**March-April 2013**

In this issue

- Reimbursement Deadline for FSA
- TIAA-CREF Counseling Sessions
- Employee of the Month
- Service Milestones
- New Employees
- Promotions/Transfers
- EVP
- Wellness Info
- Chancellor's Wellness Celebration

---

### REIMBURSEMENT DEADLINE FOR 2012 HEALTH FLEXIBLE SPENDING ACCOUNT

If you have funds remaining from your 2012 Health Flexible Spending Account contributions, the deadline is fast approaching. Here is a quick reference to help ensure that you utilize your tax-free money for eligible out of pocket expenses for Medical, RX, Dental, and Vision services:

- The deadline to submit claims for reimbursement from your 2012 Health Flexible Spending Account is April 15th.
- The plan period for the 2012 Health Flexible Spending Account is January 1st of the plan year until March 15th of the following year.
- You can only be reimbursed for expenses incurred within the plan year.
- Only qualified expenses incurred under Medical, RX, Dental, and Vision services during this time period are eligible for reimbursement.
- After April 15th, your 2012 Health Flexible Spending Account is closed and you forfeit any money remaining in it.
- To submit a claim for reimbursement, click the link [http://www.asiflex.com/Forms/ClaimForms/AllOtherEmployers/Claim.pdf](http://www.asiflex.com/Forms/ClaimForms/AllOtherEmployers/Claim.pdf) for the ASI flex claim form. Complete the form, then follow one of the Claim Submission Options to submit your request.
- Additional information about the Flexible Spending Account program can be found at [https://uminfopoint.umsystem.edu/sites/hr/Benefits/2013/FSA%202013.pdf](https://uminfopoint.umsystem.edu/sites/hr/Benefits/2013/FSA%202013.pdf) and at [http://www.asiflex.com](http://www.asiflex.com).

Should you have any questions, please contact Joann Westbrook at ext. 5639 or LaQuita Jackson at ext. 6463.

---

### TIAA-CREF COUNSELING SESSIONS

TIAA-CREF Individual Counseling Sessions are available on the following dates:

<table>
<thead>
<tr>
<th>Dates</th>
<th>Times</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tue, April 30, 2013</td>
<td>9:00 a.m. - 5:00 p.m.</td>
<td>HR Conference Room</td>
</tr>
<tr>
<td>Wed, May 22, 2013</td>
<td>9:00 a.m. - 5:00 p.m.</td>
<td>HR Conference Room</td>
</tr>
<tr>
<td>Tue, June 25, 2013</td>
<td>9:00 a.m. - 5:00 p.m.</td>
<td>HR Training Room</td>
</tr>
<tr>
<td>Tue, July 23, 2013</td>
<td>9:00 a.m. - 5:00 p.m.</td>
<td>HR Conference Room</td>
</tr>
</tbody>
</table>

Please register by calling 866-843-5640 Monday through Friday from 9 a.m. to 8 p.m. (ET) if you would like to meet with a TIAA-CREF Representative.
FEBRUARY: KELLY GREGORY
Kelly is a Sr. Multimedia Specialist with MIMH-Continuing Education. Kelly was chosen for the “Performance Versatility” award. Comments made about Kelly included, “Kelly never has fewer than about 10 things going at once, and he manages his task load extremely well.” “The University doesn’t have a job description to match all that Kelly does. I have never met anyone who has willingly, intentionally, taken on a wider variety of tasks” “The University should consider naming this award after him.”

MARCH: LINDA STEIN
Linda is an Administrative Assistant in the College of Optometry. Linda was chosen for the “Good Work Ethic” award. Comments made about Linda included, “Linda is always the epitome of Professionalism.” “I have seen how much Linda truly cares about us students …. She works extremely hard and keeps UMSL College of Optometry a successful family.” “Linda excels at multi-tasking as she has assumed so many new responsibilities.” “Linda is a do-it-all kind of person.”

Kelly and Linda received $125 gift certificates, commemorative plaques, and automatic nominations for the Chancellor’s Award for Staff Excellence.

