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Friends,

I wanted to take a moment and recognize the exemplary work of our colleague and friend, Cheryl Fischrich. Cheryl is completing her last week with OSU Extension and the NE Regional office. She has given more than 30 years of service to our organization and has been a true blessing to me as a new regional director the last three years and to many, many others throughout the region and the state. We want to wish her all of the best in life as she starts her new journey. She will be greatly missed and very hard to follow. Thank you Cheryl for all you have done to make Extension great and my job look easy!

Best wishes,

Jackie

Congratulations . . .
to two of our Ohio Chi Epsilon Sigma members who were recently elected to national officer positions in TERSSA (The Extension and Research Support Staff Association). Linda Good, Office Associate, Miami County will be serving as President of TERSSA in 2016 and Patty Corfman, Office Associate, Southwest Region Office will be serving as Webmaster.

Position Announcement . . .
Cuyahoga County, Extension Educator, Family and Consumer Sciences – 100.0% FTE
Cleveland, OH
JR#: 412912
Post Date: October 24, 2015
Deadline Date: November 22, 2015
Screen Date: December 15, 2015
To Apply

Reminder Open Enrollment Ends October 30 . . .

A reminder that open enrollment is going on until Friday, October 30, 2015 (this Friday).

If you haven’t done so already, please review the information on the open enrollment web site: http://hr.osu.edu/oe/
You will want to log onto eprofile.osu.edu using your name. and password. You will need to click on “benefits enrollment” (under the eBenefits folder) and make your selections or confirm your current selection(s).

If you are enrolled in the FSA (Flexible Spending Account) for either medical or dependent care, you will have to re-enroll.

**BaseCamp Notification - October 30 Deadline . . .** (Source: Greg Davis)
This is a reminder that next Friday, October 30 is the deadline to save any files that are posted in your BaseCamp projects. **After October 30, OSU Extension files posted on BaseCamp will no longer be available.**

BuckeyeBox is now the only university-approved file-sharing system that should be used. See the notice below for more information. Again – if you have questions about how to access BaseCamp or reset your BaseCamp password between now and October 30, contact Melissa Leaders (leaders.6@osu.edu; 614-292-2011).

**Fall Back . . .**
Daylight Savings Time ends at 2 a.m. on Sunday, November 1. Be sure to turn your clocks back an hour.

**First Mondays New(er) Educator Connect Session - November 2 . . .**
The next “First Mondays New(er) Educator Connect Session” is Monday, November 2\textsuperscript{nd}. During this hour, we will gather virtually (Carmen Connect) to talk about release time, cost recovery, creative and scholarly work. Any educator in his or her first 4 years in Extension is invited to participate.

The next session will be held Monday, November 2\textsuperscript{nd} at 9 am. The CarmenConnect URL link will be: [http://carmenconnect.osu.edu/neweduc/](http://carmenconnect.osu.edu/neweduc/)

Please log on a bit early so we can start on time at 9am.

Please mark your calendars for future dates. I am looking forward to this time together.

**Save-the-Dates - RiV Fest (Help Sessions) . . .**
The Northeast Region Office has scheduled two RiV Fests (Writing Help Sessions). These sessions will not have a formal structured agenda but will be used to help each other with writing. If you are seeking promotion or getting started in the RiV system, or just need some help, **please let Vicki know you are interested by Monday, November 2\textsuperscript{nd}** by sending her an email at myers.26@osu.edu. If you are also very comfortable in the RiV system and would like to share your expertise, please let Vicki know this as well.

Please save-the-dates of:

**Friday, November 20\textsuperscript{nd}**
Time: 9:00 AM – 3:00 PM
Location: Carroll County Extension Office, 613 N. High Street, Carrollton, OH 44615

**Wednesday, December 2\textsuperscript{nd}**
Time: 9:00 AM – 3:00 PM
Location: OARDC Fisher Auditorium, Conference Room 111, 1680 Madison Ave., Wooster, OH 44691
CFAES HR Website Launch ... (Source: Elayne Siegfried)
We are pleased to announce the launch of the new Human Resources website within the College of Food, Agricultural and Environmental Sciences: hr.cfaes.ohio-state.edu

Based on a college wide review of our foundational websites and advice from many of our colleagues, we designed our website to provide accurate and timely Human Resource information and resources for faculty and staff, focusing on customer service. Our goal was to create one user friendly website out of three. To that end, you will find many new features including an HR Blog, the Buckeye Wellness Innovator Newsletter and a library of college and university HR related documents. Those who have saved the Extension HR site or the OARDC HR site in their favorites will be redirected to hr.cfaes.ohio-state.edu.

Our website will be dynamic and will highlight HR topics, new/updated forms/links, publications, events and news from HR leadership. Please take a moment and navigate through our new website. If you have any questions or comments regarding the content contained in our website, please feel free to email us at CFAESHR@osu.edu.

CFAES Equity and Inclusion Mini Grants are Due October 30 ... (Source: Kathy Lechman)
The mini grant program was introduced to the College of Food, Agricultural, and Environmental Sciences (CFAES) in 2012 and is funded by the college. All faculty, staff, and student/s are eligible to apply. For more information and to complete the application click here.

