Employee Health & Benefits Fair

On Thursday, November 8, 2012, Human Resources successfully coordinated another Health & Benefits Fair for employees at the University. Nearly 80 community and university services were in attendance, providing information on topics addressing economic, family, mental, and physical health, along with individual development.

Many free screenings and health assessments were offered, such as spinal, vision, and dental screenings and many more. This year participants in the University’s Health Plan had the opportunity to do biometric screenings through the University’s new wellness program administrator, OnLife Health. The Health Fair is also a great time to get your annual flu shot at no cost for University Health Plan participants who present their insurance cards!

Many organizations in attendance at the Health Fair offer discounts to University employees and all organizations offering services are University Health Plan providers. In addition, a multitude of door prizes are available for employees to win at the Health Fair that are donated by participating organizations and Human Resources.

The Employee Health & Benefits Fair is held annually in November and the purpose of the Fair is to provide University employees an opportunity to discover important health information; detect potentially life-threatening medical conditions in early stages; and increase awareness of community and university

HR News continued on page 7.
New Roles in HR

Over the past few months, many changes have been taking place in Human Resources on campus and we want to keep you informed! Barbara Abercrombie, the new Associate Vice-Chancellor for Human Resources, made a few structural changes so Human Resources can better serve the campus and better reach out to employees as individuals. As of December 1st, Carol Jones has been appointed as the Director of Classification & Compensation and Debbie McLoud has been appointed as the Director of Employee Services.

“This change is the first step in creating an effective strategic plan to move Human Resources forward as a campus partner,” Abercrombie said, “Carol’s new role will allow her to focus her effort on position management and continuing to develop a strong partnership with the Office of Personnel Management to ensure we have the positions necessary to become a top 50 research institution. The additional responsibility given to Debbie in the Employee Services area lets Human Resources continue to benefit from her experience and expertise.”

Debbie McLoud’s responsibilities will include oversight of all programs, processes and procedures to effectively recruit, develop and retain a highly qualified and diverse workforce. She joined the human resources office in 1991 and during her 22 year career, she has served the University of Arkansas in a variety of positions with increasing responsibility which includes serving as the Director of Employee Development and Special Programs since 2004 and recently completing an interim appointment as Associate Vice Chancellor for Human Resources.

McLoud received her B.S. in education and human resource development from the University of Arkansas in 1998 and her M.Ed. in human resource development from the university in 2008. She is a certified Senior Professional in Human Resources and is active in the Society for Human Resource Management (SHRM) and CUPA-HR professional associations.

In her current role, Carol Jones has oversight of classification of positions, position management, leave and other compensation issues as well as ensuring compliance with internal and external policies and state OPM guidelines. Carol is committed to proper classification and management of positions as well as finding innovative compensation solutions for the campus.

Jones is currently in her 19th year with the University of Arkansas. She has a Bachelor’s degree in Education from the University of Arkansas and is a certified Professional in Human Resources. Carol has enjoyed a number of positions on campus, loves working at the University of Arkansas, and readily shares her enthusiasm for the campus environment with employees. Her employment with Human Resources began in 1997 where she discovered her love for helping others gain employment at the University of Arkansas and worked to implement and grow the RazorTemp temporary employment service on campus.

How the 2013 Tax Changes May Affect You

Starting this month, new changes in the federal tax code will be implemented. To help you better understand how these changes might affect your paycheck, University Human Resources has compiled a brief list for the campus to explain changes you may see on your 2013 payroll earnings statements.
**Social Security & FICA Rate Changes**

The Social Security (OASDI) rate for employees is returning to 6.2% from the 4.2% rate that was in effect as part of the Middle Class Tax Relief and Job Creation Act of 2012. This tax increase will be reflected in your January 2013 earnings statement.

The FICA tax rate, which is the combined social security tax (OASD1) rate of 6.2% and the Medicare tax rate of 1.45%, will be 7.65% for 2013 up to the social security wage base.

The Social Security Administration (SSA) announced that the 2013 social security wage base will be $113,700. As in prior years, there is no limit to the wages subject to the Medicare tax; therefore all covered wages are still subject to the 1.45% taxes.

