New Employees - Welcome to WPI!

Heidi Morton - Career Counselor - Career Development Center
Jill Mello - Administrative Assistant V - Academic & Corporate Development
Stacey O'Brien - Administrative Assistant V - Marketing & Communications
Benjamin Smith - Associate Operations Manager, Corporate Programs - Corporate & Professional Education

Performance Communication Process

Let your VOICE be heard!

Our performance communication process is officially under way, and included below are the recommendations for the meeting schedule and final deadline to help guide you through the process:

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<td>• Self Communication Form</td>
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Retirement Counseling Fidelity:
Monday, April 11, 2016
Taylor Room, Campus Center
Call: 1-800-642-7131 for an appointment
or [make a reservation](#) using the Online Reservation tool
**TIAA/Cref:**
Thursday, April 21, 2016
Morgan Room, Campus Center
Call: 1-800-732-8353 for an appointment.

**Sullivan, Garrity & Donnelly:**
Mondays by appointment in the Morgan Room, Campus Center
Call: Bob Blute at (508) 453-2549 or get a quick quote for your insurance needs!

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**Wellness Corner**

**Wellness Rewards Program**

To learn more about the challenges and to see the Wellness Rewards Program checklist, visit our [website](#)!

**Upcoming Events**

- Engineering Awareness - A Personalized Mindfulness Program: A 6-session program to help individuals focus, reduce stress or

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### VOICE stands for Virtue, Output, Integrity, Collaboration and Excellence and is the calling card of our Performance Communication process.

To learn more, visit our [Performance Management](#) site.
simply feel a greater sense of balance. Learn more [here](#)!

- **New Book Club Reading** - "Gut: The Inside Story of Our Body's Most Underrated Organ" by Giulia Enders. Join us on 4/6/16 from 5:00 PM - 6:30 PM in GL 303.
- **Healthy Herd Open Forum Meetings** held at noon in Hagglund Room, Campus Center on:
  - 4/27/16
  - 5/26/16

Check out our HR News Screen in the Campus Center across from Dunkin Donuts!

Keep up to date on all things HR as you are waiting in line!

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**Payroll Deadlines**

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Corporate and Professional Education Project
Management Certificate program

Whether you are a senior executive, program manager, project manager or a project team member, it is your job to help your organization grow and increase its value. Successful project planning and execution involves a carefully designed set of tools, techniques and processes designed to help manage change, drive competitive advantage, and deliver results in-line with your organization’s corporate strategy. Certification in Project Management is rapidly becoming one of the most sought-after credentials for today’s professionals.

http://www.wpi.edu/academics/techprograms/project.html

There is a 50% discount for WPI employees. To register and for more information, please contact Betsy Barr at eabarr@wpi.edu or ext. 6009.

Thursday, 3/24/16
1:00 PM - 1:50 PM ET

Register for this webinar to feel more secure about your social security choices and to learn more about:

- When to claim your social security benefit
• Take the steps you need to maximize your claiming strategy
• Plan for your retirement income

Visit the Imagining Tomorrow website for tips, guidance and resources for retirement income planning.

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**Training & Development**

Register today while there are still seats available!

*Please make every effort to attend the sessions you are registered for.*

*Regi does not automatically add these sessions to Outlook calendars - please be sure to add the sessions you register for to your calendar!*

• Mindfulness (6 week program), begins Monday, 3/21/16, 4:30 PM - 5:15 PM, **6 seats available**
• Celebrating 65, Wednesday, 3/23/16, 5:00 PM - 7:00 PM, **17 seats available**
• Back Care Basics, Tuesday, 3/29/16, Noon - 1:00 PM, **19 seats available**
• SchoolDude, Friday, 4/5/16, 2:00 - 3:00 PM, **5 seats left**
• Women's Leadership Program Presents Hank Phillippi Ryan, Wednesday, 4/20/16, 5:00 PM - 6:30 PM (Open to students as well!)
• Aging Well, Tuesday, 6/28/16, Noon - 1:00 PM, **14 seats left**

Check the pages below for additional course offerings:

• **Professional Development**
March 18, 2016

Division of Human Resources - Worcester Polytechnic Institute
100 Institute Road | Worcester, MA 01609 | 508-831-5470 | wpi.edu/hr

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