

# HRIC Updates & Open Forum

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05/04/2023



# Agenda

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- Cigna Introduction
- Benefit Updates
- Benefit Fair
- Open Enrollment
- Performance Management
- Merit Prep
- Development resources
- Q&A

The screenshot shows the Cigna Healthcare website. At the top left is the Cigna Healthcare logo. Below it is a blue banner with an information icon and text: "Our Cigna brand name is evolving to Cigna Healthcare, the health benefits provider for The Cigna Group. Our cc remains the same. Find out more [C](#)". Below the banner is a background image of a living room with a window and a chair. Overlaid on the image is a white "Customer Login" form with the following elements: "Username" label with a "Forgot Username?" link, a text input field, "Password" label with a "Forgot Password?" link, a password input field with a "Show" button, a blue "Log In" button, a link "Haven't created an account yet?", a "Register" button, and a link "Registrarse en Español".

Your online account gives you access to these features:



A blue banner for "Cigna Wellbeing". On the left is a white icon of a heart with an ECG line passing through it. To the right of the icon is the text "Cigna Wellbeing" in white. At the bottom right of the banner is the Cigna logo and the word "Cigna" in white.

# Welcome Cigna!

# Benefits Update

# If you missed the Benefits Fair

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Guide can be found at .....



**EMPLOYEE BENEFITS GUIDE  
JULY 1, 2023 – JUNE 30, 2024**

# Open Enrollment

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- Open Enrollment will start May 1 and will close May 15.
- Changes made during this Open Enrollment will be effective July 1, 2023 through June 30, 2024.



# Performance Management and Merit

# Performance Management

- Staff Performance Management
  - Important Dates to Know
- Performance Review Time Period Start: April 1
- Performance Review Time Period End: May 8
- Performance Planning for 2024 Opens: May 17
- Merit Increases Effective for Monthly Employees: July 1
- Merit Increases Effective for Bi-weekly Employees: July 3

## So, What Do All Those Dates Mean?



Staff performance evaluations will open for review on April 1. You will receive an email on that day inviting you to fill out your self-review in the performance planner.

You and your manager will have until May 8 to complete these three steps:

- Your self-review
- Your manager's review of you
- Your meeting with your manager to discuss your evaluation

But don't delay! The earlier you complete your performance evaluation review, the better you will feel about having it behind you. You should also be thinking about your goals for the next evaluation cycle, which is April 1, 2023, to March 31, 2024.



## Merit Prep

### Who Is Eligible for Merit?

Appointed faculty and staff are eligible for merit based on their performance review. For an employee to be eligible for merit, they must have a hire date **prior to or on April 1**. Eligibility does not guarantee a merit award. Merit increases for those individuals hired July 1, 2022, to April 1, 2023, will be prorated for months employed.

Development  
resources for  
managers and  
new employees

## Learning Programs available

Please register new supervisors for upcoming Supervisory Core Competency Training.

Please remind all new employees to complete new hire training – if they have not done so. Communications will go out to the employee and their manager regarding completion.



# Global Accessibility Awareness Day



The purpose of GAAD is to create a dialogue for learning and discussion on digital access and inclusion.

Student Panel, Guest Speakers, and Free Lunch Provided

MAY 18, 2023  
BURWELL CENTER FOR CAREER  
ACHIEVEMENT - ROOM 340  
10:00AM - 3:00PM

Please RSVP  
to help us order  
enough delicious  
empanadas!

Thank you to our sponsors:  
Community + Values, Office of the Provost  
Equal Opportunity & Title IX  
Human Resources & Inclusive Community (HRIC)  
Division of Diversity, Equity, and Inclusion



# Q&A

# THANK YOU

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