

MONTHLY PUBLICATION FROM HUMAN RESOURCE SERVICES

THIS ISSUE

Home football game	p. 1
December holiday reduced operations	p. 1
Benefits action items	p. 2
Trainings	p. 2
Online learning	p. 3
Easy SmartHealth activities	p. 3
Preretirement seminar	p. 3
WSU Modernization Initiative	p. 3

Mark your calendar!

Plan now for the home football game on Friday, September 29.

On Friday, September 29, Cougar football will play USC in a nationally televised home game that kicks off at 7:30 p.m. in Martin Stadium.

The Pullman campus will maintain regular operations, but faculty, staff, and administrators will be provided as much flexibility as possible to carry out their duties, manage classes, and address employee work schedules. Managers may decide to allow staff to modify their work week, work an alternative schedule, or telecommute. Alternative transportation solutions will also be provided.

Faculty, staff, and students will be required to adjust their campus parking plans on September 28 and 29 to accommodate visiting Cougar football fans.

Visit wsu.edu/Friday-football for the most up-to-date and complete information.



December holiday reduced operations



WSU Pullman will be closed Monday, December 25, 2017, Tuesday, December 26, 2017, and Monday January 1, 2018, in observance of University holidays.

[December holiday reduced operations](#) will be Wednesday, December 27, 2017, through Friday, December 29, 2017. Most university operations and services will be unavailable during this time.

Departments are encouraged to be as flexible as possible when determining schedules during December holiday reduced operations. December holiday reduced operations FAQs can be reached with one click from the [main closure page](#). Please also refer to the link below for additional information:

[December holiday reduced operations schedule through 2019](#)

Please [contact HRS](#) with any questions regarding scheduling options.

Paydays

Thursday,
August 10

Friday,
August 25

Human Resource Services
PO Box 641014
Pullman, WA 99164-1014
509-335-4521
hrrs@wsu.edu



Benefits Reminders

Addition or Loss of Coverage

Has a job change for you or for your dependent(s) resulted in the loss or addition of health coverage? That may create a [special open enrollment event](#), allowing you to make changes to some of your benefits.

These changes must be made within 60 days of the event. Act early to prevent breaks in coverage and to avoid paying for coverage you may not need.



Double Coverage

Washington State's Public Employee Benefits Board (PEBB) rules state that enrollees cannot be double-covered on *PEBB plans*. If you're a new WSU employee selecting a PEBB plan, and you were covered on your spouse's or parent's PEBB plan, you have some choices to make. You may waive your medical coverage to stay on your current plan, but you must enroll in your own dental plan.

New Employees

- ⇒ Administrative staff, please enter employees in PERMS as soon as possible! HRS relies on PERMS to identify and notify benefit-eligible employees of their benefit elections and due dates.
- ⇒ New employees, register for a [New Employee Orientation](#) as soon as possible. Currently, there are nine scheduled in August.
- ⇒ New employees with August 16 start dates **MUST** return **most** of their benefits paperwork by September 15.

HRS is here to help and answer questions. Please call 509-335-4521 for assistance.

SitterCity

New to the area? Did your babysitter leave town? Use the [WSU-provided portal](#) to find a qualified caregiver near you. (Scroll down to "Additional Family Support.")

SmartHealth: Wellness Incentive Deadlines

- ⇒ Current employees have until September 30, 2017, to earn their Wellness Incentive for 2018.
- ⇒ New employees whose medical plans started July 1 or August 1 have 120 days from their start date to earn the incentive.
- ⇒ If your coverage starts September 1 or later, you have until December 31, 2017.

Earning your Wellness Incentive is fun and easy to do! See the SmartHealth Activities article (next page) for more information.

FEATURED INSTRUCTOR- LED TRAININGS

Click the links below for more information.

[Digital Classroom Building Tour](#)

8/1, 2:00 to 3:00 p.m.*
8/2, 9:00 to 9:30 a.m.
8/2, 1:00 to 1:30 p.m.
8/2, 2:00 to 2:30 p.m.

[Cultural Competency Training](#)

8/2, 9:00 a.m. to noon*

[WSU Online Training System: Overview](#)

8/9, 1:30 to 2:30 p.m.

[Hostile Intruder Training](#)

8/10, 9:00 to 10:30 a.m.

[Bloodborne Pathogens: General Awareness](#)

8/23, 10:00 to 11:00 a.m.

[Faculty Recruitment: Outreach and Advertising](#)

8/23, 1:30 to 3:00 p.m.

[Customer Service at WSU](#)

8/11, 9:00 to 11:00 a.m.
8/15, 10:00 to noon
8/24, 9:30 to 11:30 a.m.*
8/30, 9:30 to 11:30 a.m.

[The Supervisor as Safety Manager](#)

8/31, 9:00 to 10:30 a.m.

*Session is filling quickly.



Flexible Learning with HRS' Skillsoft

Online training modules and ebooks that fit your schedule.

Featured Online Training

Business Writing: How to Write Clearly and Concisely

You're good at communicating with people one-on-one and in groups, but when it comes to writing a proposal you struggle. Why is this? Simply put, the ability to write clearly and concisely requires a different set of skills.

This short online course will help you organize content logically, use specific and concrete language, and reach your audience effectively and clearly.

SmartHealth Activities

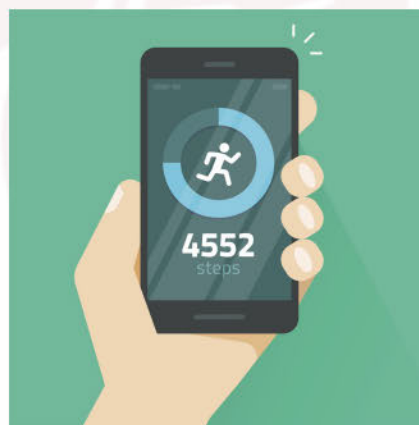
Just Track It: Connect your app or device to SmartHealth and earn 100 points.

Also, when you enroll in different physical activities, add your device to that activity and it will automatically start tracking for you.

DCP—The Way to Save for Retirement:

Watch a video to learn how to create a voluntary retirement savings plan with the [Deferred Compensation Plan](#) (DCP) through your position here at WSU. After you watch the video, take the quiz and earn 150 points.

Visualize Your Why: After you've determined your 'WHY'—for a happier, healthier life—surround yourself with images that connect you emotionally to your WHY, to remind you what you're working toward. You'll earn 200 more points.



TIAA-CREF Preretirement Seminar

August 30, 1:30 to 3:00 p.m.
French Administration 139

Modernization Initiative Updates

Visit the Modernization Initiative website at modernization.wsu.edu for updates on recent activities. Be sure to click on the Communications link and logon using your WSU network ID and password for full details.

Featured eBook

Do You Talk Funny? 7 Comedy Habits to Become a Better (and Funnier) Public Speaker

For author David Nihill, standing in front of an audience was scarier than cliff jumping into a pit of spiders. Something had to change.

David decided to overcome his fears by pretending to be an accomplished comedian called "Irish Dave" for a full year, crashing as many comedy clubs, festivals, and shows as possible.

In that year, David went from being deathly afraid of public speaking to hosting a business conference, regularly performing stand-up comedy, and winning storytelling competitions in front of packed houses.

To learn how he did it, [click here](#), select the "Training Login" button and login to Skillsoft, and then click [here](#).