

the Personnel Touch

Prepared monthly by FIU Personnel Department. An internal communication on FIU Personnel matters, policies, procedure and benefit information. Suggestions on content may be sent to the Personnel Department, PC 220, Extension 2576.

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CREDIT UNION DROPS LOAN RATES

Effective immediately, personal loans, new auto loans and signature loans are all available at lower rates from the Credit Union. Also 60 month financing for new autos is now being offered. The auto rates are only guaranteed through June 30, 1986. New auto loans are now at 9.9% for as long as 48 months. Sixty month financing can now be obtained at only 10.9%. Used autos can be financed at 11.9%. These rates apply when you purchase your car. Personal loans were cut to 13% interest rate. You can refinance your old personal loan down to 13% without borrowing any additional money. However, the Credit Union suggests you seriously consider using this loan to pay off more expensive credit and charge cards, most of which are still at 18% to 20%. All permanent employees of FIU are eligible for membership in the Credit Union. For more information about the Credit Union or these loan rates, please contact Toby Disbrow. She can be reached at 554-2499 or by visiting PC 106. On Wednesdays, Toby is on the Bay Vista Campus in Academic I, 940-5582.

MESSAGE FROM EMPLOYMENT REGARDING REASSIGNMENT/PROMOTIONAL FORMS FOR CAREER SERVICE EMPLOYEES

Pursuant to the AFSCME Master Contract, current REASSIGNMENT/PROMOTIONAL Forms on file with the Personnel Office will expire on May 31, 1986. All Career Service employees with permanent status, covered by the contract, who wish to be considered for Reassignment/Promotional opportunities, should complete a new form along with a current State of Florida Employment Application to be effective June 1, 1986. Forms may be obtained from Personnel Relations, Primera Casa, Room 224.

FIU's JOB HOT LINE:
554-2500 - 24 Hours

TEMPORARY RELOCATION OF THE OFFICE OF THE VICE PRESIDENT FOR HUMAN RESOURCES

The Office of the Vice President for Human Resources is undergoing repairs and should be completed by mid-June. Anyone desiring service from the Division of Human Resources should go to PC 224, 8:30 a.m. - 5:00 p.m., Phone number 554-2181.

MINORITY AND FEMALE GRANT-IN-AID DEADLINE

The Vice President for Human Resources, through the Office of Equal Opportunity Programs, is reminding minority and female faculty and staff of the May 16, deadline for submitting grant applications. Ms. Bennie Osborne, Program Coordinator, invites all prospective applicants to call 554-2785 or visit her in PC 215 before the deadline. She may also be reached at Bay Vista at 940-5545 or in Room TC 110. Career Service employees with demonstrated potential for advancement to middle management may pursue this grant-in-aid for the education necessary for promotion. A&P personnel and Faculty in the SUS with leadership ability for additional administrative responsibilities may also pursue the grant to obtain the degree or formal training needed for immediate promotion. One grant is available for each of the above categories. Additional information about financial benefits will be provided by Ms. Osborne when you pick up your application. Grasp this worthwhile opportunity in "Your Quest for Excellence". All nominations and supporting documents must be received in the Office of Equal Opportunity Programs by 5:00 p.m., Friday, May 16, 1986.

CONGRATULATIONS TO THE 1986 OUTSTANDING CAREER SERVICE EMPLOYEE AND FINALISTS

*****THE WINNER*****

PEGGY BRADLEY
School of Public Affairs & Services
Dean's Office, Bay Vista Campus

FINALISTS

Ana Cortada
Judy Green
Patti Scarnecchia
Elizabeth Toole

NOMINEES

Caroline Brochu
Elaine Dillashaw
Julia Fernandez
Amanda Haywood
Mitchell Hecht
Valerie Holcomb
Margaret Judge
Miriam Lopez
John McFadden
Nancy Mestre
Ronnie Mittleman
Della Nelson
Sara Ratte
Virginia Rogers
Lillian Stein
Berta Vidal
Edward Yellin

NEW EMPLOYEE ORIENTATION

Welcome to all new employees. It is important that you are oriented, at an early stage, to the University's policies, procedures, benefits and opportunities. The next orientation will be Friday, May 30, 1986, 8:30 a.m. - 12 NOON, in PC 521. For additional information, please call Mary Jo Crosby at 554-2534.

LOST SAVINGS BONDS

To locate lost savings bonds....complete form PD 1048, an Application for Relief, from the U.S. Treasury. Mail it to the Bureau of Public Debt., 200 Third Street, Parkersburg, W. Va. 26101.

BEST WISHES FOR YEARS OF HAPPINESS TO THE FOLLOWING EMPLOYEES:

Retirements - April, 1986

Leonard Berkowitz, Associate Professor, Hospitality Management, 9/5/75-4/29/86.

Malcolm Gotterer, Professor, Mathematical Sciences, 8/8/73-4/29/86.

Long Term Employee - Resignation

Elliott Robinson, Associate University Controller, 3/30/81 - 5/9/86.

DRIVERS CAN RENEW LICENSES BY MAIL

Motorists who wait until the last minute to renew their driver licenses can do so by mail if they qualify as "safe drivers". As long as the envelope is postmarked before the license expires, safe drivers can get a four-year renewal by mail. Even if the expiration date has passed, a safe

driver can renew by mail within 60 days by enclosing a \$1 late fee. A safe driver is defined as a motorist who has not had a traffic ticket violation for at least three years. State law allows safe drivers to keep using their old license while renewals are being processed as long as they also keep the tear-off stub from renewal notices, which are mailed to drivers about 30 days before the licenses are scheduled to expire.

BLOOD DRIVE DONATIONS

Thanks to two hundred and sixteen (216) concerned employees and students, the University is far ahead of the total donations received during the '84-'85 academic year. The most recent donations were received as follows:

Mar. 25, '86 Library/OE Bldg.	87
Apr. 10, '86 BVC/Health Fair	52
Apr. 10, '86 Tamiami/UH Students	46
Apr. 11, '86 Tamiami/Health Fair	31
<u>TOTAL</u>	<u>216</u>

We all are appreciative of your past and future participation in donating blood during our campus drives.

ANNUAL FIU EMPLOYEE PICNIC

Date: May 24, 1986
Place: Tropical Park, Pavilion #1
Prices for advanced tickets:
\$3.50 adults
\$1.50 children
Prices at Picnic site:
\$4.00 adults
\$2.00

Further information may be obtained by calling Judy Green, 554-2328 at Tamiami Campus; and Mitchell Hecht, 940-5751 at Bay Vista Campus.

EMPLOYEE DISCOUNT

When going to Sea World in Orlando, Florida, you'll save an "extra" buck on each ticket you purchase when you say, "I love Baby Shamu!" at the time you present your Dolphin Club Card at Sea World. Getting the extra buck discount adds up to a \$3.45 savings for each adult ticket and \$3.00 for each child ticket. This offer is good from now through June 30, 1986, and is not valid with any other discounts.

IF I HAD KNOWN

If I had known what trouble you were bearing;
What griefs were in the silence of your face;
I would have been more gentle, and more caring,
And tried to give you gladness for a space.
I would have brought more warmth into the place,
If I had known.
If I had known what thoughts despairing drew you;
I would have lent a little friendship to you,
And made your stay more pleasant,
if I had known.

Mary Carolyn Davies