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Greetings Wesleyan Colleagues!

Health insurance, health insurance, health insurance.....in addition to a 70 pound standard poodle who is a bed hog.....this is what often keeps me awake at night. Most of my colleagues in our peer schools have the same concerns as I do. How do we provide health insurance that keeps us competitive in our recruitment efforts and helps us retain existing employees? How do we ensure that our program addresses the needs of a diverse population of staff and faculty and complies with ever changing government regulations? How do we provide comprehensive coverage that is affordable for everyone, including the university? What can we do to address the growing complexity of health care and make sure that our employees are getting the care that they need? No small task to be sure, but we are working every day to address each of these priorities.

By now, the enrollment part of Open Enrollment has ended and the benefits staff, along with our colleagues in ITS, are working to ensure that enrollments are processed accurately and that all goes smoothly for the January 1, 2020 effective date. The health plan, along with our slate of other benefits is a top priority for HR and the University. That is why we will be conducting a strategic planning process on benefits this Spring. More to come on that, but in the meantime, please continue to email [benefits@wesleyan.edu](mailto:benefits@wesleyan.edu) or contact me directly with any

concerns.

Lisa Brommer  
Associate Vice President for Human Resources

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## Talent Acquisition and Employment

View available positions at WES at [Careers at Wesleyan](#).



### Staff Talent Acquisition Guidelines

A priority for Human Resources is to implement strategies and processes that result in the successful addition of talent to the university. To help accomplish this goal, we have updated the [staff talent acquisition guidelines](#). In addition to the provided link, the guidelines can also be found in the supervisor resources section in WesPortal.

Anjali Tamhankar, Associate Director for Talent Acquisition, will host the following training sessions:

- The Importance of a Well Written Position Description - February 11, 2020
- Evaluating Candidates, Interviewing and Reference Checks - April 21, 2020

For program details and to register, go to [Success At Wes](#).

Questions can be directed to Anjali Tamhankar at [atamhankar@wesleyan.edu](mailto:atamhankar@wesleyan.edu).

### Employees on the Move

Human Resources welcomed 19 new staff members to the university in September and October.

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## Recognition

### September and October:

Thirteen employees celebrated a Wesleyan anniversary. A complete list of employees is at [Employee Service Recognition](#).

### The following employees received a Cardinal Achievement Award:

- Kathleen Norris, Administrative Assistant IV, College of East Asian Studies
- Nicole Potestivo, Administrative Assistant III, Feminist, Gender, and Sexuality Studies Program and Science in Society Program
- Patrick Bohan, Video Producer, University Communications
- Jim Tilley, Facilities Maintenance Specialist, Physical Plant

### Annual Recognition Luncheon

President Roth and Human Resources are hosting a luncheon today, November 18th, to honor twenty-nine employees who celebrated 20 or more years of service in 2019. For a full list of all the honorees, go to [2019 Annual Staff Recognition Luncheon](#).



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### Supplement Retirement Annuity (SRA) – 403(b) Plan Limits

The maximum annual contribution to a SRA or Roth for 2020 is \$19,500. If you are age 50 and above, the annual catch-up contribution is \$6,500. SRA and Roth

deductions will automatically stop once you have reached your limit allowed by the IRS.

Changes to your SRA and Roth contribution percentages can be made at any time during the year. To make a change, go to your WesPortal account, select "My Information", then the "SRA Contribution Changes" link. Your Portal will be updated with information for the 2020 tax year on January 1, 2020 and you will be able to view your current contribution and make changes.

Human Resources/Benefits will contact you if you are eligible for the 457 Plan.

### **TIAA and Fidelity Campus Visits**

The University offers two vendors as record-keepers for your Retirement Annuity (RA) and Supplemental Retirement Annuity (SRA) plans - TIAA and Fidelity. Meet with a TIAA or Fidelity financial advisor for an individual retirement consultation and to learn more about their offerings. Schedule a free one-on-one consultation at:

[TIAA](#) or call 800.732.8353

[Fidelity](#) or call 800.642.7131

### **Dependent Tuition Program**

To ensure that your dependent tuition invoices are processed and paid in an accurate and timely manner, a new process to submit invoices is being implemented. Effective today, employees are to use the following new steps to submit dependent tuition invoices:

- All invoices must be submitted with the new [Dependent Tuition Claim form](#).
- Please make sure all payment addresses are accurate and included on the claim form.
- The claim form and invoice must be uploaded to a [secure drop box](#)
- Allow up to two weeks for the invoice to be processed for payment.

If the student's tuition charge is less than the maximum semester scholarship amount, the difference can be applied towards the reimbursement of books up to a total of \$500 per semester.

### **Preventive Claims – Breast Ultrasounds and Mammograms**



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Since the inception of Success at WES in August, over 185 staff have participated in the 42 various sessions that were offered. The feedback has been overwhelmingly positive. Below are a few of the comments from participants:

*“The facilitator was outstanding. She grabbed my attention right away.”*

*“The session was perfectly timed, as I never checked the clock. She was absolutely an expert in her field...”*

*“I learned some new things and I came away with some helpful tips...”*

*“Excellent. Hope it's offered again as I shared with co-workers and they are interested...”*

*“Program was thorough and included hand-on activities, which allowed for a better understanding of the subject area...”*

*“... I just wish it was longer.”*

If you have participated in a session but have not provided your feedback, please do so [here](#). This feedback is important to help us plan for future programming.

We look forward to continuing to learn with you! The spring calendar is available for registration at [Success at Wes](#).

Questions can be directed to Lauren Stumpf at [lstumpf@wesleyan.edu](mailto:lstumpf@wesleyan.edu).

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## **Additional HR Information**

To help you plan for the upcoming holiday season, the [2019 Holiday Calendar](#) is provided.

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## **Campus Partners**

### **Improve Your Commute with CTrides**

Wesleyan has teamed up with CTrides, a program of CT DOT, to help make it easier for you to commute to work more sustainably. CTrides offers free bus trial rides, a carpool ridematching service, and rewards for alternative commuting. Learn more and sign up for commuting rewards at [ctrides.com](http://ctrides.com).

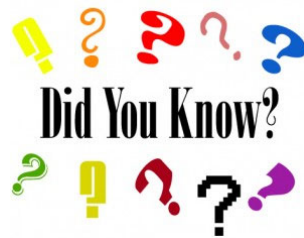
To further ease your commute, the Sustainability Office is currently investigating two additional carpool matching services, [miles2share](#) and [Waze Carpool](#). We encourage you to check both services out and provide any feedback on them to [sustainability@wesleyan.edu](mailto:sustainability@wesleyan.edu).

## Wesleyan's Administrators and Faculty of Color Alliance (AFCA)

AFCA's mission is to create a supportive environment for promoting personal and professional growth through experiences, events, and resources for administrators, faculty, and staff of color. AFCA is a community building organization that seeks to strengthen the relationship between its members, allies and other members of the Wesleyan community.

Information about AFCA can be found [here](#).

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**At the annual recognition luncheon, how many total years of service did the twenty-nine employees represent?**

For the twenty-nine employees honored, their combined years of Wesleyan service equaled 800 years!



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