



Human Resources' May 2010 Newsletter



UPCOMING EVENTS

May 3rd ~ Kids Kollege Registration

May 8th ~ Graduation

May 9th ~ Mother's Day

May 10th ~ Summer Session I Starts

May 14th ~ Professional and Support
Staff Evaluations are due to HR

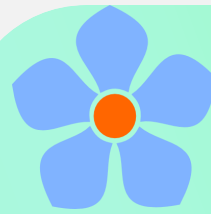
May 26th ~ Closing Date for Benefits
Open Enrollment

May 26th ~ Closing date for Retiree
Healthcare Election


May 31st ~ Memorial Day

College Closed

Professional and Support staff
contracts issued in May



San Juan College Campus Facts

- 
- ⇒ Size of Campus is 697 acres
 - ⇒ Volumes in Library 88,000 Volumes, plus 18,000 electronic books and other online resources and 17,000 in the Law Library
 - ⇒ SJC is one of the largest two-year comprehensive community colleges in New Mexico and Ranks fourth in enrollment among all two-year and four-year colleges in the state.
 - ⇒ Residents of border counties in southern Colorado and the Navajo Nation, and dependents or spouses or persons employed full-time in San Juan county, are eligible for in-state tuition.
 - ⇒ The college offers traditional for-credit academic programs as well as non-credit classes with programs ranging from the summer Kids Kollege to the Encore Senior College for learners over 50.





Open / Switch Enrollment

Open Enrollment has started. During Open / Switch Enrollment you are able to switch medical providers, add or drop Vision (VSP) or Dental (Delta Dental).

BlueCross BlueShield and United Health care's Deductibles and Co-Pays are going up. They are as follows:

Deductibles: \$400 per person - \$800 per couple - \$1200 per family

Co-Pays: Office Visit - \$25 Specialist Office Visit - \$40

NO CHANGE - NO FORMS NEEDED

The closing date and time to make changes to your benefits is

May 27th at 5:00 PM. If you have any questions about your benefits please call **Sherrie Biringer at Ext. 3446.**

****Reminder****

Retiree Healthcare
Election Opt in/ Out
form due to HR on
May 27, 2010

...bring May



flowers

OnBoarding for New Employees

Starting May 3rd we will no longer conduct the New Employee Orientation on a quarterly basis as in the past. All new employees will get the whole deal on their first day. They will complete paperwork, review Benefits, receive Sexual Harassment, and Cultural Diversity training, obtain their SJC photo and ID as well as other informative issues. We appreciate all who have assisted with this event.



Quick Hands-On

Stress Relief

Got a minute? Get a massage — a self-massage that is. These moves can help relieve tension around your head, neck, shoulders and hands:



The scalp soother. Place thumbs behind your ears and spread your fingers on top of your head. Move your scalp back and forth slightly by making circles with your fingertips for 15-20 seconds.



