



# May 2024

## Dates to Remember

June 19<sup>th</sup> – OSU closed for Juneteenth

## Annual Staff Evaluations Due May 31<sup>st</sup>

It's time for Annual Staff Evaluations. You will receive an email notification once your supervisor has assigned the evaluation. To locate your performance evaluation, log in to the Talent Management System (TMS, formerly LMS). From the home page, click on *Performance*.

### America's Brightest Orange

You can access your professional development through the **LEARNING** portal, **SEARCH JOBS** if you are looking for opportunities.

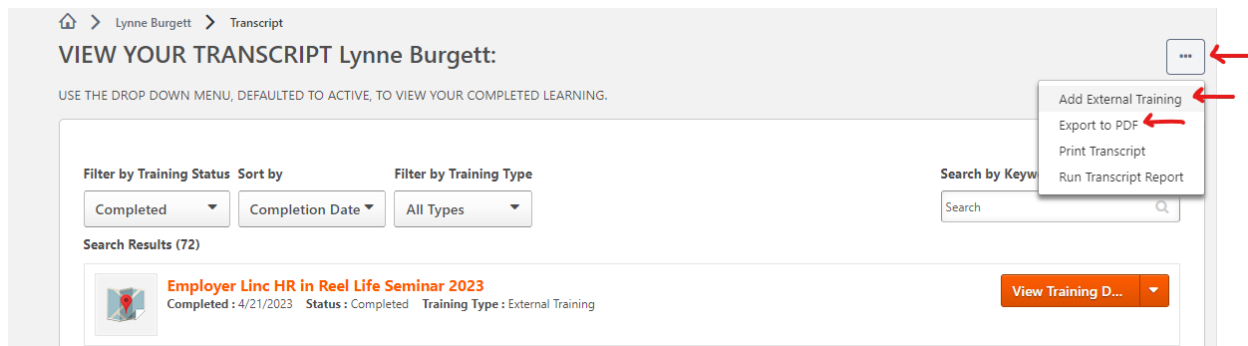


You will see your self-evaluation for 2024 listed under *My Assigned Reviews*. Be sure to complete every question and submit the evaluation so your supervisor will be able to view your answers.

Staff are required to participate in two professional development training courses per year. To get a copy of your TMS training click on *Completed Transcript*. On the following page, click the 3 horizontal dots at the top right of the page, and choose *Export to PDF*.

You can also add external training to TMS through the menu option, Add External Training.

If you have any questions, please contact Lynne or Melissa in HR. [okc.humanresources@okstate.edu](mailto:okc.humanresources@okstate.edu). If you have recently participated in a Professional Development week training, this will be added to your transcript by HR.



## TIAA Retirement Planning

### In-Person Meetings Available

Our TIAA representative, Jon Stiles, 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](http://www.tiaa.org/okstate) to access the specifics on your accounts and schedule appointments.

OKC appointment times:

Wed. July 24<sup>th</sup> 8:30am – 4:30pm, Pistol Pete room

Wed. Aug 28<sup>th</sup> 8:30am – 4:30pm, Pistol Pete room

Wed. Sep 25<sup>th</sup> 8:30am – 4:30pm, Pistol Pete room

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## Health Savings Account Transition

OSU A&M's benefit plan includes a Health Savings Account (HSA) Option for those enrolled in the BlueEdge High Deductible Health Plan.

Currently, the HSA is administered by Benefit Wallet. On Friday, May 10, all OSU A&M HSAs will automatically transfer to HealthEquity, an IRS-approved non-bank custodian.

If you have elected to contribute to your HSA, payroll deductions will continue into the HealthEquity account.

For more information, visit the member transition [website](#).

## 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](mailto:ross.duren@okstate.edu)

## Summer Catapult Health Screenings

### Appointments are available for Catapult screenings on OKC Campus

#### Summer 2024 Clinics:

July 17<sup>th</sup> (Wednesday)

July 18<sup>th</sup> (Thursday)

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).

## Benefits Minute: Preventive Care

Did you know that many diseases and conditions can be prevented through early detection? With preventive screenings, you are taking steps to track your health in hopes of avoiding chronic conditions before they become more serious.

Employees on OSU's BlueCross BlueShield Health Plans are eligible for preventive health screenings covered at 100% when using an in-network provider.

Preventive services include, but are not limited to:

- Well Child Exams
- Well Woman Exams
- Immunizations
- Screening tests, such as blood pressure, cholesterol, or depression
- Cancer Screening, such as colorectal or breast cancer
- Health Counseling

As a reminder, if you complete a preventive screening through [Catapult](#), you will receive a \$30/month health plan premium credit.

If you have questions about preventive care benefits, contact OSU Benefits at [OSU-Benefits@okstate.edu](mailto:OSU-Benefits@okstate.edu) or 405-744-5449.

A more detailed summary about preventive benefits can be found [here](#), or you may contact BlueCross BlueShield directly at 877-258-6781.

## Employee Assistance Program

The Employee Assistance Program (EAP) provides employees and their dependents with options for confidential counseling, work-life solutions, legal support, financial information, and wellness guidance.

These services are offered by *GuidanceResources* at no cost to OSU-OKC employees. For more information about the program and how to contact *GuidanceResources*, check out the link on the OSU website. <https://hr.okstate.edu/benefits/guidanceresources.html>

**Download the ComPsych® GuidanceNow<sup>SM</sup> Mobile App**

## Employee Updates

### New Employees

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Name	Title	Dept.	Hire Date
Trang Nguyen	Admissions Specialist	Admissions	5/22/2024
Mark McKeich	Student Acct. Specialist/ Collections	Business Services	5/20/2024
Melissa Bermudo	Financial Aid Counselor	Financial Aid	5/9/2024

### Promotions

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Mel Negron	Lead Communications Specialist	Admissions	5/10/2024
Donovan Kelso	Sr. Director SOAR & Upward Bound	UB & SOAR	5/16/2024
Kenia Maldonado	Counselor/Coordinator	SOAR	5/16/2024
Jennifer Hernandez Ceja	Program Manager	SOAR	5/16/2024
Briana Flatley	Program Manager	Upward Bound	5/16/2024

### Employee Departures

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Name	Title	Dept.	Last Day
Jerri Essary	Assistant Professor	Nursing	6/1/2024
Teara Lander	Associate Vice President	Student Services	5/31/2024
Mitzi Berousek	Office Manager/ Advisor	Upward Bound	5/31/2024
Stacy Stoops	Lab Technician	Interpreter Training	5/21/2024
Devin Beier	Coordinator	Creative Services	5/1/2024
Ron Peirce	Program Coordinator	PDTC	5/1/2024

## Human Resources Team



Email: [okc.humanresources@okstate.edu](mailto:okc.humanresources@okstate.edu)