May 2014 Update

Staff Fest 2014 - May 16, 2014
Come join the fun as we celebrate Staff Fest on May 16, 2014! This year's theme is Emory Olympics! The main event will take place from 12:00 noon – 3 p.m. on the Quad (note: this is an hour earlier). You can sign up now for volleyball, the fun run-run-walk, and learn more about what activities are planned on the Staff Fest website.

STAFF FEST 2014 T-SHIRTS NOW ON SALE!
Cost: $8 (Only EXACT cash or checks made payable to Emory University accepted)
Sizes: Small, Medium, Large, XL, 2X, 3X and 4X
Colors: Blue or Purple
See sales dates and times

Emory Internal Training Programs Again Win National Recognition
Emory has been named a Silver LearningElite organization for 2014 by Chief Learning Officer magazine. Emory ranked No. 33 from a competitive field of more than 200 companies participating in the prestigious annual benchmarking program.

Commencement Day – Help Reduce Traffic by Working a Flexible Schedule
The 2014 Commencement is on Monday, May 12. As part of our effort to reduce the negative impact of traffic and critical parking constraints, we ask your help in actively assessing your workforce and identifying staff members who do not need to be on campus on the morning of May 12 for mission-critical or Commencement-support roles.

Learning Needs Assessment Survey for Faculty and Staff
Learning and Organizational Development is launching a University-wide Learning Needs Assessment Survey for faculty and staff. The survey will ask a variety of questions about your learning/professional development needs, and will help to shape future learning opportunities sponsored by Learning & OD.

Employees Honored for Years of Service
On Wednesday, April 23, staff members were honored for their years of service to Emory University at a special luncheon with President Wagner. 45-year, 40-year, 35-year, 30-year, and 25-year anniversary milestones were celebrated. View list of honorees.
Celebrate Compliance Week @ Emory!
May 5 – 9 is Compliance Week 2014! At Emory, this means highlighting compliance and ethics. Join your colleagues in showing your support for compliance and ethics by participating in one or more activities.

Learning and Organizational Development Classes Available
General Enrollment classes offer participants flexibility to customize their professional development by choosing courses to meet their professional development needs and interests. View classes.

New Checklist Tool is Available for an Employee Passing
We have created a new tool to assist you and your department’s managers should you face the difficult situation of the death of one of your employees. This checklist will provide guidance for communication with staff as well as the deceased employee’s family members, available resources, and logistical items that need to be addressed when an unfortunate situation like this arises. We realize we may not have captured everything, and that each situation is different. We are providing this tool as a starting place and to help along the way. The checklist is located on the HR Rep webpage under “HR Management” and is also posted on the Managers webpage. Please remember that your department’s Employee Relations Director should always be consulted and will be able to provide additional guidance. Please share this new resource with your department’s managers.

Check out WoodPEC’s May Offers!
View WoodPEC’s finals week classes, summer schedule and more. From Group Fitness Classes, Cardio and Weight areas, Personal Training, and Instructional Classes, you can discover your own path to a healthier you at WoodPEC.