

MARCH 2023

HUMAN RESOURCE SERVICES

Monthly Newsletter



IMPORTANT DATES

Friday, March 3	Pay Day
Sunday, March 5	Pay Period Starts
Monday, March 6	Time Card Approval Deadline, 12pm
Friday, March 17	Pay Day
Sunday, March 19	Pay Period Starts
Monday, March 20	Time Card Approval Deadline, 12pm
Friday, March 31	Pay Day

STATE HOLIDAYS

You can view a list of the 2023 Holiday Schedule on our [website](#).

➤ **Double Deductions for Health Insurance**

Double deductions for health insurance for employees who are in **benefits eligible and less than 12 month** positions, began with the 3/3 paycheck!

Since you will be receiving insurance coverage during the summer, but will not have a paycheck to deduct from, the State of Kansas requires us to account for those premiums in **the final six pay periods** before the summer semester begins.

Dates include:

1. 3/03/2023 Paycheck
2. 3/17/2023 Paycheck
3. 4/14/2023 Paycheck
4. 4/28/2023 Paycheck
5. 5/12/2023 Paycheck
6. 5/26/2023 Paycheck

➤ **2022 Total Compensation Statements Now Available**

Total Compensation Statements for 2022 are now available in Gus Cloud.

The State of Kansas requests that Pittsburg State University provide each benefits-eligible employee with a Total Compensation Statement for the calendar year ending 12/31/22. This statement reports direct and indirect compensation for 2022.

The 2022 Total Compensation Statement does not replace W-2 forms or other income tax related information and is not intended for use in tax preparation.

To view/print your Total Compensation Statement:

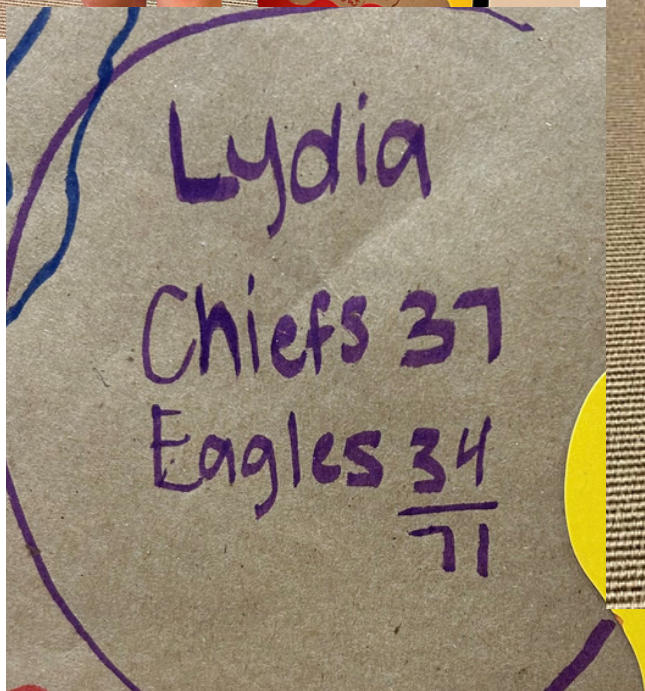
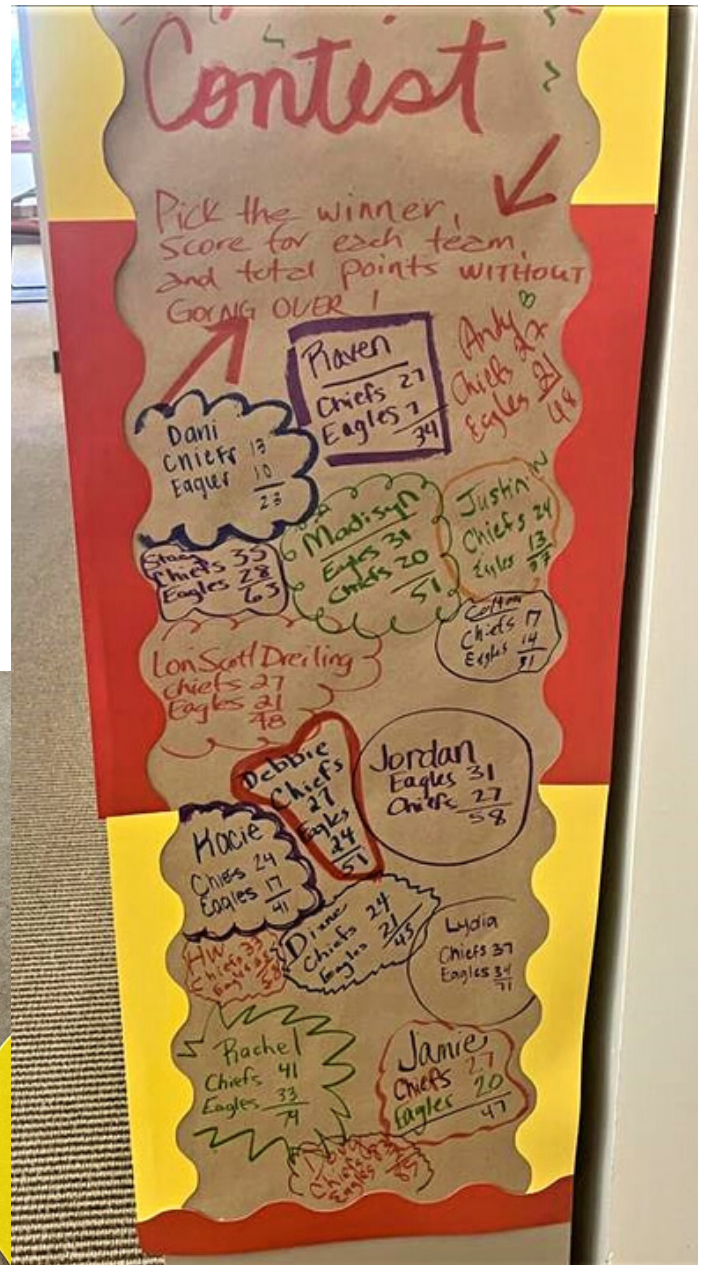
- Login to GUS Cloud
- Under the "Me" tab, select "Show More" under the "Quick Actions" menu on the left
- Under the "Compensation" section, click "View Total Compensation Statement"
- The Statement dropdown menu will default to 1/1/22-12/31/22

