

Employment... We are delighted to welcome these ACC Employees!

<i>Name</i>	<i>Position</i>	<i>Campus</i>
John Chilton	Technician, Senior, HVAC	SVC
Michael Guerra	Grounds Keeper	RVS
Sylvia Cardiel	Technician, Accounting	SVC
Gilbert Lucio	Technician, Senior, HVAC	SVC
Joe Ramirez	Assistant, Student Services	SAC
Lauren Voges	Assistant, Student Services	RRC
Thomas Hamilton	Specialist, Cashier Services	SVC
LaTasha Roberts	Technician, Computer Lab Support	NRG
Joy Clark	Instructional Associate II - Developmental Writing	EVC
Kristin Farrell	Assistant II, Administrative	RRC
Laura Villanueva	Assistant III, Administrative	NRG
Steven Miller	Building Attendant	NRG

Human Resources - VP

Use of Computers

Employees are reminded that ACC systems may be used for business related reasons and to conduct business in accordance with ACC policies and procedures.

Employees may review the appropriate use cell phones, email, telephone, fax and the voice mail account in Administrative Rule 3.01.003. Violation of the policy may result in disciplinary action, up to and including termination.

Please use ACC resources responsibly and for business related reasons.

Professional Development

- Adjunct Group Benefits Program Enrollment Session – August 13th, 15th, 17th, 18th
- Meet the New president at General Assembly - August 19th

All this and more in InfoStream

<http://www.austincc.edu/hr/profdev/infostream/>

Performance Excellence Program (PEP)

This is a reminder to supervisors and employees to complete their Annual Employee Review (PEP) online at <http://www5.austincc.edu/pep/index.php> by July 29th, 2011.

For additional information on the Performance Excellence Program, visit the Faculty and Staff Evaluation website at: <http://www.austincc.edu/hr/eval/> or contact Whitney Feil, Evaluation Specialist, at wfeil@austincc.edu.

- Vice President's Office (223-7572)
- Benefits (223-7230)
- Compensation (223-7608)
- Employment (223-7534)
- Professional Development (223-7997)
- Records (223-7227)

THE HR CONNECTION



Benefits

Annual Enrollment has begun!

Annual Enrollment: July 11-AUGUST 5, 2011

ERS has opened up an Annual Enrollment Hotline for your convenience: [\(866\) 399-6908](tel:8663996908)

[Annual Enrollment](#) is your annual opportunity to make changes to your benefits, such as adding dependents to health and optional coverage, enrolling/dropping TexFlex (PayFlex) or changing your TexFlex contributions. The changes you make will be effective for Plan Year 2012, which begins September 1, 2011.

[Austin Community College will host our Annual Summer Enrollment Fair](#) at Highland Business Center, Board Room, Room 201.0 on August 2, 2012

A Representative from ERS will conduct a presentation on the **major changes of Plan Year 2012** at 10:00 am. Representatives from your service area will attend as well as representatives from PayFlex, and the dental plans (Humana). The carriers will be available onsite to answer questions along with ACC Benefits Staff.

Austin Community College has also invited representatives from local gyms.

Employees who are not able to attend the fair can also receive assistance from a Human Resources Representative at the following locations: [Campus Visit Schedule](#).

For additional assistance, please contact HR Benefits Staff at [512.223.7800](tel:5122237800).

Bi-weekly Paychecks

Just a friendly reminder that there will be **no optional deductions** taken from the 3rd Bi-weekly paycheck on July 29, 2011.

Wellness Tools and Information

Wellness is important to everyone. It improves the quality of life and increases longevity, and even if a long life isn't important or desired it's better to feel as good and healthy as you can while you're here.

[Sign up to receive wellness email updates](#)

For additional wellness tools and publications, please visit ERS at <http://www.ers.state.tx.us/Employees/Programs/Wellness/>.