

OCTOBER 2025

www.etamu.edu/human-resources

EMPLOYEE SERVICES

NEWSLETTER



In This Newsletter You Can Expect:

Wellness

Training and
Development

Time and Leave

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Wellness

Welcome to the Sober October event. This will be the first challenge of the year and prizes will be handed out for 1st place time, 2nd place time, and most accurate at bean bag toss. This will be an obstacle course with beer goggles to show you the negative effects of too much alcohol. This will take place from 2pm-4pm in the back of the Employee Services building on October 9th. We hope to see you there!

[Sign Up](#)

Training and Development

The next New Employee Orientation will be on 11/04/2025 and will be from 9am-1pm.



Time and Leave

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

- Thursday and Friday November 27 and 28 are Thanksgiving
- Winter Break is December 24th to January 2nd

If you have questions about payday please view these links

[Monthly Pay](#)

[Bi-Weekly Pay](#)

[How to enter time](#)



Recruitment

Recruitment reminds you that GAs have important calendar dates throughout this semester as well as important information in general. Please view the link below for more information on these dates.

[Calendar Dates and Important information](#)



Benefits

Corbridge Financial is one of the largest and most established providers of retirement solutions and insurance products in the United States, with a long and proven track record of serving our clients. At Corbridge, we're passionate about giving people the power to help them reach their financial goals.

We deliver an expansive portfolio of products to serve your unique needs. At Corbridge, we believe no one achieves a financially secure future by accident- great things happen when people take action.



Thank you for reading!

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

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