

# Human Resources Community Meeting

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April 14, 2021



HUMAN RESOURCES  
COLORADO STATE UNIVERSITY



# Agenda

- Orientation and COWINS
- Open Enrollment – State Classified
- Performance Reviews – State Classified
- Professional Development Days
- Our People – Growth & Development

# CoWINS Welcome Session



- New classified employees will receive an invitation via email
- The email is from Talent Development
- Invited to attend an informational session hosted by CoWINS, 30 minutes before University Employee Orientation

# State Classified Open Enrollment

April 13 – May 4

- **Passive enrollment**
  - Current benefits rollover to FY21-22 if no changes are made
  - FSA requires re-enrollment
- **No increase in premiums for employees**
  - CSU/State contribution is increasing
  - LTD premiums decreasing by 16%
- **LTD eligibility expanded to include those who work a minimum of 12 or more hours per week**
- **Paladina Health changing their name to Everside Health**
  - Low-cost, direct primary care available to Cigna members
- **Medical supplement application period: April 13 – May 14**



# State Classified Open Enrollment

## Resources

- **Virtual Benefits Fair**
  - April 21 & 22
  - <https://hr.colostate.edu/current-employees/benefits/sc/>
- **State of Colorado Employee Meetings**
  - April 14: 7 to 8 am
  - April 21: 6 to 7 pm
  - April 28: Noon to 1 pm
  - Registration links sent via email
- **HR Virtual Help Sessions**
  - 15-minute appointments
  - Each Wednesday & Thursday from 11 am – 1 pm (MDT) throughout open enrollment
  - Also Monday, May 3 & Tuesday, May 4



# State Classified Performance Reviews

- April 1 to April 30 – Performance Review and Planning Cycle
- April 1 to May 7 - Submit Planning Confirmation and Overall Evaluation form to [SharePoint](#) or hard copy to HR Service Center
- April 1 to May 7 – Oracle Entry
- [Performance Management Website](#)
- [Performance Management Program Training](#)
- [Planning Confirmation and Overall Evaluation From](#)

CSU Performance Eval Entry

Department: [Redacted] Review Type: 31-MAR-20 Final

Sort By:  Name  Assignment  Rating  Review Date

Search Import

Employee Name	Asg. No.	Review Date	Rating	Complete	Job Title	Supervisor	Start Date
[Redacted]		28-APR-2020	[Redacted]	<input type="checkbox"/>	Admin Assistant II	[Redacted]	18-JUL-2018
[Redacted]		24-APR-2020	[Redacted]	<input checked="" type="checkbox"/>	Accounting Technician I	[Redacted]	02-DEC-2019
[Redacted]		05-MAY-2020	[Redacted]	<input type="checkbox"/>	Admin Assistant II	[Redacted]	26-AUG-2019
[Redacted]		18-JUN-2020	[Redacted]	<input type="checkbox"/>	Accounting Technician I	[Redacted]	09-AUG-2017
[Redacted]		28-APR-2020	[Redacted]	<input type="checkbox"/>	Accounting Technician I	[Redacted]	24-JAN-2005
[Redacted]		29-JUN-2020	[Redacted]	<input type="checkbox"/>	Accounting Technician I	[Redacted]	03-APR-2007
[Redacted]		24-APR-2020	[Redacted]	<input type="checkbox"/>	Accounting Technician I	[Redacted]	03-OCT-2019
[Redacted]		05-MAY-2020	[Redacted]	<input type="checkbox"/>	Admin Assistant III	[Redacted]	05-MAR-2007
[Redacted]		18-JUN-2020	[Redacted]	<input type="checkbox"/>	Accounting Technician I	[Redacted]	09-APR-2018
[Redacted]		29-JUN-2020	[Redacted]	<input type="checkbox"/>	Accounting Technician I	[Redacted]	12-APR-2019
[Redacted]		07-MAY-2020	[Redacted]	<input type="checkbox"/>	IT Technician	[Redacted]	04-APR-2005
[Redacted]		26-MAY-2020	[Redacted]	<input type="checkbox"/>	Accounting Technician I	[Redacted]	12-AUG-2019
[Redacted]		18-JUN-2020	[Redacted]	<input type="checkbox"/>	Accounting Technician I	[Redacted]	29-APR-2019

Submit Request

Run this Request

Copy

Name CSU - Select Statement Export

Operating Unit

Parameters

Select Statement Performance Eval Entry Incomplete

Select Statement ( > 2000)

Email cam.ram@colostate.edu

Email Subject Line Performance Eval Entry Incomplete

Send Output as Attachment Yes

Argument 1

Argument 2

# Spring Break 2021 Professional Development Days – April 15 and 16

- Visit the CSU Human Resources website under News and Events for detailed information
- FAQs are available to help you:
  - Determine who is eligible to participate
  - Reflect the time in the TimeClock Plus system
  - Options for those who are essential or critical employees and must work April 15 and 16
  - If you've submitted a leave request that coincides with the Professional Development Days
  - What happens if you work on April 15 and 16 and are not an essential or critical employee



# Our People



# Development for HR Community

## HR Know



- Information needed to do the job
- Processes, systems, etc.
- CSU specific
- What/How

Immediate Need

## HR Grow



- Development in profession of HR
- HR Competencies/foundational
- Applicable to most HR roles
- What/Why

Long-term Development

# Thank you



Colorado State University