

SEPTEMBER 2023

HUMAN RESOURCE SERVICES

Monthly Newsletter



IMPORTANT DATES

Friday, September 1	Pay Day
Sunday, September 3	Pay Period Starts
Monday, September 4	Labor Day Holiday - University Closed
Tuesday, September 5	Time Card Approval Deadline, 9:00am
Friday, September 15	Pay Day
Sunday, September 17	Pay Period Starts
Monday, September 18	Time Card Approval Deadline, 12:00pm
Friday, September 29	Pay Day
Tuesday, September 12	Retirement Information Day (See More Below)
Monday, October 9	State of Kansas Open Enrollment Benefits Fair

STATE HOLIDAYS

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



Monday, September 4 was Labor Day and the University was closed. See the Holiday Reporting Guidelines below.

➤ Labor Day Time Reporting Guidelines

- Salaried employees with benefits:

- **Unclassified**

- If you **DO** work on the Holiday, you will report **Comp Time Earned** for the numbers of hours that you worked.
 - Example: If you worked 8 hours, you will report 8 hours of Comp Time Earned.
 - If you **DO NOT** work on the Holiday, you will not report anything.

- **University Support Staff (USS):**

- If you **DO** work on the Holiday, report **Comp Time Earned** on your timecard for one and one-half times the hours worked.
 - Example: If you worked 8 hours then you would report Comp Time Earned as 12 hours.
 - If you **DO NOT** work on the Holiday, then you will not report anything.

- Hourly Employees with Benefits:

- **Unclassified**

- If you **DO** work on the Holiday, you will report **Regular** time for hours worked.
 - If you **DO NOT** work on the Holiday, you will report **Holiday Credit** for your schedule on the Holiday.

- **University Support Staff (USS)**

- If you **DO** work on the Holiday, you will report **Regular** time for hours worked.
 - If you **DO NOT** work on the Holiday, you will report **Holiday Credit** for your regular schedule.

- Discretionary Day Information:

- You can use the 2023 discretionary day starting Tuesday, January 3, 2023.
 - Discretionary day is available after 6 months of employment.

➤ Save the Date! Retirement Information Day

Representatives from KPERS, KPERS 457, TIAA, and VOYA will be on campus on **Tuesday, September 12.**

Based on feedback from last year's event, we are going to separate the group seminars in the morning - one for KPERS (Kansas Public Employees Retirement System) members and one for KBOR (Kansas Board of Regents) members.

[Please see this link to RSVP for the morning sessions.](#)

Individual meetings will take place from 1:00-4:00 P.M. If you would like to schedule an individual meeting with one of the providers please see the information below. **[SPOTS WILL FILL UP FAST!](#)**

For VOYA: Email sheri.birdsell@voyafa.com

For KPERS: [Click on this link](#)

For KPERS 457: [Click on this link](#)

For TIAA: [Click on this link](#)

If you do not see an option for Pitt State or September 12 then all spots are full. If you would still like an appointment you can email the providers to set up a virtual appointment for a different date and time.

Additional Links:

TIAA - [Meeting with the Financial Consultant team.](#)

KPERS 457 - [Pittsburg State Announcement](#) and [What a Retirement Counselor Does.](#)

A full schedule of the day as well as contact information for each provider can be found below!

2nd Annual Retirement Information DayHosted by Pitt State HR – payroll@pittstate.edu

Tuesday, September 12, 2023

SCHEDULE:**8:00 A.M.: Check-in** (Overman Student Center Ballroom B)**8:30 A.M. - 9:15 A.M.: Panel Discussion:**

KPERS employees in Ballroom A

KBOR (TIAA and Voya employees) and KPERS 457 in Ballroom C

9:30 A.M. - 10:30 A.M.: Session 1 Group Meetings

TIAA	Paying Yourself First	Meadowlark
VOYA	Plan for your retirement income	Kansas 3
KPERS	Basic KPERS from Hire to Retire	Sunflower
KPERS 457	Getting to Know Your Roth Options	Cottonwood
PSU HRS	General PSU Retirement Information	Balkans

10:45 A.M. - 11:45 A.M.: Session 2 Group Meetings

TIAA	Paying Yourself First	Meadowlark
VOYA	Setting your retirement goals if you're under 40	Kansas 3
KPERS	Pre-Retirement	Sunflower
KPERS 457	Getting to Know Your Roth Options	Cottonwood
PSU HRS	General PSU Retirement information	Balkans

1:00 P.M. - 4:00 P.M.: Individual Meetings**Contacts:**

PSU Human Resources		payroll@pittstate.edu	620-235-4191
KPERS	Paige Ashley	pashley@kpers.org	785-296-1340
	Marars Johnson-Herl	mjohnson@kpers.org	785-296-2920
KPERS 457	Shani Simms	Shani.simms@empower.com	
VOYA	Sheri Birdsell	sheri.birdsell@voyafa.com	913-661-3752
TIAA	Justin Pierce	justin.pierce@tiaa.org	

Fabulous Fun Food Truck Friday

We would like to thank everyone who came out to our Fabulous Fun Food Truck Friday event on September 1! It was great to see everyone and we hope you had a great time!