If you have any questions about your statement please email Human Resource Services at payroll@pittstate.edu or call 620-235-4191.

2023 Super Bowl Contest

The HR office celebrated the 2023 Super Bowl with a little friendly competition!

Lydia blew us all out of the water with her guess of 37-34 with the Chiefs for the win! Only 1 point off each. Great job Lydia!



HRS Reminders

➤ Years of Service Recognition

On **March 29th from 2:00pm to 3:00pm** in the Axe Library, we will be honoring **years of service** for employees who have served for **10+ years**.

Awards will be given for every **five years** of service. If you are an honoree you have already received an invitation/RSVP.

Employees being recognized:

10 Years of Service- Kent Brumbaugh, Tim Dawsey, Ram Krishna Gupta, Colton Montgomery, Randy Oertle, Jeffrey Peternell, Darrell Pulliam, Santimkul Santra, Terry Wiley, and Tennyson Williams

15 Years of Service- Dacia Clark, Jon Cooper, Paige Cortes, James Daniel, Kendall Gammon, Brenda Hawkins, Dale Lucchi, Brian Mantooth, Shawn Naccarato, Dusty Park, Tim Pearson, Bruce Rhodes, Brenda Thenikl, and Mark Thompson

20 Years of Service- Wylie DeGruson, Kathleen Flannery, Robert Lindsey, and Jeannice Parker

25 Years of Service- Barb Barto, Tess Carl, Kevin Elrod, Andrew Klenke, Cathy Pentola, Eric Springer, and Irene Zegar

30 Years of Service- Susan Carlson, Karla Childs, and Terri Thompson

35 Years of Service- Rick Estenson, David Hurford, Mimi Morrison, and Susan Johns-Smith

40 Years of Service- Holly Viets

45 Years of Service- Bob Kehle and Dan Thompson

Other faculty and staff, **please join us** in celebrating your colleagues! Refreshments will be provided, so **RSVP** to hrsstudent@pittstate.edu if you plan to attend.

Congratulations to the honorees and thank you for your service to Pitt State!

HRS Reminders

➤ TIAA Representative On Campus in April

On April, 25th from 8:00A.M. to 5:00P.M a TIAA Representative will be on campus for individual employee meetings in the Overman Student Center. Sign up will be available soon.

➤ Make Saving for Tomorrow a Priority - KPERS 457

You have many choices when it comes to finding the perfect pet. You also have choices regarding how you save for the future. Benefits of enrolling include:

- Taking advantage of flexible savings options by making pretax, Roth or both types of contributions
- Benefiting from compound growth as any returns are reinvested in your account and have the potential to grow.
- Enjoying easy access to resources that can help you keep strategy on track.

