



University of Wisconsin  
**Whitewater**

Human Resources  
and Diversity

**OFFICE OF HUMAN RESOURCES & DIVERSITY**

**NEWS & NOTES**

APRIL 2022 (V.4.10)

DIVISION OF ADMINISTRATIVE AFFAIRS

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**HELLO WARHAWK FAMILY!**

Welcome to Human Resources & Diversity's News & Notes *April 2022* edition. April is Sexual Assault Awareness Month and Stress Awareness Month. Check campus listings for activities. April is also known as Keep America Beautiful Month, and for those frog lovers, it is National Frog Month. This means there are lots of volunteer opportunities available throughout the month, whether that is assisting a campus organization to bring Sexual Assault Awareness to our community, or taking time to volunteer in a neighborhood beautification project for the Great American Clean-Up.

This newsletter includes information about Sexual Assault Awareness Month activities, Webinars and much, much more. You can follow the links to any topic in which you seek additional information. As always, the index to the left on this page links to the various pages and topics highlighted in this edition.

If you have questions about any of our subject areas, please refer to this or past editions of the newsletter. If you would like to read previous versions, please go to our [News & Notes webpage](#).

As always, thank you for taking the time to read this newsletter!

Best,

*Janelle A. Crowley, Ph.D.*

Janelle A. Crowley, Ph.D.  
Chief Human Resource Officer



**Sexual Assault Awareness Month \* Keep America Beautiful Month  
National Frog Month \* Stress Awareness Month**

April 1	April Fool's Day	April 11	Start of "It's On Us" Week - WSG
	International Fun at Work Day	April 15	Good Friday
April 2	Ramadan		Passover begins
April 3	Caregiver Appreciation Day	April 16	National Librarian Day
April 4	Anniversary of Dr. MLK, Jr. death	April 17	Easter Sunday
April 7	World Health Day	April 18	Tax Day
April 10	National Siblings Day	April 22	Earth Day
	Palm Sunday	April 27	Administrative Professional's Day

**Hyer Hall 330**

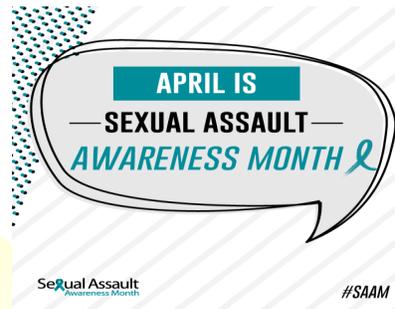
Phone: 262-472-1024  
Fax: 262-472-5668

[hr@uwv.edu](mailto:hr@uwv.edu)

**Office Hours:**  
7:45 am - 4:30 pm M-F

<http://www.holidayinsights.com/>

# Spotlight of the Month



## Sexual Assault Awareness

### Sexual Assault Awareness Month

Sexual Assault Awareness Month is an annual campaign to raise public awareness about sexual assault and to educate communities and individuals on how to prevent sexual violence.

Each year, in the month of April, community-based organizations as well as colleges and universities plan events and activities to highlight sexual violence as a public health, human rights, and social justice issue and reinforce the need for prevention efforts. A theme, slogan, resources, and materials for the national campaign are coordinated by the National Sexual Violence Resource Center (NSVRC) each year.

The awareness of sexual violence began in the 1970's following the general trend of social activism. The Bay Area Women Against Rape opened in 1971 as the nation's first rape crisis center offering immediate victim services. With this heightened awareness, state coalitions began to form, beginning with the Pennsylvania Coalition Against Rape in 1975.

Take Back the Night marches started in 1976 as an organized protest against rape and sexual assault. Many colleges and universities continue Take Back the Night rallies as a protest to the violence and fear that women encountered walking the streets at night. In the early 1980s, activities used October to raise awareness of violence against women and domestic violence awareness became the focus. In the late 1990s, the National Coalition Against Sexual Assault (NCASA) connected with state coalitions to determine the preferred date for a national Sexual Assault Awareness Week. It was then that a week in April was selected. Sexual Assault Awareness Month (SAAM) was first observed nationally in April 2001. As part of the coordinated efforts, the teal ribbon was adopted as a symbol of sexual assault awareness and prevention.



April 2022

# ★ Title IX ★

## Sexual Assault Awareness Month Activities

Sexual Assault Awareness Month 2022 Events sponsored by Sexual Assault Prevention Advisory Committee (SAPA), Whitewater Student Government (WSG) and the Coalition Against Sexual and Interpersonal Violence (CASIV).

