



HR Source

MONTHLY PUBLICATION FROM HUMAN RESOURCE SERVICES



Elevating Cougs

Modernization and HRS' Learning and Organizational Development teams are excited to offer this comprehensive two-day conference on October 19 & 20.

The conferences' three tracks and 80+ sessions provide attendees the opportunity to [learn more about](#)

[Workday](#), [develop their soft skills](#), and [become more confident leaders](#).

[Register for Elevating Cougs](#). It's free for all WSU staff and faculty!

[Explore the conference schedule](#). Browse session descriptions, view sample schedules for different

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WORKDAY

Workday Updates

[Workday Success Stories: Workday makes planning easier for WSU departments](#): From daily tasks to important annual events, Workday enables departments to more easily

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BENEFITS

Open Enrollment

The annual benefits open enrollment period is almost here! The November Annual Open Enrollment period is coming soon, with primary changes relating to medical plan premium changes. Communications from

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Supporting the Next Generation of HR Professionals

The human resource field draws from several educational disciplines, including business, communications, psychology, and other social sciences.

Through internships, HRS has the opportunity to contribute to the WSU educational mission, generating interest in the human resource field. This fall HRS offered two internship tracks – Human Resource Overview and Human Resource Specialty.

The Human Resource Overview track offers participants an insightful opportunity to

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Nominate for Crimson Spirit!

[Find more info on the HRS website.](#)



Paydays

Wednesday, October 11
Wednesday, October 25



LEARNING OPPORTUNITIES

WSU Facilitated Leadership Development Network

Leadership Development Programs

Don't miss this is an incredible opportunity to participate in a one year facilitated networking group focusing on advancing your professional development. [Leadership Transitions, Leader to Self](#) is targeted in supporting supervisors who have completed their WSU New Supervisor training, and want to learn additional skills and tools to be successful in their role. [Leadership Mastery, Leader of Teams](#) targets the support of individuals recently transitioned to a director role, or who are seeking to increase their skills to become a director. Visit the [Leadership Development Cohorts](#) page for details and informative FAQ. Applications are being accepted for our two remaining leadership cohorts, thru Nov. 30th. Both series will launch January 2024.

Introducing Micro-Sessions for New Employee Orientation! As our organization continues to experience tremendous growth in staff, WSU is committed to providing a variety of resources to those new to the WSU community. These new

15-20 minute micro-sessions are bite sized learnings focused on supporting

new WSU employees during their first week and six month periods. Including information on employee services, parking & transportation as well as tips for personal success, networking and relationship building. The [New to WSU Employees channel](#) is an excellent one-stop information center for all new employees at WSU. Be sure to check it out!

Content Updates: LOD is excited to announce updates for several courses! Learners will see and experience improved functionality and overall experience for Asbestos Awareness; Discrimination, Sexual Harassment, and Sexual Misconduct Prevention; Hazing Prevention; Hearing Conservation and Ethics in Public Service. Updates and/or new modules coming soon for: Protection and Safety of Minors, Whistleblower Act, and Fair Labor Standards Act.

National Learning and Development Month: National Learning and Development Month is a designated period aimed at promoting and emphasizing the importance of continuous learning and personal growth. It serves as an annual reminder of the lifelong journey of learning and the positive impact that learning can have on individual success

and societal progress. During this time, we encourage you to invest your time and effort into expanding your knowledge, acquiring new skills, and fostering professional and personal development.

To get you started, here are some practical ways you can participate:

- **Set Personal Goals:** Identify areas you want to learn or skills you want to develop and create achievable goals that you can work towards.
- **Online Courses:** Enroll in online courses or webinars that align with your interests or professional aspirations.
- **Read Regularly:** Dedicate time to reading books, articles, or research papers on topics you're curious about or relate to your career path.
- **Skill Challenges:** Take on skill challenges or projects that push you to apply and refine your abilities.
- **Reflect and Review:** Regularly assess your progress, reflect on your learning experiences, and adjust your goals as needed.

To learn more, consider launching one of the featured assets:

- **WATCH:** [Cultivating a Passion for Learning in Yourself and Others](#)
- **READ:** Minds at Work: [Managing for Success in the Knowledge Economy](#)
- **LISTEN:** [How We Learn: The Surprising Truth About When, Where, and Why It Happens](#)

Content Credit: Carey Musburger, Learning and Organizational Development Assistant



Next Generation of HR Professionals

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engage in the many facets of human resources Areas of specialty the interns will experience included recruitment, retention, employee relations, learning and organizational professional development, compensation, HR information systems, benefits management, labor relations, disability services, records administration, and employee recognition.

Participants receive introductory training into unit specialties, shadowing HR professionals in their daily work.

So that participants gain a full perspective of HRS support to employees during their employment life cycle, they are given assignments as well as contribute to projects and tasks, gaining hands-on experience.

During the Human Resource Specialty track, participants are assigned to one unit within HRS to obtain a deeper understanding of the units work and assist in daily operations.

This semester an intern is working with our Talent Acquisition team on a variety of learning opportunities and projects.