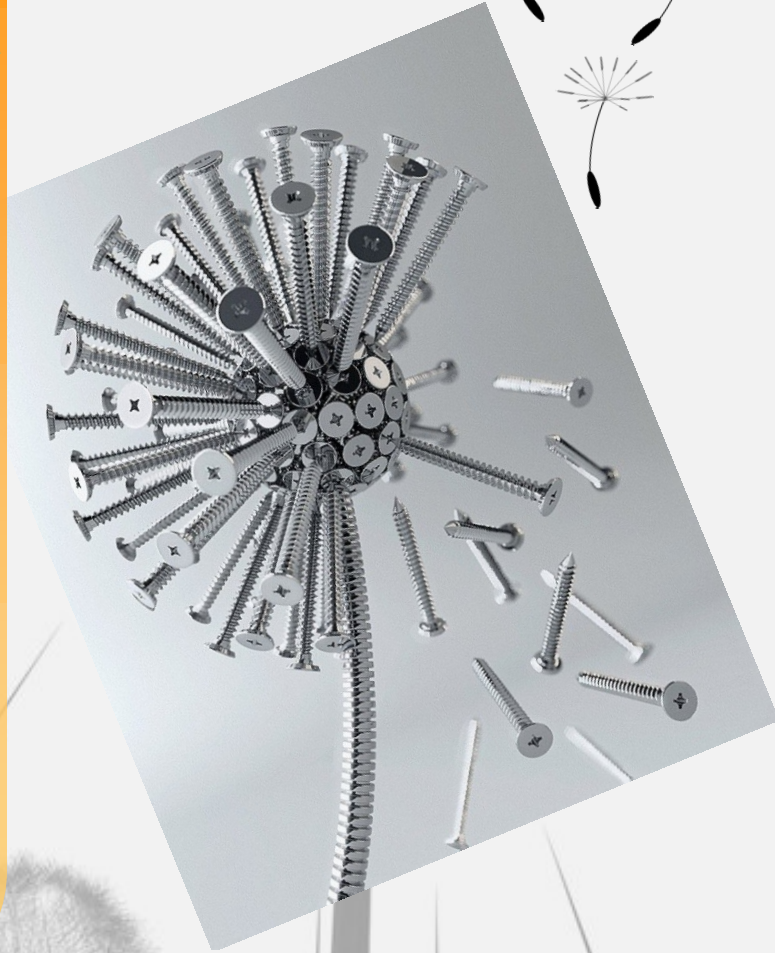
The eye easer. Close your eyes and place your ring fingers directly under your eyebrows, near the bridge of your nose. Slowly increase pressure for five seconds, then gently release. Repeat 2-3 times.



The shoulder saver. Place your left hand on the right side of your neck by your shoulder. Press fingers firmly into the muscle while tucking your chin in toward your chest. Hold this position for 10 seconds, release, and then repeat on the left side.



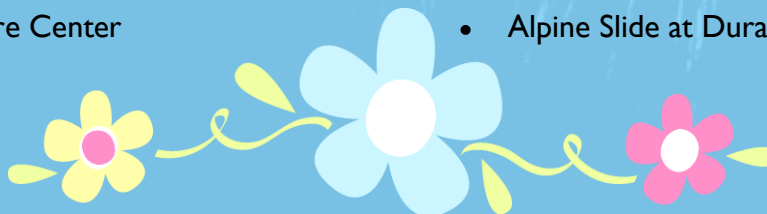
The palm pleaser. Lace your fingers together, leaving thumbs free. Slowly knead your left thumb into the palm of your right hand for 20-30 seconds. Then repeat on your left hand.



Vacation on a Budget

Instead of going out of town for vacation, why not try staying in the Four Corners area. Below are some local attractions:

- Mesa Verde National Monument
- Aztec Ruins National Monument
- Salmon Ruins
- Chaco Canyon
- Farmington Museum
- Sandstone Productions
- River Side Nature Center
- Four Corners Monument
- Silverton / Ouray
- Arches National Park
- San Juan National Forest
- Animas River
- Navajo Lake State Park
- Alpine Slide at Durango Mountain Resort





April showers

BRING

May flowers.

What would you like to see in the Human Resources' Newsletter?

Let us know!

Email ideas and suggestions to Kim Allen at allenki@sanjuancollege.edu

Benefits Word Search

K R O W T E N N I L T N E M L L O R N E
 G D O B H M G Y A B U C M K S L L L B C
 W Y Z C E C E A V N E O W U O O A A D N
 P R E S B Y T E R I A N D V H I D T E A
 P K R G B C A I W M E N E O F L S N D R
 X L Y U D U B P W P E L B F T G Z E U U
 Y R A E Y C R O O S A C Z F I N M D C S
 F U K N N Z T R M C V G K Y Q T M A T N
 E R A C H T L A E H D E T I N U S T I I
 D L E I H S E U L B S S O R C E U L B O
 N A L P E C I V R E S N O I S I V E L C
 E O H F P Y O W Y R X H J L A C I D E M
 L Q K P J O M H H F D E Y K M R C D U T

BENEFITS

- BLUE CROSS BLUE SHIELD
- CO INSURANCE
- CO PAY
- DEDUCTIBLE
- DELTA DENTAL
- ENROLLMENT
- HMO
- IN NETWORK
- LOVELACE
- MEDICAL
- OPEN
- PPO
- PRESBYTERIAN
- SWITCH
- UNITED HEALTH CARE
- VISION SERVICE PLAN