- April 4 - 7 Solo Cup Display and Tabling with UHCS at the University Center
- April 7 - 9 Women's and Gender Studies Consortium Conference
- April 7 Impact Drag Show
- April 11 - 15 **It's On Us Week**
- April 11 Sexual Assault Prevention Bingo \*
- April 12 Sexual Assault Prevention Panel \*
- April 13 Lantern Release \*
- April 14 Tree Planting Ceremony & Social Media Campaign \*
- April 14 Men's Talk: A Conversation about Men's Role in Preventing Sexual Violence.\*\* Given by Dr. Logan Edwards (open to all masculine identified persons); Hyland Hall 2101; 5:30 pm
- April 14 Sexual Violence Survivor's Roundtable\*\*; Hyland Hall 1300; 5:30 pm. (Confidential Space: No Mandatory Reporters)
- April 28 Rainbow Celebration of Excellence
- April 28 Photovoice for Social Justice Sneak Peek

\* Events sponsored by WSG and CASIV

\*\* Events sponsored by SAPA



## 150 Years of Title IX

June 23, 2022 marks the 50th Anniversary of Title IX. The federal civil rights law was passed as part of the Education Amendments of 1972 prohibiting sex-based discrimination in any school or other education program that receives federal financial assistance.



This is an image of Title IX stamps available now at your U.S. Postal Service. With these stamps, the U.S.P.S. commemorates the 50th anniversary of the passage of Title IX. Title IX was passed as a clause in the Education Amendments of 1972.

Dr. Schreiber was recently selected as a faculty member with the **2022 Donald D. Gehring Academy's Advanced Sexual Misconduct** track, which will be presented virtually July 18-22, 2022. More information about the Academy and the Association for Student Conduct Administration (ASCA) can be found at <https://ascagehring.com/>. Dr. Schreiber has been a member of ASCA for 15 years and has participated in various conferences and presentations with the organization during that time.

University of Wisconsin Whitewater University of Wisconsin Whitewater Rock County

Your Warhawk Title IX Coordinator  
Vicki Schreiber, Ph.D.

## ✦ Benefits ✦

### Biometric Screening

Get a picture of your overall health and discover areas that may need attention. UW-Whitewater has an on-site health screening event scheduled for employees (and spouses) who are enrolled in the State of Wisconsin Group Health Insurance Program. It's not too late; register today! The Biometric Screening captures current health behaviors through a brief questionnaire (15-20 minutes) focusing on stress, sleep, nutrition, and physical activity.

This event will be held on Wednesday, April 6th, 2022 from 8:30am-12:30pm in the Hamilton Room located in the James R Connor University Center.

[Click here to view our guide on how to register](#)

### Well Wisconsin \$150 Incentive

Well Wisconsin allows you and your spouse (if enrolled in the State Group Health Insurance Program) to each earn an annual \$150 incentive. To earn this incentive, you and your spouse must each complete a health assessment, health check activity, and one well-being activity. Employees can complete all three requirements anytime between now and October 14th, 2022 to earn this incentive! To get started with the Well Wisconsin Program, you must login or register on the [WebMD ONE website](#) (code: SOWI) or download the [Wellness At Your Side](#) mobile app through the App Store or on Google Play (code: SOWI).

To learn more, visit: <https://www.uww.edu/worksitewellness/hra>



### Staywell/WebMD Well-Being Activities

#### Well Wisconsin Radio

To live well, it is important to take care of yourself – physically, emotionally, and financially. One of the ways you can do that is by increasing your knowledge about various aspects of your well-being.

Below is a selection of upcoming webinars available to help keep your well-being on track! Check back regularly as webinars are added as they become available.

[Click here to see a list of upcoming radio sessions](#)

### ETF Video Series to Navigate the Retirement Process

Are you getting ready to retire from Wisconsin Retirement System employment? Our new three-part video series, *Applying for Retirement*, will help you easily navigate the process, from requesting a retirement benefit estimate to submitting your application. Find complete details here: <https://etf.wi.gov/news/new-video-series-helps-members-navigate-retirement-process>

### April ETF Webinars

[Click here to view a list of ETF's April webinars](#)

Your Warhawk Benefits & Wellness Team

Stephanie Hartmann, HR Manager - Benefits/Wellness/FMLA  
Grace Jezuit, Student Benefits Assistant



# Front Desk and General Office Information

## Quote/Thought of the Month



The staff in Human Resources & Diversity wearing green for St. Patrick's Day.



Your Warhawk Human Resources Deputy Chief Human Resources Officer  
Connie Putland

Human Resources & Diversity Office is open regular hours but due to some staff continuing to work remotely, we request that visitors please call ahead to schedule an appointment.  
**262.472.1024**



Your Warhawk  
HR Coordinator, HR Generalist, HR Manager, and HR Assistant  
Ramon Rocha, Sr., DJ Judah, Kai Instefjord, and Elizabeth Carreon

## ✦ Front Desk and General Office Information ✦

### Mandatory Employee Online Training - New Email Address

In an effort to better support our campus community with questions related to the mandatory employee online training, we have created a new email address. You can send any questions, concerns, or requests regarding the mandatory employee training to [mandatorytraining@uww.edu](mailto:mandatorytraining@uww.edu).

