

HRIC Takeover

 UNIVERSITY OF DENVER • The Bridge

HRIC Bridge Takeover

Autumn Edition November 18

Welcome to a special edition of The Bridge, produced in collaboration with your Human Resources and Inclusive Community team!

Please save this edition and refer to it often to make the most of the benefits offered to you as valued employees. [Puede ver una versión completa traducida al español aquí.](#)

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**Meet Some Members of Your DU Human
Resources Team**



Jeff Banks, Vice Chancellor for Human Resources

As DU's vice chancellor for human resources since March, Jeff Banks has successfully used his depth of experience with strategic thinking, commitment to employee wellness efforts and compassionate communication to revitalize the employee experience during the first eight months of his DU journey.

He has served as a trusted advisor and champion for his colleagues in matters pertaining to employee relations and has made great strides in enhancing recruitment efforts to ensure DU is recognized as an employer of choice.



Lloyd Moore, Director of Benefits

Lloyd is responsible for the strategic planning, evaluation, implementation and administration of the benefits programs.

He and his team are always available to assist employees with their benefits-related questions and concerns.



Ken Pinnock, Director of People Development

Ken is excited to lead the people development team. His team's focus is to provide learning opportunities and resources to meet employees where they are in their journey at DU.

Ken's team support individuals, teams, and the university, all delivered from a place of compassion, empathy and support to maximize a safe place for learning.



**Paula von Kretschmann,
Learning Designer & Consultant**

As the Learning Design Consultant in the People Development group within HRIC, Paula is incredibly passionate about diverse learning environments and leveraging technology to create inclusive online education and communities.

She strives to create inclusive opportunities and resources to meet all learners and their training needs, where they are.



Andrea Groth, Employee Experience Coach

Andrea's goal is to support an engaged workplace here at DU. She comes from an employee health and well-being background, with her last 16 years spent in healthcare.

Andrea is excited to work on initiatives designed to help employees thrive at work as they come to the University and beyond.



4D - It's For Staff and Faculty, Too!

DU's Four-Dimensional (4D) Experience ensures our students graduate with the skills, capacities and knowledge to succeed and make a difference in the world. But the 4D Experience is not just for students.

Whether you choose to advance your intellectual growth, develop your character, care for your personal well-being or pursue professional development opportunities, in this very special takeover edition of The Bridge, you'll find a variety of benefits to help stimulate your own 4D Experience!



Benefits Are Moving to a Building Near You

Back in June, we shared that Shared Services was dissolving, creating the opportunity for the former HR Services team (led by Director Shaunda Norman) to be integrated into the HRIC division. We are happy to announce that Shaunda and her teams, which include Employment Services and Recruitment Services, will move from the AOB Admin Building to the Human Resources and Inclusive Community office located on the 4th floor in Mary Reed (2199 S University Blvd), starting in December 2022.

Benefit services and appointments will take place in Mary Reed, and when you make an appointment, your knowledgeable HR partner will let you know where to meet. [Click here to schedule an appointment with a Benefits Specialist.](#)

More important information to note:

- Recruitment's email is now Jobs@du.edu, and all recruitment services will be managed by Craig Miller and his team.
- Employment Services will continue to service I-9s and Employee Action Items (hires, separations, and job and position changes). They can be reached at their new email employmentservices@du.edu.
- More information is coming on details, along with schedules of availability and parking changes.
- Phone numbers are not impacted at this time, but changes will be made to the HRIC phone options, so listen for changes when you call HRIC at 303-871-7420.

HRIC hopes you share in their excitement and appreciates your patience and understanding through the month of November and into December. In the meantime, enjoy all the hard work the HRIC team has been putting into compiling these amazing benefits for you as employees of DU!



Hourly Wage Increase & Do You Make \$50,000 or More? You Might Be Moved to Non-exempt

In July of 2020, the Colorado Department of Labor established a new minimum salary threshold of \$45,000 for exempt employees. These guidelines fall under the Colorado Overtime and Minimum Pay Standards Order (Comp #38). This amount will increase to \$50,000 effective January 1, 2023. For January 1, 2024, that amount increases to \$55,000. January 2025 and forward, the minimum threshold will increase based on the CPI for Colorado.

The DU Compensation Department is closely monitoring those affected employees and will be coordinating with managers and employees regarding their future exemption status. Given the escalation, for many of these employees, reclassification to a non-exempt hourly salary may be necessary to ensure compliance.

