

■ Goal planning open



The [staff performance management system](#) is reopening to

login and input your performance goals for the 2015/2016 performance year. If you have not done so already, meet with your manager to discuss your goals. Once you log into the system, you will be able to enter new goals, or if last year's goals still apply, you will have the option to copy existing goals. It is recommended to enter 3-5 goals into the online system. You will have until March 31, 2016 to log or edit your goals as necessary before the review period begins next spring. Employees will click "I am done with my self-planning" to submit goals to their manager and managers will receive an email prompting them to log in to review, edit if necessary and then approve.

*Merit is effective 10/1. Biweekly employees will see increases on the 10/9 paycheck and monthly employees, 11/1.

■ Shoo the flu

In an effort to keep the flu at bay this season, CU Student Health Services



is offering free flu shots to employees. All you need is your Creighton ID card! Review the chart below for available times and locations.

Date	Location	Time
10/5/15	Criss L-60	3-6 pm
10/8/15	WellFest-KFC	12-4 pm
10/9/15	Kiewit hall lobby	11-1 pm
10/12/15	Boyne 149 A	3-6 pm
10/26/15	Harper 3027	3-6 pm
10/28/15	Brandeis Lab	11-2 pm
10/30/15	Skutt 104	10-1 pm
11/3/15*	Skutt Ballroom	8:30-3 pm

***11/3/15 – Save the date for Employee Benefit Fair**

■ 2015 service milestones: We appreciate you!

Those faculty and staff members who have reached their 5 – 45 (in 5 year increments) service milestones will be notified during the month of October. Honorees will receive a letter to their homes from Borsheim's, which includes a letter from Fr. Daniel Hendrickson, S.J., as well as an invitation to select a gift in gratitude for their years of service to Creighton. The full list of honorees will be shared with campus in early November. Thank you for your service!

■ SimplyWell deadline

It's time to [log in to SimplyWell](#) to complete your health questionnaire and select a screening date. This is a great opportunity to invest in your health regardless of whether or not you participate in Creighton's benefit plans. Those who complete both parts will see no increase in their medical plan premiums in 2016. For the most accurate results, fast 8 to 10 hours before your screening appointment. Remaining screening dates are:



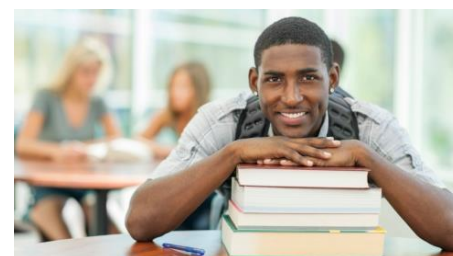
10/2	CUMC - Becic	6:30-9:15 am
10/6	Skutt Ballroom	6:30-9:15 am
10/7	Harper Ballroom	6:30-9:15 am
10/8	Harper 3023	6:30-9:15 am
10/9	CUMC - Becic	6:30-9:15 am

■ Welcome to Creighton!

Creighton welcomes new faculty and staff for the months of September. [View the list of new employees.](#) Managers, [email your HR Generalist](#) to include your new hire in our bi-weekly Orientation.

■ Admissions & Tuition Remission info session

Join us Tuesday, October 6, in Harper 3029, from 5:00 - 6:00 p.m. as Sarah Richardson, Director of Admissions and Scholarships, will outline factors to consider when searching for the best college fit, and will provide information regarding the application process to Creighton. Lindsay Johnson, Director of Graduate and Adult Enrollment, will present on programs available to employees, and Human Resources will provide information and guidelines for the Tuition Remission, Tuition Exchange, and FACHEX programs. If you are the parent of a high school senior who is starting the college search process, or an employee who would like to enroll in classes for the first time, make plans to attend this session.



Representatives will be available to answer any questions you may have. Contact Toni Parsley via email at tparsley@creighton.edu or by phone at 402-280-2913 for additional information.

■ Bullying awareness

This month Magellan Health provides resources to identify and act against bullying, whether it is something you're experiencing personally or if your child is a victim. Check out there [newsletter resources](#). You are invited to [join Magellan's free, live interactive webinar](#) from your desk on Wednesday, October 14, 2015 from 1 p.m. – 2 p.m. CT. This webinar will provide information and awareness about bullying and how it impacts children.