New TAMUS Initiative Pays Doctoral Program Tuition and Fees

Chancellor Sharp has authorized a new initiative that will cover the cost of tuition and mandatory fees for eligible employees pursuing approved doctoral programs beginning with the Spring 2022 semester. Kudos to our very own Staff Council leadership for suggesting such a program in a meeting with the Chancellor!

This new program is available to full-time, budgeted faculty and professional staff admitted to a qualifying doctoral program at any of the eleven A&M System universities. Employees must have one year of service (two long semesters for faculty) and the doctoral program must be related to the employee’s job. Funding eligibility is limited to 6 years.

A sunset review will be conducted in the Summer 2024 for purposes of continuation, adjustment, or termination of the program. If the program is terminated, employees in the program would be “grandfathered in” through the end of their eligibility period.

For additional qualifying criteria and details email Human Resources.
**ANNOUNCEMENTS**

**New Family Leave Pool**

In the last legislative session, a new time off benefit was established for leave eligible employees. **TAMUS Regulation 31.06.03**, Family Leave Pool Administration, details eligibility requirements for contributing to and withdrawing time from the Family Leave Pool. Current employees can donate time to the Family Leave Pool at any time without limit. Time donated cannot be given to a specific employee. Before withdrawing time from the family leave pool, an employee must first exhaust all other available time to include sick, sick leave pool and vacation time. Upon approval, family leave pool hours can be used for childbirth, bonding with a new child, adoption, serious illness, and pandemic related circumstances. Please see the TAMUS regulation for a complete list.

Learn more about other leave programs available on the [HR Time Off and Leave web site](https://www.hr.tamu.edu/time-off-and-leave).

For information, please email **Jennifer Escamilla**.

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**Dorothy Yeater Memorial Scholarship**

A select number of full-time, benefits-eligible staff members, enrolled in the Employee Betterment Program will be awarded a SandDollar$ credit to be used at the University bookstore.

Staff Council is accepting applications for the Dorothy Yeater Memorial Scholarship now until **Wednesday, January 5**. For more information, please visit the Staff Council Scholarships, Awards, and Celebrations [webpage](https://www.staffcouncil.tamu.edu/scholarships/). Scholarship recipients for the Spring 2022 semester will be notified on **Monday, January 10, 2022**.

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**PAYROLL SERVICES**

**Update Your Personal Information In Workday for Year-End Processes**

**W-2 Printing Election**

All employees will receive an electronic copy of their year end tax documents. **However, the default election is to receive both electronic and paper copies.**

We strongly encourage **only receiving the electronic copy** of your year end tax documents which provides the advantages of:

- **Go green!** Natural resources are saved by not printing and mailing W-2 forms.
- **Increased security!** Mail allows possible access to your personal sensitive information.
- **Cost Savings!** For each form not printed and mailed.

Instructions on how to select only the electronic copy can be found [here](https://www.hr.tamu.edu/payroll-services/w-2-printing-election).
BENEFITS

How to Cope with Being Alone During the Holidays

The holidays can be stressful to some in our community. While some people are celebrating the holidays, others struggle with just getting through the day. Guidance Resources and MDLive are two programs available to University employees. Guidance Resources offers in person and telephonic counseling services. Contact Guidance Resources with the following information:

    Active Employees: 1-866-301-9623 | Retirees: 1-833-306-0105
    WEBID: TAMUCC

MDLive Virtual visits can be scheduled visits with a therapist via telephone, online, or on the mobile app. MDLive is available 7 days a week, 24 hours per day, 365 days per year. Download the MDLive app or online at MDLive to activate your account. You just need your BCBSTX member ID card with you when you register. Copay for an MDLive therapist session is $10.

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Elect to Receive Your 1095-C Electronically Before January

Form 1095-C is a tax form related to your health coverage. The Affordable Care Act requires that you have the ability to elect to receive your tax Form 1095-C electronically. Those who receive their forms electronically in Workday can access their forms much earlier than those waiting to receive paper forms. Follow these instructions to change your 1095-C election:

- Log in to Single-Sign-On (SSO).
- Click the Workday link.
- Click the Benefits Worklet.
- Under the “Change” column, select “Change 1095-C Printing Election.”
- Select “Receive electronic copy of 1095-C.”*

*Electronic versions of Form 1095-C require a computer with internet access and Adobe Reader to view and print the document. After you submit your consent to receive the form electronically, it will remain valid for all future tax years or until you change your election.

If you have additional questions, please email Benefits.

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Can exercise help me maintain my health?

Log into our EAP (Guidance Resources) website and then open the link to read Diet and Exercise Tips for Busy People. Our webID is TAMUS.

If you have any questions about insurance, please email Benefits.
Workday Services Education Webinar

Changing and Moving Jobs

Review the steps and best practices for editing details of the employee’s current job, transferring the employee to a different job, giving a promotion or simply moving the worker to a new manager.

January 19 | 10:30 a.m. - 11:30 p.m.
Link to meeting click [here](#)
Password: Workday
Event Number: 2594 482 4598 | Toll Free 1-855-282-6330

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**WORKDAY WEDNESDAY**

January 19 | 3:00 p.m.
Link to meeting click [here](#)
Agenda is forthcoming

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**Workday Release Notes**

**Staffing**

- The To Do: Update Glacier step in the Passport & Visa Change business process no longer triggers for US Citizens or Lawful Permanent Residents.
- Foreign Nationals will receive an error upon submission of the Edit Passport & Visas task during Onboarding if no Visa information is entered.

For these and other Workday Release Notes visit [Workday Help](#).

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**IMMIGRATION**

**Expansion of the Premium Processing Program**

The USCIS has submitted the final rule that would expand the Premium Processing Program to the Office of Management and Budget for review. If approved, the expansion will include Premium Processing for Form I-765, Application for Employment Authorization, for Form I-539 Application to Change or Extend the stay of dependents, and for the 2nd Preference National Interest Waiver cases. Fees for premium processing are not yet established. It may be 90 days before the implementation is complete but could be longer.

We will provide updates as they become available.
Why Are Salary Ranges Excluded from Higher Education Job Posting

Source: Higher Ed Jobs

Searching for a new job is logistically and emotionally demanding. Higher education is a bustling industry that attracts talented, well-credentialled professionals. Exciting opportunities abound, as does competition.

There is much that job seekers can do to manage the project. Other elements, though, are hard to strategize. I caught up with Director of Talent Acquisition at the University of Cincinnati, Debbie Hatke, to discuss common job seeker questions.

To read the entire article, click here.
"Islanders Wear Blue on Tuesdays"
Show your Islander spirit with your very own Bluesday Tuesday T-shirt for only $15!

T-Shirts are available on Marketplace.

All proceeds benefit the Dorothy Yeater Memorial Scholarship Fund. FMI about Staff Council and the Dorothy Yeater Scholarship, please visit Staff Council's website.