Something new in 2013 is that wages paid in excess of $200,000 will be subject to an extra 0.9% Medicare tax meaning that once an employee reaches this threshold, the employee will be required to pay an additional 0.9% in Medicare taxes. The IRS has created a website with answers to frequently asked questions about the additional 0.9% Medicare tax.

**Updated 2013 Income Tax Withholding Tables**

Federal tax tables have changed for 2013. On January 3rd, the IRS released these updated federal income tax withholding tables for 2013, which reflect legislation signed Jan. 2nd by President Obama. The changes can be found in Notice 1036. University of Arkansas employees will see these changes in January 2013 and employees may check Future Pay in webBASIS to view these changes.

**2012 W2 Availability**

W2s have been mailed the employee’s home address. In the future if necessary, please update your address with payroll as soon as possible before January 1st. You may do this by accessing webBASIS or filling out a form. To update your address using webBASIS, visit http://admin.uark.edu and log in with your University of Arkansas login (same as your email) and password. Click on “My Pay” and then “Future Pay.” By clicking on the link for the pay date, such as 1/31/2013, and then clicking on the dollar amount, you can view your gross income minus deductions.

Here, you can make changes to your Federal and/or State taxes or use the “What If” Scenario to see how your income may change if you change your deductions. If you choose to make changes to your W4 after viewing the what if scenario, go back to “My Pay” and click on “Income Tax Withholding (W4)”. Check the box “I have read the W4 Instructions”. Make changes, click on “Validate” then check the box “Under penalties of perjury, I declare that” and then click “Save”.

Questions may be directed to Human Resources at 575-5351 or https://askhr.uark.edu.
Join the UA Wellness Plan!

Have you signed up for the UA Wellness Plan yet? If not, you still have until January 31st to complete the online health risk assessment and biometric screenings to qualify for a $25 gift card. This new wellness program offers great opportunities for University employees to improve their personal health while helping the University reduce overall health care expenses and control costs for the University’s health plan.

The new health plan, which is administered by OnLife Health, provides employees the opportunities to work with a health coach and to make and track personal health goals such as maintaining or losing weight, running a 5K, getting rid of smoking, managing stress, eating more fruits & vegetables, and much more!

The health risk assessment is available online and biometric screenings may be completed through your primary care physician. If you have had a physical done since July 1, 2012, those results can be used. To use those results, just have your physician complete the Physician Screening Form, available from the Wellness section of HR’s website, http://hr.uark.edu/benefits/786.aspx.

To set up on your online access to OnLife and complete your health risk assessment, simply go to www.OnlifeHealth.com, click on “Get Started” and enter UAS as the key code. For your initial enrollment only, use the last four digits of your social security number, your last name and birth date. Once your access is established you will create your personal password for future use. After signing in you will be able to access additional information on screening dates and the form for use with your physician.

Only employees and their spouses currently on the University Health Plan are eligible to sign up for the new wellness program. For questions about the new wellness program or any other University Benefits, please contact the Benefits office via AskHR or 575-2167.

Aaron T. Lingelbach joined Human Resources as the Computer Support Specialist. Aaron provides technical support for Human Resources and responds to requests for HR-related data. He can be reached via email at alingel@uark.edu or by phone at 575-6260.

Aaron received his B.A. in Anthropology with an emphasis in Archeological Information Systems from the University of Arkansas and is currently finishing up his Masters in Geographic Information Systems. While Aaron is new to HR he has worked on campus for almost 7 years, with positions at the Arkansas Archeological Survey, the Department of Geosciences, and the Center for Advanced Spatial Technologies (CAST). Aaron is an avid environmentalist having written various publications on GIS and the Environment, and is a contributing member of the Gulf Coastal Plains and Ozarks Landscape Conservation Cooperative and the USGS Karst Interest Group.

To keep up with HR news, events & job opportunities:
‘Like’ us on Facebook: http://www.facebook.com/uarkHR
Follow us on Twitter: @uarkHR
Human Resources Certificate Program

This fall, the Employee Development Program held another session of the Human Resources Certificate Program for employees! Fourteen employees graduated from the program this fall and we even had an employee from the Stuttgart location participate remotely via Blackboard Collaborate!

