

HUMAN RESOURCES COMMUNITY MEETING

Nov. 17, 2022



HUMAN RESOURCES
COLORADO STATE UNIVERSITY

INTERIM VP BRETT ANDERSON: INTRODUCTION AND Q&A



HUMAN RESOURCES
COLORADO STATE UNIVERSITY

BRIEF UPDATES FROM HR LEADERSHIP TEAM

- HR Staffing Priorities
- Aon Project Status Update



HUMAN RESOURCES
COLORADO STATE UNIVERSITY

PERFORMANCE MANAGEMENT INITIATIVE UPDATE



HUMAN RESOURCES
COLORADO STATE UNIVERSITY

GENERAL UPDATES

- AP Performance Management Advisory Committee met
 - 10 Representatives
 - Discussion & Feedback from them
 - Liaisons to AP communities beyond
- Will reconvene post-data assessment
- Feedback being gathered through PMI Assessment through Thursday, November 17th



ASSESSMENT UPDATES

- PMI Assessment Data... So far:
 - 175 responses
 - 73 reported different departments across CSU
 - Mixed methodology: qualitative and quantitative
 - Will be themed and reported
 - Intended to inform the process
 - Take away so far: *This is needed at CSU.*



SOME QUOTES FROM THE DATA

I feel like each year I have been here the PM/eval process has varied significantly. I am looking to get direction and consistency for future years processes.

In my decades long career, performance evaluations (whether giving or receiving) have typically been a tool to dismantle confidence and instill fear.

I'm worried that decisions about this topic aren't driven by data.



**PMI SURVEY
CLOSES EOD
11/17**



HUMAN RESOURCES
COLORADO STATE UNIVERSITY

HUMAN CAPITAL MANAGEMENT (HCM) ASSESSMENT



HUMAN RESOURCES
COLORADO STATE UNIVERSITY

PROCESS

- Interviewees identified
- Kick-off meetings with interviewees and senior leadership
- Documentation of technology, positions, and budget
- 21 interviews with 45 stakeholders



RECOMMENDATIONS

- Evaluation process to choose Oracle HCM or Workday
- Consider future replacement of financial and student systems
- Gaps
 - Recruitment
 - Manual processes
 - Reporting and analytics
 - System integration



TIMELINE

- Six months selection, negotiation, and planning
- Year and a half implementation
- Six months post-production support



ANTICIPATED BUDGET

- Oracle HCM: \$18.6 million
- Workday: \$27.8 million
- Costs included
 - Licensing through project timeline
 - Implementation partner
 - Premium support from vendor
 - New and backfilled staff
 - Contingency



STATE CLASSIFIED HOLIDAY WORK PREMIUM

- COWINS Partnership Agreement Article 30.2 (B)
- Non-exempt SC employees scheduled and required to work on observed holidays earn 1.5x normal rate
- Holidays on Sat/Sun – employees required to work on observed or actual holiday earn 1.5x
- New Year's Day, Juneteenth, Fourth of July, Christmas Day



STATE CLASSIFIED HOLIDAY WORK PREMIUM

TimeClock Plus changes

- Two separate job codes
 - ✓ SC Holiday Work Premium
 - ✓ SC Holiday Work Comp Time
- Entries created by department HR role
- Full guide on HR website
 - HR Community and Supervisors -> Payroll -> Payroll Training and Support



