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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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CORRECTIONS TO ARTICLES FROM PERSONNEL TOUCH OF DECEMBER 1989

The cut-back date of January 1, 1990 for accrued annual leave time in excess of 240 hours applies to USPS employees only. The cut-back date for A&P and Faculty is anytime annual leave is accrued in excess of 352 hours during the year.

The University Credit Union hours for University Park Campus are:

Monday - Friday 10:30 a.m. to 3:30 p.m.

BENEFIT FROM COMPLYING WITH SAFETY RULES

Accidents and decreased Workers' Compensation benefits can be avoided by following safety rules. According to Chapter 440.09 of the Florida Statutes, Workers' Compensation payments are affected by the following provisions:

- 1) No workers' compensation shall be payable if the injury was caused primarily by the intoxication of the employee; by the influence of any narcotic drug, barbiturates, or other stimulants not prescribed by a physician; or by the willful intention of the employee to injure him/herself.
- 2) Where injury is caused by the willful refusal of the employee to use a safety appliance or observe a safety rule required by statute or lawfully promulgated by the division, and brought to the employee's knowledge prior to the accident, the compensation as provided in Chapter 440.09 shall be reduced 25%.

HELP YOURSELF BY HELPING THE ENVIRONMENT

High consumer prices, high taxes for environmental cleanups and increased health care costs, and poor environmental quality are a concern to most of us. There are ways we can help keep these costs from rising at such a fast pace as well as improve the quality of our environment. One way to do this is through recycling of used oil. How: It's easy. It just takes your willingness to help: 1) Put your used automotive oil from cars, trucks, recreational vehicles, motorcycles, lawnmowers, etc. in a clean plastic container with a tight lid; 2) Don't mix it with anything else; 3) Take it to a location where used oil is collected for recycling. Call your local or state government to find out about these locations. If your community does not have a recycling program, you may start one - call the Environmental Protection Agency's Toll-free Hotline: 1-800-424-9346. Remember: Environmental quality can help you live a healthier life and everybody can contribute.

UNIVERSITY'S EMPLOYEE AWARDS CEREMONY

Those employees who were honored at the 5, 10, and 15 year employee service award ceremony on October 6, 1989, and who have not yet received their photograph, should stop by the Department of Community Relations (PC-230C) to identify and pick up their photograph. Ask for Maria Martinez.

A & P /USPS CLASSIFICATION RESTRUCTURE PROJECT

We were recently notified that the implementation date for the Restructure Project has been changed from February 2, 1990 to March 2, 1990. The change was made in order to provide additional time for the universities to review positions and make changes to computer systems and related data-bases.

SOCIAL SECURITY (FICA) WAGE BASE INCREASE

The wage base for FICA will increase from \$48,000 to \$50,400 in 1990. The Social Security rate will be increased from 7.51% to 7.65% for both employee and employer contributions.

NEW EMPLOYEE ORIENTATION PROGRAM

The New Employee Orientation Program, scheduled for January, is as follows:

North Miami Campus
January 24, 1990
9:15 a.m. - 12:30 p.m.
Library 319

Refreshments will be provided. Come and join us. You'll find invaluable information.

The University executives and administrators, listed below, will share information with new personnel in the University's New Employee Orientation Program during 1990. Such information is designed to focus new employees regarding career opportunities at FIU, FIU's operations and procedures, and FIU's goals and plans. New employees are extremely fortunate to get such critical information, at the onset, from a corps of such influential "movers"!

<u>Division, or Subject</u>	<u>Campus and Representative</u>	
	<u>University Park</u>	<u>No. Miami Campus</u>
North Miami Campus/Budget and Information Resource Mgmt.	Paul D. Gallagher *Chuck Tinder	Paul D. Gallagher *Lina Monell
Business and Finance	Gloria B. Carter *Leonardo Rodriguez	Brad Biggs *Leonardo Rodriguez
Academic Affairs	Tom Breslin *Richard Campbell	Linda Simunek *Allan Rosenbaum
University Relations and Dev.	Steven Leigh *Sandra Blue	D.Nelson/S.Leigh
Student Affairs	John Bonanno *Ozzie Ritchey	Ozzie Ritchey *John Bonanno
Public Safety	Richard Destefani	Jesse Scott
Environmental Health & Safety	Milagros Gandia *A.E. Brock	Milagros Gandia *A.E. Brock
Payroll	Marilyn Ochipa	Marilyn Ochipa
Employee Benefits	Maria Alam *Clara Martinez	Maria Alam *Clara Martinez

*Alternate Representative.