The Staff Digest is the official means of campus communication. The HR Buzz is published once per month in the Staff Digest. Please be sure to watch the Staff Digest and HR Buzz for important information regarding Human Resources, Payroll and Benefits.

In the March issue:

- **Staff Hires/Changes**
- **Recruitments**
- **New Employee Orientation**
- **Classified Comp Time**
- **UPS FAQ**
- **HR on Social Media**

**Classified Staff Hires/Changes:**

**New Hires:**
- Sandra Benes- Financial Specialist 2, Transportation and Logistics, effective 3/16/15
- Olivia Neuman – Financial Specialist 3-Project position, Business Office, effective 4/6/15
- Hanna Paquette- Librarian, Library, effective 3/16/15
- Patrick Zambori (LTE)- Power Plant Operator-Sen, Facilities Management, effective 3/27/15

**Separations:**
- Ray Chaffey (Retirement)- Power Plant Operator Senior, effective 4/4/15
- Patser Lynch- USA 2 (50%), First Nations, effective March 28, 2015
- Gage Moden (LTE)- Facilities Repair Worker, Facilities Management, effective 3/6/15
- Scott Seaquist(LTE)- Facilities Maintenance Specialist, effective 4/3/15

**Transfers:**
- none

**Unclassified Staff Hires/Changes:**

**New Hires:**
- Harry Anderson- Dean of Students, Effective 3/23/15
- Jenean O’Brien- Assistant Professor, Biology, Department of Natural Sciences, effective 8/25/15, BARS 205A, x8320
Alison Wielgus - Assistant Professor, Media, effective 8/25/15

Separations: Jacqueline Guthrie - Associate Outreach Specialist, Center for Continuing Education, effective 3/20/15

Lynne Williams - Director, Public Information, Office of Marketing and Communications, Effective 4/10/15

Transfer: none

Recruitments in Progress:
View details, position descriptions, and contact information on the HR website

Administrative Staff: none

Classified Staff: none

Academic Staff: Admissions Counselor
Assistant to the Chancellor
Associate Academic Librarian (Jim Dan Hill Library)
Collection Development and Materials Management Librarian (Jim Dan Hill Library)
Director of Academic Advising and Career Services
Director of Admissions
Executive Director of Alternative Delivery and Outreach
Outreach Program Manager I (Center for Continuing Education) EXTENDED

Faculty: Assistant Professor, Art Therapy (Department of Visual Arts)

Instructional Staff: Accounting Lecturer
English Adjunct Instructor
Senior Lecturer, Physical Education and Health

Transfer: none

Limited Term Employment

(LTE): none

New Employee Orientation

Please take a few minutes and check out HR’s new webpage which provides new hires with valuable information about campus and the surrounding area: http://www.uwsuper.edu/hr/orientation/index.cfm.

HR wanted to create a resource that would be helpful for new employees, existing employees and supervisors. This link will be shared with new employees as they go through the hiring process. This is the first step in creating a successful onboarding experience. Please let us know if you have any questions.
**Classified Comp Time Payout**

This is a reminder of the provision in the revised Compensatory Time Policy effective 1/1/2015, which requires payment of unused carried over comp time during the pay period that includes May 1. Employees are encouraged to use their accrued compensatory leave hours as soon as practicable. Any carried over comp time unused by April 30 will be converted to cash payment and included in the paycheck dated 5/14/2015.

**FAQ’s regarding the University Personnel System (UPS)**

Have a question about the University Personnel System that will be implemented for classified staff July 1, 2015 or simply interested in learning more? Follow the link below and review the online questions and answers: https://www.wisconsin.edu/personnelsystems/faq/ We will continue to share information regarding UPS in the next several months, please let Laura Dahl know if you have any questions.

**Connect with Human Resources on Social Media**

We have launched a Facebook page in order to give employees the option of having periodic HR related announcements go directly to their newsfeeds. The page has also proved to be a great way to ‘share’ vacancy announcements with those in our network. Please consider ‘liking’ us!

**www.facebook.com/uwsuperiorhr**

![Facebook banner](image_url)