Get started at kpers457.org

- Click on the **REGISTER/ENROLL** button.
- Select the **I have a plan enrollment code** tab.
- Enter Group ID: **130000-01**
- Enter Plan Enrollment Code: **mbuFs9ma**
- Plan Enrollment Code Expiration Date: **June 1, 2023**



HRS Reminders

NEW EMPLOYEES AND NEW POSITIONS

Name	Title	Department
Lauren Baldwin	Assistant Director of Development	Development
Addison Edwards	Maintenance and Repair Worker	Housing Maintenance
Justin Noel	University Police Officer	University Police and Parking Services
B.B. Stotts	Associate Director for First Year Programs	First Year Programs
Chloe VanBecelaere	Library Assistant	Library Services



HealthQuest Newsletter



[March HealthQuest Newsletter](#)

TIAA and KBOR Q1 Updates

[KBOR Q1 Newsletter](#)

[IRS Contribution Limits for 2023](#)

[KBOR Voluntary Plan](#)

[TIAA - Meet with the Financial Consultant Team Virtually](#)

[TIAA - Women's History Month](#)

Reminder: Pension Tax Withholding Change

The old W-4P Form use to be 1 form with 2 purposes

- Request tax withholding for monthly benefit payments
- Request tax withholding on partial lump-sum payments

The IRS has now split it into 2 forms

- New **W-4P** Form - **only** to request withholding for **monthly benefits payments**
- New **W-4R** Form - **only** to request withholding on **partial lump-sum payments**

These new forms are in the **Application for Retirement** ([KPERS-15](#)) booklet and in the **Application for Withdrawal** ([KPERS-13](#)) booklet.

They are also on the [kpers.ord forms page](https://kpers.ord/forms_page) as individual PDFs.

Upcoming Webinars

March 7 @ 11:00am	<u>Invest for Success: 5 Principles You Need to Know</u>	TIAA
March 9 @ 11:00am	<u>Opening Doors to the Future - Save in a 529 College Savings Plan</u>	TIAA
March 9 @ 1:00pm	<u>Nutrients & Serving Sizes</u>	HealthQuest
March 15 @ 1:00pm	<u>Cyber: Help Protect You, Your Family, and Your Money</u>	TIAA
March 22 @ 11:00am	<u>Charting Your Course - A Financial Guide for Women</u>	TIAA



Update from HRS – *Lori Scott Dreiling, Director*

I see the tulips coming up all over campus! Spring on campus is great – looking forward to warmer weather for sure. Take an afternoon and go watch Pitt State baseball or softball! #gopitt

HealthQuest: Last month, I told you I would be personally tracking how long it takes for HealthQuest points to appear in our new Marathon Health portal. Here is the update on how long it took for points to show up: Dentist – 7 calendar days; lab work – 23 calendar days; annual physical – 19 calendar days; mammogram – 19 calendar days. I've done a couple of online learning events and signed up for RX Savings, so I already have my total of 40 points required for the year! It is not hard!

Another example: Madisyn Hite, HR Specialist, has not been to any appointments and already has her 40 points. She participated in multiple EAP and Marathon Health learning events, signed up and worked with a Health Coach (someone please ask her about her broccoli goal 😊), and also signed up for Rx Savings Solutions (that alone is 5 points!).

Remember, you receive a health insurance premium reduction of \$480/year for 2024 if you complete the 40 points. If you have the High Deductible Health Plan – Plan C or N (HDHP) along with the Health Savings Account (HSA), then you receive \$12.50 per point into your HSA – for another \$500 per year! Easy money.

Summer Hours: <https://www.pittstate.edu/hr/> Summer hour memo and information is now posted in a RED BOX on the Human Resources web page. Check it out!

Save the Date: Retirement Information Day, Tuesday, September 12, 2023, in the Overman Student Center

Service Award Reception: Service Award Recipient Reception will be held on Wednesday, March 29, 2023, on the 1st floor of the Axe Library from 2:00 P.M. to 3:00 P.M. This is a come-and-go reception – please RSVP to hrrstudent@pittstate.edu for food-planning purposes! Looking forward to seeing you.

W-2 Information: This time of year, payroll@pittstate.edu receives literally 100s of emails about how to get your W-2. Everything you need to know is on our web page at <https://www.pittstate.edu/hr/w-2-information.html>.

March HR Newsletter Contest: Spring weather has many of you planning vacation time! I'm headed to Orange Beach, AL again – my happy place. Do you already have plans? Answer this – what is your favorite vacation destination? Send your answer to hrrstudent@pittstate.edu. Congratulations to our February contest winners – Ruth Monnier (Library Services), Carol Young (University Police), and Erin Sullivan (Development).

As always, if you need to reach us, please contact us at payroll@pittstate.edu.



[Contact Us](#)

[Benefits](#)

[Newsletter Archives](#)

The Human Resource Services (HRS) newsletter will be housed on the HRS web page on the [pittstate.edu](https://www.pittstate.edu) website. If you have questions or need assistance with any of the information in the newsletter, the easiest way to reach us is to send an email to payroll@pittstate.edu.

