Human Resources &
Diversity News & Notes

News & Notes

University of Wisconsin Whitewater

Human Resources and Diversity

AUGUST 2022 (V.5.2)

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Greetings Fellow Warhawks!

It is my pleasure to serve as the Interim Chief Human Resources Officer!

I look forward to the return of our students, staff and faculty in just a few short weeks. Human Resources and Diversity is working diligently to welcome everyone back. Please watch for the Schedule of Events happening during the **2022-2023 Academic year Welcome Back Week beginning August 22, 2022.**

Please join me in welcoming our two new HR Business Partners, Kate Nagle and Grace Dargiewicz. We are so excited to have them on our team! Be sure to say hi and introduce yourself if you are in the HR&D office on the 3rd floor of Hyer Hall.

The staff in Human Resources and Diversity is committed to providing prompt, courteous, and quality customer service to our faculty, staff and students. Our goal is to continually look for new and innovative ways to improve our processes and service delivery. We are here to assist you, please don't hesitate to reach out to us with your questions.

I hope that the new academic year is a fulfilling one for each and everyone of you. I look forward to working with you.

Connie Putland

Connie Putland
Interim Chief Human Resources Officer

Quote/Thought of the Month

Rivers never go reverse,
So try to live like a river.
Forget your past and focus on your future.
Always stay positive.

Los ríos nunca van en reversa,
Así que trata de vivir como un río.
Olvida el pasado y concentrate en tu future.
Mantente siempre positive.

"Be the Change You Wish to See in the World."

-Gandhi

August Events

August 11 - TIAA Counseling Session 10 am - 4 pm

August 24 - Zach Mercurio - Creating a Culture Where Everyone Matters, Young Auditorium

August 25 - Sept 2 - Drop Only Check In for Housing

August 29 - Chancellor's Welcome Address, Young Auditorium 9 –11 am

- Academic Affairs Fall Forum 1-4 pm

August 30 - Technology Open House 1:30 - 4 pm

September 3 - Residence Halls Open

From the Front Desk

WELCOME NEW STAFF IN HUMAN RESOURCES & DIVERSITY!

HUMAN RESOURCES BUSINESS PARTNERS

Kate Nagle

In July of 2022, Kate joined UW-Whitewater as a HR Business Partner. Kate had spent the past 8 years working for a large commercial construction company in the Chicago suburbs.

Born and raised in Illinois, Kate has a Bachelor of Science degree from the University of Georgia. She lives in Huntley, IL with her husband and two children. Kate's husband also works on campus and they are thoroughly enjoying carpooling to and from work each day!

Grace Dargiewicz

Grace Dargiewicz was hired in June of this year to take on the position of HR Business Partner at UW-Whitewater. Her areas of expertise include talent acquisition, recruiting, and staffing employees.

Grace graduated from Marquette University in May of 2022 with a Bachelor of Arts degree in Digital Media and Literature of Diverse Cultures. In her spare time, Grace enjoys bonding with community members working weekends at The SweetSpot Bakehouse, and pursuing her passions such as crocheting, running, and traveling.

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.

Benefits

Zach Mercurio – Creating a Culture Where Everyone Matters

August 24, 2022

Young Auditorium

Open to Faculty, Staff, Students and Community Members

Zach Mercurio Flyer

TIAA Counseling Session

8/11/2022 from 10am-4pm by appointment only.

To schedule an appointment visit www.TIAA.org/schedulenow or call 800-732-8353.

SAVE THE DATE: Biometric Screening

Wednesday, September 21,2022

For more information about the Biometric Screening and the $150 Wellness Incentive visit: https://www.uww.edu/worksitewellness/hra

2022 Employee Benefits Fair

Wednesday, October 12, 2022

10am-2pm; Old Main Ballroom UC 275

This is your opportunity to meet with representatives from the various benefits including but not limited to; health, life, supplemental dental and vision, long term care in addition to different departments from campus.

FLU SHOT CLINIC – by appointment only

To Register

Wednesday, October 26, 2022

9am – 11:30am

UC68 A&B

ETF Board Approves 2023 WRS Contribution Rates

At its June 23, 2022 meeting, the Employee Trust Funds Board approved Wisconsin Retirement System contribution rates for 2023, including rates for Wis. Stat. § 40.65 protective occupation duty disability and the Wisconsin Sick Leave Credit Conversion programs (state employers only). These rates are based on current benefit levels and recommendations from the Board's independent consulting actuary.

Contribution rates are effective for salaries and wages paid beginning January 1, 2023.

There are many factors that affect WRS contribution rates, such as investment performance, legislative adjustments to benefit levels, demographics, etc.

Increased rates for 2023 are a result of an ETF Board approved reduction in the assumed rate of investment return from 7.00% to 6.80%. Positive investment returns in recent past years help to lessen the impact on the 2023 contribution rates.

