.edu/hr/default.asp>.

Help others: Opportunities to help others are endless.

- Volunteer to help at an Open House or at Spring Graduation (May 1).
- Present a program at the 2006 Bring a Child to Work Day (April 27)
- Paint, clean, visit, etc. on New Deal Service Day (April 8).
- Spend an hour as a greeter at the start of the Spring Semester. Classes begin Monday January 23. To help, call Mike Dessimoz in Chicago at ext. 2121 (Auditorium Building), LaShawn Jones at ext. 3252 (Gage), or Laurie Cashman at 7990 (Schaumburg).

Recent REWARD NOW Recipients

The following individuals have recently been recognized by students and staff for their enthusiasm and special efforts.

Arny Reichler	ETSUC
Ora Ross	CCPA
Diane Madrid	Library
Christopher White	CCPA
Jo Ellen Coney	Library



December 2005 Employee Graduates

BRAVO!

Debra Outlaw
Bridgette Bauman
Joanna Cabaj
Rashid El Amin
Sheryl Sutton
Tim Mollenkamp
Ed Rafa
Kathleen Coyle
Patty Brand
Kimberly Phillips

DO YOU EVER WONDER

what came of your \$5 donation to the Lee National Denim Day back in October? I just received a postcard, which reads as follows:



“Together we celebrated the 10th Anniversary of Lee National Denim Day with an \$8 million donation to the Komen Foundation. Over the last decade, this one fundraising event has contributed more than \$60 million for the research, education, screening and treatment programs necessary to fight this disease.”

I paraphrase Margaret Mead by reminding you to never doubt that a small group of committed, caring individuals can make a difference. Indeed, it is the only thing that ever has. Thank you for your caring and concern.

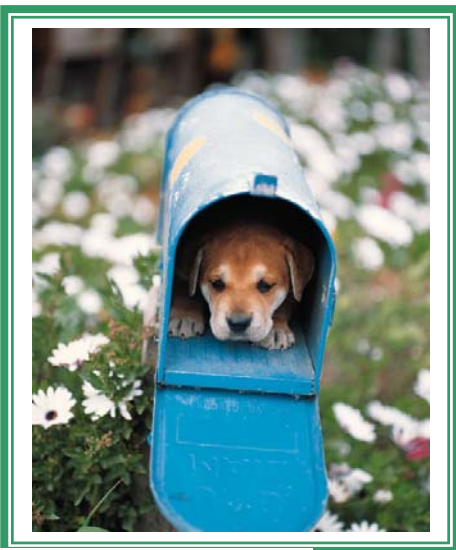
Computer Training

By: *Susan Rohde*

If you have not learned any new computer skills recently, you may want to make plans to do just that. Individuals from the Office of Staff Training and Development and DOIT (Department of Information Technology) are meeting to reconsider delivery options for training and we will have more information soon. In the meantime, check out two good websites for improving your computer skills.

Microsoft Office Products offers many options for online training at <http://office.microsoft.com/en-us/default.aspx>. DOIT also offers training, as well as software manuals at their website, <http://www.roosevelt.edu/doit/default.asp>.

I'm not sure who is responsible for this quote, but some wise soul once said, “If you're coasting, you're falling behind.” That phrase is truer in technology than anywhere else. Don't get left behind.



Here's the scenario. It is the end of January, you run to your mailbox searching for your W-2 form. Instead, you find a puppy. Then you recall you never notified RU payroll that you have a change of address. Bummer.

At least the puppy will keep you company while you wait for a replacement W-2. Or, send Judy Watkins an e-mail right now before you forget.



BENEFITS CORNER

Happy New Year! Have you made a resolution to get in shape this year? There are many books, tools, and websites available to assist you. If you are a current member of BlueCross BlueShield of Illinois, take advantage of their website sources. You can access it through www.bcbsil.com and set up your own password. The “My Health Highlights” offers health and wellness information and tools. The link for Mayo Clinic Health Information is a great resource for the following:

- Healthy Weight Program
- Fitness Programs
- Health Tools and Video
- Manage a Condition
- Chronic Back Pain Health Decision Guide
- Mayo Clinic Health Risk Assessment
- First Aid Guide

You can set up your own personalized page to access your health information and view the latest additions to the Mayo Clinic site. Why not start today and make that New Year’s Resolution come true? Call Clara Gong at extension 4332 with questions.

METRA Rate Increases Effective February 1st, 2006

By: Tim Mollenkamp

As many of you may already know, METRA will be increasing their rates effective February 1st, 2006. For those currently enrolled in Roosevelt’s transit benefit program, and who receive an RTA/CTA transit voucher, please continue reading. I will be accepting changes to the monthly deduction amount by all those affected via e-mail until Monday, January 23rd. There is no need to submit a new enrollment form. Unfortunately, the federally mandated maximum deduction remains at \$105/month. Any changes will take affect starting with the February vouchers (those to be distributed starting on February 20th). Please click [here](#) to access the new rates, or go to METRA’s home page. <http://metrarail.com/> In anticipation of the fare increases, RTA/CTA vouchers (CTA passes too) will be available for pickup starting Monday, January 9th. Early pickup will only take place this January. I have spoken to METRA and the new fare increases will not affect those using ten ride passes purchased before the February 1st deadline. Thus passes purchased in January will be subject to the old rates even if used within the following months. Unfortunately, any monthly passes purchased in January will reflect the increased rate changes.

New 2005 Deductibles and HCA Accounts for BlueEdge PPO Participants

By: Sue Fay

For those of you in the BlueEdge PPO plan, your plan deductible and health care accounts are calendar year features. On January 1, 2006, you are responsible for a new deductible (\$1,500 for single and \$3,000 for family) and new health care account dollars were added to your HCA (\$750 for single and \$1,500 for family). Any remaining 2005 unused HCA dollars will also be available for first dollar coverage in 2005.

Please note that the best way to track your account if you are a BlueEdge PPO member is to check it on-line. You may register to use BlueAccess at the BCBSIL website at <http://www.bcbsil.com/member/index.htm>. BlueAccess allows you confidential access to all of your claims and health care account data, make on-line personal information changes and much more!

Employee Graduate Tuition Taxability Reminder

As many of you know, a portion of graduate tuition remission benefits is a taxable fringe benefit as defined under IRC Section 127 Employer Provided Educational Assistance and the Economic Growth and Tax Relief Reconciliation Act of 2001 (*HR 1836*). With the new 2006 tax year, the first \$5,250 of employer-sponsored graduate tuition benefits for an employee is tax exempt.

What does this mean for RU employees enrolling in graduate or doctoral courses in 2006? The current graduate/doctoral fee is \$688 per semester hour. At this rate, the first 7 + semester hours of graduate or doctoral courses will be tax exempt (\$5,250/\$688). If there is a tuition change in 2006, the number of semester hours that are tax exempt will be affected.

Please note that graduate tuition remission for all dependents (spouse, domestic partner and children up to age 26) remains fully taxable.

The complete policy regarding graduate tuition may be found on the H/R web page under "Education Benefits - Tax Implications of Graduate Tuition Remission."

<http://intranet.roosevelt.edu/hr/administrators/grad-tuition-remission.htm>

Undergraduate tuition remission for eligible employees and their spouses, domestic partners and children remains tax-free.

If you have any questions regarding tuition remission, the benefit itself or taxability, please contact Tim Mollenkamp at extension 6932.

Coming in late March and early April, 2006: Open Enrollment for the May 1, 2006 health, dental and flexible spending account plan year!