SIGNIFICANT SERVICE MILESTONES FOR FEBRUARY 2013 & MARCH, 2013

<table>
<thead>
<tr>
<th>Name/Department</th>
<th>Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patricia Atkinson, Residential Life</td>
<td>5</td>
</tr>
<tr>
<td>BruceBurkeen, Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>Jared Kwarta, User Services</td>
<td>5</td>
</tr>
<tr>
<td>Jonathan Lilienkamp, Technology Svcs</td>
<td>5</td>
</tr>
<tr>
<td>Beverly Wolfinberger, Cont. Education</td>
<td>5</td>
</tr>
<tr>
<td>Robert Bertol, UMSL Police</td>
<td>10</td>
</tr>
<tr>
<td>Judy Exner, UMSL Police</td>
<td>10</td>
</tr>
<tr>
<td>Martha Green, Custodial Services</td>
<td>10</td>
</tr>
<tr>
<td>Willie Pruitt, Residential Life</td>
<td>10</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name/Department</th>
<th>Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deborah Allen, Parking &amp; Transportation</td>
<td>15</td>
</tr>
<tr>
<td>James Abernathy, Technology Svcs</td>
<td>20</td>
</tr>
<tr>
<td>Larry Bridges, Facilities Services</td>
<td>20</td>
</tr>
<tr>
<td>Gary Clark, UMSL Police</td>
<td>20</td>
</tr>
<tr>
<td>Marva Robinson, University Campaign</td>
<td>20</td>
</tr>
<tr>
<td>Elizabeth Ramirez, Cont. Education</td>
<td>25</td>
</tr>
<tr>
<td>Linda Royal, Vice Prov Stud Affairs</td>
<td>30</td>
</tr>
</tbody>
</table>
Welcome NEW EMPLOYEES

Megan Green, Director, New Student Programs
Shawnna Hann, OSSII, Clinical Experiences
Jonathan Kemper, System Administrator-Entry, User Services
Melissa Lesniak, Sr. Counselor, Psychology
Richard Stanton, Director of Assessment & Evaluation, Teaching & Learning Center
Jacqueline Taylor-Braxton, Custodian, MSC Building Operations

PROMOTIONS & TRANSFERS

Pollyana Appleton, from LAN Engineer-Entry to LAN Engineer-Specialist, Technology Services
Connilee Boehn, from Forensic Interviewer to Project Director, Child Advocacy Center
Erika Cotton, from OSSII, CAC to OSSIII, Career Services (Erika’s name was inadvertently omitted from a previous newsletter)
Amy Dribin, from Mental Health Professional to Project Director, Child Advocacy Center
Anthony Elder, from System Admin-Entry to System Administrator-Specialist, User Services
Debra Emery, from Psychologist to Project Director, Child Advocacy Center
Rodney Favignano, from Software Supp Analy-Entry to Software Supp Analy-Specialist, Instruct Comp
Robert Garrison, from LAN Engineer-Specialist to LAN Engineer-Expert, Technology Services
Lee Hasegawa, from OSSII to Academic Advisor, International Studies
Cory Jones, from Police Officer to Police Sergeant, UMSL Police
Timothy Preuss, from DB Prog Analyst-Entry to Database Programmer/Analyst-Specialist, Tech Services
Jason Wagstaff, from Syst Admin-Specialist to System Administrator-Expert, Technology Services
Jamie Zurliene, from Acad Advisor, Internat’l Studies to Academic Prog Coordinator, Graduate School
HELP!
“We have a huge mailing to complete.”
“We have a weekly department meeting and need someone to cover the front desk.”
“We need our storage closet re-organized.”
“I just don't have enough time in my day to complete that special project.”
“I wish I had someone to help with my data entry a couple days a week.”

Volunteer Services to the rescue!
**Contact us at 314-516-4106** to discuss how our volunteers can help you accomplish your goals.

**Employee Volunteer Program**

Spring is the perfect time to utilize your EVP day!

If you are still looking for an organization, **join us at the Spring Volunteer Fair on Tuesday, April 30 from 11:00 am-2:00 pm, on the second floor of the Millennium Student Center.** Organizations from our approved list will be on hand to answer questions about how you can spend your day volunteering with them. If you need a red EVP shirt or have questions about the Employee Volunteer Program—Volunteer Services staff members will be there to assist you.

For a complete listing of approved organizations, click [here](#).

For a calendar of upcoming opportunities, click [here](#).

---

**WELLNESS INFO**

**Time is Running Out to Earn Your Incentive!**
Don’t miss out on your $100 wellness incentive. You only have until Apr. 30, 2013 to complete your personal health assessment, free health screening and 240 minutes of activity. These steps don’t take long, so act now. Active, primary subscribers to the UM health plans will receive $100 in a tax-favored account to use for medical expenses in 2013 Benefit Plan year. Everyone who completes all three steps will be automatically entered into weekly drawings for FitBit Zip pedometers.

