

Having trouble reading? [View as web page.](#)



January 2023

Dear Friends,

After a lovely, yet very wintery, time in Minnesota with my family for the holiday, I'm excited to be back and beginning work to share the results from our WesThrives Campus Survey. Our survey partner, Modern Think, will be on campus very soon to share results with President Roth and Cabinet members and will also be leading sessions for staff and faculty. More details are provided further into this newsletter.

An area of high interest continues to be our recruitment efforts and staffing. During the first 6 months of FY23, 101 new staff joined the University. With a concentrated effort to increase the racial diversity of our applicant pools, approximately 50% of our new staff are people of color. This level of recruiting, hiring, and onboarding our new colleagues cannot happen without significant effort from hiring managers, the HR team, and our colleagues in Finance and ITS. So many people "touch" the recruitment process and I send out my sincere thanks to each of you. On the flip side of recruitment is turnover and for the same time period, approximately 9% of our staff left the university, some to retire after lengthy careers at Wesleyan and others to pursue a promotional opportunity. In comparison to some peers or to national data, a 9% turnover rate is relatively low. That said, it's almost always painful when our colleagues leave us. I am hopeful that, in partnership with AFCA and our colleagues in Equity and Inclusion, we can begin to better understand turnover, especially

among our colleagues of color.

On a final note.....March 3rd is nationally designated as Employee Appreciation Day, so I'll take this opportunity to thank my HR colleagues for their dedication to their work. My thanks also to our partners across campus and to every staff member who shows up every day committed to their work on behalf of our students and the mission of our university.

Warmly,  
Lisa

---

### **WesThrives Campus Survey Results**

Thanks again to everyone who participated in our 2022 WesThrives Campus Survey. We have received the results from our survey and look forward to sharing them with you. There will be two opportunities for staff to hear about our organizational results:

- February 14, 2:00 – 3:30pm: In-person at Beckham Hall
- February 16, 9:30 – 11:00am: Zoom:

<https://wesleyan.zoom.us/j/91333922066?pwd=WFVuU0pLNIAzR3lwMFNEVGZNdkhOQT09>

Webinar ID: 913 3392 2066

Passcode: 888334

Find your local number: <https://wesleyan.zoom.us/u/aeYu5NmMHI>

Our survey partner, ModernThink, will be leading these sessions. There will be similar opportunities to hear about the survey results for faculty and certain affinity/advisory groups.

Once the full organizational data has been shared broadly, Cabinet members will share division-specific results with their teams beginning in February.

Questions can be directed to:

Lisa Brommer, Associate Vice President of Human Resources

Anne Laskowski, Chief of Staff and Director of Strategic Planning

---

### **In Case of Adverse Weather**

We've been lucky so far, but just in case of adverse weather conditions, take a moment to review the University's [Severe Weather Policy](#).

---

### **Time Extended for Vacation Usage**

The HR Advisory Team reviewed the vacation policy this past fall and recommended a revision to the [vacation policy](#) that allows administrative staff with vacation balances over the maximum to have until March 31 to use these

hours. Administrative staff will see their remaining balances in their vacation banks in Workforce Time.

Any time over the maximum carryforward allowance that remains as of April 1 will be forfeited. For questions, please contact Lauren Stumpf at [lstumpf@wesleyan.edu](mailto:lstumpf@wesleyan.edu).

### **Administrative Departments Move**

In an effort to both more efficiently use space on campus and encourage opportunities for creative synergy, a number of university administrative departments will move to the former Weekly Reader building at 55 High Street. More information in the [Wesleyan Connection](#).

## **Talent Acquisition and Employment**

### **New Resident Advisor Union at Wesleyan**

Wesleyan is the first university in the country to voluntarily recognize an undergraduate student union. After several negotiation sessions beginning in April 2022, the Resident Advisor contract was ratified by the union on December 19, 2022. This contract covers approximately 100 student workers including Resident Advisors, Community Advisors, and House Managers. Special thanks to Toby Bates, Frances Koerting, and Maureen Isleib as well as to the student workers who put in long hours to finalize the contract. Human Resources is conducting training sessions with Residential Life supervisors/staff to ensure a successful implementation of the new contract.



### **Visioning Forum - Search for New VP of Equity and Inclusion - A Message from Nicole Stanton**

Dear Wesleyan Staff,

We would like to invite you to a visioning forum with search firm Isaacson Miller on Monday, January 30th from 2:00-3:00pm via Zoom in preparation for the search for the new Vice President of Equity and Inclusion. In addition, if for any reason you are unable to attend the open forum, please feel free to e-mail me directly at [nstanton@wesleyan.edu](mailto:nstanton@wesleyan.edu).

