

HR Headlines

September 2007

[Sabrina N. Elms](#), Ext. 6952

[Susan Rohde](#), Ext. 2198

Take some time to browse the newly designed [Human Resources website](#) today!

Welcome

New Staff

Michelle Smith & Darick Spears
TRIO Programs

Yehia Kamel
WEHCBA

Laura Mills
Library

David Borgealt
Office of the Provost

Hellena Hopkins
Financial Aid

New Faculty

Arts & Sciences

Chris Chulos (formerly of I.A.)
Pamela Davies
Ben-Roy Do
Larry Fisher
John Fountain
Joanne Howard
Tasneem Islam
Lisa Lu
Charles Madigan
Jeri Morris
Kimberly Ruffin
Brian Siers

Education

Maria Earman-Stetter
Lynne Firsell

ETSUC
Telly Courialis
Vickie Gukenberger

CCPA

Scott Gilmore
Keland Scher

WEHCBA

Tsun Chow
Rifat Gorener
Carolyn Wiley

Important Dates to remember

- Fall classes begin Wednesday, **September 5**
- Applicant Tracking Training for Hiring Managers is Thursday, **September 6**
- Last day for Clerical employees to use Floating Holiday is Friday, **September 28**

Recent Reward Now Recipients

- * Nick McCormick, Registrar's Office
- * Reynaldo Dumas, Library
- * Judy Watkins, Business Office
- * Ankush Mahindra, DoIT



- * Joshua Patel, Library
- * Carolyn Nelson, Library
- * Monica Kielar, College of Ed
- * Alex Pan, DoIT



The Office of Human Resources is pleased to announce the implementation of our new recruitment software, **PeopleAdmin**. Effective September 7, 2007, all position posting forms and employment applications must be submitted electronically in one centralized, online software application. PeopleAdmin promises to streamline internal processes for hiring managers and provide improved feedback to candidates during the recruitment process.

Candidates can access full job descriptions through a broad search or narrow their choices by category or job title. Applicants will be able to complete one application for more than one job opening simultaneously.

PeopleAdmin delivers full access to all system capabilities from any personal computer 24 hours a day, 7 days a week. With the implementation of PeopleAdmin, we will no longer accept fax, email, or hard copies of resumes and applications.

User training for PeopleAdmin will begin on Thursday, September 6th and will continue to be available on both campuses in group or individual sessions.

We look forward to your support and participation!



CLUB QUARTERS - THE SMART HOTEL FOR THE SENSIBLE TRAVELER

Roosevelt University is a member of Club Quarters, private hotels for business travelers in big city center locations. As a part of Roosevelt University's membership, you and your family and friends are eligible for special membership rates. To learn more, click [here](#).

Mark your calendars.....FLU shots available in October

Don't miss this early opportunity to prevent a case of the flu. RU is once again offering faculty, staff and students an opportunity to get early flu vaccines. Save the date on your calendars.



Passport Health will deliver flu shots on both campuses again this year. Here are the details:

- Monday, October 1 - SCH 640 : 3:30 to 5:30 p.m. (off the main lobby)
- Tuesday, October 2 – AUD Congress Lounge : 3:00 – 5:00 p.m.
- Wednesday, October 3 – Gage 106 : 3:30 – 4:30 p.m.

Passport Health will charge \$23 for each shot, payable by cash or check. If you participate in the Flex Plan, ask for a receipt to include the cost of the flu shot in your plan. Please contact Chris Korn at ext. 6932 or ckorn@roosevelt.edu with any questions.

Lee National Denim Day



Lee National Denim Day is Friday, **October 5**. For a minimum \$5 donation, you earn the right to wear blue jeans to work (with supervisor's permission) and the feeling that you've done a good deed.

For the eighth straight year, Roosevelt University will participate in the 2007 Lee National Denim Day to raise much needed funds in the battle against breast cancer. All donations go directly to the Susan G. Komen Foundation to use in funding breast cancer education, early detection programs and research.

Would you like to help this worthy cause? We need collectors at each campus, each building, on each floor if possible. The work is easy and the rewards are plentiful. Please contact Susan Rohde with any questions or to volunteer to collect donations by September 21 at ext. 2198 or via email at srohde@roosevelt.edu



Chicago Transit Authority

Possible Fare Increase

Due to funding concerns, the CTA has announced that they plan to increase their fares and reduce services effective September 16 unless they can secure more funding from the State. We are monitoring the situation and if these proposed changes do take effect we will follow-up with more information at that time. A description of the proposed changes can be found by clicking [here](#).



TIAA-CREF and Fidelity Investments both provide telephone and online services to members. Please take the opportunity to view your accounts online or to contact member services for assistance.

TIAA-CREF

Telephone Counseling Center – 1-800-842-2776

Automated Telephone Service – 1-800-842-2252

Insurance, After-tax Annuities and Mutual Funds – 1-800-223-1200

Education Savings – 1-888-381-8283

TIAA-CREF Publications – 1-877-518-9161

TIAA-CREF Web Center: www.tiaa-cref.org

Fidelity Investments

Fidelity Retirement Services – 1-800-343-0860

Fidelity Website: www.fidelity.com