



HR Source

MONTHLY PUBLICATION FROM HUMAN RESOURCE SERVICES



Happy New Year from HRS!

As we move into the New Year, now is a great time to identify, reset, or redefine goals, both personal and professional. As employees evaluate their work-life balance going into the New Year, it is a great time to find ways to work in tandem with your WSU workplace to keep you motivated. Here are some tips for both employees and supervisors on how to leverage the workplace and work culture to achieve New Year goals and keep resolutions!

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MODERNIZATION

New min. wage effective Jan. 1, 2023

Beginning January 1, 2023, the Washington state minimum wage increased from \$14.49 to \$15.74 per hour.

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BENEFITS

Benefits Updates

With the start of a new insurance plan year, new medical premium rates will go into effect on the January 10 paycheck.

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Save the Date!

SAVE THE DATE

2022 Employee Recognition Reception

The Employee Recognition Reception is an annual, system-wide celebration to recognize the contributions of faculty and staff at Washington State University.

The Reception will be broadcast live from the following locations:

- WSU Pullman
- WSU Everett
- WSU Global Campus
- WSU Spokane
- WSU Tri-Cities
- WSU Vancouver

All WSU employees, not just those who reached milestones in 2022, are invited. All locations are open to all employees, and refreshments will be served at all the concurrent celebrations.

Wednesday, February 22, 2023
2:30 to 4:00 p.m.

For more information, please contact Human Resource Services at hrrs.employee@wsu.edu or 509-335-5098.
hrrs.wsu.edu/employee-recognition-reception

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Faculty and Staff Support Resources

Employees are encouraged to utilize support resources if needed.

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Nominate for Crimson Spirit!



Paydays

Tuesday, January 10
Wednesday, January 25





LEARNING AND ORGANIZATIONAL DEVELOPMENT

Resources and Information:

Have a question about a course you completed, or wondering how to view your training records? These questions and a number of others are answered on our [FAQ page](#)!

New Employees

Our [new employee onboarding](#) page is now live! New employees can access information and resources for their first day, and their first 30 days, including a link to sign up for New Employee Orientation. Check out benefits information, payroll, HRS contact information, new employee training, and more!



Happy New Year continued

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1. **Share your goals.** Whether your goals are focused on personal endeavors or professional achievements sharing your goals with your team or even your supervisor can help keep you accountable to meeting your resolutions.
2. **Seek organizational help.** Use resources available to you as an employee to meet your goals. Take advantage of resources offered through WSU [WellCoug](#), [SmartHealth](#), or the [EAP](#) to assist with personal goals related to overall health, fitness or finances. For professional development or furthering your education leverage WSU's learning management system [Percipio](#) to access thousands of courses, books, and resources related to workplace skills or take advantage of the WSU tuition fee waiver.
3. **Support others.** Find ways to support others in achieving their goals. By supporting others you will increase your own support network to meet your own goals as well as develop accountability partners to accomplish goals together.
4. **Regular Check-ins.** Plan regular check-ins with your team, supervisor or other WSU support system to keep yourself motivated and accountable for making progress. Set-backs are a normal part of life but checking in with others on progress will help to overcome challenges as well as reset or redefine goals. Take a few minutes at the start or end of a team meeting to report on progress.
5. **Celebrate.** Celebrate the small wins and the big wins with team members or supervisors. Create kudo boards or other simple ways to recognize yourself, your team, and others for their progress. ■

Modernization continued

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This change impacts student and non-student hourly employees, state work study rates and some civil service employees. [Learn more here.](#)

January mass actions in progress

In January, 2023, HRS will process several mass actions in Workday. Departments are encouraged to prepare for these blackout dates by reviewing the [January 2023 HCM Mass Action Timelines and Options guide](#).

Opt out of paper W-2s

Employees may opt-out of receiving a paper copy of their W-2 by mail and instead access the document sooner directly in Workday.

[Learn more here.](#)

Nonpermanent positions launched December 1

Updates to RCW 41.06.070 resulted in the creation of new employee types, including Nonpermanent Scheduled and Nonpermanent Non-scheduled, as well as changes to current employee types. WSU launched these new employee types on December 1, 2022. [Learn more.](#) ■



BENEFITS

Benefits continued

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PERS 3 Transfer Window—January 2023

PERS 2 participants who established membership prior to March 1, 2002 are eligible to switch to PERS 3 every January. To learn more about this option, visit the [DRS website](#). If you decide you would like to change plans, contact the HRS Benefits Staff at 509-335-4521 or at hrr.benefits@wsu.edu.

Maximum Voluntary Retirement Plan Contribution Rates Increased January 2023

Maximum voluntary retirement plan contribution rates have changed in 2023 to \$22,500, with those over 50 being able to contribute an additional \$7,500. These increases are for both the TIAA Voluntary Investment Program, and the Deferred Compensation Plan.

Join a Pre-Retirement Seminar

Are you thinking of retiring in 2023? If so, consider attending a Pre-Retirement Seminar! These are held monthly and are hosted virtually via Zoom. See the schedule and learn more at [HRS Retirement Information](#).

Save the Date continued

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Each year, the Employee Recognition Reception honors the University's staff and faculty for their service and exceptional efforts. The reception recognizes the contributions of approximately 950 WSU staff and faculty members who achieved length-of-service milestones or received Crimson Spirit awards during the 2022 calendar year.

The 2022 Employee Recognition Reception is scheduled to take place on Wednesday, February 22, 2023 from 2:30 – 4:00 p.m. [General registration is available through 2/10/2023.](#) ■

Faculty and Staff Support Services continued

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- Faculty and staff can utilize the [Washington State Employee Assistance Program \(EAP\)](#) for confidential counselling and referral services to assist in identifying, managing and resolving personal and work-related issues.
- The [Office of Civil Rights and Compliance \(CCR\)](#) reviews and investigates complaints of discrimination, harassment and sexual misconduct. They are an excellent resource to learn about your options.
- The [Office of the University Ombudsman](#) works to protect the interests, rights, and privileges of students, staff, and faculty. Information related to policies and procedures, and resolution to problems and grievances through investigation and mediation. ■

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WASHINGTON STATE UNIVERSITY
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