



LIONSWork Newsletter

by the Office of Human Resources



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Greetings!

Welcome to the LIONSWork Newsletter, UNA's Human Resources Electronic Newsletter. The goal of this newsletter is to provide faculty and staff news and information about Human Resources' people, programs, and events. Recent and archived issues will be available on the HR website. To view or print this issue, or past issues, please use the navigation links at the bottom of the newsletter to view our website. Please send any questions or suggestions to employment@una.edu.

Benefits

Just a reminder: Each covered individual on the University's group Blue Cross/Blue Shield health plan is entitled to a vision allowance of \$250 which resets each even year. So, if you haven't already done so, please make sure you take advantage of this benefit before the end of year.

Do you have the Allstate Cancer policy or the AFLAC Accident plan? If so, don't miss the opportunity to receive a wellness bonus check of \$50 to \$100 simply for having a routine physical exam or test! Please see our [website](#) for details and wellness claim forms.

Student Employment

- Information regarding the student employee hire process is available on our [website](#).
- Supervisor training will occur in the fall semester. Watch your email to sign up!

Congratulations

Congratulations to our recent and upcoming retirees:

Bailey, Birdie	Cramer, Charlotte	Justice, Charlotte	Sharp, Mark
Bailey, Robert	Dumas, Ruth	Kennedy, Karen	Sides, Wayne
Baker, Ben	Figueroa, Crescente	Kittle, Paul	Simpson, Grace
Baker, Brenda	Flowers, Alan	Long, Johnny	Thompson, Sandra
Bradford, Wanda	Freeman, Bob	Lovett, Carolyn	Thornton, Debbie
Bragwell, Mary Ann	Freeman, Susan	Martin, Angie	Watkins, Ron
Bullard, Jerri	Gatlin, Kerry	Maschal, Mary	Westmoreland, Debbie
Bunn, Dwight	Graham, Julie	Mauldin, Kim	Williams, Cheryl
Cabler, Carolyn	Gross, Alice	McGuire, Phyllis	Wilson, BJ

Cale, William	Hanson, Mary	McIntosh, Joyce	Wilson, Jane
Chaffin, Debbie	Hensley, Fred	Minor, Lisa	Woods, Lorrie
Chaney, Pam	Hodges, Larry	Myhan, Janice	
Clark, Danny	Huddleston, Bill	Prude, Janice	
Coats, Bonnie	Hurst, Stanley	Rowell, Martea	

Online Employment System

The Online Employment System upgrade went live in March of this year. Although the features of the system have improved, it appears that we have lost some functionality from the previous version. At this time, we are working with the parent company of the software, PeopleAdmin, to address some of the issues that we have identified. We will make the campus aware of any resolutions that are reached regarding these issues. In the meantime, please email employment@una.edu with any questions you may have.

Training

At its meeting on March 30, the Executive Council endorsed implementation of a training program for all UNA employees. The purpose of the training is to ensure that all employees are knowledgeable about information security risks and how they can be avoided. Several high profile cases in recent months have highlighted the importance of this topic.

Employees should have received multiple emails introducing the Security Training and explaining in detail the reasoning behind it. **Please be advised that training is not optional.** We all share in this important responsibility. Thank you in advance for your support.

All current, regular employees must participate in training. Adjuncts, temporary employees, retirees who return to work, students, and volunteers may also be required to participate in training. Adjuncts will receive notification during the first semester of employment after the implementation of the training. Temporary employees, retirees returning, students, and/or volunteers will receive training notification within the first week of their hire date if it is determined that training is required. For questions, please email humanresources@una.edu.

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