For the Denver minimum hourly wage requirement, the current rate is \$15.87. Effective, January 1, it increases to \$17.29.



Bonus Recap

The Board of Trustees has chosen to honor and celebrate all that you have accomplished this past fiscal year by approving a bonus for nearly all faculty and staff employed on or before April 1, 2022—and to further acknowledge those employees who have performed at the very highest levels this year.

Your tenacious support of our students, campus and local community has resulted in strengthened opportunities for all to learn, thrive and connect at DU. Our entire leadership team is incredibly proud of what you have been able to achieve in support of a true 4D experience for students and fellow employees.

Over the next month or so, bonus amounts will be determined by unit leaders, based upon performance assessments from this past spring. Each employee will receive their determined bonus in mid-December.

Thank you for all your hard work this year, DU!



Using Vacation and Sick Time

From seasonal colds to occasional under- the- weather days, sometimes you just need a day to rest or schedule those important visits to the doctor. Full-time, non-faculty employees accrue one day of sick leave per month up to a maximum of 130 days.

Personal Time Off (PTO), such as vacation time, is also a recognized leave. Full-time, non-faculty employees accrue vacation time based on the employee's work schedule and length of employment. In the first seven years of employment, individuals accrue 1.25 days per month up to a maximum of 15 days; after seven years at the University, individuals accrue 2 days per month.



Holiday Cheer

DU is proud to offer up to 12.5 holidays a year for our valued faculty and staff. Those holidays include:

- Labor Day
- Thanksgiving Day
- Winter holiday (business days between Christmas Day and New Year's Day)
- New Year's Day
- Martin Luther King Jr. Day
- Memorial Day
- Juneteenth
- Independence Day

Starting this year, we have a new paid half day to include! The holiday party and half day holiday will be formally added to our list of annual paid holidays, and this year, they will fall on Friday, December 16. Those who cannot (or choose not to) take this time off can work with their manager to use it at another time.

We are so happy to formally recognize this DU tradition, which gives us all some additional time during the busy season.

DU Cares about FAMLI

Move over, Family and Medical Leave Act (FMLA). There's a new program in town to fill in the gaps. The new Family and Medical Leave Insurance Program (FAMLI) will ensure all Colorado workers have access to paid leave for circumstances that pull them away from their jobs.



Eligible employees will receive up to 12 weeks of leave in a 12-month period with an additional 4 weeks for pregnancy complications. **Contributions to the Colorado state fund are scheduled to start being collected in January of 2023. DU has generously offered to pick up the employee portion of these contributions for 2023, with the benefits becoming available starting in 2024.**

Thank you, DU!



WFH/Flex Work Policy

Is it possible to have a vibrant employee culture while still offering a Work From Home/Flex Work Policy? According to many units around campus, it is!

The new anticipated flexible work policy and guidelines to replace the pilot remote work policy will be released soon. Many of the components of the interim policy are carried forward, based on the experiences of and feedback from units around campus.

As with the pilot policy, units will be able to choose what works best for their employees within the guidelines set forth by the University.

To support leaders and units in implementing these guidelines, meetings will be held to share the new policy and recommendations around managing, engaging and retaining a hybrid workplace. Stay tuned!



Coverage for Everything Life Throws at You

The University offers a comprehensive benefits package to employees holding an appointed position that is at least half time (20 hours per week). Many of the benefit plans provide coverage for your spouse/partner and dependent children.

For your convenience, [we've put together an overview of the benefit offerings](#), including medical, dental, vision, flex spending accounts, life insurance, and more.

For detailed information about the benefit offerings, please visit the [Benefits website](#).



MotivateMe to Be Healthier!

In the sunny state of Colorado and on campus, we believe that all individuals deserve to experience an abundance of physical and mental health. To promote healthy behaviors, DU is proud to support the Cigna MotivateMe Incentive program.

This incentive program is available to employees with a Cigna Health Medical plan as a way to reward healthy habits, with reward cards worth up to \$100 for completing certain health activities. To earn rewards, schedule your personalized health assessment, biometric health screenings, cancer screenings and much more.

If you are enrolled in a Cigna medical plan and want to learn how to participate in the MotivateMe program, [click here](#).

For a Spanish version, please [click here](#).



