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November 2022

Dear Friends,

To everything, there is a season.....I think that's a song, right? For Human Resources, this is the "season" for Benefits Open Enrollment and so it's a perfect time to recognize the work of Amy Walsh, Donna Brewer and Denise White-Patterson, as they once again have pulled together a tremendous amount of information and opportunities for us to learn about our benefits. A special thank you also to Cheryl-Ann Tubby, Dan Pflederer, and Darrell Lawrence for their work to get info on the website and to make sure that our systems are configured correctly for the benefits.

Please take the time to familiarize yourselves with our benefits and contact our benefits team with any questions.

Warmly,
Lisa

Talent Acquisition and Employment

Employees on the Move

The University welcomed 19 new staff since September 1st. For a complete list of new staff and departures, visit [Employees on the Move](#).



Administrative Staff Salary Review

The salary analysis for administrative staff has been completed and staff receiving a salary adjustment or a change in grade have been notified. Sixty-six staff received salary changes based on the market data for their positions. Human Resources is now beginning to complete salary surveys for the 2022-23 year and will continue to review market data to support the university's commitment to competitive wages. Questions regarding the salary process can be directed to Lisa Brommer at lbrommer@wesleyan.edu.

New Employee Orientation

The next monthly new employee orientation is scheduled for November 21st starting at 9am. This event includes presentations by Human Resources, Public Safety, Payroll, ITS and Equity & Inclusion. Topics include employee resources at Wesleyan, benefits, and training opportunities. Any University employee may attend.....even those who have been here for a while and would like a refresher! If you are interested in attending, please contact Lauren Stumpf at lstumpf@wesleyan.edu.



Recognition

Eighteen employees celebrated a Wesleyan anniversary since September 1st. A complete list of this year's employee anniversaries can be found at [Employee Service Recognition](#) .

Cardinal Achievement Awards

Congratulations to Suzanne Bussolari and Stefanie Dinneen on their Cardinal Achievement Awards!

A Note from President Roth - WesThrives Campus Survey

Dear friends,

Thank you to everyone who completed the Campus Survey. We are pleased to report that almost 54% of faculty and staff participated. We are now working to review the aggregate data with our partners at ModernThink and will share overall results in early spring, both in person and on the [Campus Survey website](#). The information gathered through this survey will allow the University to identify opportunities for strengthening our organization.

I look forward to reviewing the survey's findings and working with colleagues across our campus in creating a thriving community that is built upon trust, collegiality, and open-mindedness.

Sincerely,
Michael S. Roth
President



2023 Benefits Open Enrollment

It's that time of year again! Our annual Open Enrollment period provides an opportunity for you to review your benefit elections and make any changes needed. It is the only time you may make changes to your medical, dental or vision coverage, and your flexible spending accounts (MERA and dependent care), unless you have a qualifying life status event during the year. It is also a great time to review your life insurance beneficiary designations to make sure they reflect your wishes.

Detailed information and enrollment instructions are located on the [2023 Open Enrollment webpage](#).

Open: November 1, 2022
Close: November 15, 2022, midnight

Virtual Open Enrollment Benefits Fair - November 2nd from 10 am – 2 pm.
Learn more about 2023 changes. Each vendor (Cigna, Delta, EyeMed, GDI & Unum) will have their own Zoom line, on which they will present and host a Q&A Session. Denise White-Patterson will also be hosting a presentation on the High Deductible Health Plan and Health Savings Account. Please see the [2023 Open Enrollment webpage](#) for Zoom links and times.

leading to possible slips, trips, and falls. Below are some tips to avoid incidents and how to report them if they occur.

- Wear proper footwear – Wear boots or shoes with treaded soles – avoid plastic and leather soles.
- Walk consciously - Instead of looking down or texting on your phone, look up and see where your feet will move next to anticipate fallen leaves, tree roots, ice or an uneven surface.
- Watch what you carry - Try not to carry too much so that you can use your hands and arms to balance yourself.
- Anticipate ice - Be wary of thin sheets of ice that may appear as wet pavement (black ice). Often ice will appear in the morning, in shady spots or where the sun shines during the day and melted snow refreezes at night.
- Walk carefully but be prepared to fall - Try to avoid using your arms to avoid a break or sprain; if you fall backward, try to tuck in your chin to help prevent from your head hitting with full force.
- Walk steps slowly - When walking down steps, be sure to grip handrails firmly and plant your feet securely on each step.
- Enter a building carefully - In the event of active weather, the floor may be wet with melted snow and ice.
- Watch curbs and changes of elevation - When stepping off a curb or changing elevations, be careful since shifting your weight may cause an imbalance and result in a fall.

Reporting Your Injury

If you are injured, immediately report the accident, regardless of how minor the injury is. This ensures that you get the care you need, that you are paid properly if you need to be absent from work, and that any potentially unsafe conditions are addressed promptly.

Emergencies: Call 911 or Public Safety at (860) 685-2345. If transportation is needed, an ambulance will be called. If you are able, please contact your supervisor immediately, if not, Public Safety will do so. You or your supervisor should follow up with Human Resources at 860-285-2100 or benefits@wesleyan.edu as soon as possible.

Non-Emergencies: Call Public Safety at (860) 685-2345 to report your injury. Notify your supervisor immediately and then contact Human Resources at (860) 685-2100 or benefits@wesleyan.edu within 24 hours to complete a First Report of Injury (FRI) and claim report. If you are unable to do so because of your injury, your supervisor is responsible for the notification. When an incident does not require medical attention, the First Report of Injury is for "Report Only". This records the incident and allows you to have future medical treatment at a later date if needed.

Adult Fitness

The Adult Fitness program is back with an all-new hybrid session of free and fun fitness classes! See the [Athletics website](#) for the schedule which includes Zoom links for virtual classes and locations for in-person classes. Classes start October 31st. [Register](#) today!

Questions: Email wellness@wesleyan.edu.

Professional Development



Congratulations to the following supervisors for completion of the Foundations for Wesleyan Supervisors Certificate program:

- Karri Van Blarcom, Senior Associate Registrar, Registrar's Office
 - Donna Brewer, Director of Employee Benefits, Human Resources
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Ask HR!

Where can I locate the University's list of recognized holidays?

The University's [2022](#) and [2023](#) holiday schedules are online.

Staff Pets

Share a photo of your pet! Send it with a caption to Cheryl-Ann Tubby (ctubby@wesleyan.edu) by January 10th for the next issue. Thanks to all who sent photos for this issue!

Happy Halloween from Wesleyan pets!

Cadie the Cowgirl (Donna Brewer); Halloween the cat (Anika Dane); Izzy the Superhero (Martha Crebbin); Lucy the Pirate (Susan Lundgren-Regan); Rudy posing in the fall leaves (Lori Flannigan); and Stevie as Minnie Mouse (Suzanne Bussolari).



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