Employees are required to complete three different online training modules as a condition of employment. Those trainings are:

- **Information Security** (securing data and information technology) - this training is required annually
- **Mandated Reporter** (reporting of child abuse and neglect, Executive Order #54) - this training is required only once during your time at UWW. This is different than the Title IX training.
- **Sexual Harassment (Title IX)** - this training is required once every three years

All three of these trainings can be found in [my.wisconsin.edu](https://my.wisconsin.edu) portal under "Mandatory Training," (see below for image screenshot.)

As a reminder, if there is an employee who no longer works in your area, particularly student employees, make sure you have completed the appropriate termination paperwork in the employment tool so they can come off your list.

**Reminder:** Training is mandatory, therefore expectation is 100% completion. Employees have 30 days from notification to complete the training. Training that is incomplete past the 30 days is considered overdue, which may result in notification of the employee's supervisor. Incomplete Information Security Training may also result in disconnection of technology access until the training is complete.



### Employee Assistance Program

The Employee Assistance Program by Kepro is a **free, confidential** program available to you and the family members living in your household. You can contact Kepro for assistance with:

- **Emotional Situations:** relationships, parenting, grieving
- **Work/Life Challenges:** child care, elder care, adoption
- **Legal and Financial Circumstances:** managing expenses or debt, preparation of simple wills, child custody or child support



You may contact Kepro by calling **833-539-7285** or online at [sowi.mylifeexpert.com](https://sowi.mylifeexpert.com).



# ✦ Front Desk and General Office Information ✦

## Ways to Support and Reinforce Professional Development

According to a 2022 article by John Hall, co-founder of *Calendar* and a keynote speaker, “Team members who consistently upgrade their skills are better positioned to use the latest technologies and strategies. In turn, they’ll be more innovative and productive. Moreover, they’ll be more engaged and loyal to your business.”

Employee training statistics show that:

- Learning and development at work are “essential” to 87% of millennials.
- 76% of employees believe a company would be more appealing if it offered skill training to its employees.
- 74% of surveyed employees feel they are not reaching their full potential at work because of a lack of development opportunities.
- 74% of workers are willing to acquire new skills or retrain to stay employed \*

Here are a few ways to provide professional development to your team:

1. Launch a coaching or mentoring program.
2. Offer continuing education credits.
3. Draw connections to performance.
4. Set up a book club.
5. Schedule lunchtime speakers.
6. Let employees choose their own adventure.
7. Organize a library of resources.
8. Recognize learning as a significant achievement.

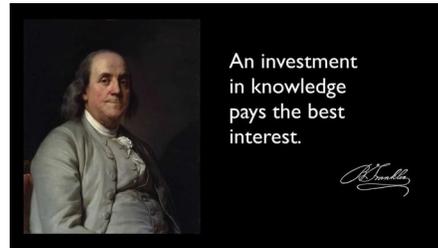


One of the ways to support professional development for little to no cost is to have subject matter experts join your team for a staff meeting to facilitate a training. For example, the back page of this newsletter lists the staff in the Human Resources & Diversity department and their expertise areas. You can request one of these staff members, or others that you know across campus, to facilitate a professional development exercise for you and your colleagues.

It’s important to remember that businesses reward what they value. As an institution of Higher Education, we are in the business of learning. By demonstrating an appreciation for learning through professional development, you are bound to build a stronger, more effective team that supports an inclusive environment for all to learn.

\* Survey conducted by the Lorman Team in 2021– study not specific to UWW.

Hall, J. (2022, February 11). *10 ways to bolster your team’s professional development*. Retrieved from <https://www.ragan.com/10-ways-to-bolster-your-teams-professional-development/>





## Hiring an International Employee

Some departments don't understand which questions are legal or how to proceed. The best answers to all of these questions are in the form of Q and As on the Dept of Justice website.

International Hiring—Important questions and answers: <https://www.justice.gov/crt/frequently-asked-questions-faqs>

## AILA Practice Alert

The Employment Authorization Documents (EAD) and Advanced Parole (AP) used to be sent to the recipient in one card that looked like a driver's license. Now USCIS seems to be separating these out due to their lengthy processing times. So now the recipient might receive a card for just the EAD and then a card for the AP.

