

THE CITY UNIVERSITY
OF NEW YORK

College of Staten Island

OFFICE OF HUMAN RESOURCES

ISSUE DATE
DECEMBER 2016

NEW CONTRACT INFORMATION

We are pleased that the contracts have been settled and the University has provided definitive information pertaining to the new salaries and retroactive pay.

Click [here](#) to view CUNY's Office of Human Resources Management FAQs:

- [PSC-Represented Employees-New Contractual and Retroactive Pay](#)
- [Classified Staff-New Contractual Salaries and Retroactive Pay](#)
- [Ratification Bonus FAQs and Contact Information](#)



We encourage all employees to review the FAQs. Should you have any questions, please email humanresources@csi.cuny.edu or call us at 718-982-2379

EMPLOYEE RECOGNITION PROGRAM



In 2016 the College of Staten Island recognized twelve individuals who made a difference to their departments and to the College Community.

| | | |
|--|--|---|
| Lizbeth Saccente January | Jeffrey Coogan February | Anne Alarcon March |
| Susan Massara April | Debbie Mahoney May | Eileen Caputo June |
| Gary Pizzolo July | Donna Oliva August | Marianne DiLeo September |
| Chrisanthi Anastopoulou October | Louis Labbate November | Enza Vario December |

We would like to thank the nominators who took the time to recognize their colleague's outstanding work.

The Employee Recognition Awards Program is designed to acknowledge members of the College Community whose superior performance contributes to or enhances the mission of the College while improving CSI's work environment. Qualifications for this award include, but are not limited to, an individual's job performance, or any distinguished deed, creative contribution or exceeding the goals of a project which supports CSI's commitment to excellence.

If you know someone who deserves recognition, click [here](#) to download the nomination form for submission to Human Resources 1A-201.

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"IN TOUCH, IN TUNE" - EMPLOYEE BENEFITS

PSC New Benefits Enhancements for 2017

Please be on the lookout for mailed brochures on the benefit upgrades from Guardian, Davis Vision and HearUSA in the coming weeks . Full details will be available on the [PSC –CUNY Welfare Fund](#) website.

Weight Watchers at Work!

Weight Watchers on campus information session will be held on Friday, January 13 in 1P-116 at 12:30PM. For more information, please contact Anne Alarcon, Benefits Specialist, at anne.alarcon@csi.cuny.edu



Deer Oaks Employee Assistance Program

The CUNY Work/Life Program is administered by the **Deer Oaks Employee Assistance Program (EAP)** and can assist you and your family members with many different types of challenges, including: **Childcare and Eldercare, Financial and legal issues, Substance abuse, Will preparation and Retirement.**

Upcoming 2017 Deer Oaks Seminars



- ⇒ **Jan. 17th:** Maintaining Personal and Fiscal Resiliency During Tough Economic Times
- ⇒ **Feb. 21st:** Creativity 101
- ⇒ **Mar. 21st:** Disrupting Negative Thoughts
- ⇒ **Apr. 18th:** Compassion Fatigue: Increasing Resiliency
- ⇒ **May 16th:** Raising Well-Adjusted Kids
- ⇒ **June 20th:** Emotional Support: Staying Balanced in a Changing World

For additional information on services provided, please call Deer Oaks EAP toll-free at **1-855-492-3633** or visit www.deeroaks.com (login & password CSI).



City University of New York (CUNY) have access to exclusive discounts on various Broadway Shows, Sporting events, Theme Parks, Movie Tickets, Travel, Shopping and much more. For additional information, please click [here](#) to log into the CUNY portal.

The Office of Human Resources Management Professional Development Learning Management Office is offering the following professional development opportunities in the upcoming year:

◆ Developing Yourself and Others



All CUNY employees are required to complete training in Workplace Violence Prevention at least once a year. During the week of October 3rd, CUNY's training Vendor **Workplace Answers eLearning**, emailed the 2016/2017 Workplace Violence training announcement to your CSI email address. The message contains your personalized link for your account; please do not forward or share this link. If you are a part-time employee, please complete this training before the end of your current appointment. Full-time employees should complete this training before July 31, 2017. You will receive monthly **email reminders from Workplace Answers eLearning until you complete the on-line training**. Email Humanresources@csi.cuny.edu with any questions.

