Today’s Agenda Items

- Benefits Updates – Shannon Edwards
- December Vacation Leave Cashout – Shannon Edwards
- Foreign Influence – Audrey Gainey
- Guide to Greater Gainesville – Audrey Gainey
- GBAS Updates – Melissa Long and Gwynn Cadwallader
- Important Dates
University Benefits

Benefits Updates
December Vacation Leave Cashout
Benefits Updates

▪ Welcome Kenya Williams – Assistant Director of Benefits

▪ Open Enrollment Correction Period: November 1-12

▪ Benefit Deduction Reminders:
  ▪ State of Florida changes: December 3 paycheck
  ▪ FSA or HSA changes: January 14 paycheck
  ▪ UF Select changes: January 14 paycheck
December Vacation Leave Cashout

TEAMS employees may cash out up to 16 hours of vacation leave October 30-November 10.

- Minimum balance of 40 hours of vacation leave required after end of pay period
- No late entries or exceptions permitted:
  - Employees must enter in system by midnight on 11/09
  - Supervisor approvals must be completed before 10:00 a.m. on 11/10
- Cashout payment included on November 19 paycheck

Questions? Call (352) 392-2477 or email central-leave@ufl.edu
Talent Acquisition and Onboarding

Foreign Influence
Guide to Greater Gainesville
Screening Foreign Researchers

• UF RISC (Research Integrity, Security & Compliance) is required to review and approve all applications for research and research support positions.

• Administratively, Interfolio does not support the process required for research applicant screening, vetting and required compliance review.

• UF will be transitioning all Faculty recruitment from Interfolio to PageUp.

• All Faculty Postings should be transitioned to PageUp by December 23, 2021.
Screening Foreign Researchers

- College/Unit Administrators and Originators will be able to transition requisitions as early as Mid-November.
- Application data may be retrieved from Interfolio throughout the Interfolio contract period of March 31, 2022.
- TA&O and Communications will begin reviewing and updating toolkits, career websites, and user resources as early as next week.
Guide to Greater Gainesville

2021 Guide to Greater Gainesville Magazines may be picked up from the lobby at UFHR or you may contact Talent Acquisition and Onboarding at talent@hr.ufl.edu and we can arrange drop off.
Additional Questions?

Talent Acquisition and Onboarding
talent@hr.ufl.edu
Training & Organizational Development

GBAS Updates
Getting Real about Retention in an ever-changing workforce.

November 16, 2021 from 10:00am to 12:00pm

Learn best practices to solve retention issues and discuss an engagement tool that may be useful in your unit.

Register in myTraining: UF_GBS600. Registration closes on November 12th at 5:00pm

Contact: gcadwallader@ufl.edu or harrissn@ufl.edu
Save the Date

Inclusive Hiring

December 8, 2021 from 10:30am to 12:00pm

If you are a manager, supervisor, or serve on hiring committees, this session is a must.

Registration will open in mid-November. Watch the GBAS list serv for the announcement.
Important Dates

- **UF Holidays**
  - November 11, Veteran’s Day
  - November 25-26, Thanksgiving Holidays
- **Upcoming HR Forum** – December 1 @ 10 a.m.
- **Jodi’s Retirement** – December 17
Thank you for attending the HR Forum