Environmental Health & Safety

Don’t Hurt at Work: Ergonomics can roughly be defined as the study of people in their working environment. More specifically, an ergonomist designs or modifies the work to fit the worker, not the other way around. The goal is to eliminate discomfort and risk of injury due to work. EH&S provides ergonomic information and education to prevent musculoskeletal injury. If you would like to setup an ergonomic consultation, contact EH&S at ehs@tamucc.edu.

Hurricane Exercise: On May 13, the Emergency Management Team will participate in our annual hurricane/tropical storm exercise. The exercise challenges the participants to solve problems created by pre- and post-hurricane scenarios, test their Business and Academic Continuity Plans and to interact with the stakeholders that support us during a time of crisis. This annually exercise ensures we maintain our National Weather Service’s designation as a “Storm Ready” University.

Comptroller

Travel Expense Reviewer’s Checklist Reminder: It is required that each PCard expense report and travel expense report that is submitted in Concur have a reviewer’s checklist uploaded to it. Also, we are now tracking the Notice of Findings (NOF), which are submitted for PCard and Travel Program violations. If a cardholder receives more than three separate NOFs within a three-month period, the cardholder and/or reviewer will be required to take remedial training. If the cardholder receives any additional NOF within three months of being required to attend remedial training, the cardholder’s account will be suspended for one year. The links are provided Travel Report Reviewer’s Checklist, Pcard Expense Report Reviewer’s Checklist.

New Canopy Enhancements for Account Transaction Downloads: Enhancements have been made which include increases to the maximum number of transactions allowed in Excel downloads, download files are now in a newer version of Excel, alert for users when all records may not have downloaded and more. If you have any questions, please contact famishelp@tamus.edu.

Information Technology

Web Conferencing Task Force Update: The Web Conferencing Task Force Committee has completed its review of Zoom, Cisco WebEx, Microsoft Teams, and Blackboard Collaborate to determine which solutions best support online learning and productivity across the University. The committee collectively recommended Zoom through an anonymous, ranked-choice vote via Qualtrics. Microsoft Teams came in a close second and will continue to be used on campus to facilitate real-time collaboration and communication. A transition period will be defined to allow migration between Cisco WebEx and Zoom.

Linkedin Learning at TAMU-CC: The University has partnered with LinkedIn Learning and in the coming months, the content will become accessible via Blackboard Learn and other means to provide customized learning pathways. LinkedIn Learning offers hundreds of categories, including business software and tools; project management; human resources; product and manufacturing; computer science; information security; CAD and architecture software; graphic design; communications; and marketing. For more information, visit http://it.tamucc.edu/linkedin-learning.

Human Resources

2nd.MD A Medical Second Opinion: Available to employees, retirees, and their enrolled dependents on the A&M Care, 65 Plus and J plans, 2nd.MD offers medical second opinions and consultations with specialists via video or phone conference at no cost to you. A 2nd.MD doctor will take the time to evaluate your medical records, tests, and imaging to inform you of your treatment options. They can even connect you with a local doctor to start or continue your care. Contact 2nd.MD by calling 1-866-410-8650 or visit 2nd.md/tamus.

The 25th Annual Islander Awards Celebration was held on April 29. Faculty and staff members were recognized for various milestones, including years of service, staff excellence, and excellence in teaching. The list of 2021 service pin recipients is available here. Please congratulate your coworkers and peers on this rewarding milestone.
University Services

Planting Memories at Islander Dining Hall: Islander Dining teamed up with local Corpus Christi nursery, Islander Green Team and Theater Department to celebrate Earth Day on April 22. Contributors include Islander Dining, Get Growing CC, Islander Green Team, and the Theater Department provided a floral backdrop for pictures. Dining Hall Chef Maggie prepared honey ginger glazed chicken with risotto and zucchini boats.

Islander Dining Operation May Specials:
- Sushic is offering $1.00 off select sushi in honor of AAPI month through May 6
- May 5 Cinco de May Celebration in the Dining Hall lunch is $9 from 11 a.m.-1 p.m.

Hours of Operation:
May 6 Reading Day:
- Chick-fil-A and Starbucks: 8 a.m.-3 p.m.
- Islander Dining Hall: 7 a.m.-8 p.m.
- Copperhead Jack’s and Panda Express: Closed

May 7-12:
- All locations open and ready to serve you

May 13:
- Chick-fil-A: 8 a.m.-4 p.m.
- Starbucks: 8 a.m.-3 p.m.
- Islander Dining Hall: 7 a.m.-8 p.m. (last day of operations until Fall)
- Copperhead Jack’s and Panda Express: Closed

May 14-August 13:
- Chick-fil-A: Monday-Friday, 8 a.m.-3 p.m.
- Starbucks: Monday-Friday, 8 a.m.-3 p.m.

Administrative Operations

Roof Replacements: CI roof replacement is in progress. ECDC roof replacement is at the procurement stage with bidding scheduled to close May 11.
Elevator Program: Furgason Engineering and CI elevator cab are completed and are to be inspected in May.

Budget

Budget Training: The Budget Track of the Financial Manager Certification is back! In April, the Budget Team presented courses to those who had already started the Financial Manager Certification prior to 2021 but needed this track to complete their certification. Another series will be offered in mid-October for those who may have started their Financial Manager Certification in 2021. An announcement will be sent via the FUN Group, or you may send an e-mail to budget@tamucc.edu with October Training Interest in the subject line, if you want to be added to the list for October.

Other Important Items

Waiver of Facility Use Fees: This form is now available in Laserfiche. Thank you to all who were part of the testing. Below is the link to the online form. If the form is posted on your website, please replace it with the following Waiver of Facility Use Fees.

Mark Your Calendars

May 4-5 – Catapult on campus, 6:30 a.m.-1:30 p.m., Dugan Wellness Center, register at Patient Scheduler (timeconfirm.com)
May 5 – HUB Purchasing Requirements, 10:00-11:30 a.m., via WebEx
May 12 – Expenditure Guidelines, 10:00-11:30 a.m., via WebEx
May 19 – Purchasing 101, 10:00-11:30 a.m., via WebEx
May 31 – Performance reviews must be completed in Workday
May 31 – Memorial Day Holiday