AUGUST 2013 UPDATE

Changes Coming to Performance Management—More details provided at the next HR Rep Meeting
This fall, HR will offer a series of training sessions to further the understanding of Emory’s new Performance Management competencies and ratings. Sessions for managers will begin in October followed by training for employees (direct reports). Randall Lucius from HR’s Learning and Organizational Development will provide information about this process at the HR Rep Meeting on Sept. 10th.

Employee Hardship Fund Surpasses $100,000 in Contributions
With the generous support from the Emory Community, the Emory University Hardship Fund has exceeded $100,000 in donations. The Fund was established to provide emergency financial assistance to staff and faculty members.

Preventive Cancer Screenings
Preventive screenings are an important part of maintaining your health and well-being. Many preventive screenings have been recognized as a cost-effective way to identify and treat potential health problems before they develop or worsen.

Information Security Update: Mandatory Password Change
On August 8 the Emory community was notified that the university is investigating a breach of its information technology infrastructure. Additional security measures have been put in place over the past several weeks enabling us to take the next major step in safeguarding Emory's information system. At this stage in the overall plan to protect against this breach, everyone with an Emory University netID/username must change the password to that account, even if you changed it after receiving the August 8 message.

Fall Learning and Organizational Development Classes Available
As you prepare your development plan for this upcoming year, why not include some of the courses that Learning and Organizational Development (OD) offers? General Enrollment classes offer participants flexibility to customize their professional development by choosing courses to meet their professional development needs and interests. The HR Rep Certificate Program is designed for current and aspiring human resources representatives who wish to develop core competencies in human resources administration, and the Learning & OD Department offers various courses to help develop those competencies.

Inside HR ... Employee Services and Employee Relations
Human Resources is a complex organization and often times, faculty and staff don’t know where to call when they need assistance. To help demystify some of our service areas, here is a description of two HR departments - Employee Services and Employee Relations.

Emory Caregiver Support Program Upcoming Workshops
The Emory Caregiver Support Program aims to provide resources to support the needs of employee caregivers (and their families).

Changes to State of Georgia’s G-4 Form Could Affect Your Paycheck
The State of Georgia is making changes to its Form G-4 (Employee’s Withholding Allowance Certificate),
reducing the number of withholding allowances permitted. This change went into effect for bi-weekly paychecks on August 23, 2013 and will go into effect for monthly paychecks on August 30, 2013.

**Finance Matters Workshops Return in Fall 2013**

The Emory WorkLife Resource Center's workshop series, Finance Matters, is specifically designed to educate Emory employees on topics related to personal finances by fostering an understanding of money management principles.