



HAPPENINGS

- ❖ **Marijuana Legalization** - A voter-passed law to legalize recreational use of marijuana passed during this last election in the State of Montana and went into effect Friday, January 1, 2021. While the regulations for the state will be changing, marijuana is still a schedule I drug under the federal Controlled Substances Act. Its manufacture, distribution and possession are federal crimes. Consistent with federal law and college policy, FVCC prohibits the use and possession of marijuana on any college property.
- ❖ **Holiday Closure** - Martin Luther King Jr. day is observed on Monday, January 18.

PAYROLL

- ❖ **W-2 Annual Wage and Tax Statement** – Employee W-2 statements are now available electronically from Paycor's home page for those highly motivated individuals already completing their taxes. Hard copies will be mailed later in January.
- ❖ **1095C** - Employer-Provided Health Insurance Offer and Coverage Insurance statements will be provided to employees before the March 2, 2021, IRS deadline. The 1095C is not required for filing your taxes.

WELLNESS

- ❖ **Employee Assistance Program** – The [Employee Assistance Program \(EAP\)](#) that launched last year is available to support the health and wellness of FVCC employees and families. The EAP offers confidential advice, support, and practical solutions to life's challenges at no cost. This benefit is available to all FVCC regular, adjunct, and temporary employees. Resources available through the EAP include:
 - **24-Hour Crisis Help:** toll-free access for employees or family members experiencing a crisis - **EAP Crisis Hotline: 866-750-1327**
 - **In-Person Counseling:** up to four face-to-face counseling sessions per topic for relationship and family issues, stress, anxiety, and other common challenges
 - **E-Access:** convenient access to online consultations with licensed counselors
 - **Online resources:** such as stress tools, grief support, financial calculators and resources, legal resources, child/elder care locators, and more
- ❖ **2021 MUS Wellness Incentive Program** – The 2021 Incentive Program, hosted by *Limeade*, is projected to launch on January 27, 2021. In 2021, expect some BIG changes to the MUS Wellness Incentive Program, including a streamlined new look and more specific communication. They will still have the same great challenges for you to participate in, including new content from WHIL, and fresh Montana Moves and Meals media. This program is open to employees enrolled in the MUS Choices Plan. To learn more about the MUS Wellness Incentive Program, click [here](#).

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PROFESSIONAL DEVELOPMENT

Remember to submit transcripts (unofficial) to Human Resources after completion of a credit course for professional development. If you do not submit your transcript, you will not receive credit for the course.

Visit the [HR website](#) for course listings, registration, and instructions on how to access your FVCC transcript.

- ❖ **Introduction to Microsoft Teams**

January 14, 10:00 AM – 11:00 AM, **Online**

Learn the basics of using Microsoft Teams, an alternative to ZOOM. Teams has Chat, Meetings, Calling, and Collaboration features to make it easier to communicate and team up within your department and across FVCC.

- ❖ **CPR/AED/Choking Response**

Spring 21 - TBD based on COVID

For first-time learners or as an annual refresher, this training will teach adult CPR, how to use an AED, and respond to a choking victim. This is a hands-on course practicing on mannequins, so wear comfortable clothing for being active.

- ❖ **FVCC Credit Classes**

You are encouraged to enroll in FVCC credit classes for FY21 Professional Development. Many courses provide learning opportunities directly related to the workplace; however, if you would like to take one that is personally enriching, you may do so because your well-being is important too. Take a look at the newest [course schedule](#) and get enrolled for Spring 2021!

STAFF HAPPENINGS

- ❖ **Please welcome:** Carla Genovese, Program Director, Nursing; Robert "Bob" Bridges, Database Systems Analyst
- ❖ **Leaving us:** Myrna Ridenour, Program Director, Nursing; Carole Bergin, Faculty