COME TO THE FAIR!

On October 26th, come join us for the 5th Annual Simply Wellness and Benefits Fair! A joint effort between Athletics and Human Resources, the Fair will include a variety of vendors with health checks, information, advice and a “live person” to answer your questions. It’s an opportunity for them to help you lead a healthier life, whether it is physical or financial health.

- Visit the Blue Cross/Blue Shield mini clinic for a personal health assessment!
  Have your bone density, skin and cholesterol tested by medical professionals without having to make an appointment with your doctor!
- Enjoy delicious, healthy snacks provided by our talented Dining staff.
- Indulge in a complimentary massage!
- Enter your name in our raffle to win one of many prizes!
- Attend the “Get the Facts” Social Security seminar.

Register for the Flu Clinic online beforehand to schedule your appointment for any time between 10 am and 2 pm and get your flu shot on the day of the Fair! More information to follow via e-mail and notices.

Stop by the special Benefits Booth where representatives from Human Resources will answer all of your questions! Make a change to your current benefits, update your beneficiary information, sign up for the Flexible Spending program for 2012, learn more about upcoming open enrollment periods, or simply say hello and introduce yourself!

ADD THIS TO YOUR CALENDAR:
Wednesday, October 26th 10 a.m. – 2 p.m. at the Field House/Recreation Center.

The Fair is a wonderful opportunity to learn more about all of the benefits exclusively available to you as an employee of Roger Williams University! We look forward to seeing you there!
Faculty Spotlight: Associate Professor Murray McMillan

Murray McMillan is an Associate Professor of Art in the Visual Arts Program at SAAHP. He teaches digital media, video, animation, installation and he is interested in connecting art with adjacent media like architecture and dance. He has also started the Film, Animation and Video minor at RWU and has worked with Communications to create an interdisciplinary film presence on campus.

In addition, he organizes the RWU Student Film Festival that is going into its fifth year of showcasing outstanding student films, animations and video artworks. His festival involvement doesn’t stop there as he also curates the video monitor above the main entrance of SAAHP, which is a video gallery dedicated to exhibiting emerging and mid-career video artists as well as student time-based projects.

He and his wife, Megan work together as video, photography and installation artists and have been collaborating together since 2002. They have exhibited at the Casa Masaccio Center for Contemporary Art in San Giovanni Valdarno, Italy, the Kunsthallen Brandts in Odense, Denmark, the State Museum of Contemporary Art in Thessaloniki, Greece, and the National Museum of Art in La Paz, Bolivia. They are represented by Qbox Gallery in Athens, Greece.

His favorite part of working at RWU is enjoying the sushi that Tin Lynn prepares within the Lower Commons Café. He also enjoys the fantastic diversity of interests on campus. Students in his art courses are coming from a wide variety of disciplines including marine biology, design and communications which he states makes classroom discussions “sizzle”.

Below is a picture of one of his many projects “What We Loved and Forgot”.

The McMillans have been artists in residence in Barcelona, Los Angeles, Tzia and Athens, Greece and Turku and Kokar, Finland. Their work has been featured in film festivals in London, Los Angeles, Switzerland, Austria, Croatia and Romania. Their work has also been included in the Wild Things exhibition at the Kunsthallen Brandts in Odense, Denmark (2010), the 2nd Thessaloniki Biennale of Contemporary Art (2009), and the 10th International Istanbul Biennial (2007). Their solo show at White Flag Projects in St. Louis was reviewed in Art in America. The McMillans are 2010 Finalists for the Robert and Margaret MacColl Johnson Fellowship from The Rhode Island Foundation. If you would like to see additional projects from the McMillans, please visit their website at www.meganandmurraymcmillan.com.
Welcome New Employees!

Please welcome the following new employees who joined the campus community since July of 2011:

**STAFF**
Ryan Andersen – Lifeguard
Gaileen Adam – Learning Commons Librarian
Kyle Batista – Cash Operation
Jeffrey Bird – Technical Director of Performing Arts
Peter Bullock – Prep Cook
Tracey Canario – Cash Operations
Ariel Carter – Graduate Assistant
Jacqueline Cordeiro – Service Crew
Danielle Demers – Graduate Assistant
Christian DiSarro – Cash Operations
Carol Easton – Regional Admissions Representative
David Gilmore – Vice President for Accounting and Treasury Management
Kyle Goglia – Cash Operations
Alicia Haley – Graduate Assistant
Ryan Hall – Technical Secretary
Kerry Hausdorf – Head Women’s Lacrosse Coach/Fall Sport Event Manager
Christopher Head – Prep Cook
Walter Hildebrand – Athletic Trainer
Shaun Joseph – Service Crew
Brian Ki – Assistant Cross Country Coach
Noemi Leon – Research Assistant
David Lewis Jr. – Assistant Director of Housing
Jordan Lewis – Coordinator of Residence Education
Amy Medeiros – Service Crew
Timothy Moody – Head Women’s Soccer Coach/Spring Sport Event Manager
Christopher Moy – Public Safety Officer
Robert Mullowney – Head Women’s Volleyball Coach/Assistant Communications Director
Kyle O’Dell – Utility Crew
Carly Pacheco – Service Crew
Patricia Pardini – Secretary
Robert Rutkiewicz – Cash Operations
Nancy Soukup – University Multi faith Champlain
Ted Torrey – Head Co-Ed Equestrian Coach
Cory Viveiros – Assistant Athletic Trainer

