

The Department of Human Resources is excited to present Volume Four – Issue Two of our quarterly employee newsletter – Summer 2014!

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2014 Worksite Health Award Recipient

This year, Roger Williams University was one of 70 businesses recognized by Blue Cross Blue Shield of Rhode Island (BCBSRI) and the Greater Providence Chamber



of Commerce (GPCC) as being an exemplary business to show an effort in advocating that health and fitness are essential components of a stronger workforce. The University was recognized as being a local business that has taken great lengths to encourage local families to make healthier decisions. The organizations giving the award looked for positive impact on workplace wellness and to see a decrease in healthcare costs and sick leave usage. Congratulations RWU!

LifeScope - Information about Our EAP

LifeScope is a free confidential service available to all employees and their family and household members. Masters-level clinicians are available to assist 24 hours a day, 7 days a week. LifeScope offers solutions and resources to meet your work, family and personal needs.

- Free, short-term counseling for emotional well-being issues such as grief, stress, family/marital/relationship, career challenges, and more
- Family and caregiving consultation, resources and referrals for child care, elder care and pet care needs
- Phone consultation and online tools for legal and financial issues
- Tips, resources and referrals for household matters, personal and family safety, travel and recreation, relocation, and more
- Tips, resources and referrals for fitness centers, healthy lifestyle supports, and more

WEBSITE: www.LifeScopeEAP.com

USERNAME: **RWU**

PASSWORD: **guest**

North Campus Offices Open House Event!



You are invited to attend the 3rd North Campus Offices Open House Event– Facilities, Public Safety, Capital Projects, Environmental Health & Safety, Purchasing, Payroll and Human Resources cordially invite you to their “Open House”.

Date: Wednesday, July 30, 2014

Time: 12:00 pm – 2:00 pm; Place: North Campus Offices

- We will be serving **SPIKE'S** hot dogs (beef or veggie!), chips, soft drinks and desserts!
- Meet and greet the North Campus Offices staff!

Getting to know...

Get to know a few of your fellow co-workers!

1. How long have you worked at the University?
2. What do you enjoy most about your job?
3. What do you do for fun?
4. What is your favorite event at the University?



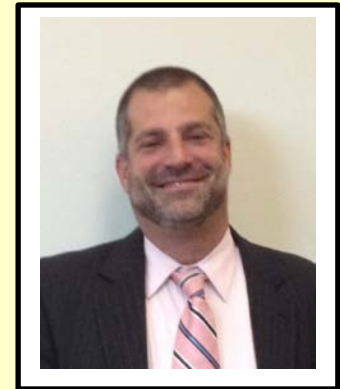
Joe Folcarelli
Locksmith

1. 10 years
2. Working with the University staff
3. Woodworking
4. Alumni Annual Giving



Adrienne Henderson
Assistant Director of Student
Programs and Leadership

1. Almost 10 years
2. The people and the energy of the students
3. Listening to books on tape, rock climbing, and crocheting
4. Autumn Fest at Homecoming and Family Weekend



Tony Montefusco
Director of Housing

1. 21 Years
2. We get to have a lot of fun and we get to interact with everyone
3. 80's band concerts! I'm going to see Howard Jones this summer
4. Opening Day

Employee Service Recognition Program!

The valued tradition of the Employee Service Recognition Program and reception continued this year as President Farish warmly welcomed the award recipients and Division Heads. The event was held in the Mary Teft White Center located in the center of our beautiful campus. Each Honoree received a certificate and a gift.

One hundred and sixty-one employees were invited to attend the reception in recognition of their years of service in 5 year increments as follows:

5 Years of Services: 54 Employees	20 Years of Service: 20 Employees	45 Years of Service: 1 Employee
10 Years of Service: 55 Employees	25 Years of Service: 9 Employees	
15 Years of Service: 19 Employees	30 Years of Service: 3 Employees	

The Department of Human Resources would like to extend a warm thank you to the departments that assisted with organizing this event – the Office of the President, Bon Appetit, Facilities Management, Marketing & Communications, Purchasing, Special Events & Conferences, and Student Programs & Leadership. Their support and professionalism is a tribute to the core values of the University. Please enjoy some pictures of this year's event on the last page of the newsletter!

If you were recognized, but were not able to attend, please stop by Human Resources to pick up your certificate and gift!

Welcome New Employees!

