

From: Wesleyan Human Resources <announcement@email.wesleyan.edu>
Sent: Wednesday, September 28, 2022 2:59 PM
To: Cheryl-Ann Tubby <ctubby@wesleyan.edu>
Subject: FINALHuman Resources – In the Loop: September 2022

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September 2022

Dear Colleagues,

Fall 2022 and here we are, back in full force at Wesleyan and happy that we've made it this far given the events of the last two years. I've heard the pandemic referred to the "itch that just won't stop itching".....an "unprecedented event".....a "hoax" (really?).....but let's call it what it has been for many of us.....traumatic.....and as much as we all just want to move on and move forward....and perhaps some of us have found ways to do that, for others of us, the trauma of these past two years remains alive and well. Some of us lost loved ones, experienced our own illness, experienced loss of family income, spent countless hours caring for someone else who became ill, and/or spent countless hours working to ensure testing and other employee and student needs were addressed. We may have experienced exhaustion, burnout, sadness, grief, or any number of other emotions, some perhaps that we can't even name.

So, the question for Wesleyan becomes what can we do to support each other and continue our journey to becoming a community where we can all thrive as we

do the important work of educating our students.

One way that the University is responding is to provide more comprehensive resources to help cope with life's challenges. More information will be forthcoming on our new Employee Assistance provider, but in the meantime, our existing EAP provides a confidential service to employees and their dependents in a number of areas. The EAP can be reached at 1-800-854-1446. In addition, employees who are on the medical plan have access to a number of behavioral health programs. Information on these programs is included in the [Benefits Enrollment Guide](#).

In addition to the EAP and Cigna programs, it is important to recognize the value of the day to day support that we can offer to each other. Offering a safe space where we can express our concerns and challenges can go a long way to becoming a thriving community. Offering grace and compassion to each other when we fail to bring our best selves to the moment can go a long way to becoming a place where we all feel valued and supported. Often just acknowledging that life is hard can go a long way to becoming a place where we feel understood and heard.

In his book, *WorkQuake*, author Steve Cadigan (a Wesleyan alum) talks about how employees and employers are being challenged as never before. With the disruption caused by people leaving the workforce, the needs of organizations changing, and the shelf life of certain skill sets diminishing, Cadigan, says "It's time to change the conversation. It's time to talk about how being human has never been more critical. We need to have real and honest conversations about how to build a better model of the future of work, one where both employers and employees feel safe and energized." He goes on to say that the pandemic has presented us with the ideal opportunity to take on this important challenge.

I'm energized by the opportunity to "think and do" differently and I look forward to October when we'll engage in the University's first comprehensive climate survey as part of the *WesThrives* initiative. I encourage everyone to participate in this survey and share perspectives about what we are doing well and what we need to do better.

One last thought....it's been said that we never know the impact that we can have on someone even in the briefest of interactions. These moments cost nothing and it may sound trite, but a simple greeting or a short conversation may make a world of difference to someone who is hurting. I need to do better in this regard and I'm guessing that I'm not alone. If we all practice grace and kindness and extend our humanness toward one another, even when we feel justified in doing otherwise, I think we'll be surprised at how quickly we can become a place where we can all thrive.

Warmly,

Lisa

Connecticut Premium Pay Program

As part of the state budget that passed this legislative session, the Connecticut Premium Pay program was established. The purpose of the program is to provide payment to frontline workers who worked during the pandemic.

Under the legislation, the program provides \$200 to \$1,000 to eligible applicants, depending on individual income and the amount of funding available. “Eligible applicants” is defined in the legislation as anyone who meets **ALL** of the following criteria:

1. Worked as an essential worker for any period between March 10, 2020 until May 7, 2022 as defined by the Centers for Disease Control (e.g., health care personnel, firefighters, police officers, corrections officers, food and agricultural workers, manufacturing workers, grocery store workers, public transit workers, education sector workers (including higher education), and child care workers); See the [CDC table 1](#).
2. Is not a federal, state, or municipal employee;
3. Was not employed in a capacity where he or she worked or could have worked from home; and
4. Has an individual income less than \$150,000.

Applications will be accepted until October 1, 2022.

Details about the program and application information can be found at <https://www.ctessentialworkerrelief.org/index>. Please note there are two types of benefits for which you may be eligible: Premium Pay Program and the COVID-19 Relief benefit.

These programs are administered by the State Comptroller’s office. Questions regarding the program, eligibility, and payment are addressed in the FAQ link below.

<https://www.ctessentialworkerrelief.org/premium-FAQs>

Directory Information in WesPortal (Shared from ITS Newsletter)

Last February, ITS shared [information](#) regarding legislation that required us to provide enhanced 911 capabilities. 911 Inform alerts local emergency dispatchers as to the location of the building from which a 911 call was made.

This system relies on accurate location and phone information in your personal profile in WesPortal. While the campus has systems that maintain location data, the single best source of location information is you. Please take a minute to

check your personal profile in WesPortal (My Information > Personal Profile) to verify that your office location, campus extension, and alternate numbers are current. This quick check will ensure that our campus directory, our enhanced 911 system, and our emergency communication information are accurate.