Join the DU Nutrition & Physical Wellness Coaching Program

If you're ready to up your health and fitness levels, DU is ready to help you meet your goals with our Nutrition & Physical Well-being Coaching program. This year's program is made possible by Well@DU and the Ritchie Center for Sports & Wellness. If you've ever felt confused by conflicting nutrition and physical well-being information, or wondered what's best for you, we hope you'll join us! Participation is free and includes a variety of options throughout the year including:

- 1:1 Coaching
- InBody Assessments
- Group Coaching
- Small Group Trainings/Seminars/Demonstrations
- Drop In Programs
- Fitness Training

Registration is available online and open to all members of the DU faculty and staff community. Please contact Ruth Brown (ruth.brown@du.edu) if you have any questions.

[Register to up your health and fitness game today here.](#)

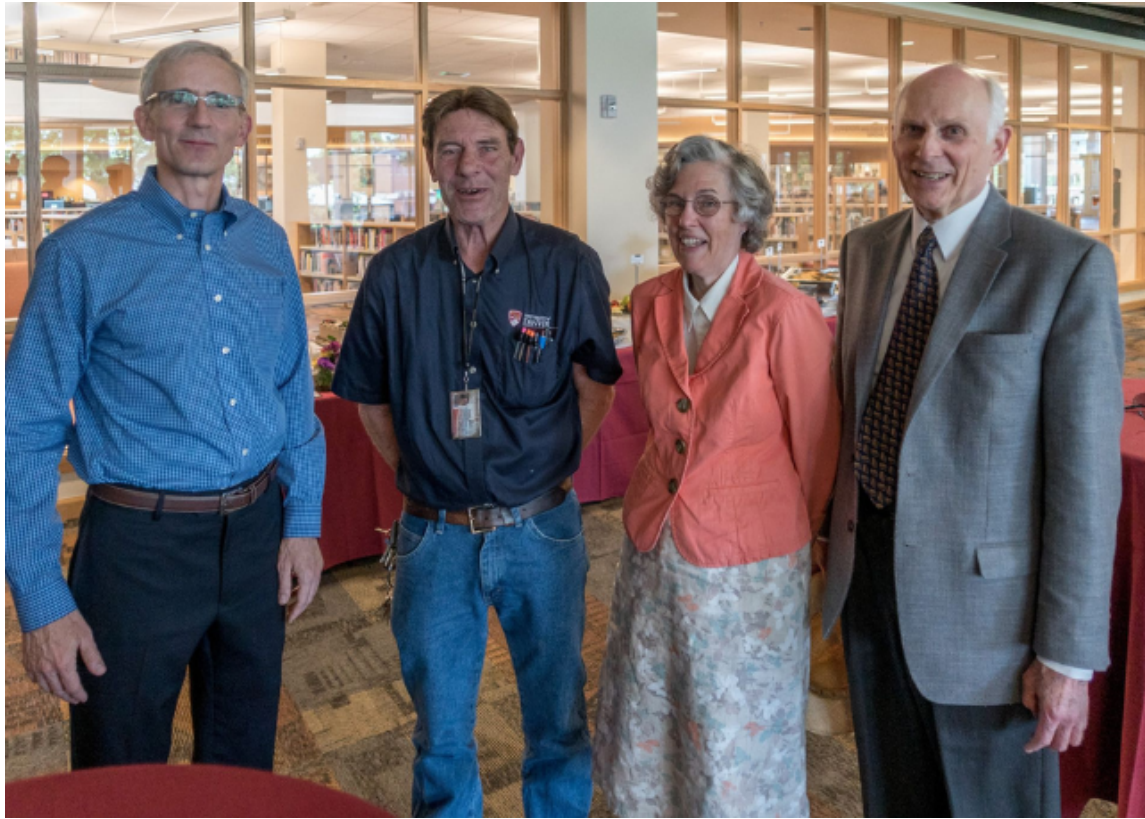


On-Campus Vaccinations

Here at DU, we take your health and the health of our community seriously. That's why we require vaccinations (or a vaccination exemption) to continue working, teaching or attending classes on the DU campus.

In order to keep our campus community healthy and easily comply with these requirements, The Health and Counseling Center (HCC) offers flu shots and COVID-19 bivalent boosters to all staff, faculty and students 18 years of age and above. An appointment is required for the COVID-19 bivalent booster and can be [scheduled through your myhealth account](#).

