

HR CONNECT

Coastal Carolina University • Office of Human Resources, MAY, 2013

STUDENT EMPLOYEE APPRECIATION WEEK



154 student workers and 24 supervisors enjoyed pizza



61 student workers and 11 supervisors enjoyed ice cream



Welcome to Coastal Carolina University!

- Sonia Bonus, Building/Grounds Specialist, Facilities Management
- Laura Doerrbecker, Director of Postal Services
- Marvin Jones, Painter, Facilities Management
- Jonathan Rashley, Trades Specialist, Facilities Management
- Jaida Williams, Head Women's Basketball Coach

EMPLOYEE SERVICES

MAY 2013

Professional Development and Training

To register: Go to the Training & Development tab at HREO Workplace



<u>Sexual Harassment Training</u>	May 9, May 21
<u>Search Chair Team Member Training</u>	May 22
<u>Search Chair Training</u>	May 30



Deadline to Enroll in Long Term Care is June 30, 2013

Employees, retirees and their family members who are eligible for coverage through PEBA Insurance Benefits may apply to enroll in Long Term Care coverage through The Prudential Insurance Company of America (Prudential) until **June 30, 2013**.

To enroll, go to Prudential's customized enrollment website. Click on the "Links" tab on the PEBA Insurance Benefits website, www.eip.sc.gov, and then go to "Long Term Care" and select "Prudential." Log in with the Group Name, **eipltc**, and Access Code, **carolina**.

Things to Consider Before Retiring

Eligibility for *retirement* is **not** the same as **eligibility** for *retiree group insurance*. Each has different requirements. PEBA Insurance Benefits recommends you review the requirements for retiree group insurance eligibility on pages 183-187 of the [2013 Insurance Benefits Guide](#) **before** you confirm your retirement date. **Please remember:** In addition to qualifying for retirement, your **last five years of employment** must be served **consecutively** in a **full-time, permanent** position with an employer that participates in the state insurance program.

When you retire, be sure to communicate with your benefits administrator to ensure that your active coverage is terminated in a timely manner. This will help your transition to retiree group insurance move more smoothly.

THE SOUTH CAROLINA DEFERRED COMPENSATION PROGRAM

Annual Rates of Return for the Second Quarter of 2013 (as of April 1, 2013)*

South Carolina Stable Value Fund Annual Rate of Return: 2.85%

84-Month Certificate Fund Annual Rate of Return: 1.80%

*For additional information please visit our website at www.southcarolinadcp.com

SUMMER HOURS 2013

President DeCenzo has modified summer hours this year as a reward for your hard work and with the hope that you will continue to incorporate the new initiatives into how we serve our customers.

From May 13 through August 9, with the exception of the weeks with holidays (below), the hours will be:

Monday through Thursday 8:00 – 5:00 with one hour for lunch
Friday 8:00 – 1:30 with no lunch break

Schedules for weeks that include holidays:

Memorial Day – May 27 (Monday)

May 27 – Holiday (7.5 hours)
May 28 – 8am – 5pm (1/2 hour for lunch)
May 29 – 8am – 5pm (1 hour for lunch)
May 30 – 8am – 5pm (1 hour for lunch)
May 31 – 8am – 1:30pm (no lunch)

Independence Day – July 4th (Thursday)

July 1 – 8am – 5pm (1 hour for lunch)
July 2 – 8am – 5pm (1/2 hour for lunch)
July 3 – 8am – 5pm (1 hour for lunch)
July 4 – Holiday (7.5 hours)
July 5 – 8am – 1:30pm (no lunch)



New Hire Orientation
April 16th, 2013



Employee Spotlight – Lori Cox, Employee Services Manager

Lori Cox joined the Office of Human Resources as the Benefits Manager in November of 2006. She was recently promoted to the position of Employee Services Manager, in which she is responsible for supervising the benefits area, assisting with issues pertaining to employee relations and working with the employee performance management system. Lori will be receiving her Bachelor's Degree in Interdisciplinary Studies – Organizational Leadership from Coastal Carolina University this May. She was recently named as Student of the Year for the Interdisciplinary Studies program. Lori lives in Conway with her family. She has two young boys who are actively involved in sports and other outdoor activities.



DID YOU RECEIVE A BIG TAX REFUND THIS YEAR?

Consider adjusting your withholding for 2013. You can file a new Form W-4 with the Payroll Office anytime during the year to claim more withholding allowances. That will put more money in your paycheck and reduce the size of the interest-free loan you are currently making to Uncle Sam. You can check out www.kiplinger.com/tools/withholding for an easy-to-use calculator where you can estimate your allowances based on your answers to three simple questions.

RECOGNIZE SOMEONE
TODAY

I SPY

