Introducing LiveHealth Online!

The Basics

LiveHealth Online is a convenient way for you to talk with and get treatment from a doctor via your computer or mobile device. It is secure, private, easy-to-use and affordable. You can have live, instant or planned visits with doctors seven days a week, 24 hours a day from anywhere you have Internet access. You use two-way video conferencing, along with instant messaging. These services are available to all employees and their dependents regardless of your benefits eligibility or if you have opted out of a Purdue health plan. LiveHealth Online visits are a covered benefit under Purdue’s health plans. LiveHealth is connected with Anthem, and if you are covered on a Purdue health plan, LiveHealth will bill Anthem directly for services provided. You will simply pay the following fees at the time of service.

- Acute care - $49
- Therapist - $80
- Psychologist - $95

For more information including how to get started, visit www.livehealthonline.com
Board Approves another winter recess (2017-2018)

At the recommendation of President Mitch Daniels, the Board of Trustees on Friday (Feb. 24) approved for 2017 the addition of a three-day winter recess on Dec. 27, 28 and 29 for faculty and staff on all Purdue campuses. The three days are in addition to approved University holidays already scheduled for Dec. 25 and 26, and Jan. 1 and 2, 2018.

Purdue first offered the extended three-day recess during December 2015 after adding two half-day leaves during December 2014. For the coming year, the University will be officially closed Dec. 25 through Jan. 2, 2018.

Spring Fling 2017!

Spring Fling will return to the Córdova Recreational Sports Center for the 2017 celebration. The annual appreciation event for faculty, staff, graduate student staff and retirees will be 11:30 to 4 p.m. on May 25.

Activities will be held in the recreation center and surrounding outside areas. It will offer many of the same activities as in years past, including the return of sand volleyball. Indoor activities will include bingo, Zumba and yoga. Food service, eating space and the registration table and finish line for the annual fitness walk also will be indoors. Specific locations will be determined soon. Outdoor activities will include a bloodmobile, a vehicle show and music entertainment. CityBus also will offer tours of campus during the event. More information will be available in early April.

Disability Awareness Month

March is Disability Awareness month in Indiana. There are events all over the state but Purdue University also is having events all month long. Information for the state wide events can be found at http://www.indianadisabilityawareness.org/. The Event “Advanced Americans with Disabilities Act for Supervisors” is on March 22nd from 2 to 3 PM in ARMS B071. Another Event being put on by Tanisha Willoughby called “Usable Materials in the Classroom” will be on March 24th from 1-2 PM in RAWL 2079.

New Location for Lost and Found

The Central Lost and Found office has been relocated to the Surplus Store in the Materials Management and Distribution Center (MMDC) located at 700 Ahlers Drive, which is at the corner of South Russell Street and Ahlers Drive in West Lafayette. Hours of operation are 12 to 4 p.m. Monday through Friday. The campus address is Central Lost and Found/MMDC.

Found items are held at the building where they were turned in for one week. If they are not claimed, the designated person within that building is required to send all items to Central Lost and Found to be held for one month. Items that go unclaimed at the end of that time will then be offered for sale through the Surplus Store.

Questions may be directed to the Surplus Store at (765) 496-2222 or surplus@purdue.edu.
Units located in Freehafer Hall will be moving in March and April to new office spaces, the majority of which will be in Purdue Technology Center Aerospace (PTCA) and Kurz Purdue Technology Center (KPTC). Freehafer Hall is set for demolition later this year in conjunction with the State Street Redevelopment Project.

PTCA is at 1801 Newman Road. KPTC is at 1281 Win Hentschel Blvd. in the Purdue Research Park of West Lafayette. Below is the most recent move schedule. Unless otherwise noted, the moves will begin at 5 p.m. on a Friday and continue throughout the weekend. Business operations are expected to resume on the following Monday.

Phone numbers for the units will remain the same at the new locations. Questions about the move should be directed to individual units.

**MOVES TO PURDUE TECHNOLOGY CENTER AEROSPACE**

March 10
* Internal Audit
* Physical Facilities
  -- Buildings and Grounds (Administration)
  -- Capital Program Management (Construction Clerical, Construction Services, Estimating, Project Managers, Schedulers)
  -- Communications
  -- Vice President

March 17
* Physical Facilities
  -- Asset Management (Administration, Campus Master Planning and Sustainability, Engineering, Maps and Records, Repair and Rehabilitation, Space Management)
  -- Fiscal Affairs
* Office of Treasury Operations

March 24
* Environmental Health and Public Safety
  -- Fire Protection Engineering
* Procurement Services
  -- Accounts Payable
  -- Contract Management
  -- Credit Card Operations
  -- Travel and Sourcing, Systems and Analytics
* Office of Supplier Diversity Development

April 3-7
* Purdue News Service and Purdue Today – Office will reopen April 10. New Service and Purdue Today staff can be reached by email during the move week.

April 21
* Physical Facilities
  -- Maps and Records/Archives (remaining)

**MOVES TO KURZ PURDUE TECHNOLOGY CENTER**

April 7
* Comptroller (Managerial Accounting Services and Payroll Services)
* Human Resources
  -- Benefits

April 14
* Comptroller (Accounting and Reporting Services and Comptroller’s office)
* Human Resources
  -- Benefits (remaining)
  -- Organizational Effectiveness

April 21
* Business Management (Central Files)
* Comptroller
  -- Taxes
* Office of the Senior Vice President and Assistant Treasurer (moving from Hovde Hall)
* Financial Planning and Analysis (moving from Hovde Hall)
* Human Resources
New Locations for Freehafer Hall Units (cont’d)

- Academic Units
- Compensation
- Data Systems
- Talent Acquisition

April 28
* Business Process Reengineering
* Human Resources
* Customer Service

OTHER LOCATIONS
* April 28: Risk Management will move to Hovde Hall, Room 216. The Hovde location will be open on May 1.
* Information about the 4-H Extension office’s relocation plans will be communicated at a later time.

FOR HUMAN RESOURCES AND PAYROLL AND TAX SERVICES NEEDS
To assist with the transition, no walk-ins will be seen in Freehafer Hall after April 21. Individuals who need to see someone in HR during the week of April 24 should email hr@purdue.edu or call 765-494-2222 to make an appointment. Individuals who need to see someone in Payroll and Tax Services during the week of April 24 should email tax@purdue.edu or call 765-496-2334 to make an appointment.
All Human Resources and Payroll and Tax Services staff and areas will have the same phone numbers after the move. In the new location, it will be more difficult to handle walk-in visitors. Human Resources and Payroll and Tax Services staff strongly encourage faculty and staff to make an appointment before coming to KPTC. Several visitor parking spaces will be available at KPTC for those who need to visit.

CSSAC Grants

CSSAC Accepting Application for Educational Grants
Did you know that the CSSAC Professional Development subcommittee offers educational grants to clerical and service staff and their dependents? In spring of 2016 we awarded $5250 to employees and $17,000 to dependents who are currently enrolled at Purdue University.
During our application period, clerical and service staff can apply for grants up to $750 and dependents can apply for a grant up to $1,000 to assist with their educational costs at Purdue University. The grants are funded by donations. This year, on the Day of Giving, we are hoping that faculty and staff may consider writing in a donation to the CSSAC grant fund. With increased funding, we will be positioned to assist more clerical and service staff and their dependents. The application and other information can be found at the following link: http://www.purdue.edu/cssac/Professional%20Development/index.html