

SEPTEMBER 2025

[www.etamu.edu/human-resources](http://www.etamu.edu/human-resources)

EMPLOYEE SERVICES

# NEWSLETTER



## In This Newsletter You Can Expect:

Wellness

Training and  
Development

Time and Leave

Benefits

Recruitment

## Wellness

September is chronic pain month. This month we will have Airrosti visit our campus on Wednesdays (3 10th 17th and 24th). These will be free session and will be held in the Wellness room of the Employee Services building from 3-4pm. If you would like to sign up, please use the QR codes attached to this form. We hope to see you there!

[Airrosti Stretching Sign Up](#)

## Training and Development

The next New Employee Orientation will be on 9/30/2025 and will be from 9am-1pm.

 **AIRROSTI**<sup>®</sup>  
WE FIX PAIN FAST

## 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](#)

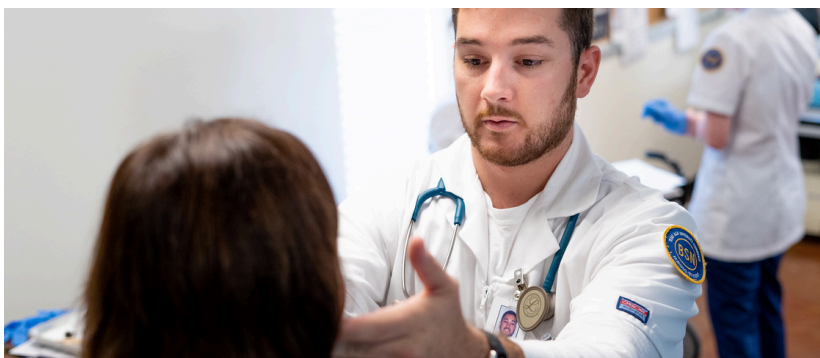
[How to enter time](#)



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