American Immigration Lawyers Association (AILA); US Citizenship and Immigration Services (USCIS - formerly known as the INS) <https://www.uscis.gov>

## Former Secretary of State Madeline Albright

On March 24, 2022, UW - Whitewater sent out an email to announce that flags were being flown at half-staff from March 24-27 as a mark of respect for former Secretary of State Madeline Korbel Albright and her life of service to our Nation. It noted, "Following a stellar career in American diplomacy, former Secretary Albright made history as our first woman Secretary of State. Dr. Albright, who passed away on March 23, had served as the 64th U.S. Secretary of State from 1997 - 2001 under former President Clinton."

According to a letter written by Secretary Antony J. Blinken, Dr. Albright was a brilliant diplomat, a visionary leader, a courageous trailblazer, and a dedicated mentor who loved the United States and devoted her life to serving it. Dr. Albright arrived to the U.S. as a refugee at age 11, fleeing Czechoslovakia after the Nazis invaded, then hiding in shelters as German bombs fell on London. She created the Community of Democracies, a coalition of countries that defends democratic values around the world.

When she was nominated to be Secretary of State, many questioned whether a woman could go toe-to-toe with world leaders. She quickly squashed those doubts. She was as tough as anyone in a room. As March closed out Women's History Month, it is fitting to recognize her accomplishments to the United States of America.

## Immigration/Affirmative Action Services

**Margaret Wheeler**, our *Immigration and Affirmative Action Specialist*, can be reached at her office in the Community Engagement Center, Room 123. Margaret offers workshops and one-on-one assistance, remote or in-person, regarding EB-1 cases, EB-3 cases, form I-485 and supporting documents. Currently, she works with UW-Whitewater student interns, training them in the practice of immigration law as they fulfill their legal studies' requirements.

If you are an international faculty member and have any new information or documentation related to your immigration situation, please contact Margaret Wheeler. This includes: a new work permit, green card approval, marriage, birth of a child, and any situation for which an immigration update or change could be necessary.

Contact Information:

[wheelerm@uww.edu](mailto:wheelerm@uww.edu);  
262-472-1494



International Employment & Immigration Specialist

Margaret Wheeler, JD

# ✦ Payroll ✦

## Access to Your W2

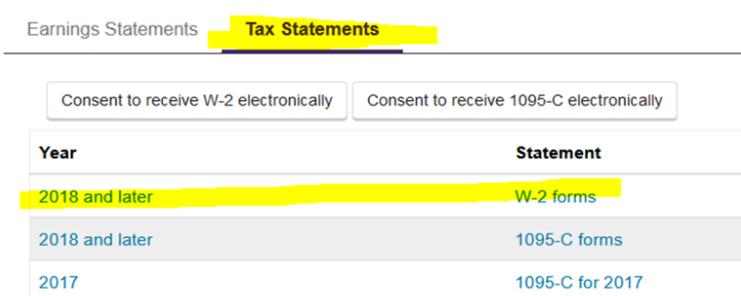
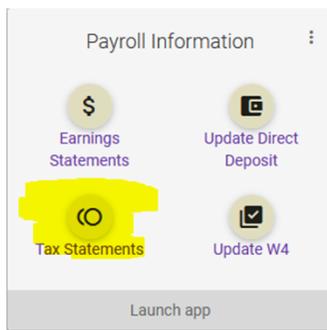
There have been a few questions from campus regarding access to W2. A few have said that the link provided in the system email is not working for them. I am providing the attached directions for those of you who need assistance accessing the form and prefer the visual guidance.

If you have questions outside the scope of just accessing the W2, such as “how is a W2 calculated”, etc. please go to the following site for additional help:

<https://uwservice.wisconsin.edu/help/payroll/#tax-help> .

If further information is needed please go to our Shared Services payroll Service Delivery team at [payroll@uwss.wisconsin.edu](mailto:payroll@uwss.wisconsin.edu)

You can print your W2 directly from your Portal. After signing in choose:



## View W-2/W-2c Forms

Tax Year

### University of Wisconsin System

Tax Form	Issue Date	Year End Form
W-2	01/18/2022	<input type="button" value="View Form"/>

Once you choose **View Form**, a pdf should appear. You can print or save from the pdf.

If this does not work for you, please send a request for further assistance or to receive a copy at your home address, to our payroll Shared Services partners at [payroll@uwss.wisconsin.edu](mailto:payroll@uwss.wisconsin.edu) .





