

JUNE 11, 2009

VOLUME 1

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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

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>.

New Workshop

In response to requests, the Office of Professional Development & Evaluation Programs is offering a new workshop, scheduled to be offered first on June 26th.

Generations at Work: Addressing the Differences

Much research has been conducted on the vast differences between today's four living generations: Veterans, Baby Boomers, Generation Xers and Millennials. Although it is common for such differences to exist, social and technological changes have caused the differences to be even more pronounced than in the past. Differences can cause conflict, but an examination of the causes of the differences can lead to greater understanding and successful generational interactions. This workshop will focus on those causes and will offer suggestions for productive and satisfying cross-generational workplace relationships. The workshop presenter is Terry Stewart Mouchayleh.

The workshop is scheduled twice: **June 26th from 10:00am-11:00am at HBC 221 and July 17th, 1:30pm-2:30pm in HBC 407.** To register, please go to <https://www3.austincc.edu/it/workshops/www/login.php>.

HUMAN RESOURCES

SECTION NEWS

- Vice President's Office (223-7572)
- Benefits (223-7230)
- Compensation (223-7608)
- Employment (223-7534)
- Payroll (223-7523)
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Benefits

Plan Year 2010 Insurance Summer Enrollment is almost here!

Benefits Eligible Employees have four weeks to make changes to benefits for Plan Year 2010 (September 1, 2009 - August 31, 2010). This annual enrollment period is July 6-31, 2009.

ERS staff and benefits vendors will be traveling around the state to provide information and answer your questions to help you make decisions about your benefits. All Summer Enrollment fairs are 9 a.m. to 12 noon, unless otherwise noted. Presentations begin at 10:00 a.m. and last approximately 45 minutes.

In this time of tight budgets, ERS has limited the number of summer enrollment fairs around the state this year. ACC is fortunate to be one of the few locations hosting a fair. Please make an effort to attend. If turnout is low this year, ERS may not include us on next year's schedule.

Summer Enrollment Fair will be held at HBC on Thursday, July 16, 2009 from 9am to noon. The presentation will begin promptly at 10 am.

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