The HR Certificate Program is a series of four four-hour workshops covering HR-related transactions for each stage of employment at the University of Arkansas: the prospective employee, the new hire, the current employee, and the terminating or retiring employee. All participants took away knowledge of HR procedures and resources to better serve University employees while growing in their careers. The next session will be given in June 2013. If you are interested in attending, please contact Aria Andrus for more information.

Congratulations, Fall 2012 Supervisor Development Program Graduates!

Congratulations to the fall semester’s Supervisor Development Program graduates! During the fall semester, 17 employees completed the program which consisted of over 50 hours of classroom participation on various topics.

The Supervisor Development Program is an enriching program for those who are supervisors or anticipate being in a supervisory role someday. The program teaches and enhances skills such as leadership, communication, and customer service while giving instruction on customized, university-specific informations such as legal issues, recruitment, and benefits.

If you would like to participate in the next Supervisor Development Program, please send all inquiries about the Spring 2013 program to Aria Andrus.
Two New Certificate Programs for University Employees

Coaching Skills for Managers & Supervisors

Human Resources is pleased to announce a new certificate program available for employees. Coaching Skills for Managers & Supervisors will cover how supervisors and managers can develop essential coaching skills that will help their employees reach their peak performance. Successfully coaching employees can help build trust within teams while improving employee engagement. Among other things, participants will learn how to use structured coaching models; the differences between coaching, training, and mentoring; how to foster mutual trust and respect with coaching skills; how to utilize different methods for problem solving.

Coaching Skills for Managers & Supervisors will be offered as a professional development program at the cost of $325 per person. The program will be facilitated by Teresa Ray, a certified professional coach and president of NWA Executive Coaching Solutions and will take place on campus over two half days (1 – 5 pm) on February 12th and 26th. Participants must attend both sessions to successfully complete the program.

Enrollment for this program filled to capacity within just a week of the first announcement for the class so currently there are no seats available for the February program. However, if you are interested in attending this program at another time, please contact Aria Andrus at amandrus@uark.edu or call 575-4432. Questions about the this program may also be directed to her.

Managing Projects

University of Arkansas Human Resources and the Global Campus have collaborated to create a new certificate program on project management available to University employees. This course entitled Managing Projects is a specially designed Global Campus practical project management certificate program. It has been developed to meet the needs of functional managers, small business owners, IT and human resource professionals who must ensure organizational strategic intent while managing small to mid-sized projects. The course is taught by a faculty of industry experts.

The course is presented in five live sessions, including practical references, case studies, on-line learning materials and an introduction to project technologies. In addition, students may choose to enroll in either an MS Project or SharePoint training session scheduled after the conclusion of session five of Managing Projects. Course requirements include in-class use of your personal computer. Upon successful completion of this course, participants will be awarded a certificate of completion from the University of Arkansas Global Campus.

After completing this program students will be able to apply the principles of best practice project management to the successful completion of small-to-mid-sized projects. The course will begin with an introduction to managing projects in the workplace and the integral role of the project manager. Categories to be addressed include: project deliverables, project planning, project technology and project implementation. All course categories must be completed, including the completion of a final project to demonstrate acquired knowledge. The final project must be presented to a panel of the instructors of the course.

Classes will be held on Tuesdays from March 5 - April 9, 2013 from 1 - 5 PM in the Arkansas Union. University employees may attend for $590 per person. This is a wonderful opportunity for you to learn how to manage your projects more efficiently. To register, visit http://globalcampus.uark.edu.
Congratulations, Employees of the First Quarter!

Congratulations to the University of Arkansas Employees of the 1st Quarter (July, August, September). Employees of the Quarter represent staff employees who have gone above and beyond their normal job duties. Each quarter outstanding University of Arkansas employees (classified or non-classified) are selected for the award from nominations received from UA employees (staff or faculty).

Each winner receives a certificate and a monetary award and is placed in the pool of candidates considered for the Employee of the Year award.