**FACULTY**
Steven Andrews – GSB
Kelly Ard – SAAHP
Susan Heyman – SOL
Priya Lakhi – Interim Director of Criminal Defense
Robert Miklos – SAAHP

**FACULTY (cont’d)**
Hubert Noussi-Kamdem – FCAS
Raquel Ortiz – Assistant Dean for Library and Information Services – SOL
William Palm – SECCM
Jordan Smith – FCAS
Scott Slarsky – SAAHP
Jeremy Wells – SAAHP

**ADJUNCT PROFESSORS**
Joseph Assiradoo – FCAS
Catherine Besnier – FCAS
Rachel Brian – SCS
Luciana Burdi – SEECM
John Calcagni – SOL
Ginette Castro – SAAHP
Noel Clarke – SAAHP
Elizabeth Dickinson – FCAS
Karen Dougan – FCAS
Kevin Esch – FCAS
Michael Giardina – SAAHP
Lynn Gudmundsen – FCAS
Christopher Kilbridge – SAAHP
Erik Kowalski – FCAS
Joy Kinnear – FCAS
Keith Lacombe – FCAS
Jennifer LaFrance – SCS
Amanda Lahikainen – SAAHP
Cera Lawrence – FCAS
Amy Lober – SAAHP
Kenneth Magee – SCS
Jennifer McVay – FCAS
Raymond Nerinckx – SCS
Robert Patalano – FCAS
Sara Picard – SAAHP
David Precopio – FCAS
Jonathan Richter – FCAS
Nancy Rosenberg – FCAS
Kristin Rosler – FCAS
Jeena Santos-Ahmed – FCAS
Carter Skemp – SAAHP
Elaine Smollin – SAAHP
Kishore Varanasi – SAAHP
Anne Vaterlaus – SAAHP
Amy Walsh – SAAHP
Martha Werenfels – SAAHP
Chandelle Wilson – SCS
Evan Wood – FCAS

**Update! The Chronicle’s Great Colleges to Work For Program 2011.**
Human Resources is proud to say that we have been given the honor of being presented with the Chronicle’s Great Colleges to Work For award for the 3rd year in a row! The Chronicle published the findings this summer in a special Academic Workplace supplement in late July 2011. Below is the link to the results.
http://chronicle.com/article/Great-Colleges-to-Work-For/128312/

Where can I send questions and suggestions for the next newsletter?
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 iuduicos@rwu.edu. The next newsletter will be published in February 2012.
HR Policy Place!

The University recently adopted two new, corporate policies dealing with volunteers and interns. The policies apply University-wide, including to the School of Law, and were developed by the University’s Risk Management Council. They are designed to not only mitigate risk associated with such categories of individuals on the University’s campus but also to provide guidance to the business units that utilize, or are interested in utilizing, volunteers and interns. The Volunteer Policy addresses non-RWU students/employees who volunteer their time at the University, while the Intern Policy addresses non-RWU students who are interning at the University (generally either high school students or students from other colleges/universities). The policies are available here: http://www.rwu.edu/about/administration/humanresources/policies/

Questions regarding the policies, the procedural requirements under the policies, and whether the policies apply to a particular situation may be directed to the Office of General Counsel or Department of Human Resources for the Volunteer Policy and to the Office of General Counsel for the Intern Policy.

You Said It!

What is your favorite Fall activity?

Apple picking and making pies with the apples. Donna Pimental, Payroll Associate.

Hiking the White Mountains in New Hampshire. Paul Monti, Electrician.

I like to go hunting with my son. Fred Comella, PSO II/Crime Prevention Officer.

Who's Who in Human Resources?

