

JUNE 4, 2009

VOLUME 1

Employment

ISSUE 16

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ERS Changes

We are delighted to welcome these New ACC Employees that started June 1st!

<i>Name</i>	<i>Department</i>	<i>Campus</i>
Peter Wheeler	Associate Professor – EMS	EVC
Jason Studer	Grounds Keeper	RVS
Thomas Hoeft	Lab Assistant	SAC
Aaron Riethmayer	Evening/Weekend Operations Coordinator	RVS

Records

Classified Monthly Pay Option

Beginning June 15, 2009 bi-Weekly Classified employees will once again be given the opportunity to choose if they want to be paid monthly beginning in September 2009. If you choose to be paid monthly, below is the schedule for your final bi-weekly checks and your first monthly check. An email will be sent to all bi-weekly employees with instructions on June 15, 2009.

Pay Date	Timesheets for pay period of
September 11	August 16 - August 29
September 25	August 30 - 31 (payment for employees that work on Sunday and/or Monday only)
September 30	September 1- September 30 - first monthly check

After September, you will receive a check on the last working day of the month.

If you have any questions please contact Bobetta Burns at bburns@austincc.edu.

Professional Development

Upward Evaluation

This is a reminder that the upward evaluation reports will be sent out in PDF format via e-mail. The upward evaluation reports will begin to go out no later than Monday June 8th. Look for an e-mail sent from “Faculty and Staff Evaluation at Austin Community College [admin@localserver.com]” with the subject line “Upward Evaluation Results 2009 Class Climate survey.”

ACC ACADEMY – Applications Now Being Taken

Applications are due by June 12 to the Professional Development Office. For the application process, go to the website at <http://www.austincc.edu/hr/profdev/academy/index>.

THE HR CONNECTION



New Workshops

Addressing Workplace Issues Using the Servant-Leadership Management Philosophy

[PRDE: Addressing Workplace Issues Using the Servant-Leadership Management Philosophy](#) 6/5/2009 HBC 214 10 – 11:30 am

Professionalism: Equity & Office Harmony

[PRDE: Professionalism: Equity and Office Harmony](#) 6/12/2009 HBC 214 10 – 11 am

The Basics of Persuasion: Strategies for Servant-Leaders

[PRDE: How to Enhance your Persuasive Presentation or Proposal Using the Motivated Sequence Structure](#) 6/16/2009 HBC 214 10 – 11 am

How to Enhance your Persuasive Message Using the Motivated Sequence Structure

Listening Skills for the Servant-Leader

[PRDE: Listening Skills for the Servant-Leader](#) 6/12/2009 HBC 301.0 1 – 2 pm

Update Your Skills in PowerPoint 2007

PowerPoint 1 – June 5th, 9-11 am, HBC

PowerPoint 2 – June 12th, 9-11 am, HBC

PowerPoint 3 – June 19th, 9-11 am, HBC

Register at <https://www3.austincc.edu/it/workshops/www/gotoevents.php>.

Benefits

Changes to ERS's OnLine Log In for Insurance Benefits Eligible Employees

ERS activated a new feature to enhance the security of your account information in ERS OnLine. You can now register your account and create your own Username and Password. Once you have registered, you can view, and in some cases update, your account information. [View the changes to your online account article for more information.](#)

Note: Please remember that ERS OnLine does not indicate all the true “employer-paid” benefits for full-time and part-time employees.

Please visit the ERS website and log in to ERS Online to ensure your address and life insurance beneficiaries are updated. ERS OnLine Log in: <http://www.ers.state.tx.us/redirector/ersonline.aspx?env=bprdext>.

Note: Your ACC address should be updated through Employee Online Services
<https://onlineserv.austincc.edu/WebAdvisor/WebAdvisor?&TYPE=M&PID=CORE-WBMAIN&TOKENIDX=6651599261>

Upcoming Workshops:

[How to Quit and Make it Stick](#)

July 30 HBC and July 14 SAC