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HR HIGHLIGHTS - JUST IN CASE YOU MISSED IT...

BENEFITS FAIR

On October 5, 2016 Human Resources held the 6th annual Employee Benefits Fair in 1P, Center for the Arts.

Over 20 participants joined us including Teachers Retirement System (TRS), TIAA, Metlife, NYS Deferred Compensation plan, Social Security Administration, MCU, and ESCAPE smoking cessation program just to name a few. This year we partnered with WorkWell NYC, an initiative from the Mayor's Office of Labor Relations to administer the free flu vaccination. A registered nurse from Affiliated Physicians administered over 120 flu shots for ALL employees for free regardless of insurance provider.

In addition, breakout seminars were held throughout the day to provide information regarding the CUNY Contribution Retirement Plan's upcoming changes effective in January 2017. Thank you to all our employees who came out and joined us at the fair!



CUNY Defined Contribution Retirement Plan Upcoming Changes

Effective January 2017, TIAA will become the sole record-keeper of the Tax Deferred Annuity (TDA) Plan and will replace MetLife and Halliday Financial for future TDA Plan contributions. TIAA financial consultants were on campus during the Online Open Enrollment period (September 26-November 15) conducting information sessions and on site at the information desk in 1A-lobby. Over 100 employees enrolled online making CSI the CUNY winner for online enrollment!

New Faculty HR/Benefits Orientation

On August 22, 2016 Human Resources held the annual New Faculty Benefits Orientation for 21 newly hired full time faculty. The morning session consisted of a review of benefit entitlements including health insurance and retirement plan options. Representatives from the Professional Staff Congress (PSC), TIAA, as well as Human Resources were available to answer questions. The afternoon session covered a comprehensive review of CUNY policies.

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HR HIGHLIGHTS - JUST IN CASE YOU MISSED IT...

Lunch and Learn Sessions

Human Resources kicked off *the Spring* season with two lunch and learn sessions *Women and Banking* and *Eating Your Way to Wellness*. Representatives from McGraw-Hill Federal Credit discussed the role of women and their finances and how to succeed in 2016. CUNY's Deer Oaks EAP, focused on the USDA Food Plate with tips and resources on how to eat your way to better and long lasting health.



Please email Human Resources at Humanresources@csi.cuny.edu if you have a topic you would like to see presented at a Lunch and Learn.

In October, Human Resources teamed up with Neila Green, Director of Adult Education in the Office of Student and Enrollment Services, and Winsome Alston, Academic Testing Coordinator from the Office of College Testing, to present a Lunch & Learn informational session to employees interested in returning to school at the College.

In November, Human Resources and Neila Green collaborated with Alana Gaymon Javois, Academic Program Specialist in the Department of Humanities and Social Sciences, and Sasha Spence, Associate Director for Graduate Recruitment and Admissions, to present a Lunch & Learn informational session to staff who were interested in pursuing a Master's Degree specifically in Humanities or Social Sciences. These Lunch & Learn Sessions were found to be highly informative by the attendees and resulted in at least three employees applying for admission to Graduate School! We would like to extend our congratulations to those employees and offer our best wishes for their continued success!

PROFESSIONAL DEVELOPMENT TRAINING

In the summer of 2016, Human Resources offered three in house professional development opportunities to an array of staff. These workshops were entitled "***Strengthening Workplace Communication***," "***Emotional Intelligence: The Key to Effective Leadership***" and "***Strategic Thinking***." All three workshops, as well as the facilitators, were well received by the participants. Human Resources also collaborated with Robert Wilson, Director of Public Safety, to present a live interactive training and informational session for all classified staff in Buildings & Grounds concerning Workplace Violence Prevention and Emergency Guidelines and Procedures for Active Shooter Situations.

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HAPPY HOLIDAYS

From all of us here in the Office of Human Resources, we wish you and your families happy holidays and continued success in the coming 2017 New Year!



Season's Greetings
from All of Us!

Office of Human Resources

Hope, Manuela, Anne, Jessica, Susan, Tasheemah, Dawn, Diane, Susan and Pat