Please welcome the following new employees who have joined the campus community since January 1, 2014:



2014

Barn Summer Theatre

All performances at 7:30
\$10 General Admission;
\$5 Seniors/Students
Reservations: 401-254-3666
All performances begin at
7:30pm

"The Centurion"
- by Robert Leuci
and Arlene Violet

Directed by Jeffrey Martin

June 27, 28; July 10, 11, & 12

New York City, a seductive dark place for narcotics detectives, making them behave in ways that are foreign to their nature. The play leaves audience members to decide what they would have done differently.



Human Resources welcomes your input! If you have any questions or suggestions that you would like us to include in the next newsletter, please send them to:

human_resources@rwu.edu

STAFF

Alvarez, Paige – Prep
Amaral, Paul – Utility Crew
Amrose, Nicholas – Asst. Coach Men's Tennis
Borrosh, Kate – Special Assistant for Institutional Relations & Events
Byrnes, Mary – Proctor, ETS T Center
Cardin, Robert – CE Instructor
Cicero, Rose – Proctor, ETS Center
Clark, Dana – Assist. Dir., Coord. of Transfer Student Recruitment
Coelho, Amanda – Prep
Coimbra, Jonathan – Utility Crew
Cote, Rose – Front Desk Clerk
Cottrell, Marie – Proctor, ETS Center
Cushing, Jaymie – Prep
Davock, Katrina – Cash Ops
Dawson, Adriana – Dir. Employer Outreach & Engagement
DeFreitas, Brian – CE Instructor
Fitzpatrick, Craig – Technical Secretary
Gallivan, Karyn – CE Instructor
Gianfrancesco, Michael – CE Instructor
Hall, Shari – Service Crew
Hiss, Stephen – CE Instructor
Keeler, Bruce – Chief Advancement Officer
Kmec, Magee – HR Assistant
Krouse, Caitlin – Alumni Relations Assistant
Lake, Robert – Director of Capital Projects & Planning
Lessard, Megan – Digital Imaging Tech
Magliocco, Jane – Admin. Assistant
Martino, Heather – CE Instructor
Moynihan, Jerome – CE Instructor
Nascimento, Nathalie – Adjunct Academic Advisor
Norfleet, John – Assist. Coach Sailing
Nuzzo, Rachel – Assistant General Counsel
Phomsourandara, Latsamy – Prep
Post, Dillon – SURF Research Assistant
Punt, Victor – Overnight Auditor
Ryan, Megan – Institutional Research Analyst
Silvestri, Paul – CE Instructor

Spearer, Ryan – ACUHO Intern
Taber, Chad – Prep
Turner, Nicole – Controller
Ventura, Myrta – CE Instructor

ADJUNCT PROFESSORS

Benowitz, Karen
Crocker, Christine
Cunanan, Edward
DeMello, Michael
Farmer, John
Hargis, Robert
McCormack, Royale
Medeiros, Steven
Nigohosian, Robert
Picard, Therese
Rebello, Dennis
Rodriguez, Milagros
Seefeldt, Mark
Segala, David
Shinn, Beth
Shuler, Kristin
Silva, Joseph
Strong, David
Valletta, Michelle
White, Bryana

DID YOU KNOW?

Through the Office of Information Technology, the University is utilizing "Lynda.com Online Training Library" to provide a comprehensive collection of video tutorials and online courses on a variety of computer software topics.

With **Lynda.com** you can search topics by subject, software, or vendor. There is access to more than 58,000 online video tutorials, including Microsoft Excel basics or the latest web design and development. New training materials are added monthly.

Access Lynda.com via:

<https://lyndalog.rwu.edu/> at the user page, pull down to RWU.EDU or ACADEMICS.RWU (depending on your position at RWU) and then log in. Access is free of charge!

MEDICAL AND DENTAL

When can I sign up or change coverage?

New Employee: Please plan to attend a New Hire Orientation session. During the Orientation, you will receive enrollment materials for the medical and dental insurance, retirement plans, and much, much more!

Current Employee: If you are covered by another plan but are losing coverage, you can enroll in the medical and dental insurance by submitting enrollment forms. You also have to provide a copy of the HIPAA certificate that you receive from the insurance plan through which you were covered.

Change in Family Situation: If you have a change in family status – marriage, separation, divorce or have a new baby or adopt a child, then you may make a change to whom is covered at that time.