Thank you to Parkie's and Ghetto Tacos for their great service and yummy food, to the Cake Shed for the tasty cookies, and to Aladdin for the drinks!

Another big thank you to the Employee Initiatives subcommittee and everyone else who played a role in making sure this event went off as a hit. We cannot wait for next year!



HRS Reminders

➤ Reminder To Update Your Beneficiary

Remember to keep your beneficiaries up to date!

For employees under Kansas Public Employees Retirement System (KPERs), you may view your retirement and life insurance beneficiaries on the KPERs website at [KPERs Login](#).

For the KPERs 457 Voluntary Plan, you may view your beneficiaries at [KPERs 457 Voluntary Login](#).

For employees under the Kansas Board of Regents (KBOR), you may request to view your current beneficiaries by contacting the HRS office by phone at 620-235-4191 or by emailing payroll@pittstate.edu.

Flexible Spending Accounts (FSA) beneficiary information can be viewed by logging into the FSA portal [here](#).

Health Savings Account (HSA) beneficiary information can be viewed by logging into your [Metlife account](#) and then going to accounts - profile - profile summary - beneficiary - add beneficiary.

For VOYA participants you can log on to your account and [change it online](#) or call VOYA at 1-800-584-6001

For TIAA participants you can log on to your account and [change it online](#) or call TIAA at 1-800-732-8353.

➤ 2024 Open Enrollment Ahead

The State Employee Health Plan (SEHP) will host the annual Open Enrollment period for Active State and Non-State Group employees from **October 1-31, 2023**. Benefits are effective January 1, 2024.

All Open Enrollment materials, including the Open Enrollment Guide, videos, and informational flyers will be posted to the SEHP's website at <https://sehp.healthbenefitsprogram.ks.gov/> by September 15, 2023.

All retirees will be mailed a hard copy. They do not need to request one.

Greetings From Russ Hall!

Welcome to our new HR newsletter article, Greetings From Russ Hall! Each month we will introduce you to one employee who works in Russ Hall.

This month's article stars Associate Vice President of Inclusion and Belonging, Deatrea Rose!

How long have you worked for Pitt State?

"I have worked at PSU for 12 years and have always worked with students from diverse backgrounds."

What is your favorite part of working on campus?

"My favorite part about working on campus is our family atmosphere. No matter what you need help with, someone is just a phone call away and is always willing to help!"



What are three words you would use to describe PSU?

"My three words that I would use to describe PSU are family, students, and love because our students become our family and without them, we wouldn't be here and love because if we all show one another unconditional love, it makes for a harmonious place."

What is something we might not know about you?

"Something people may not know about me is I am an avid sports fan. I enjoy watching all types of competition - soccer, tennis, women's softball and of course football."