## Summer Prepay

### What are summer prepay deductions?

- Summer prepays allow eligible employees to maintain insurance coverage for the months of July, August, and September
- Biweekly prepays will be deducted from the following paychecks: 3A -March 24, 3B- April 7, April 21, May 5, May 19, June 2, 2022

### Who is eligible? (Must meet all four)

- Must be Benefits eligible and enrolled;
- Faculty, Academic Staff, Limited Appointees, Student Assistants, Employees-in-Training;
- On an Academic Year contract (C-basis), (select Annual contracts (A-basis) eligible); and
- Expected to return in the fall OR are working a Summer Service/Summer Session appointment with no expectation to return in the fall (coverage through end of employment)

### Summer Prepays taken for:

- State Group Health Insurance\*
- Dental Insurance
- Vision Insurance
- State Group Life Insurance
- Individual & Family Life Insurance
- UW Employees, Inc. Life Insurance
- Accidental Death & Dismemberment (AD&D) Insurance
- Accident Insurance
- Income Continuation Insurance (ICI)\*\*



### Summer Prepay **not** taken for:

- Flexible Spending Accounts (FSA)
- Health Savings Accounts (HSA)\*\*\*
- Parking & Transit Accounts
- UW 403(b) Supplemental Retirement Plan (SRP)
- Wisconsin Deferred Compensation (WDC) 457

\* Health Opt-Out will continue to be paid through the summer

\*\* CI prepay premiums will not be deducted in March. Two ICI prepay premiums will be deducted in April and one deducted in May

\*\*\* Health Savings Account (HSA) employer contribution will continue through the summer

**For additional information, please see:**

<https://www.wisconsin.edu/ohrwd/benefits/summer-prepay-deductions/>

Your Warhawk Director of Human Resources-Payroll,  
Benefits and Shared Service Liaison

Steve Marshall

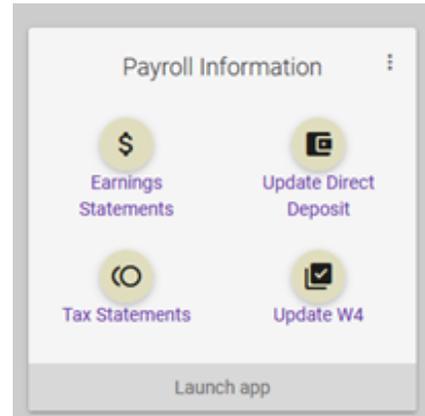




## Employee Self-Service Updates

### Direct Deposit Self-Service Update

UW-Whitewater has implemented Multi-Factor Authentication (MFA). Great news! Effective immediately, all employees will be able to add or update their own direct deposit. Paper forms will no longer be accepted in the HR&D office for processing, which enhances protection for both the employee and campus. Here are directions to help you [add or update your direct deposit](#). There is also a [video](#) to help you with the process if you would like to view it.



### W4 Self-Service Update

In addition to the direct deposit, you can now also change or update your own W4! Here are [directions to help you update your own W4](#). Again, paper documents will no longer be accepted.

These two enhancements will minimize the additional phone calls for authentication and verification, previously necessary to prevent identity theft - great job to all those who have assisted with this project!

## The 1C Paycheck

Friendly reminder for formerly monthly paid employees who transitioned to bi-weekly payroll. The 1C paycheck, paid 2-10-22, did not have benefit deductions. Benefit deductions are only taken on the "A" and "B" payrolls. The next time this will happen will be the 8/11/22 paycheck for hours worked 7/17/22 to 7/30/22.

From the single pay site...<https://uwservice.wisconsin.edu/single-payroll>. Under the FAQ for benefits:

### Impact on Benefits

*How will benefit deductions be affected by the monthly to biweekly transition?*

Most deductions for benefits will be divided evenly between the first two pay periods of each month. Some examples of benefits deductions include: Health Insurance, Dental Insurance, Vision Insurance, Life Insurance

In months when there are three pay periods, benefits deductions will not be taken from that pay period with the exception of Wisconsin Retirement System, Tax Sheltered Annuity 403(b) and Wisconsin Deferred Compensation 457 contributions.

For those who were on a monthly payroll and moved to the bi-weekly payroll, questions regarding earnings statements or leave reporting (academic year or summer reporting) please contact our [Shared Services Payroll](#) partners. If you have questions about funding or how a payment is/was/will be paid to you, please email: [Payroll Support](#)

For questions regarding processing the hourly paid [bi-weekly payroll](#) (timesheet entry and approval, exceptions, etc.) please contact our [Shared Services Payroll](#) partners.

## ✦ Rock County Campus ✦

### Dean/Assistant Vice Chancellor for the College of Integrated Studies Finalists Named

Provost John Chenoweth announced four finalists for the position of Dean and Assistant Vice Chancellor for the College of Integrated Studies at UW-Whitewater. Select the following link for information on the candidates and their visits to the university:

<https://www.uww.edu/dean-cois-search>

### Handshake at Rock Campus

The Rock County campus continues to use Handshake for Spring 2022 student employment opportunities!