Domestic Partners: You may add a domestic partner to the plan if you meet the Blue Cross criteria for covering your partner. Blue Cross reviews the application form you complete and advises if you meet their criteria for coverage. The forms and policy are on the HR website: <http://www.rwu.edu/about/university-offices/human-resources/forms>. Information about domestic partner coverage may be found at: <http://www.rwu.edu/about/university-offices/human-resources/policies-contracts> and by clicking on the “Benefit Related Policies” tab.

Otherwise, you can sign up for or make changes to your coverage during the annual **Open Enrollment period**. Open Enrollment this year began June 9th and completed forms must be returned to Human Resources by July 9th.

Where can I find information about my medical and dental plan coverage?

Information is available on the HR website, in HR or you can visit the Blue Cross or Delta Dental websites:

Blue Cross: <https://www.bcbsri.com/>

Delta Dental: https://www.deltadentalrionline.com/authentication/member_login.aspx

Set up a User Name and Password and then you can:

- * View Claims History and Status
- * Order a replacement ID card
- * Search for a health or dental provider

IMPORTANT NOTE: Delta Dental’s new website launches July 1st so you will need to re-register if you already have a User Name and Password. If you do not have a User Name and Password we recommend you wait until after July 1st to set them up.

Does the University still pay the majority of the cost of the medical plan deductible?

Yes, the University still pays for the Blue Cross plan deductible less the set amount you contribute to it each calendar year. The amount you pay depends upon your collective bargaining agreement or the benefit policy if you are non-aligned.

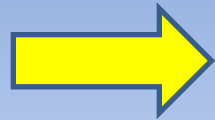
Why did dental coverage end for my child who is age 24 and a student but their medical coverage continued?

The Affordable Health Care Act requires medical coverage continue until age 26 but does not require dental coverage to continue to a certain age. Our dental plan covers dependents until age 19 unless your dependent child is a student or is handicapped.

Pet Policy

The University believes that the practice of allowing pets on campus can lead to adverse situations. Therefore, unless the animal is needed for a specific function (trained seeing eye dog, a theater production), the University prohibits bringing pets on campus grounds and in buildings.

For a copy of the policy, please visit HR's website at <http://rwu.edu/sites/default/files/downloads/hr/pets.pdf>



HAVE YOU HEARD?

The Annual Medical and Dental Open Enrollment has started!

Do you need to add or drop a dependent? Do you want to waive coverage and receive a buyback payment? Check the details in a letter sent to your home during the week of June 9th.

Don't forget to check online for plan information at: <http://www.rwu.edu/about/university-offices/human-resources/benefits>

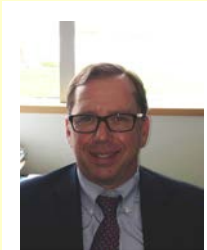
You Said It!

If you could be a cartoon character who would you be?



"Scooby Doo"
Kim Sousa

Marketing & Communications
Assistant



"Foghorn Leghorn"
James Gubata

Bon Appetit General
Manager



"Tigger"

Joyce Maudie
Assistant Athletic Director &
Head Softball Coach

Who's Who in Human Resources?

Jerome F. Williams EVP for Finance & Administration	Stephanie Luiz HR Clerk	Marco Pais Manager of HR Information Systems
Mirlen A. Mal AVP of Human Resources	Magee Kmec Human Resources Assistant	Connie Palermo HR Information Systems Analyst
Jennifer Almeida Benefits Specialist	Kimberley Koper HRIS and Benefits Assistant	Flora A. Prestipino Employment Coordinator
Mary Correia, PHR Manager of Employment	Joyce Maynard, SPHR Manager of Compensation & Benefits	Main (401) 254-3028 Fax (401) 254-3370

Shape Up RI!



The Great European Challenge!

Congratulations to the

Final top 5 teams:

1. **Number Crunchers**
67,374 steps
2. **RWU Media Marchers**
61,376 steps
3. **Walkers not Talkers**
60,569 steps
4. **Walking Wonders**
60,434 steps
5. **Mindful Health**
47,677 steps



Thanks to all teams for their participation and commitment to a healthier lifestyle!!

ENJOY SOME PICTURES FROM THIS YEAR'S EMPLOYEE SERVICE RECOGNITION EVENT!



Thank you!