New Mileage Log ...
With the new travel policies announced on October 1 (see http://cfaesfinance.osu.edu/) there is a new mileage log form that must be used starting with travel on October 1. September mileage can still be submitted on the old version of the form. If mileage for October is put on the old form, it will be denied in the eRequest and you will be asked to resubmit. This new form can be found at http://cfaesfinance.osu.edu/forms#TV. Please note that you are required to deduct your normal commute from your trips. A simplified way to look at it is below:

<table>
<thead>
<tr>
<th>Starting Location</th>
<th>Ending Location</th>
<th>Less Commute Miles</th>
</tr>
</thead>
<tbody>
<tr>
<td>Headquarters</td>
<td>Headquarters</td>
<td>0 miles deducted</td>
</tr>
<tr>
<td>Headquarters</td>
<td>Home</td>
<td>Deduct ½ of normal round trip commute</td>
</tr>
<tr>
<td>Home</td>
<td>Home</td>
<td>Deduct full amount of normal round trip commute</td>
</tr>
</tbody>
</table>

If you have specific questions about how to calculate your mileage, please do not hesitate to contact your Business Office rep.

Local Leadership Group Meeting ... (Source: Laura Fuller)
It seems that many of us across the state run or are involved in local leadership programs. At our quarterly CD meeting last week, there was some talk about forming a work group for those of us who are working on or have worked on leadership development projects. The initial focus of the group would be to look at the various curricula available for local leadership programs and put together one that has the flexibility for use in rural, urban, or suburban locations as well as with both youth and adults. Part of the discussion was also around the inclusion of other programs that would strengthen local leadership, such as using the First Impressions curricula and also potentially partnering for the program kick-off for a day-long training using one of the many programs available (MBTI, StrengthsFinder, etc.).

At this point, the discussion is just beginning and we would like to invite you to join us at the table. To that end, I am enclosing a link to a doodle poll. The meeting location will be determined when we see how large of a group is interested but will likely be either on the Columbus campus or at the Alber Enterprise Center on the Marion campus.

If you are interested, but none of the dates work for you, please add your name to the poll anyway and select “no” on all the options so I can still add you to the list for future communications. Thanks!

http://doodle.com/poll/679tnzhwvkuspyvy
**Flu Vaccinations Available to Faculty and Staff . . .**

Benefits-enrolled faculty and staff and their dependent family members (over 7 years old) may visit a network retail pharmacy (for example, Costco, CVS, Giant Eagle, Kroger, Medicine Shoppe, Rite Aid, Target, and Walmart) for their flu vaccination at no charge and without a prescription. They simply present their OSU Health Plan medical/prescription drug ID card, and the vaccine will be covered with no out-of-pocket expense. Please note: The flu vaccine must be administered by the pharmacist at the network pharmacy itself, not at the "clinic" associated with the pharmacy.

Benefits-eligible faculty and staff may obtain a free flu vaccination at a convenient on-campus location while supplies last. To register for a flu vaccine, visit [https://linktohealth.osu.edu](https://linktohealth.osu.edu). Faculty and staff may also visit their primary care providers for a vaccination. For more information, visit [osuhealthplan.com](http://osuhealthplan.com).

**Gateway to Learning, A New Professional Development Resource . . .**

Gateway to Learning is a new robust [website](http://gatewaytolearning.osu.edu/) that supports faculty and staff professional growth. Created by the Office of Human Resources, the website offers resources for career planning and growth, managing and leading others, handling change, mentoring and many other topics. It also includes descriptions of training in BuckeyeLearn and provides links to learning opportunities across campus.

Faculty and staff are encouraged to engage in the many forms of professional development - through experience, working with others and training. Leverage the resources that are available and work with managers, mentors and peers to continually identify professional and career development opportunities. Development can include on-the-job experiences, tasks and problem-solving, feedback, coaching, working with mentors, reading, classes and webinars.

Visit the link to Gateway to Learning: [http://gatewaytolearning.osu.edu/](http://gatewaytolearning.osu.edu/) to learn more about professional development and explore development opportunities. Descriptions of trainings offered in BuckeyeLearn are also included on the website.

**Bucks for Charity - Make Your Pledge Today . . .** *(Source: Miechelle Willis and Michael Hofherr)*

As we cross the half-way point in the Bucks for Charity drive, we appreciate the generosity of many faculty and staff who have contributed toward our goal of raising $1,150,000. Through Bucks for Charity, we have the opportunity to make a big difference.

Last month, we learned the difference our contributions make to the community when we visited St. Stephen's Community House, an organization close to campus that helps teach self-sufficiency with programs and services for education, hunger, employment and childcare. We saw the need in our community first-hand and we were inspired to witness what is made possible through our donations.

There are many fantastic organizations benefitting from your donations. We encourage you to [learn more about all of the participating agencies](http://buckstechohio.osu.edu) who benefit from the generous support of Ohio State faculty and staff who contribute through Bucks for Charity. Please select a cause that you believe in to support, whether it benefits education, health, environment, hunger, social justice or other community needs. Then make a pledge through Bucks for Charity, a simple way to support your favorite charity - conveniently one-time or online through payroll deduction.

We have the opportunity to take action and give back. Please join us in this important effort by making your pledge before November 13. To pledge now, visit [bucksforcharity.osu.edu](http://bucksforcharity.osu.edu).

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**Recognize an outstanding CFAES staff member at:**

[go.osu.edu/OutStandingU](http://go.osu.edu/OutStandingU)