Handshake is UW-Whitewater's career management system & online job board. You'll find all of the following on Handshake:

- **Job & Internship Postings:** Search for on-campus and off-campus student jobs, internships, and full-time jobs requiring bachelor or master degrees.
- **Career Fairs:** View information about upcoming career fairs, including employer participant lists and available opportunities
- **Career Events:** Find out about upcoming networking events and career-related workshops
- **Employer Database:** Search for employers by location & industry to network, find potential opportunities, and view company reviews

For more information on Handshake, visit the [Career & Leadership Development page here](#) or follow the above icon to the handshake login.

### Shuttle Service to Rock County

UW-Whitewater's Rock County campus is located on Janesville's southwest side. A [free shuttle](#) links the campus to UW-Whitewater's main campus and the Van Galder JTS bus stop in Janesville during the academic year. The Warhawk Shuttle service for the Spring 2022 semester will run from January 18 - May 13, 2022. There is no service on days where regular semester classes are not in session including any legal holidays observed by UW System. This means there is NO shuttle service March 21– 24, 2022 during Spring Break. All current faculty, staff, and students are eligible to ride the Warhawk Shuttle. Questions or comments regarding shuttle service should be directed to the [website](#) or [email](#).



Your Warhawk Human  
Resources Rock County  
Administrative Specialist

Tanja Anderson



If you have any questions for Tanja, her contact information is:

Email: [andersot@uww.edu](mailto:andersot@uww.edu)

Phone: 608-898-5039

# ✦ Talent Acquisition & Recruitment ✦

## Best Practices!

When creating Change of Status, please remember that “dates matter” – using the correct begin and end dates for work being done whether during the semester, academic year, or a different timeframe will matter when it comes to ensuring the employee is paid correctly and ensuring it is allocated appropriately according to policy. The calendars for academic year and semester dates are found on the COS landing page.

Please make it a best practice to regularly check & approve your Change of Status, Recruitment Approval and Rehire applications inboxes. You can find those inboxes at the below links. You also will receive a “noreply@uww.edu” email when an approval is needed from you.

COS: <http://www.uww.edu/adminaffairs/hr/change-of-status>

Recruitment Approval: <https://my.uww.edu/recruitmentapproval>

Rehire: <http://www.uww.edu/adminaffairs/hr/rehire>

If you have difficulty with any of the online applications, please contact the helpdesk for assistance. If you need access or wish to have training or other non-technical assistance, please contact your Human Resources Talent team.



Please note that Abby Dunkleberger, Human Resources Partner, will be out of the office until early July 2022. Any emails or phone inquiries should be routed to Kai Instefjord in our office at [instefjoke08@uww.edu](mailto:instefjoke08@uww.edu).



*If you have any questions, please reach out to one of your Human Resources  
TTC subject matter experts*

**Amy Sexton**, Human Resources Associate Director

Email: [sextona@uww.edu](mailto:sextona@uww.edu)

**Abby Dunkleberger**, Human Resources Partner

Email: [dunkleba@uww.edu](mailto:dunkleba@uww.edu)



The Talent Acquisition team is continuing to work remotely when appropriate. We continue to monitor emails and voicemails and we will reply as soon as we are able. Thank you, take care and stay safe.



## Save the date: Wellness Fair - April 28, 2022

The Wellness Team invites you to join us on Thursday, April 28th for a Wellness Fair in Old Main Ballroom from 10:00AM- 2:00PM. At the fair there will be a chance to learn about a variety of local and university wellness opportunities. We hope to see you there!

At the fair you will have a chance to speak with representatives from: KEPRO, Staywell/WebMD, Rec Sports, UW Credit Union, Fidelity, TIAA, Live Life Spiritual, Mercy, Whitewater Grocery Co., Standard Process, UWW University Center, UWW Sustainability and more! There will also be an opportunity to participate in Yoga and Chair Massages!

Updates will be posted to <https://www.uww.edu/worksitewellness>

## WINGO

WINGO has begun and is focused on Whitewater/Warhawk Trivia! There is still time to sign up, too! When you sign up you will receive your card, a kindness calendar, and your choice of SWAG. **To sign up please send an email to [benefits@uww.edu](mailto:benefits@uww.edu).** WINGO participants will receive bi-weekly emails that contain the trivia questions. The WINGO card contains a designated spot on the back for each week, where answers can be filled in. These participants will then receive a Warhawk Wellness camping mug when they turn in their completed card to the HR office, or via email, by the November 1<sup>st</sup> due date.

## WCWI's (Wellness Council of Wisconsin) EMPLOYEE SURVEY-UW-WHITEWATER -Assessing Employee Experiences with Symptoms of Burnout & Wellbeing Support

Please watch for an email from WCWI regarding a survey written by wellbeing strategists to gather an understanding of employee burnout in the current culture across the state. Information gathered from this survey will help to provide information for Wellness initiatives going forward on the UW-Whitewater campus and state wide. Information collected from the survey will help WCWI with their wellness programming to support members like UW-System and the campuses.