Please bring your COVID vaccine card and proof of any medical insurance you have.



It's Never Too Early to Think About Retirement

Whether you are planning to retire in the next few years or have many years to go, DU has you covered and will help you make the most of your retirement investments. The University offers a retirement plan under section 403(b) through TIAA to enable employees to invest in their retirement via automatic payroll contributions.

Contributions are made on a pre- or post-tax basis. Employees are eligible to enroll in the employer match feature after completing one year of service with the University. Employees may also waive this service requirement with prior service at another qualified educational institution. If an employee is eligible for the match and contributes 4% or more, the employee will receive a matching contribution made by the University. Employees are 100% vested immediately.

Find out more about the DU retirement plan [here](#).

Want to learn more about how to invest your retirement funds wisely? See upcoming seminars and consultations [here](#).



Benefits Advocate Center – We’re Here to Advocate for You

Great news for employees who are enrolled in our benefit programs. We have partnered with Gallagher Benefit Services to enhance your benefits experience! The Benefits Advocate Center (BAC) will help you get the most from our benefit programs by assisting with:

- Claims you believe haven’t been paid properly
- Explaining what your benefits cover
- Questions regarding bills you receive from your doctor, hospital, dentist or lab
- Prescription or pharmacy issues
- Finding network providers

To connect with a benefits advocate, ready to handle any situation in a discreet and confidential manner, simply call the dedicated toll-free number at 833-355-8939, Monday through Friday, 7 a.m-5 p.m. MST.

You can also email your benefit advocate at bac.duadvocates@ajg.com.

Language assistance is available.



Legal and Identity Theft Protection

Worried about identity theft? HRIC has partnered with LegalShield/IDShield to provide legal and identity theft protection services for a low monthly cost to employees. With LegalShield, you have access to a variety of legal services, including advice on unlimited personal legal issues; attorney letters or calls made on your behalf; contract and document review; and so much more.

After you become a member, just contact our provider law firm to speak to a lawyer in your area that is experienced in most fields of law and can provide you advice and counsel on an unlimited number of personal legal issues. We even provide 24/7 access for covered emergencies. Proven, professional advice is just a phone call away, when you need it!

IDShield protection provides valuable services from detection to resolution. You'll feel empowered knowing that for a small monthly fee you have the expertise you need to help protect yourself against identity theft and resolve issues related to it.

For more information on the plans and to enroll online [click here](#).



Don't Want to Pack a Lunch?

We have you covered with a DU employee meal plan. The 10-Block Meal Plan is \$95.00 and includes 10 meals at any of the eight dining stations in the Rebecca Chopp Grand Central Market, in the Community Commons. Any unused 10-Block meals expire at the end of the academic year.

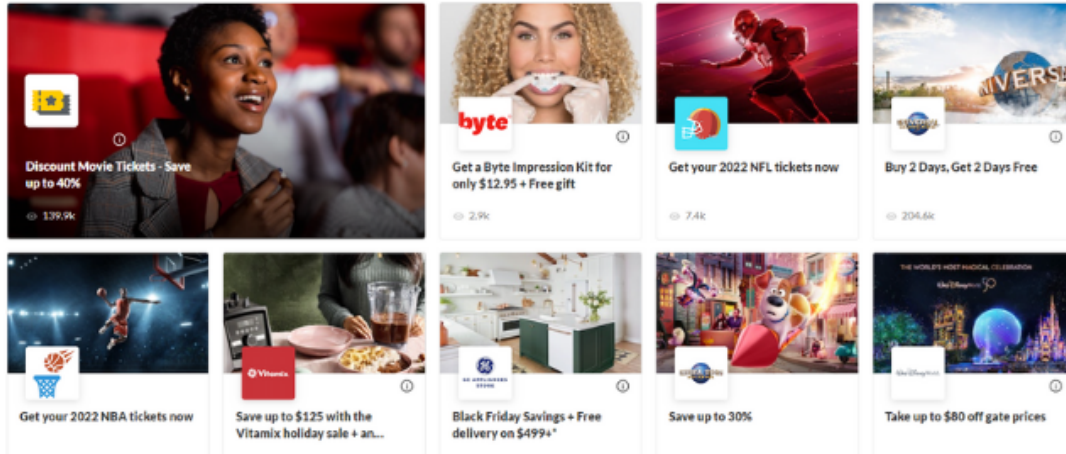
The 50-Block Meal Plan is \$695.00 and comes with 50 Meals and \$300 of Meal Plan Cash. The \$300 Meal Plan Cash may be used at any of our on-campus dining locations, including Starbucks and Einstein Bros. Bagels. Any unused 50-Block meals will expire at the end of the quarter in which they were purchased.

