

Monthly Newsletter

EAST TEXAS A&M
HUMAN
RESOURCES

March 2025



Special Event: Employee Appreciation Day

Human Resources is excited to invite you to our **Employee Appreciation Day Celebration**, a special day dedicated to recognizing and celebrating the hard work and dedication of all ETAMU employees! The celebration will take place on **March 18th** from **10:00 AM to 1:00 PM** at the Employee Services Building. Enjoy a delicious spread of donuts, pastries, and other snacks, along with cold brew coffee and mocktails to keep everyone refreshed. For those who enjoy a little creativity, there will be a crafting station where you can create your own personalized wooden door hanger to brighten up your office or home. This event is our way of showing appreciation for everything you do to make our university great, and we look forward to celebrating with you! Go Lions!

In this newsletter
you can expect:

Wellness

Training and
Development

Time and Leave

Benefits

Compensation

Recruitment



Wellness Event

Join us for a fun and relaxing Color Therapy Event on March 20th from 2:00 PM to 4:00 PM in the side yard of the Employee Services Building. Experience the creativity of splatter paint, a perfect opportunity to unwind while expressing yourself through art. We will provide protective gear, including ponchos, gloves, eyewear, and shoe coverings to help keep you clean. While these will protect your clothes for the most part, we recommend bringing a change of clothes just in case. With only 36 available spots, be sure to sign up early as they are expected to fill up quickly. We look forward to seeing you there!



Training and Development

In Training and Development there will be a New Employee Orientation on March 4th from 9am-1pm. Make sure to sign up for this if you are a new staff member. This will go over information that is great to have as you start your time here at East Texas A&M University. You can sign up through the Develop U link here: <https://appsprod.tamuc.edu/td/CourseCalendar.aspx>
If you have any questions please contact:
Training@tamuc.edu



Time and Leave

Time and Leave reminds you of the holidays that are coming up.

- Friday March 14th is Spring Break
- Monday May 26th is Memorial Day
- Thursday June 19th is Emancipation Day
- Friday July 14th is Independence Day

If you have questions about payday please view these links

[Monthly Pay](#)

[Bi-Weekly Pay](#)



Benefits

The Benefits Department would like to remind you to complete your two-step wellness activities in order to receive your \$30 wellness credit for your premiums. You can easily track your current incentive status through WebMDOne in the SSO Menu. This will provide you with an overview of the activities you still need to complete before the June 30th deadline. Be sure to take action to ensure you receive your wellness credit in time.



Compensation

In compensation this month we will be having our faculty and staff evolutions. These will open in workday on the 31 of March and will be available until 5/31/2025. If you have any questions or concerns you can email HR.Compensation@tamuc.edu



Recruitment

Recruitment reminds you that all posted staff positions are required to go through an HR-monitored search process. Thank you for your understanding in this.

[Employment Website](#)

[Hiring Processes](#)



Thank you for reading!

HUMAN RESOURCES	(903) 886-5080
Map Location F3	Employee Services Building

- **Payroll services (Payroll@tamuc.edu)**
- **Employee Benefits (HR.Benefits@tamuc.edu)**
- **I-9, Onboarding, and Employee Verification (HR.Documents@tamuc.edu)**
- **Time and Leave (HR.Leave@tamuc.edu)**
- **Staff and Faculty Hiring (HR.Hiring@tamuc.edu)**
- **Student and GA Hiring (HR.StudentHiring@tamuc.edu)**
- **Compensation (HR.Compensation@tamuc.edu)**
- **Employee Relations (HR.EmployeeRelations@tamuc.edu)**
- **Wellness (Wellness@tamuc.edu)**
- **Training (Training@tamuc.edu)**
- **Other Human Resources (HR@tamuc.edu)**