



November 2023

Dates to Remember

Due to the Holiday, bi-weekly checks will be deposited on Tuesday, Nov 21st, instead of Friday, Nov 24th.

Wednesday, Nov 22nd – Campus closed, use administrative leave

Thanksgiving break – Nov 23rd-24th, use holiday leave



Benefits/Wellness Fair Prize Winners

Congratulations to the following employees who won prizes at the Benefits Fair!



- April Murk – BCBS Amazon Fire HD tablet
- Tiffany Smith – VSP designer sunglasses
- Cynthia Vleugels – Delta Dental gift basket
- Trung Nguyenvo - \$25 Amazon gift card
- Terry Sherman – American Fidelity swag bag
- Koesha Brown – Hinge Health blanket
- Hayden Rogers – Hinge Health blanket
- Jenna Wooten – Livongo water bottle
- Tony Smith - Medify gift bag

Thank you to everyone who attended the Benefits/ Wellness fair this year.

Catapult Health Screenings

Appointments are still available for Catapult screenings on OKC Campus


Spring 2024 Clinics:

Jan 30th (Tuesday)

Feb 19th (Monday)

Schedule a time for your [Catapult health screening](#).

Catapult conducts free, confidential health screenings on the Stillwater campus for your convenience. The screening consists of a diagnostic blood test, measured biometrics, family medical history and a personal health report. Catapult health screenings are available for employees and their covered spouses enrolled in one of the OSU BlueCross BlueShield health plans (BlueOptions or BlueEdge). New hire benefits must be effective prior to the health screening appointment. Employees who complete the Catapult screening receive a \$30/month health plan premium credit, effective the first of the month following the screening. As a reminder, premium credits for screenings completed after July 1 begin the first of the following month and continue through December 2024.

 **New in 2024**, Catapult will be going to a 100% Tasso clinic model. Benefits to this clinic model include:

- Eliminated the experience of a painful needle finger prick!
- Takes only 10-15 minutes to complete your blood draw and measurements vs. 40 minutes.
- Complete your NP consultation from the privacy of your home and at a time that works best for you.
- A1C measurement for all participants.

Schedule a screening [here](#) or call [877-373-9974](tel:877-373-9974).

Employee Mandatory Training

Reminder that the deadline for completing your two annual mandatory training courses for 2023 is Dec 31st. Employees are required to complete 2023 Title VII and Title IX and 2023 IT Security Awareness. OSU also recommends employees complete the training for Fostering & Promoting Diversity and Inclusion. Full-time employees will complete training in the Talent Management System. Temps and adjuncts can complete training via the links on the HR Training website. Please direct your training questions and certificates of completion to William Hopper in HR. (okc.humanresources@okstate.edu).

TIAA Retirement Planning

In-Person Meetings Available

Our TIAA representative can meet with you for One-on-One consultations. If you are interested, please schedule a meeting at <https://shared.tiaa.org/public/publictools/events/meetingatworkplace> and choose from the available appointments for OSU-OKC. The customer service staff is equipped to answer most questions at 1-800-842-2776. You can also log on to www.tiaa.org/okstate to access the specifics on your accounts and schedule appointments.

OKC appointment times:

Tuesday, Nov 28th 8:00am – 5:00pm

Tuesday, Dec 12th 8:00am – 5:00pm

Employee Assistance Program

Employee Assistance Program (EAP) benefits are offered through GuidanceResources®. Your benefits offer you and your dependents confidential support, resources, and information for personal and work-life issues. These services are part of your benefits package and are available at no additional cost to you.

GuidanceResources® is available 24/7. There are three ways to access your GuidanceResources® benefits:

1. Call [855-850-2397](tel:855-850-2397). You'll speak to a counseling professional who will listen to your concerns and can guide you to the appropriate services you require.
2. Visit www.guidanceresources.com, click **Register**, enter **OKSTATEEAP** as your Web ID, then create your user ID and password
3. Download the **GuidanceResources® Now** app for your mobile device.

Learn more [here](#).

Counseling and Support

The [Counseling and Support](#) website lists available community resources and student support resources. You will also find links to the Student Wellness newsletter, a mental health activity calendar, and a link to the [Wellness Center](#) site. For more information, please reach out to Ross Duren.

Ross Duren, LMSW
Administration Building, Rm 101
405-945-3346
ross.duren@okstate.edu

Employee Updates

New Employees

Name	Title	Dept.	Hire Date
Daniel Mutai	Testing Specialist	Testing & Assessment	11/13/2023

Employee Departures

Name	Title	Dept.	Last Day
Janna Smith	Admissions Specialist	Admissions	11/3/2023
Amy Chaney	Academic Success Coach	SSOC	11/3/2023
Kelly Novakowski	Instructor	Nursing	11/21/2023
Elaine Regier	Director	Library Services	12/31/2023
Dr. Pam Stinson	Provost & VPAA	Academic Affairs	1/2/2024

Human Resources Team



Email: okc.humanresources@okstate.edu