Meal plan not right for you? You could also look into adding some money to your Flex account.

This enables you to pay for food and drinks on campus with your ID card, and there's no tax added.



Premium Offers



Introducing DU Discounts, Available Through Beneplace!

Your work-life balance and general well-being are as important to us as the work you contribute. That's why we're excited to offer a new employee discount marketplace, DU Discounts—your one-stop shop for exclusive and convenient savings on the products, services and experiences you know and love.

You'll find deals on:

- Electronics
- Appliances
- Theme parks
- Hotels
- Movie tickets
- Rental cars
- Gift cards
- Apparel
- Cars
- Flowers
- Fitness memberships
- Groceries
- Special events
- And more!

Access to these discount offerings is cost-free for benefitted DU employees, and it's easy to enroll for access.

[Visit the website here and begin saving today.](#)

Professional Development: LinkedIn Learning



You are a vital member of the DU community, and DU is here to support your professional and career growth. Through DU, you have access to thousands of free courses on LinkedIn Learning. Use LinkedIn Learning to learn something new or develop an existing skill. Online courses range from five minutes to several hours and cover a variety of topics focused on technical and workplace skills.

Visit [LinkedIn Learning](#) (or download the app) and use your DU email address to access thousands of online courses.

Using your DU email address, you can access this tutorial for more on [LinkedIn Learning](#).

Find the topics you want using search tools, explore learning paths, play and pause training videos, use transcripts and exercise files, and customize your online learning experience.

The People Development Team has curated playlists of recommended courses by topic and role for employees, supervisors, and leaders to further develop their individual competencies. We also recommend searching for course titles to follow courses by topic area.

Playlists by Role:

- [For Individual Development](#)
- [For Supervisor Development](#)
- [For Leadership Development](#)

In collaboration with the Provost's Office, Daniels College of Business and Information Technology, LinkedIn Learning is live and available to all faculty, staff and students.

Town Hall 2022 Employee Engagement Survey



Employee Engagement Survey 2022 Recap

The 2022 University Employee Engagement Survey results are in! This survey was a follow-up to the 2018 survey and was originally scheduled for Apr. 2020. The university remained committed to following up on the initial survey, and the 2022 survey was launched in the spring of this year.

On Nov. 10, we held a hybrid Town Hall presentation to discuss the results and next steps in sharing divisional/college/unit findings, which will inform ongoing efforts to engage and retain faculty and staff.

See a recording of that presentation here →



International Travel Coverage Now Available for All of DU

The University of Denver is proud to offer all students, faculty, and staff on international DU travel with coverage under one comprehensive accident, sickness, and emergency care insurance plan at no additional cost to you.

Highlights of the plan are \$500,000 in medical and evacuation coverage, typically no out-of-pocket expenses; and the inclusion of travel insurance benefits such as lost luggage and trip delay.

Travelers need to make sure their itinerary is registered in either DU Passport or Pioneer Travel and Expense. This plan works in tandem with DU's travel assistance provider, International SOS, so there's only one number to remember for insurance and assistance.

All assistance services and insurance benefits are initiated by calling International SOS at +1 215-942-8478 or via the [International SOS Assistance app](#). Questions may be directed to DU's international travel health and safety team at intlsafety@du.edu.

Featured Events & Webinars

Dec. 1

Open Forum

10-11:30 a.m.

CCOM 1700

Please join the HRIC for the next Town Hall.

RSVP here.

Visit du.edu/human-resources for more resources and events.

The Bridge connects faculty and staff to all campus happenings, all the time.

Do you have an announcement, opportunity, survey or event to promote to DU faculty/staff?

Use **our easy online form** to submit your news. Paid events and programs must include a DU faculty/staff discount. **A minimum lead time of two weeks pre-publication is required for consideration.**

We want to hear from you! Give us your feedback on The Bridge or suggest new content to consider using **our easy feedback form**.