



# ROOSEVELT UNIVERSITY

## HR HEADLINES

November 2007

Sabrina Elms Ext. 6952

Susan Rohde Ext. 2198

### Welcome New Employees!

Terri Berryman,  
Career Services

Lakiesha Dunn,  
TRIO Programs

John Haliotis,  
Information  
Technology

Natalie Henry,  
Office of the Provost

Nicole Losurdo,  
Auditorium Theatre  
of RU

Michael Pizana,  
Campus Safety

Seema Taher,  
Office of Admission

### Important Websites

Human Resources

HR Career Page

Training &  
Development

RU Homepage

RU Intranet

## REWARD Now Recipients

Huan Nguyen  
Myonie Payton

Monica Kunavich  
Kristin Broadwell

Monica Kielar  
Cheryl Boncuore

## HRIS-Banner Update

A recent phenomenon has brought ducks to the Congress Lounge. That's right. Ducks! Sue Fay, who is taking the lead in the HRIS (Human Resources Information System) implementation (referred to as Team ONE), described the project and painted a picture of this collaborative community effort.

She ended with our motto: **See! Believe! Achieve!**

Two key milestones for Team ONE are our Go-Live dates:

October 15, 2008 for HR

January 1, 2009 for payroll

Stay tuned for more information on Team ONE!

## **In-i-tia-tive** (noun) To act and make decisions with help or advice of others.

We recently learned of this wonderful example of employee initiative. A clerical union employee learned of a vendor incentive program. She did the research, enrolled in the program, followed the process, and today we have a complimentary (FREE) brand new \$1300 printer in that department.

## Auto Loan Deal for RU employees



Did you know news programs like Dateline NBC, news magazines like Newsday, and newspapers like the Chicago Tribune are encouraging their viewers and readers looking for a bargain on their auto financing, to check out their credit union? It's true!

Access Credit Union has been serving Roosevelt University for almost 25 years and they have a special offer they want to give just to **Roosevelt employees**: If they can't lower your current auto loan payment, they'll give you \$100.00! Please call Access for details and to get started at (708) 343-0228.

**The Medicare Part D Notice** has been updated! Copies will be sent to all health insurance eligible employees through intercampus mail. The latest version is also available [online](#) or by contacting Human Resources at Ext. 4332.



## Lee National Denim Day

Thanks to the RU community, we collected \$805 on Friday, October 5. 100% of this donation will go to the Susan G. Komen Foundation to fund research, education and early detection programs. Thank you.

## Student, Staff and Faculty Savings Club Card

CSI: Chicago (Center for Student Involvement) is proud to sponsor the [Student Savings Club](#) for the 2007-08 academic year. This is a [program](#) aimed specifically at helping you save money when making purchases at businesses around campus. And best of all, its provided to you at NO **COST**. Click [here](#) for more information.

## Attention Clerical Union Employees

A record number of clerical employees took advantage of the personal development benefit during the recently ended contract year which is terrific!

Please be reminded that the benefit covers *pre-approved courses only*. This means that clerical employees *must request the benefit in writing* no less than five days before class begins. Users must also provide proof of registration and payment. Susan Rohde, Director of Human Resources, coordinates this program. Approval requests and questions can be directed to her at [srohde@roosevelt.edu](mailto:srohde@roosevelt.edu).

## Keyboarding at the Speed of Light

The Office of Human Resources has recently purchased the Mavis Beacon Teaches Typing program. If you would like to improve your keyboarding speed and accuracy, please contact Susan Rohde at extension 2198. We have purchased multiple licenses for your short-term use and practice.

## Open Enrollment Has Begun!

The voluntary term life and accidental death and dismemberment (AD&D) insurance plan is now entering open enrollment for the plan year of January 1 to December 31, 2008. This plan allows eligible full time faculty and staff to purchase and/or increase voluntary term life insurance on his/herself, spouse or domestic partner and dependent children. This is an employee-funded benefit that is a supplement to the current University-sponsored life/AD&D benefit plan. If you are interested in this benefit, please consider attending a 20-minute informational meeting.

AUD	326	Thursday	Nov. 15	10:00 a.m. & 4:00 p.m.
Gage	109	Monday	Nov. 19	3:00 p.m.
SCH	620	Tuesday	Nov. 20	10:00 a.m. & 4:00 p.m.

The deadline for changing current coverage or applying for new enrollment is Monday, December 3, 2007. If you have any questions, please contact Clara Gong at Ext. 4332 or [cgong@roosevelt.edu](mailto:cgong@roosevelt.edu)