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<tr>
<th>Name</th>
<th>Position</th>
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<tr>
<td>Jerome F. Williams</td>
<td>Senior Vice President for Finance &amp; Administration</td>
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<td>Ext. 3536</td>
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<td>Jennifer Duclos</td>
<td>Manager of Employment</td>
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<td>Ext. 3190</td>
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<td>Melissa Enos</td>
<td>HR Assistant II</td>
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<td>Ext. 3028</td>
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<td>Kimberley Koper</td>
<td>HRIS and Benefits Assistant</td>
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<td>Ext. 3055</td>
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<tr>
<td>Joyce Maynard</td>
<td>Manager of Compensation &amp; Benefits</td>
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<tr>
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<tr>
<td>Mirlen A. Mal</td>
<td>Assistant Vice President for Human Resources</td>
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<td>Ext. 3797</td>
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<tr>
<td>Marco Pais</td>
<td>Manager of HR Information Systems</td>
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<td>Ext. 3705</td>
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<td>Connie Palermo</td>
<td>HR Information Systems Analyst</td>
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<td>Ext. 3195</td>
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<td>Flora A. Prestipino</td>
<td>Employment Coordinator</td>
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<td>Ext. 3131</td>
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<tr>
<td>Sandra Schaefer</td>
<td>Senior Benefits Specialist</td>
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UPCOMING BENEFIT OPEN ENROLLMENTS TO LOOK OUT FOR

YOU HAVE A CHOICE...

Fall is here! That means it is time to think about some employee benefits that can only be elected once per year after you are hired. What are these benefits?

- Flexible Spending Account
- Long Term Disability Insurance
- Long Term Care Coverage

These benefits are in addition to those provided by the University and it’s your choice to enroll in these plans.

Flexible Spending Account, or FSA, is a means for you to put aside pre-tax dollars to pay for certain expenses. Enrolling in this plan allows you to pay for these expenses at a reduced cost because fewer taxes are being deducted from your paycheck. There are a number of expenses that qualify: medical and dental costs not covered by your plans, such as office or prescription co-pays; dependent care expenses for child or elder care and transportation expenses such as E-Z pass. Do you know all the expenses that you could pay for and save money at the same time by setting up an FSA?

Long Term Disability Insurance is a supplemental plan that layers on top of the University providing long term disability coverage. Both plans provide income to you if you are disabled for periods of 6 months or longer. This plan is new to the University in 2011 and many employees enrolled when it was offered. If you have not enrolled and are concerned about continuing your income if disabled, then you want to learn more about this coverage. Did you know that it can take up to a year to process a Social Security Disability claim?

Long Term Care Coverage helps pay basic needs costs for you or your dependents. This would include assistance with care such as bathing and dressing. Many individuals do not realize that Medicare does not cover these expenses. Medicare provides for skilled nursing care, not routine care needs.

Should you enroll in these benefits? The best way to find out is to come to the Annual Simply Wellness and Benefits Fair on October 26th. Both the HR team and the companies that offer these benefits will be there to answer your questions.

When can you enroll in these benefits? During the month of November. Remember, it’s only at this time of year you can open a Flexible Spending Account, purchase additional Long Term Disability or Long Term Care Coverage.

What’s your question?

Question: How do I update my mailing address?

Answer: Please log into your my.rwu.edu account. Then click on the Services tab and choose Address Change under the Employee Services section.

You want to make sure your mailing address is up to date in order to receive any information from the University that may impact you such as confirmation of any benefit changes that you may have until the end of the year.
Environmental Health & Safety Tip

The Department of Environmental Health and Safety would like to remind the University Community that anyone who drives an RWU owned or rented motor vehicle must go through the driver authorization process. You can find information on driver authorization, including the driver authorization form at the following link: http://www2.rwu.edu/depository/ehs/authorizationform.pdf

Please keep in mind that the following safety procedures should always be followed when driving a University owned or rented vehicle:

- Smoking is prohibited in all motor vehicles.
- Drivers and passengers must wear seat belts at all times, regardless of whether the motor vehicle is being operated on or off campus. Drivers must operate motor vehicles in accordance with all applicable federal, state, and local laws and University policies. Additionally they must have their valid United States driver’s license while operating motor vehicles.
- What to do if you are involved in an accident:
  - If an accident occurs on campus, do not leave the scene. Call the Department of Public Safety at ext. 3333 or 401-254-3333.
  - If an accident occurs off campus, do not leave the scene. Call 911 or the local police department.
  - Request that a police report be taken to document the accident. Make no statement that would assume any obligation or admit liability. Provide the other party with the insurance information contained in the motor vehicle, as well as your name, address and telephone number. Be sure to obtain the other party’s information as well.
  - Notify the Department of Environmental Health and Safety and your supervisor upon your return to campus. Accidents involving rented motor vehicles must be reported to the rental agency as well.
  - Motor Vehicles may not be driven more than three hundred (300) miles one-way from the University’s Bristol campus. For trips that exceed this distance, a rental vehicle or charter service should be used.
  - The University recommends at least two (2) authorized drivers for trips greater than two hundred (200) miles in a twenty four (24) hour period. No driver should drive more than eight (8) hours during any twenty four (24) hour period. Except for employees in the Department of Public Safety, driving between 11:00 PM and 5:00 AM is prohibited, without the prior approval of the driver’s up line Vice President (or his or her express designee).
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