Talent Acquisition and Employment

Employees on the Move

The University welcomed 61 staff between May 1st and August 31st. For a complete list of new staff and departures in this period, visit [Employees on the Move](#).



Recognition

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

Cardinal Achievement Award Recognition Program

Congratulations to the following staff who received a Cardinal Achievement Award between May 1st and August 31st:

- Amy Walsh, Associate Director of Benefits
- Denise White-Patterson, Associate Director of Employee Benefits
- Dawn Astin, Sr. Associate Director for Reporting and Gift Accounting
- Dana Coffin, Director of Special Events
- Karen Hook, Advancement Database Administrator
- Jennifer Jurgen, Director of Advancement Operations
- Katie Kirtland, Assistant Director for Alumni and Parent Relations
- Christina Leone, Email Marketing Coordinator
- Cecilia McCall, Director of Engagement
- Molly McGonigle, Associate Director of Alumni & Parent Engagement
- Courtney Becher, Associate Director of Principle Gifts
- Amy Raufman, Director of Alumni and Parent Programs
- Deborah Treister, Director of Planning & Administration

- Megan Flagg, Exec Asst. to the Provost and Senior VP for Academic Affairs
- Rachel Barlow, Associate Director for Assessment



Virtual Individual Consultations with Human Resources

Have questions concerning your benefits plans, leave management, retirement savings plans, or other benefits? You can schedule an individual session with a Benefits Specialist to discuss your questions.

[Pre-registration](#) is required. You will receive a Microsoft Teams meeting link in a confirmation email and a reminder email the day before your scheduled meeting time.

TIAA and Fidelity Webinars

TIAA and Fidelity host several webinars each month to assist you in managing your retirement and personal financial goals. Log into the [TIAA website](#) or the [Fidelity site](#) to view the list of live and recorded workshops.

Medical Plan Vendor Review

This past spring we began the process of a comprehensive review of the university's health plan vendor. This included conducting a Request for Proposal (RFP).

We received proposals from several national carriers, including Cigna. Providing a national carrier is important, since many of our employees travel extensively and have dependents living across the country. We used many factors to evaluate the proposals, including plan design, availability of in-network providers, clinical and behavioral health programs, customer service and cost impact. Taking into consideration the disruption to employees if we were to change vendors, the University will remain with Cigna. As always, open enrollment will begin in November. More information will be provided this Fall for the 2023 plan year.

COVID Reporting

Employees are asked to continue reporting positive COVID test results to Donna Brewer in Human Resources (dbrewer@wesleyan.edu or 860-510-1193). This reporting allows us to provide important information about your isolation period based on your individual situation.

Professional Development

Success at Wes

Success at Wes

The Fall schedule for [Success at Wes](#) is now available. Highlighted sessions in the coming weeks:

- TIAA - Tomorrow In Focus: Saving for Your Ideal Retirement on October 4, Noon – 1:30pm (Usdan 110)
- Search Committee Workshop on October 6, 10:00am – noon (Usdan 110)
- Managing Conflict on October 13, 9:30am – 11am (Usdan 108)
- Leading a Hybrid Team on October 18, 1:30 – 3:00pm (Zoom)

For a full list of programs, please visit [Success at Wes](#). If you are accessing Success at Wes off-campus, VPN is required.

Questions can be directed to Lauren Stumpf at lstumpf@wesleyan.edu.

2022-2023 Goal Setting

Supervisors and their teams should develop their goals for the 2022-2023 year and enter them into WesPortal. The performance review and strategic goals form is located in the “My Information” section of WesPortal.

Questions can be directed to Lauren Stumpf at lstumpf@wesleyan.edu.

Questions regarding WesPortal can be directed to Dan Pflederer at dpflederer@wesleyan.edu.

Ask HR!

How do I get an ID card for my medical/dental/vision insurance?

Cigna (Health and Vision coverage) – Go to myCigna.com. Log in and scroll to the bottom of the page where you will see a link to ‘Get an ID Card’.

Delta Dental – Go to DeltaDentalCT.com. Log in to MySmile and download your ID card from your dashboard.

EyeMed (lenses and frames) – Go to [Member Web](#). Log in and follow the instructions to print an ID card. You can also load the EyeMed Members App through App Store or Google Play instead.

How do I File for the Connecticut Paid Leave benefit?

For details on CT Paid Leave, please visit the [State of Connecticut's Paid Leave](#) website.

How do I onboard a new employee?

Congratulations on hiring a new staff member! As the supervisor, you will need to plan for their arrival. Supervisors have access to tools in the Manager's Toolbox section of WesPortal under Employee Information. This includes details on the steps you need to take to onboard your new employee.

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

The University's [holiday schedule](#) is online.

Staff Pets

Share a photo of your pet! Send it with a caption to Cheryl-Ann Tubby (ctubby@wesleyan.edu) by November 10th for the next issue.

Koa says "I'm exploring the Yale campus with some friends, but there's no better place than Wesleyan!" (Pet owner: Lisa Brommer)



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