



University of Wisconsin
Whitewater

Human Resources
and Diversity

OFFICE OF HUMAN RESOURCES & DIVERSITY

NEWS & NOTES

MAY 2022 (V.4.II)

DIVISION OF ADMINISTRATIVE AFFAIRS

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HELLO WARHAWK FAMILY!

Welcome to Human Resources & Diversity's News & Notes *May 2022* edition. May marks the end of the spring semester. Students and Faculty are preparing for finals and final projects, students are packing up to get ready to leave the residence halls for the semester (most of them anyway), and the University community is preparing for graduation. We know this is a busy time for everyone. But we also know that at the end of one term, another is about to begin. Many offices are and have been planning for fall 2022 as well. This can make the spring semester especially challenging because you are making plans for the next 9 months.

We want to spotlight some things that are going on in the area of Immigration this month. We also want to remind employees about the Employee Assistance Program, ETF, especially during Mental Health Awareness Month. The contact information can be found on Page 7. You can follow the links on the left to any topic in which you seek additional information.

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
Human Resources & Diversity



**Asian American Month * Mental Health Awareness Month
Pacific Islander Heritage Month * National Bike Month**

- | | | | |
|-------|-------------------------|--------|---------------------------------|
| May 1 | May Day | May 8 | Mother's Day |
| May 3 | National Teacher's Day | | World Red Cross Day |
| May 4 | Star Wars Day | May 20 | National Bike to Work Day |
| May 5 | Cinco de Mayo | May 21 | Armed Forces Day |
| May 6 | Child Care Provider Day | May 25 | National Missing Children's Day |
| | National Nurse's Day | May 26 | Sally Ride Day |
| May 7 | Kentucky Derby Day | May 28 | Amnesty International Day |
| | | May 30 | Memorial Day |

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



Hyer Hall 330

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

hr@uww.edu

Office Hours:

7:45 am - 4:30 pm M-F

Spotlight of the Month



International Employment & Immigration Specialist - Margaret Wheeler, JD

Immigration

New Relief for Students and Other Foreign Nationals from Specific Countries

The following link includes information for **Employment Authorization for Ukrainian F-1 Nonimmigrant Students Experiencing Severe Economic Hardship as a Direct Result of the Ongoing Armed Conflict in Ukraine**

<https://www.federalregister.gov/documents/2022/04/19/2022-08357/employment-authorization-for-ukrainian-f-1-nonimmigrant-students-experiencing-severe-economic>

This link includes information for **Employment Authorization for Sudanese F-1 Nonimmigrant Students Experiencing Severe Economic Hardship as a Direct Result of the Current Crisis in Sudan**

<https://www.federalregister.gov/documents/2022/04/19/2022-08362/employment-authorization-for-sudanese-f-1-nonimmigrant-students-experiencing-severe-economic>

The International Education Office works with F-1 students on campus and Human Resources & Diversity is involved in the hiring and I-9 process for international students who work on-campus.

The following is a link from Homeland Security explaining how this type of *special student relief* is determined: <https://studyinthestates.dhs.gov/students/special-student-relief>

This is for all Ukrainians, as opposed to just F-1 students: <https://www.uscis.gov/humanitarian/uniting-for-ukraine>

Resources Offered by the University for International Faculty

For our faculty who are interested in applying for naturalization: Margaret Wheeler (wheelerm@uww.edu; extension 1494) provides ongoing general assistance with form N-400. The general assistance includes packaging the case as per USCIS special tips. The following link is also an important resource related to naturalization/citizenship: <https://www.uscis.gov/citizenship/apply-for-citizenship>



✦ Immigration ✦

US Immigrants who have made important contributions

Giannis Antetokounmpo's Immigrant Story and the Internationalization of the NBA

The following article discusses the Milwaukee Buck Giannis Antetokounmpo and his influence on progressing Milwaukee's Team to the 2021 NBA finals (which they ultimately won). The Bucks are in the Playoffs again for 2022, and fans of the Milwaukee franchise are cheering for a repeat of 2021. One of the top leaders of the team is six-foot, eleven-inch Antetokounmpo. This Greek-born star is one of the best basketball players in the world today and a global ambassador for the NBA.

Antetokounmpo might be the most prominent foreign-born NBA player, but the league is now replete with remarkable international talent. For the 2020-2021 season, the NBA had an **international player on every roster** — in all, 107 from 41 countries as of opening night, including a record 17 Canadians and record-tying 14 Africans. The league announced it was the seventh consecutive season of 100+ players.