- **Who’s eligible?**
  - Get started now
  - [Campus health screening schedule](#)
  - [Already visited your doctor?](#)
  - [Get your screening at home](#)

**Weight Watchers**
Don’t miss your chance to attend an at-work meeting at UMSL! This group has lost hundreds of pounds and is a support network for all members. It needs **three more members** to continue meeting. If you’ve been considering a healthier lifestyle, sign up now. At-Work meetings are available on Tuesdays, from 11:30 a.m.-12:30 p.m. in Millennium Student Center, Room 225. Weight Watchers also offers a **discount** for University of Missouri faculty and staff who enroll through its portal system. For more details, visit [www.wellness.umsystem.edu](http://www.wellness.umsystem.edu).

**Take a Stress-Reduction break with Meditation**
University Health, Wellness and Counseling Services is offering meditation sessions Wednesdays, 12:15 to 12:45 pm, in 225 MSC- Student Success Center, Conference Room. The half-hour weekly sessions include a brief introduction, a 20-minute guided mindfulness meditation, followed by brief discussion. This group is designed for beginning, as well as experienced meditators. New members are welcome at any time during the semester. Call Wellness and Counseling Services at 516-5711 with questions.
Several faculty and staff attended the Chancellor’s Wellness Celebration on April 1st in the J.C. Penney Building. Laura Schopp, Director, TE Atkins Wellness Program, Jenny Workman, Manager Wellness Program and Ryan Claus, Wellness Coordinator were in attendance. Chancellor George and the Wellness team hope to create a culture of health at work and promote employees to move more, eat well and manage their health. They are hoping to promote early detection of chronic conditions through health screenings on campus. The main health risks are weight, inactivity and blood pressure. Currently, the UMSL campus has a 25% participation in the Wellness Incentive Program.

Click here to view Laura Schopp’s presentation which included wellness statistics and information specific to the UMSL campus.

The following are quotes from employees and contributors to wellness on the UMSL campus:

As a number of you know, I am a health/exercise nut, and I believe in our working hard to take care of our faculty and staff so that we can be at our best – physically, mentally and spiritually.

Chancellor George

I joined the “Biggest Loser” competition with the thought of not losing weight but, making wiser choices in my eating habits and I lost 14 pounds just by doing this.

Karen Cedeck HR

It was a blessing to have Weight Watchers on campus. It was the scaffolding, camaraderie, technology, mentoring, and information that I needed to begin and sustain a healthy life change. I have lost 40 pounds (10 to go!) and kept it off for two years. More importantly, I now “get it” and have changed my values and life style accordingly. It is not easy, but it is worth it.

Subsequently, I joined the UM System’s Culture of Health Council, and have been learning more and more about simple ways to make our workplaces healthier for all of us. I bring fruit to the office. I stock a refrigerator with calorie free drinks. When we order meals for meetings, we go for healthier options. I encourage flex time. I model and encourage activity (exercise, taking a walk break at work, etc.). I just bought a FitBit from UM System to easily track my walking and movement.

If each of us makes a commitment to improve one area of our wellness lifestyle, not only will we all be healthier, but work efficiency will increase and the massive and rapidly escalating cost of healthcare at UMSL and across the system can be stemmed, leaving more resources for salaries, research, facilities, etc.

Marvin Berkowitz

At the wellness screening in 2011, the blood results showed that my cholesterol was a little high, something I had heard from my doctor several times. I thought, “I’m tired of these high numbers and I don’t want to take medicine.” So, I went to CalorieKilling.com, which lists Nutrition Facts, and was surprised to learn the amount of cholesterol in foods I thought were healthy for me. I decreased portion sizes on some foods and ate more cholesterol-free foods, including fruits and vegetables. A month later the blood tests done by my primary care doctor showed that my cholesterol had dropped to the high end of normal...no need for medicine.

Mary Lou Bono

Contributions to Wellness on the UMSL campus.
Jaime Linsin & Sharron Biegen (lead meditation for faculty, staff and students); Gina Ganahl (set up standing work stations for employees at JC Penney); Marvin Berkowitz (Culture of Health Council member and advocate of Weight Watchers; Teresa Balestri (contact & ambassador for Weight Watchers on UMSL campus); Linda Gatson (leads Tai Chi classes); Faith Lucas (Culture of Health Council & Wellness Ambassador); Nancy Draper (helps communicate wellness campus wide e-mails).