HRS Reminders

SEPTEMBER WORK ANNIVERSARIES

Stephanie Willis - 40 Years

Becky Krause - 38 Years

David O'Bryan - 33 Years

Terri Thompson - 31 Years

Paulina Scholes - 27 Years

Lori Las Kares and Karen Lasota - 25 Years

Christina Davis - 20 Years

Jeff Burns and Kris Hartley - 19 Years

Brent Bernot - 18 Years

Paige Cortes - 16 Years

Christel Benson and Greg Parker - 15 Years

Suezette Fleske and Elliott Rowland - 10 Years

Jonathan Eastman and Stephanie Siebert - 8 Years

Jordan Harding - 7 Years

Erin Rivero and Danielle Driskill - 6 Years

Amy Gideon, Mary Lertiz, Jeremey Wolfe, and Terry Blades - 4 Years

Kenneth Griffing and Scarlett Bowles - 3 Years

Janet Kingman, Tammy Jarvis, and Beth Hendrickson - 2 Years

Madisyn Hite, Tristan Hicks, Tara Hembree, and Alan Badgley - 1 Year



HRS Reminders

NEW EMPLOYEES AND NEW POSITIONS

Name	Title	Department
Kate Allred	Assistant Instructional Professor	Communication
Chris Bakke	Assistant Instructional Professor	School of History, Philosophy, and Social Sciences
Wendy Baumeister	Assistant Professor	School of History, Philosophy, and Social Sciences
Natalie Bird	Assistant Professor	Health, Human Performance, Recreation
Heather Carter	Assistant Professor	Teaching and Leadership
Alejandra Challa de Rojas	Assistant Instructional Professor	English and Modern Languages
Don Colegrove	Director/Associate Professor	School of Construction
Phillip Frank	Associate Professor of Marketing	Kelce Undergraduate School of Business
Anna Gilmore	Assistant Professor	Irene Ransom Bradley School of Nursing
Ram Krishna Gupta	Associate Vice President for Research and Support/Professor	Economic Development and Community Engagement
Isaac Hendandez	Lecturer	Music
JoLynn Hite	Administrative Associate	School of Automotive and Engineering Technology
David Hurford	Executive Director for the Center of READing	Economic Development and Community Engagement
Malcolm Jason	Assistant Professor	Communication

HRS Reminders

NEW EMPLOYEES AND NEW POSITIONS

Name	Title	Department
John Kuefler	Assistant Instructional Professor	Mathematics and Physics
Trevor Maiseroulle	Assistant Instructional Professor	School of Technology and Workforce Learning
Karen Marquardt	Assistant Instructional Professor	Irene Ransom Bradley School of Nursing
Bailey Miller	Assistant Director for Campus Activities	Student Center
Ramiro Miranda Rios	Assistant Professor	Music
Alan Pommier	Assistant Instructional Professor	Mathematics and Physics
Tristan Ragland	Assistant Professor	Health, Human Performance, Recreation
Gina Robbins	Assistant Instructional Professor	Psychology and Counseling
Marie Smith	Assistant Instructional Professor	Music
Katherine Tackett	Assistant Professor	Teaching and Leadership
Alima Tazhikerim	Assistant Instructional Professor	English and Modern Languages
Chris Ward	Assistant Instructional Professor	Biology
Jobey Wilson	Assistant Professor	Music
Jean Winters	Instructional Lab Manager	Mathematics and Physics



HealthQuest Resources

[September HealthQuest Newsletter](#)

TIAA and KBOR Q3 Updates

[KBOR Q3 Newsletter](#)

[IRS Contribution Limits for 2023](#)

[KBOR Voluntary Plan](#)

[KBOR Retirement Program Guide](#)

State of Kansas Updates

[New Voluntary Benefit: Long-Term Care](#)

HealthQuest - Choose to Move!

Join the Statewide Challenge: Choose to Move!

Earn 5 credits towards the 2023 HealthQuest Rewards Program for completing the challenge!

Challenge Dates: Sunday, September 17 - Saturday, October 21

Challenge Goal: 750 minutes of physical activity

[Click here for more information!](#)

Sign up in the HealthQuest Portal by Monday September 18 to participate in the challenge!

WEBINARS

September 7 @ 1:00 P.M.	<u>W2W Attention to Detail: Financial Finishing Touches for Women</u>	TIAA
September 12 @ 2:00 P.M.	<u>The Starting Line: Beginning to Save for Retirement</u>	TIAA
September 20 @ 11:00 A.M.	<u>Make the Move Toward Long-Term Financial Security - Your Mid-Career Retirement Check-In</u>	TIAA
September 26 @ 2:00 P.M.	<u>Avoiding Fraud & Scams</u>	TIAA



Update from HRS – *Lori Scott Dreiling, Director*

Get your HealthQuest points before it is too late! I'm repeating this story from March! 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.

Fabulous Fun Food Truck Friday – Thank you from the Kudos and Recognition Team to all of you who attended this event! It was a beautiful day and it was so nice to see your happy faces! Special thanks to the team for their hard work in making that event happen – Rachel Schenker, Madisyn Hite, Shawna Witherspoon, Tatum Ahring, Ed Meyer, Chris Childers, Carol Young, and Andra Stefanoni. Other helpers that day are also very appreciated! Jamie Clayton, Jordan Harding, Diane Letner, Debbie Amershek, Clint Myers, Stacy Wolownik, Emily Hoopes, and Jodeci Turner!

Would you buy lunch from food trucks if they came to campus on occasion? Thoughts?

State Employee Health Plan (SEHP) Open Enrollment: SEHP Open Enrollment is October 1-31. WATCH for emails from the State Employee Health Plan for updates and timing on open enrollment for your health, dental, vision, etc. for 2024. As in years past, this is an active enrollment meaning you HAVE TO ENTER THE MAP PORTAL and re-enroll every year. Watch for those emails – very important!

As always, if you need to reach HR, please contact us at payroll@pittstate.edu or drop by the office during normal business hours at 204 Russ Hall. If you need to visit with a specific HR team member, the best way is to schedule an appointment.



[Contact Us](#)

[Benefits](#)

[Newsletter Archives](#)

The Human Resource Services (HRS) newsletter will be housed on the HRS web page on the 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.