## Money Smart Week

Money Smart Week 2022 (April 9-16) is almost upon us once again, and with it another great opportunity to increase your financial skills and knowledge! Anyone can visit <https://www.moneysmartweek.org/> to sign up for webinars on any or all of the following topics:

- **Spend Smart. Eat Smart.** – Monday, April 11 @ 1:00 p.m.
- **Credit: Build and Improve It!** – Tuesday, April 12 @ 1:00 p.m.
- **Buying or Refinancing a Home: Options and Tools** – Wednesday, April 13 @ 1:00 p.m.
- **Understanding Social Security Benefits** – Thursday, April 14 @ 1:00 p.m.





### Alternative Medicine: Fact or Fiction- Workshop Presented by KEPRO

Attached: Alternative Medicine Workshop Flyer

Learn the basics of the most commonly utilized alternative healing arts, including chiropractic, homeopathy, herbal and Chinese medicines, naturopathy, acupuncture and therapeutic massage. See how these healing modalities can contribute to and enhance your overall health and wellness.

Date/Time: 4/22/2022 12:00 PM, America/Chicago

[Click Here to Attend](#)



### Embracing Happiness Workshop- Presented by KEPRO

[Click here to view the recording from this workshop](#)

### Upcoming Wellness Workshops- Presented by KEPRO

The link below contains a list of all upcoming wellness workshops, presented by KEPRO. If you are unable to attend the workshops, there will be recordings provided on the UWW Worksite Wellness page located under "Additional Health Resources" after the event.

[Click here to view a list of both upcoming and past KEPRO wellness workshops](#)

### Understanding How the Body Responds Workshop

**Subject:** Dr. Janina Fisher Recording: Understanding how the Body Responds to Trauma and Pandemic Stress

Good evening, I want to extend a sincere thank you to all who attended this evening and another thank you to those who will carve out time to engage with this recording. We had more than 430 people register for this talk and more than 120 people attend live. I would be remiss if I did not acknowledge the generous funding support from The Tommy G. Thompson Center on Public Leadership. We are so grateful for their support. Below you'll find the link to the recording and I encourage you to share it with whomever you think may benefit!

[https://cdnapisec.kaltura.com/index.php/extwidget/preview/partner\\_id/2370711/uiconf\\_id/42910141/entry\\_id/1\\_e4eu61lc/embed/dynamic](https://cdnapisec.kaltura.com/index.php/extwidget/preview/partner_id/2370711/uiconf_id/42910141/entry_id/1_e4eu61lc/embed/dynamic)

Please feel free to contact me with any further questions about this talk or about the Clinical Mental Health Counseling program here at UW-Stout.

Thanks for all you do,

Julie



Your Warhawk Benefits & Wellness Team  
Stephanie Hartmann, HR Manager - Benefits/Wellness/FMLA  
Grace Jezuit, Student Benefits Assistant

The Benefits & Wellness Team are both on and off site. Please be assured that we are monitoring emails and voicemails and we will reply as soon as we are able. Thank you, take care and stay safe.

# HR&D Subject Matter Expertise Areas

This section is to highlight areas of expertise of the staff in our office. Many of our staff have expertise in areas outside their current job responsibilities based on previous experience and certifications and may be available to conduct trainings upon request.