Here are the questions the search firm will ask:

- What are the opportunities and challenges facing the next VP/IE/Title IX Officer?

- What experiences and characteristics are needed in the next VPIE/Title IX Officer?
- In three to five years, what would be different at Wesleyan as a result of the leadership of the new VPIE/Title IX Officer?
- How will you measure the success of the VPIE/Title IX Officer?

We value your input as we begin this important search and hope to hear from you!

Join the Zoom Meeting: <https://wesleyan.zoom.us/j/92056560895>

Dial by your location +1 929 436 2866 US (New York)

Find your local number: <https://wesleyan.zoom.us/j/92056560895>

Nicole Stanton

Provost and Senior Vice President for Academic Affairs

---

### **Employees on the Move**

Wesleyan welcomed 15 new staff since October 15th. For a complete list of new staff and departures, visit [Employees on the Move](#).

### **New Employee Orientation**

The next monthly new employee orientation is scheduled for February 20th 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](mailto:lstumpf@wesleyan.edu).



### **Recognition**

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

### **Cardinal Achievement Awards**

Congratulations to Evelyn Bozeman who received a Cardinal Achievement Award in October!



### **2022 Flexible Spending Account (Medical and Dependent Care) Submission Deadline:**

As a reminder, if you contributed to a flexible spending account (MERA or dependent care) during 2022, you may submit claims incurred from 1/1/22 through 3/15/23 for reimbursement from your 2022 account as long as you submit them to Group Dynamic, Inc. (GDI) by 4/15/23.

Please email [benefits@wesleyan.edu](mailto:benefits@wesleyan.edu) with questions.

### **2023 Health Savings Account (HSA) Employer Contributions**

Employer HSA contributions for 2023 have been funded and are available in your HSA Bank account. Please [link here](#) for instructions on how to access your account to reimburse either a provider or yourself for eligible expenses.

### **Medical Pre-certification**

Information about pre-certification is available in this [flyer](#). Pre-certification of a procedure isn't just about authorizing whether or not a procedure is medically necessary but may also include authorization of the service location to ensure that the most cost-effective setting is used. If your procedure will be done with an in-network provider, your doctor will arrange for pre-certification. If your procedure will be done with an out-of-network provider, you are responsible for pre-certification. To request precertification, call the toll-free number on your Cigna ID card. When you call, make sure you have:

- › The name of the doctor or facility
- › The procedure code(s)
- › The date of service

Remember, your out-of-pocket costs will typically be higher when using an out-of-network provider, and that your coverage may be reduced or denied if you don't get precertification.

### **2023 Retirement Plan Maximums**

2023 IRS limit for employee retirement contributions is increasing from \$20,500 a year to \$22,500 a year.

Catch-up contributions for those age 50 or older is increasing from \$6,500 a year to

\$7,500 a year.

If you would like to increase your employee contributions or your 457 contributions, you may make changes in [Retirement@Work](#), located on WesPortal under My Information.

### **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.

### **Savings beyond the vision benefit**

People are keeping an eye on their money more than usual these days looking for the most value from everything they purchase. [EyeMed Vision Care](#) makes it easy for you to get the most out of your benefits and further reduce costs. EyeMed provides exclusive-only discounts and deals you can use to enhance your vision benefits.

### **Legal Documents– Health and Insurance Plans**

The University is required to provide employees with certain benefits documents. The [Wrap document](#) outlines the eligibility requirements and other details for the different employee groups covered by our health and insurance plans.

To access all legal documents for our benefit plans, please visit the [Legal Notices](#) page on the Human Resources website and contact [benefits@wesleyan.edu](#) with any questions.

### **Virtual Individual Drop-In Sessions with The Benefits Team**

Have a question on your benefits? Sign up for a virtual drop in session using this [Registration](#) link. You will receive a Microsoft Teams meeting link in your confirmation email for the 20-minute session and will receive a reminder email the day before their scheduled time. Questions can also be emailed to [benefits@wesleyan.edu](#).

---



For a full list of 2023 sessions and to register, visit [Success at Wes.](#)  
NEW sessions being offered this spring include:

### Communication

- **Business Writing 101:** *A practical introduction to developing a professional style, drafting and editing, strategies for approaching emails and social media, and communicating with audiences across campus.*

### Foundations for Wesleyan Supervisors

- **Cigna - Mental Health Recognition and Response:** *This interactive seminar provides supervisors with a high-level understanding of mental health issues and how to respond appropriately to a mental health problem or crisis. The session will include videos and small group activities to practice skills.*

*This virtual seminar will be held on January 30, 2023 from 10:00am – 1:00pm.*

**Interested participants must register by emailing Denise at [dwhitepatter@wesleyan.edu](mailto:dwhitepatter@wesleyan.edu).**

### Individual Sessions

- **Employee v. Independent Contractor:** *In this session, we answer that exact question by focusing on the IRS criteria for IC classification and will share information on why it is important to properly classify the employment relationship.*

### Wellness

- **How to Make the Most of Your Retirement:** *Learn strategies that can help you save more today and tips for preserving and growing your savings in retirement.*
- **QPR - A Suicide Prevention Training:** *QPR (Question, Persuade, Refer) is a suicide prevention training that teaches practical skills for how to engage with an individual who may be suicidal, and get them to a supportive resource.*

Questions can be directed to [Lauren Stumpf](#) .