For the full story, click on the following link:

<https://www.niskanecenter.org/giannis-antetokounmpo-immigrant-story-and-the-internationalization-of-the-nba>

Giannis has been known for his "dad jokes". Here are a couple of them for you to enjoy:

February 6, 2022

Why did the football coach go to the bank?.....

To get his quarterback

February 9, 2022

Why did the orange lose the race?....

He ran out of juice!

March 29, 2022 Philadelphia

What do you call a cow on the floor?.....

Ground Beef

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;
262-472-1494



✦ Benefits ✦



Optum Financial (Formerly Connect Your Care (CYC))

Your Optum flexible spending account (FSA) payment card works everywhere from the online Optum Store to your local pharmacy — and with no paperwork, either. Find what you need, even items you may not have thought were eligible — like sunscreen — on Optum Store. And whether you use your FSA card to pay, you still save up to 30% in taxes since you're using pre-tax dollars. That's on top of saving another 7% with the promotional code OPTFSA7.

<https://www.optum.com/business/solutions/financial-services/health-accounts/flexible-spending-account.html>



\$150 Wellness Incentive

Attached: 150 Wellness Incentive Flyer 2022

Earn your \$150 Wellness Incentive Now – see attached flyer for details!

SAVE THE DATE: Biometric Screening Wednesday, September 21, 2022

For more information about the Biometric Screening:
<https://www.uww.edu/worksitewellness/hra>



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

✦ Front Desk and General Office Information ✦

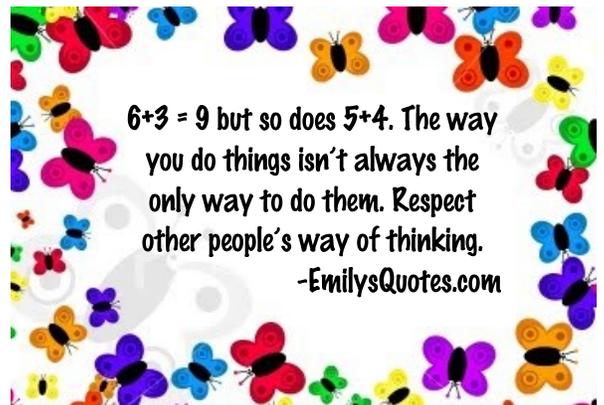


Your Warhawk Human Resources
Deputy Chief
Human Resources Officer
Connie Putland



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

Quote/Thought of the Month



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

✦ Front Desk and General Office Information ✦

COVID-19 Pandemic: Supervisor Tips & Tools for Motivating Remote Staff to Stay Engaged and Productive

As we come to the end of the spring 2022 semester and head into summer, this marks a transition in our classrooms, work environment, employees, and projects. Some employees continue to work remotely periodically, which can mean fewer opportunities to see colleagues face-to-face. This guidance is designed to support supervisors in keeping your employees engaged and productive while working remotely. Not all these points may apply to your area, but some may be an option for you to add to your tool kit.

Think AHEAD — This can be a moment for strategic and long-term planning. Examples include:

- Updating timelines, risk plans, and other planning documents you use in your work
- Establishing updated metrics and goals that you can use to track progress.
- Considering ways that you can improve diversity and inclusivity in your internal work environment as well as in your outward-facing initiatives.



Think BACK — “Quiet” times can be used to examine data on previous initiatives, such as:

- Reviewing existing data to determine whether projects are meeting objectives.
- Collecting new data
- Encouraging your team to join you in reflecting on recent efforts by asking questions like: *What has worked well for us in the past year and why? What hasn't worked as well and why?* This can translate into productive discussions related to future initiatives.

Think DEEP — Make a plan to analyze systems you currently have in place. This might include:

- "Spring cleaning" your email account, folders, drives, and other document storage.
- Cleaning up data and labels in databases and document management systems.
- Catching up on data entry and other backlogs.



Think ACROSS — Brainstorm ways that your work can impact others. This could include:

- Asking your colleagues what your team can do for them, both now and in the future.
- Staying informed and up to date with University, community, regional, and national news in order to keep your efforts aligned with constantly changing needs and safety protocols.
- Keeping in touch with other managers to compare notes on what's working.

Think GROWTH — Downtimes are ideal for developing ourselves and our teams. Consider:

- Encouraging employees to engage in professional development topics through free resources like webinars, books, digitally available articles and other publications, podcasts, TED Talks, Massive Open Online Courses (MOOCs), etc.
- Building discussions around professional development materials with your team.
- Earning continuing education/professional development credits toward certifications.



