



HUMAN RESOURCES

Illinois State University

Employee Benefits

Day One of New Employee Orientation Agenda

8:30 Introduction and Welcome Video

Facilities Management

8:40 a.m. Buildings, Keys and Fleet Vehicles

Office of Parking and Transportation

8:55 a.m. Parking and Getting Around on Campus

Office of the Comptroller

9:10 a.m. Redbird Cards

Human Resources

9:15 a.m. Benefits Overview

9:45 a.m. Employee Policies and Procedures

Break

10:00 a.m. iPeople (Benefits Enrollment, Time Reporting and Pay)

10:30 Retirement Benefits

Closing and Questions