---

### **HR Advisory Team Nominations**

The Human Resources (HR) Advisory Team is seeking nominations for new members.

The HR Advisory Team is comprised of administrative staff members from each division who meet to discuss topics related to working at Wesleyan and share ideas on ways to improve.

Current members are:



Kevin Butler, Assistant Dean of Students/Director of Community Standards, Student Affairs

Dennis Hohne, Manager of Video Services & Lead Video Producer, Communications

Sebastian Ivory, Assistant Dean of Admission, Office of Admission

Patricia Leone, Manager of Web Services, Communications

Rachel Ludwig, Deputy Director of Athletics, Athletics

Jeff Murphy, Facilities Business Manager, Physical Plant

Shelissa Newball, Associate Director of Alumni & Parent Engagement, Advancement

Cecilia Pohorille McCall, Director of Engagement, Advancement

Patricia Stephenson Gordon, Associate Director for Equity Compliance / Deputy Title IX Coordinator, Equity and Inclusion

Jennifer Wood, Dean for the Class of 2023, Student Affairs

Members serve in 1- or 2-year terms and the group meets every other month. Guidelines can be found [here](#).

We are seeking nominations for the following divisions:

- Academic Affairs – 1 seat available
- Admission & Financial Aid – 1 seat available
- Finance & Administration – 1 seat available
- Information Technology Services – 2 seats available
- Investment Office – 1 seat available

Interested in joining the team or do you know of a colleague who would make an excellent addition? Submit nominations [here](#).

Nominations are open until February 13 and will be reviewed with respective Cabinet members and the current members of the HR Advisory Team. New members will be announced by the end of February.

Special thanks to the following members for their contributions to the team this past year: Cruz Cruz, Drew Gray, Deborah Treister, Paul Turenne and Joy Vodak.

Questions can be directed to [Lauren Stumpf](#).

---

## Ask HR!

### How do I find my job description?

Job descriptions are available in a database that links to WesPortal. Under My Information, you should see 'My Job Description'. This will take you to your current job description. If it is not up to date, please work with your supervisor to submit

updates. If you're not able to locate your job description, please contact Cheryl-Ann Tubby.

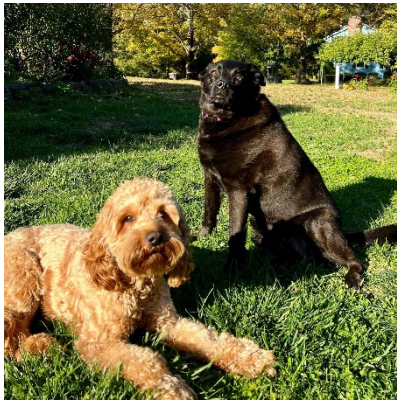
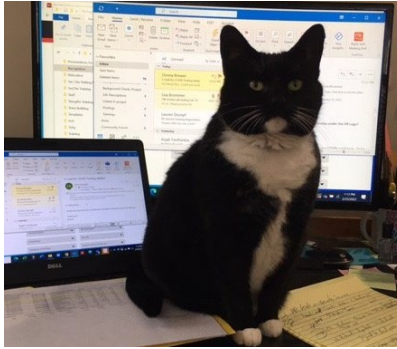
## Staff Pets

Thanks to all who sent photos for this issue!

Share a photo of YOUR pet! Send it with a caption to Cheryl-Ann ([ctubby@wesleyan.edu](mailto:ctubby@wesleyan.edu)) by March 3rd for the next issue. The theme will be pets 'helping' you work from home.

This month's theme is: *'What do you mean you have to work?'*

Pictured below are: Esme (Cheryl-Ann Tubby); Sammy (Joyce Walter); Pepper (Shelly Lerner); Jess Fowler's two pups, James (Mary Kelly) and Denise White-Patterson's dogs.





[Facebook](#)



[Instagram](#)



[YouTube](#)

[Wesleyan homepage](#) | [HR homepage](#)

This email was sent by Wesleyan University  
45 Wyllys Avenue, Middletown, CT 06459, United States

[View and manage](#) your e-mail subscriptions. [Unsubscribe](#) from this type of message.