Information modified from University of Pittsburgh Office of Human Resources

Retrieved from <https://www.hr.pitt.edu/news/covid-19-pandemic-supervisor-tips-tools-motivating-remote-staff-stay-engaged-and-productive>

✦ Front Desk and General Office Information ✦

Mandatory Employee Online Training - 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.

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 portal under "Mandatory Training."

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.

UWSA Information Security Supplemental Awareness Training

UW System Administrative Policy 1032, Information Security: Awareness states, "Employees must be enrolled in supplemental phishing training following three failed phishing simulations within a given calendar year." UWSA created a process where employees who fail three phishing simulations in one calendar year will be enrolled in supplemental security awareness training to ensure policy compliance. Employees enrolled in the supplemental training can expect to see an email from securityawareness@lists.wisconsin.edu that will provide a link to complete the awareness training. This training consists of a video that should take individuals less than 10 minutes to view and complete.

Enrolled employees must complete this supplemental training within 30 days of assignment. Once enrolled, employees will receive email reminders periodically until completing the training. Failure to take training within 30 days may result in additional actions, up to and including suspending access to office computers.

If you see any suspicious emails, please **attach them** and send them to suspiciousemail@uww.edu. Be sure to report all types of suspected information security incidents, such as lost/stolen devices, emails with high risk data sent to inappropriate individuals, compromised accounts, security breaches, etc., to the Help Desk.

Contact the Help Desk if you have any questions at helpdesk@uww.edu or 262-472-4357.

Order now!

Plant Sale!!!! Ready for pick-up Mid-May!!

The UWW Greenhouse is having a plant sale hosted by the Sustainability Department of Administrative Affairs FP & M. Here is the link to the webpage for more information and orders:

<https://www.uww.edu/sustainability/purchase-plants>





WRS Statement of Benefits Available

The Wisconsin Retirement System (WRS) Statement of Benefits as of January 1, 2022, is now available on the MyUW portal for employees covered by the WRS in 2021.

To view your statement, log in to the portal for [UW System institutions](#) or [UW-Madison](#). Launch the Benefit Information tile and click on the ETF WRS Statements of Benefits tab.

Your statement includes 2021 earnings and service, retirement benefit projections (if vested), separation benefit, death benefit and employee and employer contributions.

Resources

- [Introductory letter](#)
- [Explanation of Annual Statement of Benefits](#)
- [ETF Statement of Benefits web page](#)
- [UW System Employee Benefits WRS web page](#)
- [Webinars](#) - registration is required.
 - ◊ May 3, 2022, 1:00 pm
 - ◊ May 11, 2022, 6:00 pm



If you have further questions about retirement, please reach out to benefits@uwss.wisconsin.edu

Floating Holiday Use Reminder

For all Annual (working year round) Academic Staff, Faculty and Limited employees – In the [Fiscal Year 21-22 Legal Holiday calendar](#), December 25, 2021 and January 1, 2022, were Floating Holidays. If you look at your leave balances in the Portal and see greater than 8 (or prorated based on your FTE) hours of Legal Holiday remaining (hours needed for Memorial Day Holiday, Monday, May 30, 2022), this means you have not used your Floating Holidays. These must be used before 6-30-22 or they would be forfeit as of 7-1-22 when new banks of leave are granted.

If you have further questions about your leave usage or how to record time, please refer to the [System help page on Time and Absence](#) or contact payroll@uwss.wisconsin.edu



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.

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



★ Rock County Campus ★

Rock County Dean/Assistant Vice Chancellor for the College of Integrated Studies

Patricia Clasen, who has served the University of Wisconsin-Whitewater at Rock County for 20 years, has been named Dean and Assistant Vice Chancellor, effective Monday, May 2. This position is responsible for the leadership, administration and operations of the Rock County campus and its College of Integrated Studies.

Clasen came to UW-Whitewater at Rock County in 2002, and most recently served as Interim Dean. Over the past few years, she led the campus through a system-wide restructuring of the former UW Colleges, as well as the COVID-19 pandemic, while successfully launching a Bachelor of Applied Arts and Sciences degree and creating new partnerships with technical colleges and businesses.

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 end on May 13, 2022**. 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

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 will be out of the office until early July 2022. Please route all inquiries to Kai Instefjord at instefjoke08@uww.edu.