- **Jason Adams**, WCOB Honors Program, Assistant Director/Academic Counselor--Professional/Non-Faculty-Academic
- **Debbie McLoud**, Human Resources, Project/Program Director--Professional/Non-Faculty-Administrative
- **Stephanie Gragg**, COEHP Academic Affairs, Administrative Specialist III--Secretarial/Clerical
- **Betty Fisher**, Facilities Management, Institutional Service Assistant--Skilled Crafts/Service/Maintenance

For more information about the Employee of the Quarter/Year program, please visit the Staff Senate website, http://staffsenate.uark.edu/.

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**Diversity Certificate Recipients**

Since October, two more University employees completed the requirements for the Diversity Certificate Program. Each of the recipients of the Diversity Certificate completed requirements of 20 hours of combined classroom training, self-study, and community service and a written Personal Impact Statement that specifies his or her plan to personally impact inclusiveness on campus.

George Winter, (not pictured) a Career Counselor and Coordinator of Cooperative Education and Internships in the University Career Development Center, and Kathleen Lehman, Head of the Physics Library, both completed their diversity certificates.

Many Diversity Certificate recipients go beyond the minimum of 20 hours. All program participants are expected to compile their hours in a binder to turn in upon completion of the requirements. Employees from various departments are taking advantage of the opportunity to complete their diversity certificates.

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**HR News Continued from page 1.**

resources that can improve quality of life. If you missed out on participating in the 2012 Health and Benefits Fair, be sure to mark your calendars for next year’s Fair on Wednesday, November 13, 2013 from 9:30 am - 1:30 pm. More information will be provided as the date gets closer. In the meantime, if you have any questions or referrals for the Fair, please contact Aria Andrus.
## Welcome New Hires!

<table>
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<tr>
<th>Name</th>
<th>Hire Date</th>
<th>Budgetary Unit</th>
<th>Title</th>
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<tr>
<td>Vivek A Kuttappan</td>
<td>12/10/2012</td>
<td>POSC</td>
<td>Post Doctoral Associate</td>
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<tr>
<td>Chris Ash</td>
<td>1/2/2013</td>
<td>FTBL</td>
<td>Defensive Coordinator</td>
</tr>
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<td>Kimberly Bannister</td>
<td>1/3/2013</td>
<td>MULN</td>
<td>Library Technician</td>
</tr>
<tr>
<td>Rusty Bautista</td>
<td>12/1/2012</td>
<td>BAEG</td>
<td>Program Associate</td>
</tr>
<tr>
<td>Don Bechtel</td>
<td>1/1/2013</td>
<td>LSCM</td>
<td>Instructor</td>
</tr>
<tr>
<td>Satadeep Bhattacharjee</td>
<td>11/1/2012</td>
<td>PHYS</td>
<td>Research Associate</td>
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<tr>
<td>Bret Bielema</td>
<td>12/4/2012</td>
<td>FTBL</td>
<td>Head Football Coach</td>
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<tr>
<td>Kevin Borr</td>
<td>11/5/2012</td>
<td>BLGM</td>
<td>Institutional Service Asst.</td>
</tr>
<tr>
<td>Cory Burbidge</td>
<td>1/14/2013</td>
<td>POSC</td>
<td>Agriculture Lab Technician</td>
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<td>Bradley Burnett</td>
<td>11/13/2012</td>
<td>BLGM</td>
<td>Maintenance Assistant</td>
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<td>Rick Carter</td>
<td>11/19/2012</td>
<td>TREA</td>
<td>Cashier</td>
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<td>Tallon Chandler</td>
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<td>James Chaney</td>
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<td>FTBL</td>
<td>Offensive Coordinator</td>
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<td>Chang Hsin Chen</td>
<td>12/10/2012</td>
<td>POSC</td>
<td>Post Doctoral Associate</td>
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<td>David Chioffi</td>
<td>1/1/2013</td>
<td>ART</td>
<td>Visiting Assoc Professor</td>
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<td>Sungeun Cho</td>
<td>11/14/2012</td>
<td>FDSC</td>
<td>Post Doctoral Associate</td>
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<tr>
<td>Nick Clark</td>
<td>11/26/2012</td>
<td>HOUS</td>
<td>Skilled Tradesman</td>
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<td>McGee Clopper</td>
<td>1/7/2013</td>
<td>LAW</td>
<td>Public Information Specialist</td>
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<td>Mariana Collins-Romero</td>
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<td>Peggy Comer</td>
<td>12/10/2012</td>
<td>BSAD</td>
<td>Dir Of Engineering Systems</td>
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<td>Sahara Conduff</td>
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<td>Jade Crisel</td>
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<td>Tara Crites</td>
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<td>Emily Daugherity</td>
<td>12/17/2012</td>
<td>INEG</td>
<td>Project/Program Specialist</td>
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<td>Glen Deere</td>
<td>11/1/2012</td>
<td>RSSV</td>
<td>Director of Outreach</td>
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<td>Adam Dirgo</td>
<td>12/4/2012</td>
<td>UITS</td>
<td>Computer Lab Technician</td>
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<td>Randall Dixon</td>
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<td>PYCT</td>
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<td>Gregory Dold</td>
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<td>Andrew Donovan</td>
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<td>Robin Dorf</td>
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<td>Patty Doyal</td>
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<td>Sami Dridi</td>
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<td>POSC</td>
<td>Assoc Professor</td>
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<td>Kati Elmore</td>
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<td>Terry Esper</td>
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<td>LSCM</td>
<td>Assoc Professor - WCOB</td>
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<td>Qiuhua Fan</td>
<td>10/12/2012</td>
<td>CHBC</td>
<td>Research Associate</td>
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<td>Braden Franklin</td>
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<td>ARKU</td>
<td>Institutional Service Asst.</td>
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<td>Amber Gardner Alsbury</td>
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<td>Joy Glasser</td>
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<td>Systems Analyst</td>
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<td>CJ Golden</td>
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<td>Laboratory Technician</td>
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<td>Muguunthan Govindarajan</td>
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<td>Martha Green</td>
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<td>Aiden Guzman</td>
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<td>Library Support Assistant</td>
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<td>Cody Hackett</td>
<td>10/22/2012</td>
<td>MULN</td>
<td>Library Supervisor</td>
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Welcome New Hires!