Read More

New Training Video for Changing Health Plans Due to Life Events

Life events such as birth, marriage, and divorce are significant in many ways, including that they provide members with an opportunity to change their health plans. ETF has published a five-minute video for employers explaining what to know when changing health plans due to a life event.

View the video here. Follow the registration instructions and the video will then automatically play.

PAYROLL

Bank Unused Vacation Hours

Faculty, Academic Staff and Limited Appointees with a 12-month appointment have an annual opportunity to bank unused vacation after completing 10 or more fiscal years (July 1 through June 30) of continuous service. **The deadline to bank unused vacation allocated in fiscal year 2021-22 is September 30, 2022.**

Instructions for viewing your leave balances and banking unused vacation are available in the Banked Leave Conversion Tipsheet. Vacation and carryover balance hours that are eligible to be banked may be viewed beginning July 1.

How Much Vacation Can You Bank?

Years of Continuous Service	Hours That Can be Banked *
First 10 Years	0
10+ to 25 Years	40
25 Years and Over	80

***** *The amount of vacation that can be banked is prorated for part-time employees.*

There is no limit to the total number of hours (balance) that can be retained in your Banked Leave account. Once vacation is banked the hours do not expire.

When Can Banked Leave Be Used?
With your supervisor's approval, banked leave hours may be used whenever you are allowed to use paid leave.

What If You Terminate Employment?
Unused banked leave hours will be paid to you at your wage rate at termination.

If you have further questions about leave banking, please contact payroll@uwss.wisconsin.edu

Wisconsin Retirement System (WRS) Contribution Rate Update for 2023

WRS Contribution Rates will *increase* for all employee types, effective **January 1, 2023.**

For more information or questions on the WRS, go to the WRS web page. You can also contact the Department of Employee Trust Funds (ETF) by calling (877) 533-5020 or contact ETF online. Or, our system contact is benefits@uwss.wisconsin.edu .

	2023	2022	Change
General / Teacher / Executive			
Employee Contribution	6.80%	6.50%	Increase
Employer Contribution	6.80%	6.50%	Increase
Total	13.60%	13.00%	
Protective			
Employee Contribution	6.80%	6.50%	Increase
Employer Contribution	13.20%	12.00%	Increase
Total	20.00%	18.50%	

Single Payroll

The Single Payroll project was a system-wide initiative to standardize UW System payroll by eliminating the monthly payroll cycle and moving all employees to a biweekly payroll cycle. This change was completed July 2021. If you continue to have questions about the biweekly payroll, this includes how your salary is split, deductions, etc., here is the website for reference: https://uwservice.wisconsin.edu/single-payroll . If this does not resolve your questions, please contact payroll@uwss.wisconsin.edu for further assistance.

Rock County Campus

Handshake at Rock Campus

The Rock County campus continues to use Handshake for the 2022-2023 academic year for student employment opportunities!

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

Professional Development Webinars

UWW at Rock County will be providing professional development webinars and workshops *for our RCK staff* this academic year. These webinars and workshops will introduce instructors and staff to the work of belonging, growth mindset and resiliency which they can incorporate in their teachings and all other interactions with students throughout the year. We are excited for this wonderful opportunity and look forward to the positive impact this will have on all of us!

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 Fall 2022 semester will run from September 6 - December 16, 2022. There is no service on Thanksgiving Day, November 22, 2022. 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.

Handshake Sponsored by ULINE

Training and Professional Development

It's so great to be back! I've seen so many familiar and smiling faces, and many new ones! Please reach out if you want to connect about a possible training, an idea you have, or just to say "hi!"

Welcome Week is just around the corner! Don't miss an event, make sure to check out this new event calendar: https://events.uww.edu/month/date/20220801/groups/Welcome%20Week

If you have an event you want to post, please let me know.

If you offer trainings and/or workshops that are available to employees, please contact me. Here are a couple reasons why:

1. Let's work together to help communicate this to all employees! There are many resources on campus, let's make sure everyone knows about them.
2. As part of the Administrative Transformation Program, I am working on the Learning Management System (LMS). This will be an exciting opportunity to help employees track their learning progress while here at UW-Whitewater over their careers.

Keep an eye out for more upcoming trainings and workshops!

"Education is our passport to the future, for tomorrow belongs to the people who prepare for it today."

- Malcolm X

WELLNESS

Warhawks in Motion – Walk and Roll Event

Flyer

Instructor: Elizabeth Carreon

August 17, 2022

3:30-4:15pm

UC68

All experience levels welcome

Bring water bottle and be sure to wear comfortable/exercise clothes

***Participants will need to sign a hold harmless agreement at the event

Warhawks in Motion – Flyer Link

Leaderboard for June is posted here.