Subject Matter Expert	Specialty
<b>Janelle Crowley, Ph.D.</b> <i>Chief Human Resources Officer</i>	<ul style="list-style-type: none"> <li>Leads all training, talent acquisition and career development activities.</li> <li>Promotes inclusion in the workplace</li> <li>Reinforces our position as an equal opportunity employer</li> <li>Co-facilitates Unconscious Bias Training</li> <li>Member President's Advisory Committee on Disability Issues [PACDI]</li> <li>Member University Insurance Board [UIA]</li> </ul>
<b>Connie Putland</b> <i>Deputy Chief H.R. Officer</i>	<ul style="list-style-type: none"> <li>Primary contact for ADA and employee relation matters</li> <li>Training and Development</li> <li>Title IX Deputy Coordinator for Employees</li> <li>Chair of CUPA-HR Midwest Region Board of Directors</li> </ul>
<b>Tanja Anderson</b> <i>HR Rock County Administrative Specialist</i>	<ul style="list-style-type: none"> <li>Contact for Rock County employee questions</li> </ul>
<b>Elizabeth Carreon</b> <i>Human Resources Assistant</i>	<ul style="list-style-type: none"> <li>Works with the Information Systems Business Automation Analyst in data entry and running reports.</li> <li>Zumba Instructor</li> <li>Bilingual - Speaks English and Spanish</li> </ul>
<b>Stephanie Hartmann</b> <i>HR Manager - Benefits/Wellness/FMLA</i>	<ul style="list-style-type: none"> <li>Benefits &amp; FMLA</li> <li>Wellness Coordinator</li> <li>Resignations and retirements</li> </ul>
<b>Kai Insteffjord</b> <i>HR Manager</i>	<ul style="list-style-type: none"> <li>Student Employment &amp; Camps Contracting</li> <li>Unemployment Contact</li> </ul>
<b>Damon Judah (DJ)</b> <i>HR Generalist</i>	<ul style="list-style-type: none"> <li><b>OBIEE</b> (Business Intelligence) to provide data across institution</li> <li><b>Ingeniux</b> (web content software - HR &amp; D website administrator)</li> <li><b>Excel</b> for reporting &amp; organizing data</li> <li><b>Riskconnect</b> to input Worker's Compensation claims</li> <li><b>MFA Tool</b> (for DUO access) &amp; ShopUW</li> </ul>
<b>Steve Marshall</b> <i>Director of HR - Payroll, Benefits &amp; Shared Service Liaison</i>	<ul style="list-style-type: none"> <li>Payroll &amp; Benefits</li> <li>Board of Directors/Certification Director - Northland HR Association</li> <li>Society for HR Mngmt (SHRM)- Instructor of certification preparation group</li> </ul>
<b>Ramon Rocha</b> <i>HR Coordinator</i>	<ul style="list-style-type: none"> <li>Fluent in English and Spanish - provides translation for HR &amp; D Office</li> <li>Supervises Human Resources &amp; Diversity Student Employees</li> <li>MFA Tool (for DUO access)</li> <li>Assists with questions related to Direct Deposit forms and W-4 forms</li> <li>Campus Notary</li> </ul>
<b>Vicki Schreiber, Ph.D.</b> <i>Title IX Coordinator</i>	<ul style="list-style-type: none"> <li>Title IX Resources &amp; Policy &amp; Certified Trauma Informed Investigator</li> <li>Restorative Justice Circle Keeper Facilitator</li> </ul>
<b>Talent Acquisition &amp; Compensation Management Team</b> <b>Amy Sexton</b> <i>Associate Director, Human Resources</i> <b>Abby Dunkleberger, H.R. Business Partner</b>	<ul style="list-style-type: none"> <li>Staffing &amp; Recruitment Process Management</li> <li>New Employee &amp; Rehire Contracts including Compensation</li> <li>Employee Lifecycle Changes (Change of Status)</li> <li>Onboarding and Offboarding of employees</li> <li>Title and Total Compensation Project</li> </ul>
<b>Margaret Wheeler, Esq. (MA, JD, LLM)</b> <i>Int'l Empl &amp; Immigration Specialist</i>	<ul style="list-style-type: none"> <li>Immigration Specialist</li> <li>Affirmative Action Program Coordinator</li> </ul>

## Alternative Medicine: Fact or Fiction Workshop- Presented by Kepro

**Session Description:**

Learn the basics of the most commonly utilized alternative healing arts, including chiropractic, homeopathy, herbal and Chinese medicines, naturopathy, acupuncture and therapeutic massage. See how these healing modalities can contribute to and enhance your overall health and wellness.

**Date:** 4/22/2022

**Time:** 12:00 PM, America/Chicago

[Click Here to Join](#)

IN HONOR OF  
SEXUAL ASSAULT AWARENESS MONTH

A CONFIDENTIAL SPACE: NO  
MANDATORY REPORTERS



SEXUAL VIOLENCE  
SURVIVOR'S  
ROUNDTABLE

COME TOGETHER WITH SURVIVORS AND  
ADVOCATES FOR A TIME OF HEALING,  
SUPPORT, AND COMMUNITY

HYLAND 1300  
APRIL 14TH  
STARTING AT 5:30 PM

Interpreters available by request  
email [barnesa@uww.edu](mailto:barnesa@uww.edu)



FREE TACOS AND T-SHIRT  
FOR ALL ATTENDEES



**FREE  
TACOS AND T-SHIRT!**

# **MEN'S\* TALK:**

**A CONVERSATION ABOUT MEN'S\*  
ROLE IN PREVENTING SEXUAL  
VIOLENCE**

**A "safe, brave, and  
grace" space  
for men\*  
to  
discuss their  
role in  
sexual violence  
prevention.**

**Join Dr. Logan  
Edwards and  
an  
intersectional  
panel of  
experts on  
April 14th  
starting at  
5:30 PM**

**Hyland 2101**



**\*open to all masculine identified  
persons**

**Interpreters available by request  
email [barnesa@uww.edu](mailto:barnesa@uww.edu)**