Eric Hall
Melissa Hand
Chris Hauser
Ben Herbert
Wendy Hesington
Janie Hipp
Hartmut Hoehle
Klassic Hopson
L. Howard
Willa Howerton
Shelli Hughes
Amanda Hurst
Jeremy Hyman
Chris Jacob
Julian James
Aaron Jones
Michael Kareev
Jerilyn Kennemer
Haejin Kim
Kristen Knight
Jeffrey Lewis
Yaping Li
Aaron Lingelbach
Lee Ann Looney
Carolyn Mackey
Julia Mathias
Art Miller
Kelsey Mitchell
Ryan Moore
Alison Nail
Joyce Nelson
Yu Ning
Beverly Odom
Julie Olsen
Charlie Partridge
Susan Pennington
Dennis Perkins
Anna Piazza
Danny Pinkerton
Samuel Pittman
Britney Queen
Jennifer Rastok
Sherri Robinson
Nicholas Rodgers
Nicole Roebke

1/2/2013
11/12/2012
12/11/2012
1/2/2013
10/15/2012
1/15/2013
12/3/2012
11/12/2012
12/3/2012
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1/14/2013
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11/27/2012
1/14/2013
10/15/2012

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AFLS
LAW
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HOUS
CTED
PHYS
COMM
ANSC
CONS
BISC
CHBC
HMRS
NURS
AFLS
UI TS
HOUS
MEEG
BOGA
ANDL
ART
UITS
FTBL
REGR
REGR
SAGC
POSC
HLTH