Leaderboard for July is posted here.

For additional information, check out the flyer here.

KEPRO Workshops

How to Speak with your Physician – Presented by KEPRO

This seminar is necessary due to all of the changes happening in healthcare today. Doctors have very little time to spend with patients, thus, every minute you spend with a physician truly counts. This seminar is designed to give patients a set of specific tools to optimize visits, including pre-appointment preparation and communication during and after an appointment.

Date: 8/24/2022

Time: 12:00 PM, America/Chicago

Click Here to Attend

Effective Performance Appraisals – Presented by KEPRO

RECORDING

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 a complete list of 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

Employee Well-being Webinars

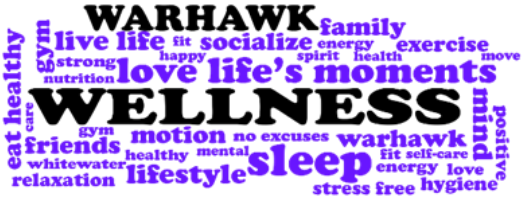
To live well, it is important to take care of yourself—physically, emotionally, and financially. One of the ways you can do that is by increasing your knowledge about various aspects of your well-being. Below is a selection of upcoming webinars that are available to help keep your well-being on track! Most of the webinars require registration, last approximately 60 minutes, and all are listed in Central Standard Time (CST).

Click here to view a list of webinars

Share the Good News!

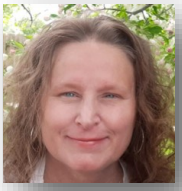
For information on upcoming wellness opportunities,

Click here to check out the Worksite Wellness website



Human Resources & Diversity Subject Matter Experts

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
Connie Putland *Interim Chief Human Resources Officer* *putlandc@uww.edu* *262.472.1024* *HY 330* 	• Primary contact for ADA and employee relation matters • Title IX Deputy Coordinator for Employees • Past Chair of CUPA-HR Midwest Region Board of Directors • Association of Workplace Investigators Certified • Certified ADA Coordinator
Tanja Anderson *HR Rock County Admin Specialist* *andersot@uww.edu* *608.898.5039* *HS 105A* 	• Contact for Rock County employee questions • Bilingual - Speaks English and German
Grace Dargiewicz *Human Resources Business Partner* *dargiewg@uww.edu* *262.472.1024* *HY 330* 	• Talent Acquisition Management • Recruiting • Staffing employees
Gina Elmore *Training and Org Dev Manager* *elmoreg@uww.edu* *262.472.1024* *HY 330* 	• Training and Development • *Workday* Implementation
Stephanie Hartmann *HR Manager - Benefits/Wellness/FMLA* *hartmans@uww.edu* *benefits@uww.edu* *262.472.1024* *HY 330* 	• Benefits & FMLA • Wellness Coordinator • Resignations and retirements
Kai Instefjord *HR Manager* *instefjoke08@uww.edu* *262.472.1024* *HY 330* 	• Student Employment & Camps Contracting • Processing of Unemployment requests

Human Resources & Diversity Subject Matter Experts

Subject Matter Expert	Specialty
Damon Judah (DJ) *HR Generalist* *judahdf04@uww.edu* *262.472.1024* *HY 330* 	• OBIEE (Business Intelligence) to provide data across institution • Ingeniux (web content software - HR & D website administrator) • Excel for reporting & organizing data • Riskconnect to input Worker's Compensation claims • MFA Tool (for DUO access) & ShopUW
Steve Marshall *Director of HR - Payroll, Benefits & Shared Service Liaison* *marshals@uww.edu* *262.472.1005* 	• Payroll & Benefits • Board of Directors/Certification Director - Northland HR Association • Society for HR Management (SHRM)- Instructor of certification preparation group
Kate Nagle *Human Resources Business Partner* *naglek@uww.edu* *262.472.1024* *HY 330* 	• Talent Acquisition Management • Workflow Management
Ramon Rocha *HR Coordinator* *rochar@uww.edu* *262.472.1024* *HY 330* 	• Fluent in English and Spanish - provides translation for HR & D Office • Supervises Human Resources & Diversity Student Employees • MFA Tool (for DUO access) • Coordinate the process involving new employee paperwork (i.e. I-9s, direct deposit, etc.)
Vicki Schreiber, Ph.D. *Title IX Coordinator* *schreibv@uww.edu* *titleix@uww.edu* *262.472.2143* *HY 330* 	• Title IX Compliance • Certified Trauma Informed Investigator • Restorative Justice Circle Keeper Facilitator
Margaret Wheeler, Esq. (MA, JD, LLM) *Int'l Empl & Immigration Specialist* *wheelerm@uww.edu* *262.472.1024* *CE 123* 	• Immigration Specialist • Affirmative Action Program Coordinator