Your Warhawk
HR Manager and
Human Resources Business Partner

Kai Instefjord and Abby
Dunkleberger

★ Title IX ★

Violence Against Women Act (VAWA) Reauthorization Act of 2022

In March of 2022, President Biden signed into law the Violence Against Women Act Reauthorization Act of 2022 (VAWA), which Congress passed. This is the newest reauthorization since 2013.

A couple of the highlights from the reauthorization include a required Campus Climate Survey that will be put together by the Department of Education and grants for college campuses to develop, strengthen, and implement policies, protocols, and services.

As we learn more information about the specific impact to our University, we will share information as appropriate. We look forward to working collaboratively on these efforts.

Here is a link to the fact sheet:

<https://www.whitehouse.gov/briefing-room/statements-releases/2022/03/16/fact-sheet-reauthorization-of-the-violence-against-women-act-vawa/>



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

✦ Wellness ✦

Wellness Fair 2022

Thank you to everyone that attended the 2022 UW-Whitewater Employee Wellness Fair on April 28, 2022, it was a great day!



Check out all the photos at: https://drive.google.com/drive/folders/1y1KMtpP8_2qFWA6acmPzEnk9RHTyVoxW?usp=sharing



KEPRO Workshops

[Eating Right on the Run and on a Budget Workshop- Presented by KEPRO](#)

We all make excuses for eating "junk or "fast" food. This seminar will cover realistic strategies that will allow us to eat well without breaking the bank. There are many options and knowing the truth empowers us to make the right choices for our health, and even our wealth. Learn the basics of eating healthy within your financial means, including when to select organic foods.

Date/Time: 5/25/2022 12:00 PM, America/Chicago

[Click Here to Attend](#)



[Alternative Medicine: Fact or Fiction Workshop Presented by KEPRO](#)

[Click Here to Watch the 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](#)



Wellness



WINGO

There is still time to sign up!

WINGO 2022 is focused on Whitewater/Warhawk Trivia! When you sign up you will receive your card and a list of previous questions. **To sign up please send an email to 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 where answers can be filled in. Completed cards should be turned in by November 1st at which time participants will receive a Warhawk Wellness camping mug. Completed cards can be turned in by dropping them off at the HR office, or via email.

Warhawks in Motion

Warhawks in Motion is a team step/movement challenge that will run from **June 13th - August 19th**. Participants will create teams of 2 - 5 members. Each team will designate a Team Captain, create a team name and logo. Team members will track their activity submitting it each week to their Team Captain. Team Captains will then submit monthly team totals to benefits@uww.edu. The leaderboard will be housed on the Worksite Wellness website and published in *HR&D News and Notes*. This is a friendly, campus/workplace wide competition encouraging healthy living and exercise. For recording purposes, time spent on physical activities will be translated to steps. More details will be added to <https://www.uww.edu/worksitewellness> as they become available!

WCWI's (Wellness Council of Wisconsin)

EMPLOYEE SURVEY UW - WHITEWATER - Assessing Employee Experiences with Symptoms of Burnout & Wellbeing Support

***Note: This has been pushed back to July 2022**

Share the Good News!

Congratulations to Rebecca & Joseph Knapp on the birth of their daughter Hannah Knapp born February 20, 2022 at 2:25am, 7lbs, 12oz and 20”!



Graduation Notice

We would like to Congratulate Grace Jezuit, Benefit Student Assistant, on her Graduation and wish her the best in her new position in the HR Job Rotation Program at UW-Madison. Grace's last day in office will be May 13th, 2022. Best wishes Grace!



Congratulations



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

\$150 Wellness Incentive

Be in the Moment

Be Present. Be Well.



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 the 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).

- **Health Assessment:** Captures current health behaviors through a brief questionnaire (15-20 minutes) focusing on stress, sleep, nutrition and physical activity.
- **Health Check Activity:**
 - Biometric screening – Provides a picture of overall health (includes measurements for blood pressure, body mass index, cholesterol, triglycerides & glucose) **or**
 - Dental exam – Provides a picture of overall dental health (by getting a preventive dental exam) **or**
 - One coaching session – Provides an opportunity for you to work with a WebMD Health Coach that will help you work toward your goals!
- **Well-Being Activity:** Helps with overall health and well-being (examples: Well Wisconsin Radio, Sleep Well Challenge, Health Coaching).

**Check the WebMD website for the deadline each year and for additional information regarding the Well Wisconsin Incentive.*

Note: Wellness incentives **are** considered taxable income.