HEI Program Coordinator
Cashier
Project/Program Manager
Asst Football Coach
Certified Nursing Assistant
Visiting Professor Law
Assistant Professor - WCOB
Administrative Specialist I
Library Support Assistant
Registered Nurse Practitioner
Teaching Associate
Visiting Asst Professor-Law
Instructor
Administrative Specialist III
Institutional Service Asst.
Project/Program Specialist
Research Associate
Post Doctoral Associate
UAF Construction Coordinator
Assistant Professor
Research Associate
Computer Support Specialist
Academic Counselor
Teaching Associate
Teaching Associate
Systems Analyst
Administrative Specialist I
Master Scientific Res Tech
Academic Counselor
Administrative Specialist II
Computer Support Specialist
Administrative Supp.Supervisor
Major Gift Development Officer
Asst Football Coach
Registrar’s Assistant
Computer Support Technician
Visiting Assistant Professor
Skilled Tradesman
Asst Football Coach
Administrative Specialist II
Teaching Associate
Research Associate
Agriculture Lab Technician
Licensed Practical Nurse
Welcome New Hires!

Marcus Romes 1/7/2013 MULN Library Technician
Chuan Ruan 11/14/2012 FDSC Program Technician
Scott Sargent 11/12/2012 BLGM Stadium Manager
Eric Sarquist 11/19/2012 EDUC Computer Lab Technician
Randy Shannon 12/31/2012 FTBL Asst Football Coach
Jeffrey Siebler 11/12/2012 U Tom Project/Program Coach
Adam Smith 1/6/2013 HOUS Administrative Specialist I
Richard Smith Jr. 12/17/2012 BOGA Academic Counselor
Rachel Smith Loerts 11/1/2012 ARDO Research Assistant
Annibal Sodero 1/1/2013 LSCM Assistant Professor - WCOB
Dennis Starr 1/14/2013 CNZB Institutional Service Asst.
Drew Stephens 1/2/2013 WCOB Project/Program Manager
Bob Stewart 1/6/2013 HOUS Institutional Service Asst.
Zachary Swartz 10/24/2012 PUBL Project/Program Specialist
Amanda Taylor 1/6/2013 HOUS Institutional Service Asst.
Thanuja Thekke Veetil 10/11/2012 PLPA Post Doctoral Associate
Ka Thor 1/2/2013 ASCR Project/Program Specialist
Darren Tippens 11/12/2012 CNZF Institutional Service Asst.
Elizabeth Tipton 11/5/2012 ALUM Administrative Specialist III
Kimberly Torres 11/16/2012 EDRE Administrative Specialist I
George Turner 1/7/2013 UDEV Development/Advancement Spec
Mary Vineyard 1/2/2013 RSSV Research Associate
Peter Weiden 1/7/2013 FTBL Project/Program Specialist
Sara White 11/1/2012 EMSP Website Developer
Darcy White 11/1/2012 PARK Cashier
Amy Wiedmeier 10/29/2012 ASCR Administrative Specialist II
Christopher Wimberly 11/4/2012 CNZF Institutional Service Asst.
Tiffany Wimberly 12/5/2012 OEOC Administrative Specialist I
Katie Winkler 12/5/2012 REGR Registrar’s Assistant
Helene Wommack 1/7/2013 GREK Administrative Specialist III
Guanghui Zong 11/27/2012 CHBC Research Associate
## Congratulations, Recent Promotions!

<table>
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<th>Hire Date</th>
<th>Budgetary Unit</th>
<th>Title</th>
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<td>Jeff Amerine</td>
<td>11/19/2012</td>
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<td>Assoc Vice-Prov for Research</td>
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<td>Jonathan Andrews</td>
<td>11/4/2012</td>
<td>BSMC</td>
<td>Skilled Trades Supervisor</td>
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<td>Dennis Brewer</td>
<td>10/19/2012</td>
<td>UITS</td>
<td>Assoc. V Chanc/Univ Info Tech</td>
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<tr>
<td>Rachelle Cagle</td>
<td>11/19/2012</td>
<td>LAWD</td>
<td>Administrative Specialist III</td>
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<td>Cheryl Canfield</td>
<td>11/26/2012</td>
<td>AVCB</td>
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<td>Lisa Childs</td>
<td>11/19/2012</td>
<td>TLO</td>
<td>Research Professor</td>
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<tr>
<td>James Cooper III</td>
<td>1/1/2013</td>
<td>PHYS</td>
<td>Visiting Assistant Professor</td>
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