Meet our Interns

Michalle Dmitrovsky is participating in the Human Resource Overview internship. She will graduate this fall with a Bachelor of Science in Psychology. While attending WSU, Michalle has received the Crimson Transfer Award and made President's Honor Roll. Michalle is also skilled in computer coding in C, C++, and HTML/CSS, participating in the CrimsonCode Hackathon in 2022.



Norell Stirling is participating in the Human Resource Overview Internship. She is working towards a Bachelor of Science in Psychology and minor in Fine Arts and plans to graduate in Spring 2024. Norell was a Distinguished Regents



Scholarship recipient and made the President's Honor Roll each semester beginning in Fall 2021. As an Honor's student Norell, wrote a thesis reviewing the connection between TikTok use and

cognitive function.

Jenna Misgen is participating in the Human Resource Specialty internship with Talent Acquisition. She is working towards a Bachelor of Science in Psychology and plans to



graduate in Spring 2024. Jenna is interested in fields of human development and marketing. She began dancing when she was three years old and has studied ballet for over 15 years. ■

Content Credit: Bonnie Wilmoth, Recruiting and Talent Acquisition

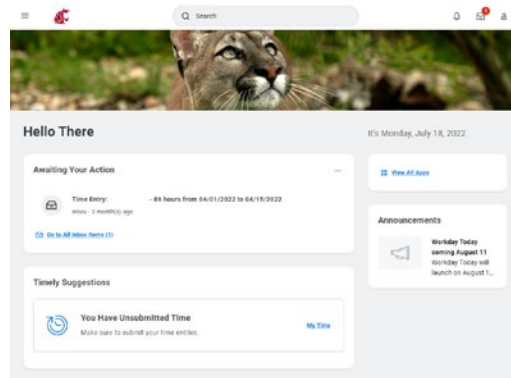


Workday

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plan for and conduct activities across all functional areas through integrated tools like Adaptive Planning, automated reports and tasks, and improved access to real-time information.

Emotional intelligence key in the Workplace: Emotional intelligence can be described as a person's ability to understand their own emotions and the emotions of others, and how these emotions come into play in a variety of contexts—including the workplace. Learn about opportunities for employees and leaders to learn more about emotional intelligence at the Elevating Cougs conference.



Feature Release brings several Workday user interface enhancements:

Beginning September 9, Workday will receive a variety of updates to the home page and user interface, helping employees perform navigation and tasks more efficiently.

Improved home page experience for Managers: The September Feature Release includes improvements to

the manager experience on the Workday home page. Additional contextual information for managers will be displayed, providing more insight on areas that matter most.

New tools for Time Approvers: This week's Feature Release brings new tools for Time Approvers to review, edit, and approve employee time in Workday. ■

Content Credit: Emily Akin, Change Management Communications Coordinator

Elevating Cougs

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security roles, and start planning your experience.

Sign up to receive monthly conference updates directly via the [Elevating Cougs newsletter](#).

Coming Soon: Elevating Cougs Post-Conference Channel. Access all conference content as well as

additional resources to dive in further on topics presented at the conference.

Questions? Reach out at the [Workday Service Desk](#). ■

Content Credit: Emily Akin, Change Management Communications Coordinator



BENEFITS

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Health Care Authority and HRS Benefits have already started to be distributed in September. Keep an eye on the [HRS Open Enrollment page](#) and [Percipio](#) where information and resources will be posted as they become available. Additional resources to watch for include the PEBB for Your Benefit newsletter, direct emails from HRS Benefits, and [WSU Insider](#)/announcements.

Is your address up to date?

WSU, the Public Employees Benefits Board (PEBB), and the Health Care Authority occasionally mail important information regarding your benefits, open enrollment periods, and potential changes to your benefits. With Open Enrollment coming up in November, it is important to make sure your address is up to date in [Workday](#) to ensure you do not miss important communications you may need to take action on.

Thinking of retiring soon?

Please join HRS for an in-depth

retirement seminars, held monthly.

More information and Zoom info can be found on the [Retirement Presentations webpage](#).

Don't miss out on your \$125 wellness incentive!

If you carry medical insurance through WSU, you have access to a confidential, holistic, online wellbeing program at no cost through SmartHealth. Get started by taking the wellbeing assessment to get a picture of your current state, then choose activities to participate in. Those who earn 2000 points throughout the year earn a \$125 wellness incentive for the next plan year; for most employees the deadline to earn points is November 30. [Head over to SmartHealth](#) to make progress toward your goal today!

Deferred Compensation Plan (DCP) – New Roth Option

As a reminder, starting October 1, a Roth DCP contribution option will be available in addition to the DCP pre-tax contribution options. For more information on this option, visit [DRS News](#) or [attend a webinar](#). The DCP is one

of two [Voluntary Retirement Plans](#) offered through WSU, with the other plan being the Voluntary Investment Plan (VIP) with TIAA. Both provide opportunities to set aside pre-tax or post-tax Roth contribution for future use; they are voluntary and can be started, stopped or changed at any time. Pre-tax contributions allow you to reduce your taxable income now, and pay the federal income tax when you draw the funds, where the pre-tax/Roth option has you pay federal taxes now, and have your future draw of those funds and their associated earnings be tax-free. ■

Content Credit: Maria Royall, Benefits and Wellbeing Program Analyst and Ann Monroe, Director, HRS Benefits



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