

HUMAN RESOURCES

January 2024

HR Key Events Calendar



January 8-11
Fitness Center Open Houses

January 8
Spring Term Begins

January 15
Martin Luther King Jr. Holiday

January 25-26
Math Conference

February 2
Wear Red Day

February 19
President's Day Holiday

March 7
Employee Wellness Fair

March 18-24
Spring Break

Employee Wellness Fair - March 7



The 2024 Wellness Fair will be held Thursday, March 7, 2024, from 9 a.m. - noon at the Advanced Technology Center. This event aims to promote the Employee Wellness Programs' five elements of health and wellness: Physical, Nutritional, Financial, Emotional/Social, and Spiritual. All employees are encouraged to attend this exciting event for a chance to experience a variety of health services, free food, and door prizes.

IRS Form 1095-C

This tax form provides information about employees' health insurance coverage during 2023. The IRS requires employers to provide this form by March 1, 2024 and employees may file their 2023 tax return prior to receiving it. The Form 1095-C will be mailed to the address the College has on file. However, employees can select electronic delivery once an email notification from the College's third-party administrator, Greatland, has been received. The email will be sent from the <onlineformretrieval@mail.onlineformretrieval.com>, with the subject line stating **IMPORTANT TAX RETURN DOCUMENT AVAILABLE**. For additional details, please review the [IRS Form 1095-C FAQ's](#).

2024 Paycheck Deductions

Employees should review their paychecks regularly to ensure all information inclusive of payroll deductions are accurate. To review any past paycheck received, log into [myFSCJ](#) and in Employee Self Service, select the "My Pay" tile, then "View Paycheck". Here employees can confirm benefits (e.g., health, dental, vision, 403(b)/457(b)) and tax deductions. For questions, contact benefits@fscj.edu.

Employee Assistance Program (EAP)

HealthAdvocate™

The Employee Assistance Program (EAP) through Health Advocate is a short-term, confidential counseling as well as crisis intervention service provided to employees. College employees and their families can access needed support at no cost on the following:

- Emotional Wellbeing
- Financial
- Life & Emotional Health
- Legal
- Relationships Work/Life Services

The Health Advocate staff follows detailed protocols and complies with all government privacy standards. All medical and personal information is strictly confidential and privacy-protected. Visit [Health Advocate](#) to find helpful information on a wide range of topics. Contact the 24-Hour CARELINE at 877-240-6863 or email answers@HealthAdvocate.com with questions.

FRS Retirement System (FRS) Reemployment After Retirement

Members are considered retired when they have terminated all employment with all FRS participating employers, established an effective retirement date through the application process, and cashed or deposited a benefit payment. If participating in DROP, retirement is complete once employment is terminated with the FRS participating employer. If returning to work for an FRS employer within six (6) months after retirement, retirement benefits are then void, and benefits received to date must be repaid. For months 7-12 following retirement, members may not receive both a salary and a retirement benefit.

There are no limitations on receiving retirement benefits while working for an FRS participating employer after you have been retired for 12 calendar months or longer. An Investment Plan member who terminates employment with an FRS participating employer and receives any distribution from his or her Investment Plan account (including a rollover) is considered a retiree. Click [here](#) for additional information regarding reemployment or call 1-844-377-1888 to speak with an account representative.

Wellness Chatter

Fitness Center Open House January 8-11

The Wellness Club invites all employees to attend an open house at one of the campus fitness centers listed below to meet with FSCJ Athletics leadership and learn about the exciting engagement opportunities for faculty and staff. Come at any time during the open house. Refreshments will be provided.

South Campus, Building Q

Monday, January 8
11 a.m. - 1 p.m.

Deerwood Center, Room G-1706

Tuesday, January 9
11 a.m. - 1 p.m.

Kent Campus, Room G-128

Wednesday, January 10
11 a.m. - 1 p.m.

Downtown Campus, Room C-101

Thursday, January 11
11 a.m. - 1 p.m.



Friday, February 2, 2024

Wear Red Day - February 2

FSCJ will join the First Coast American Heart Association (AHA) in the fight against heart disease in women by participating in National Wear Red Day. *Go Red For Women* strives to increase awareness of heart disease in women and inspire action to save more lives. All faculty, staff, and students are invited to show support and raise awareness in the fight against heart disease in women by wearing all things red on on Friday, February 2.

Florida Blue Better You Newsletter

View the Florida Blue [January Newsletter](#) to learn more on how to get moving in the new year.

For questions about upcoming wellness events or how to join the FSCJ Wellness Club, contact hrrtraining@fscj.edu.

Training & Organizational Development

Math Conference January 25-26

The 8th annual Math Conference will be held Thursday, January 25 (5:30 p.m. – 8 p.m.) and Friday, January 26 (8:30 a.m. – 3 p.m.) at the South Campus Wilson Center. In addition to math-specific topics, presentations will include topics related to educational technology, examining the relationships between educators (K-12, higher ed, and tutors), and teaching. Virtual sessions will also be available. [Click here](#) to view course offerings and registration details.

Leading from Where You Are Leadership Program

Please welcome the newest members of Leading from Where You Are. This 6-month leadership program began in December 2023. For more information on upcoming leadership programs contact hrrtraining@fscj.edu.

Thomas Ackerman, Academic and Career Advisor

Anna Byrd, Faculty

Tanica Devaughn, Vocational Evaluator II

Rachael Hormis, Asst Director of Financial Aid

Rebecca Nelson, Academic Dept Coordinator

Shantelle Ortiz, Academic and Career Advisor

Shakera Rodgers, Case Manager/Career Specialist

Alexa Rosa, Student Services Coordinator

Matthew Simmons, Faculty

Peter Sukalo, Academic and Career Advisor

Kenia Thomas, Assoc. Controller

Liz Thomas, Faculty

Kelly Thurlow, Asst. Director Communications

[Click here](#) to view current College course offerings.

Around the College

Employees are invited to submit student nominations for the annual Celebration of Student Success ceremonies. Up to three students may be nominated from the Summer 2023, Fall 2023 and Spring 2024

Terms in the following categories:

- Academic Achievement
- Inspirational Achievement
- Outstanding Student Worker
- Outstanding Student Leadership

Campus award ceremony schedules:

- South Campus : Tuesday, April 9, 2024, 6 p.m. – 7:30 p.m.
- Kent Campus/Cecil Center: Tuesday, April 16, 2024, 6 p.m. – 7:30 p.m.
- Deerwood Center: Thursday, April 18, 2024, 6 p.m. – 7:30 p.m.
- North Campus/Nassau Center: Tuesday, April 23, 2024, 6 p.m. – 7:30 p.m.
- Downtown Campus: Thursday, April 25, 2024, 4 p.m. – 5:30 p.m.

Nominations may be submitted by completing the [online nomination form](#). Nomination deadlines are two weeks before the date of your campus award ceremony.