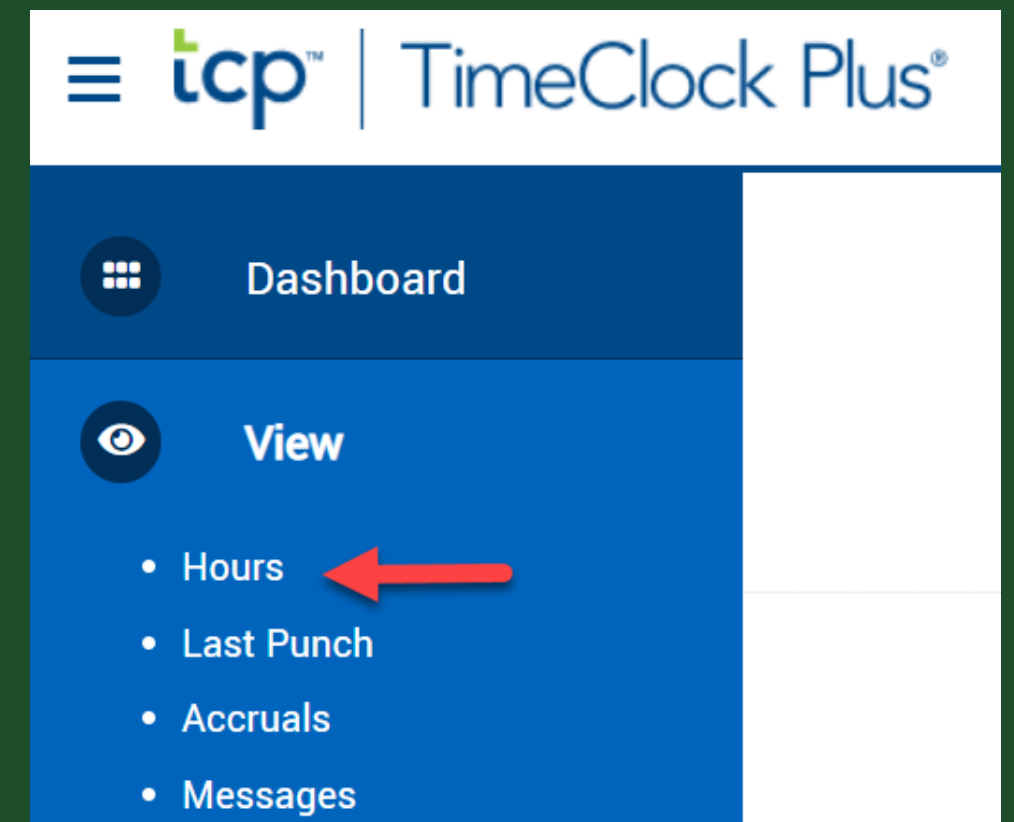
PROFESSIONAL DEVELOPMENT ADMIN LEAVE

- Thanksgiving week (11/21, 11/22, 11/23) accruals created for all employees except those utilizing research leave (CEMML, CNHP)
- Thanksgiving week Professional Development Admin Leave taken created for all employees except those utilizing research leave and departments that requested alternate days for usage



PROFESSIONAL DEVELOPMENT ADMIN LEAVE

- Winter break (12/26) Professional Development Admin Leave accruals and leave taken will be created on December 1
- Leave taken will not appear on the employees Request screen but can be reviewed at View -> Hours



OPEN ENROLLMENT (FACULTY & AP)

- Ends Friday, Nov. 18
- hr.colostate.edu/current-employees/benefits/afap/2023-open-enrollment

FITlife Wellness Incentive – earn \$150

- Complete these items by Dec. 31:
 1. Participate in the Health Fair blood draw or through physician/LabCorp
 2. Check-in with a retirement vendor or attend a webinar
 3. Login to YOU@CSU and complete a self-check
 4. Complete the Anthem health assessment
- Attestation form: hr.colostate.edu/fitlife-wellness-incentive-form

MEDICAL PLAN PROGRAMS – 1/1/2023

Preventive Rx

- The list of preventive drugs that are covered at no-cost will expand in 2023
- Includes prescriptions to treat things like high blood pressure, cholesterol diabetes and asthma

Enhanced Inclusive Benefits

- Helps meet the needs of LGBTQ+ members through advocacy, mental health help, education and family support

Health Guides

- Enhanced customer service team connects you with support regarding medical and prescription drug coverage, helps make appointments, compare costs on services, find in-network doctors, and much more

NEW COMPSYCH EAP SERVICES

Available now (soft launch) but communicated broadly in 2023

Well-being Coaching

- Holistic, one-one-support via phone
- Addresses mental health and well-being issues before they evolve in long-term, more costly challenges
- Individualized approach to motivate and modify behaviors

WellthSource

- Interactive, online financial wellness tool
- Helps create a sustainable lifestyle of healthy financial habits
- Guides the user through an assessment to build a personalized curriculum

PERA 140 DAY EXEMPTION

- PERA allows CSU to designate 10 retirees to work 140 days
 - 30 days/196 hours beyond the regulatory 110 days
- Employee must be in areas where there is a critical shortage of qualified candidates and the retiree has unique qualifications
- Retirees must apply each year (even if approved in years prior) and their request must be approved by the department head/dean/vp and provost for academic areas and president for non-academic areas
- HR then must re-apply for the exemptions with PERA each year in Jan.
- **NEW APPLICATION PROCESS** – a dynamic form will be released and applications are due Friday, Dec. 16

PAYROLL REMINDERS

- ❖ November & December Payrolls
 - Updated processing dates
- ❖ 2023 Payroll Calendars
 - Available online
- ❖ Year-End Review
 - Address
 - W-4 and State Withholding Certificates
- ❖ Electronic W-2
 - Employee Self-Service Portal

