



## Tarleton Employee Services

### Meet our Team!

Lori Barnes joined Tarleton's Employee Services Team in 2013 and focuses in benefits for non-academic departments, as well as retirements and resignations. She graduated from Tarleton State University with a BBA (1991) and a BS (1992) in Computer Information Systems.



#### **Fondest memory at Tarleton?**

When I walked across the stage to shake Dr. McCabe's hand to receive my diploma and when my son, Blake - 2016 and daughter, Taylor - 2020, both graduated from Tarleton. I also have great memories watching my son play football for the Tarleton Texans.

#### **What do you enjoy most in your role?**

This may sound strange, but I actually like problem solving. I love interacting and helping our employees and retirees work through problems with their benefits. It's a great feeling when I can help someone have a better day!

#### **What's something unique about you?**

I grew up the youngest of 6 children in the Texas Panhandle and began playing piano at the age of 3.

#### **Hobbies**

Spending time with my kids and family, Vacationing in Colorado, Fishing, Snow Skiing, Growing pretty plants and flowers, Stock Shows, and Playing Frisbee with my Australian Shepherd, Doc.

#### **Who has influenced you the most during your time at Tarleton and why?**

Sharon Battenfield and Carol Barrett have influenced me during my experience at Tarleton. I truly appreciate being able to learn from them what true customer service is.



## Welcome to the Team!

Kristi Schramm recently joined the Employee Services Team as the Training & Development Coordinator. Kristi received her MBA from Tarleton in 2015 and has been focused on leadership and communication training for the past 4 years in the oil and gas industry.

Kristi is excited to help Tarleton's staff and faculty with their training needs and looks forward to developing the TSU LIFE leadership program for 2021.

Please contact Kristi Schramm at [schramm@tarleton.edu](mailto:schramm@tarleton.edu)/254-968-1782 to discuss training needs/opportunities.

## Training & Development Opportunities:

### Software Spotlight Training

**Syncplicity training** October 20<sup>th</sup> 9:30am – 10:15am  
[Register Here](#)

**Texan Buy training** October 27<sup>th</sup> 9:30am - 10:15am  
[Register Here](#)

**EAB Navigate training** November 10<sup>th</sup> 9:30am - 10:15am  
[Register Here](#)

**External Adobe Max training** is free and online this year! October 20-22  
<https://max.adobe.com/sessions/>

### Exciting News: Leadership Foundations Training series begins in

[Register Here](#)  
**November!**

**Traits of an Effective Leaders & Creating Positive Work Relationships** November 5<sup>th</sup> 1:00pm - 2:00pm  
[Register Here](#)

**Communication Essentials & Active Listening** November 12<sup>th</sup> 1:00pm - 2:00pm

**Difficult Conversations** November 19<sup>th</sup> 1:00pm - 2:00pm  
[Register Here](#)

***Be on the lookout for Performance Evaluation dates and training.***

### Policy Highlight

**Faculty** and **Non-Faculty** External Employment Applications (Including all student worker types) need to be renewed each fiscal year. Please see [policy](#) for details.

## Employee's Corner:

Changes in the past year? Make sure to update your address, phone number, or any other changes in Workday.

[Single Sign On](#) made easy with NTNET Credentials - Use the Tarleton Icon located on the Single Sign On page

## Manager's Corner:

Have a new hire? Send them to the New Employees' [Page](#).

Having trouble finalizing a 2019 Performance Evaluation in *Workday*? Contact the Training and Development Coordinator, Kristi Schramm at 254-968-1782 or [schramm@tarleton.edu](mailto:schramm@tarleton.edu)

## Voya Financial:

Have questions about your financial future? Judson Arrington with Voya Financial will be on campus Wednesday, October 12th. He can also stop by your office by request.



### New Employees Getting Started

Compiled here are essential resources for the new employee. Get to know your required training, employee handbooks, policies, rules and procedures, parking maps and other useful information.

New Hire Toolbox



Judson Arrington  
972.643.6342

email: [judson@arringtonfinancial.com](mailto:judson@arringtonfinancial.com)