Signature Program Logic Model Worksheet
Due April 1 (Source: Ken Martin). . .

This is a reminder of the upcoming deadline in regard to the signature program proposals. If you are considering submitting a proposal, you must first discuss this with your Assistant Director or Associate Director of Programs (martin@1540@osu.edu). Then download and complete the “Signature Program Logic Model Worksheet” outlining/identifying program goals and objectives, inputs, outputs, and outcomes (http://go.osu.edu/SPImw) to use as the basis for your discussions. This Worksheet is Due April 1. You will be directed to upload this completed logic model worksheet pdf with your online proposal.
Flexible Spending Account Participants . . .

The FSA vendor, TASC, has transition to their new system and you may now resume all normal health care and/or dependent care FSA activity by logging into My FSA via eprofile.osu.edu or using the new Benefits by eflex mobile app. If you had previously downloaded the old mobile app, please delete and download the new one.

Health Care FSA participants should have received a new Health Care Flex Card and it is now active for use. Please discard your old Health Care Flex Card. If you have questions about the transition of your FSA account(s), visit go.osu.edu/fsa-transition or contact TASC Customer Service at 1.855.FLEX.OSU (353-9678).

New University HR Website . . .

Ohio State’s Human Resources website has been newly redesigned to improve the user experience – making it easier to access important HR information. The Office of Human Resources listened to feedback from faculty, staff, student employees and the HR community to learn what they needed in a new HR website, which resulted in more engaging content, easy-to-find contact information and intuitive navigation. Visit http://hr.osu.edu. For questions, contact hr-communications@osu.edu.

Vacation Donation (Source: Kate Lobley) . . .

We have had questions recently in regard to vacation donation for employees who may, in the future, exhaust their leave balances due to extended medical leave. If you have a large balance and would like to contribute, contact your Region Director as they may know of an individual in need. Kate Lobley is also our contact for Extension (lobley.82@osu.edu).

Kate shared the following guidelines for the donation program.

Employees who donate vacation time must have 80 hours of vacation left after making their donation. People paid from projects may not donate. The donor must complete a Vacation Donation Donor Agreement Form and return it to Kate. Donations must be made in increments of eight hours.

Before employees can begin using donated time, they must exhaust all of their current sick and vacation hours. Kate will coordinate when the employee is eligible to start using the time that has been donated to them. Employees may not actively solicit donations for themselves, so please work with Kate directly to express any need or to make any donations.
Hold the Date (Source: Bruce Clevenger) . . .

**What:** 2016 NW Region Spring Conference  
**When:** April 28, 2016  
**Where:** Camp Perry, Ottawa County  
**Who:** All OSUE Staff

**Confirmed Guest and Feature:** Dr. Roger Rennekamp, Associate Dean and Director, OSU Extension

Drupal Training Scheduled . . .

Additional county website training sessions are planned for May, located around the state. Each county website user must be trained before you have access to update the county site. Registration is required. There is no cost for the training; lunch will not be provided.

Hands-on training will be held in the morning (9 a.m. until noon). Computers will be provided for the training (information is preloaded on our computers for your use during training). A work session/time for Q&A will be held from 12:30-2 p.m.

If you want to register for either the training session and/or the work session/Q&A, please email Bonnie Scranton at scranton.9@osu.edu by May 2. Note: The existing county site training sessions in Columbus are still being held on April 7 (12-3 p.m.), May 5 (9 a.m. - noon), and June 16 (12-3 p.m.) You will need to contact Bonnie to register for one of these classes.

- May 16 (Monday) – Wooster, Research Services Building  
- May 18 (Wednesday) – Bowling Green, Northwest Region Office  
- May 24 (Tuesday) – Springfield, Clark County Office  
- May 25 (Wednesday) – Caldwell, Southeast Region Office  
- May 26 (Thursday) – Piketon, South Centers computer training lab
Still Time to Sign Up . . .

On April 22, 2016, the OSU Health Plan’s RN Health Promotion Specialists will be onsite at the Wood County Extension Office, Bowling Green, to conduct on-site biometric health screenings.

Remember, if you have recently had a physical or completed a biometric screening with your primary care provider, you can use those values to complete your Personal Health and Well-being Assessment (PHA). In lieu of scheduling an on-campus (onsite) screening, share the Know Your Numbers Provider Form with your PCP to complete and submit to the OSU Health Plan.

Registration for our department screenings is now open. To register, please follow the steps below:

- Visit yp4h.osu.edu and click “Biometric Health Screening” from the “Start Here” drop down.
- Log in with your Ohio State name.# and name.# password.
- Select “Appointments and Classes” tab at the top and highlight “Biometric Health Screening”.
- Type in 4/22/2016, then search for OSU: Extension under Locations
- Then click “Find Appointments or Classes”. This will show only the appointments for our event at the Wood County Office.
- Continue to schedule as usual. If you experience any difficulty, please contact Customer Service at 614-292-4700 (you must have your Appointment Code or they will not be able to assist you).

Once you obtain your required health values [height, weight, blood pressure, total cholesterol, HDL and a blood sugar value (either glucose or A1C)], complete your PHA to receive the 2017 premium credit and up to $100 in Amazon gift cards.

*Please use health values obtained since October 1, 2015.
Hold the Date – Effective Negotiation . . .

The next CFAES Gender Initiative offering will be a workshop on Effective Negotiation, facilitated by Dr. Ana Berrios-Allison, Associate Director of OSU Student Life Career Counseling and Support Services. This workshop is open to any employee of CFAES and will be an excellent professional development opportunity. The agenda will include 1) Skill of negotiation in academia and outside academia and 2) Building confidence in negotiating. Registration is expected to open the first week of May and is going to be a free event offered in both Columbus and Wooster. Save the date of Tuesday, June 7, 9-11 a.m.

Buckeyes Band Together for Wellness (Source: Bernadette Mazurek Melnyk) . . .

We are excited to launch the Buckeyes Band Together for Wellness program. As a first program of its kind, we invite you to join us for this innovative program that includes education and skills building activities focused on the nine dimensions of wellness. One out of two people have a chronic condition, yet 80% of those chronic conditions are preventable with healthy lifestyle behaviors. This program is designed to engage our faculty and staff in preventive behaviors over time to enhance their overall health and wellness.

Buckeyes Band Together for Wellness is brought to you by our Buckeye Wellness Team and Your Plan for Health. Modules focused on three dimensions of wellness will be offered each semester through spring of 2017. Faculty/staff can earn Your Plan for Health points for participating, and additional prizes will be awarded to participants who successfully complete all nine modules at the conclusion of the program.

Prizes will be awarded to the highest participating colleges/units for your to implement wellness initiatives or purchase equipment to enhance the health and wellbeing of faculty and staff. We hope you and your colleagues will join us on this journey towards greater wellbeing and becoming the healthiest University in the world.

To access the modules, please go to http://go.osu.edu/buckeyelearn and search “band together.”