

Stonehill College Human Resources Newsletter

January 2014

Cheers and Happy New Year.



2014 Holidays

Please [click here](#) to for our 2014 holiday calendar. This calendar works in conjunction with the HR calendar which you can also find on the HR webpage.

Please contact the HR department with questions.

Performance Management Program

Mid-Year Review Reminder

This is a reminder that Mid-Year Performance Evaluations are due to the Human Resources Department by Friday, January 17, 2014. If you are interested in individual one-on-one training sessions, or simply have some questions about the process, please contact the HR department at ext. 1105 and we will schedule a convenient time to meet with you.

The forms and details associated with the program are available on the HR website via this link: [Performance Management](#)

If you find you will be unable to meet the January 17th deadline, please contact Maryann at mperry@stonehill.edu or ext 1106.

Address Changes

Please take a moment to review the information on your payroll voucher for accuracy. The Payroll Department will very shortly be preparing W-2s and it is important that address information is correct. In the event you need to update your address, you may do so on the Employee Services tab of myHill, prior to January 10th. Changes will be reflected on your 2013 W2.

Celebrating Diversity: Dr. Martin Luther King Jr. Day of Service

Dr. Martin Luther King Jr. once said, "Life's most persistent and urgent question is: 'What are you doing for others?'" Each year, many across the country provide an answer that question by coming together on the King Holiday to serve their neighbors and communities. The MLK Day of Service is a part of United We Serve, the President's national call to service initiative. It calls for Americans from all walks of life to work together to provide solutions to our most pressing national problems. [Please click here](#) to view events happening locally courtesy of The Massachusetts Service Alliance.

TIAA-CREF Reminder

Have you reached or soon will reach your one-year anniversary with Stonehill College? If so, please make sure you sign up with Human Resources for the retirement benefit offered to eligible employees. For more information, please click the link below: [Retirement Benefits](#)

If you have questions about your eligibility or the program itself, please contact [Lisa Conroy](#), Assistant Director of HR, ext. 1336

Touch of Kindness Program Recognition

Stonehill's Employee Recognition Program, A Touch of Kindness, is a program where members of our community recognize each other for their random act of kindness, caring or support.

Have you recently observed an act of kindness and caring? Recognize it today at [Employee Recognition](#)

Benefits Focus - Creative World

We are pleased to announce that Creative World located at 130 Depot Street, So. Easton MA offers a discount on child care tuition to Stonehill College employees. For more information please contact Pam at 508-565-9900 or visit Creative World. For a full listing of our childcare discount providers, [click here to visit our Supplemental Benefits page](#).

Welcome New and Returning Employees – December 2013

Student Affairs

Clayton Adams, Assistant Men's Hockey Coach

Farewell to Employees – December 2013

Enrollment Management & Marketing Division

Virginia Meleedy, Admissions Coordinator

Executive Division

Lisa O'Donnell, Associate Director of Human Resources

Finance Division

John Rau, Mail Services Clerk

Student Affairs

Alexander Roupenian, Assistant Football Coach

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