University of Wisconsin Whitewater

Human Resources and Diversity

OFFICE OF HUMAN RESOURCES & DIVERSITY

NEWS & NOTES

AUGUST 2021 (V.4.2) DIVISION OF ADMINISTRATIVE AFFAIRS

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"Every good conversation starts with listening."

- Tom Haak

Hyer Hall 330

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hr@uww.edu

Office Hours:
7:45 am - 4:30 pm M-F

HELLO WARHAWK FAMILY!

Welcome to Human Resources & Diversity's News & Notes ***August 2021*** edition. We hope you like this new, refreshed look to our newsletter. The modified layout aims to provide easier access to the information that is most important to you.

This month "Spotlight" section, located at the very front, highlights Welcome Back Week for faculty and staff. Following the spotlight section are highlights or important information from each of the areas in the Human Resources & Diversity office, including getting vaccinated for COVID-19, Title IX Training numbers and campus climate information.

This newsletter also includes important information for campus, including flyers for Well Wisconsin programs, and recordings of webinars. The new Single Bi-Weekly Payroll went into effect for the month of July, with first checks being distributed July 30. If you haven't already visited the system page with information about your check, or utilized the various links outlined in past newsletters, you can do that now. Please take the time to look through the newsletter for this and other topics important for employees. You can follow the links to any topic in which you seek additional information.

As always, the index to the left on this page links to the various pages and topics highlighted in this ***August 2021*** edition. If you have questions about any of our subject areas, please refer to this or past editions of the newsletter. If you would like to read previous versions, please go to our *News & Notes* webpage to see the current and past editions.

As always, thank you for taking the time to read this newsletter!

Best,

Janelle A. Crowley, Ph.D.
Chief Human Resource Officer
Human Resources & Diversity

August 1	Friendship Day
August 5-15	Wisconsin State Fair
August 8	Summer Olympics Closing
August 9	Book Lover's Day
August 13	Friday the 13th
	Left Hander's Day
August 14	VJ Day - Surrender announced to the world marking end of WWII
August 15	Relaxation Day
August 17	Begins Welcome Back Week for employees
August 20-28	Residence Hall Move In
August 21	Senior Citizen's Day
August 26	Women's Equality Day

http://www.holidayinsights.com/moreholidays/august.htm

Spotlight of the Month

WARHAWK WELCOME

Welcome Back Week!

Welcome Back Week - Faculty and Staff - New Employees or those wanting a refresher

Tuesday, August 17 - Monday, August 27

Tuesday, August 17 Department Chairs Workshop

Wednesday, August 18 Department Chairs Workshop

Thursday, August 19 Faculty & Instructional Academic Staff Contract Period Begins - Welcome

- Human Resources & Diversity - new employees complete paperwork
- Introduction to Canvas
- Human Resources & Diversity orientation and continental breakfast. (This session is for all new employees hired after August 1, 2021)
- Technology Overview for UW-Whitewater at Rock County
- Open lab for Canvas and General Technology at Rock County
- Canvas Instruction Zone - for any employee
- Instructional Technology for the Blended Classroom

Friday, August 20 Welcome Week Continues for New Employees

- Library Services & Online resources
- Canvas Refresher
- Campus Technology Overview
- Using Canvas as Grading and Feedback
- Classroom Technology sessions
- Administrative Overview for Supervisors

Questions??

Welcome Week events for employees. Contact Human Resources & Diversity at 262-472-1024 or hr@uww.edu
Warhawk Welcome for new students. Contact the First Year Experience Office at 262-472-3205 or fye@uww.edu

Welcome Back Week

Monday, August 23 Welcome Week Continues for New Employees

- Unconscious Bias Training
- First Year Program Breakfast for newly hired, tenure track faculty (invitation only)
- Designing your Canvas Course: Tips and Tricks
- Equity, Diversity, Inclusion and Special Projects Event
- Academic Policies
- Hands-On Technology for First Year Program & New Instructional Academic Staff

Tuesday, August 24 Welcome Week Continues for New Employees

- Portrait Session (Any Employee)
- Fall Forum - All employees in Timmerman Auditorium
- Professional development workshop
- Campus Emergency Procedures & Campus Police Department
- Chancellor event
- PIAT Annual Event
- Non-Traditional Student Orientation Event

Wednesday, August 25 Welcome Week Continues for New Employees

- Group Benefits Orientation - Any new employee
- Academic Affairs Workshop: Getting Set up in Navigate for Fall
- iCIT Open House
- Academic Affairs Workshop: NCBI Diversity, Equity, and Inclusion
- Campus Landscape and History Tour

Thursday, August 26 & Friday, August 27 Welcome Week Continues for New Employees

- College/Department Activities
- ULEAD Events

Warhawk Welcome (New Students)

Monday, August 30: Warhawk Welcome Check-in.

- Between 1:00-4:30pm, stop by the University Center Hamilton Room. Students receive Warhawk Welcome shirt and program information.
- 7:00pm: First session, Glow Night event following.

Tuesday, August 31: Warhawk Welcome

- Sessions from 9:30am-4pm and 6:30-8:00pm, OutDoor Movie following.

Wednesday, September 1: Warhawk Welcome

- Sessions from 10:00am-3:00pm and 7:00-9:00pm, to include painting Warhawk Drive and RU Purple.
- Students' Warhawk Welcome schedule will be posted to UW-Whitewater app agenda in mid-August.

Thursday September 2: Classes Begin

Benefits

Shop Smarter! Use your FSA for Summer Essentials

Let the *sun* times begin! Summer is just days away so it's a good time to stock up on the items that will keep you healthy and protected, whether from the road or your backyard.

Even better? You can use your Flexible Spending Account (FSA) to pay for eligible items, including things like sunscreen (SPF 15+).

Shop smarter. Use your FSA to pay.

Use your FSA in stores or online, including at CYC's marketplace where all items are FSA-eligible, to stay safe and covered (sunscreen covered) all summer long!

Link to CYC's marketplace: https://www.connectyourcare.com/cyc-marketplace/

TIAA Retirement Sessions

No matter where you are in life- just getting started or planning for retirement- a session with a TIAA Financial Consultant can help you create a plan for your goals. And, it's at no additional cost as part of your retirement plan.

- Tuesday, August 10th: 11:00 am - 4:00 pm
- Wednesday, August 11th: 9:00 am - 4:00 pm
- Friday, August 20th: 9:00 am - 4:00 pm
- Tuesday, August 24th: 9:00 am - 4:00 pm

Register for sessions at http://www.TIAA.org/schedulenow or by calling 800-732-8353, weekdays, from 8:00am-8:00pm.

Additional Contributions

Looking to increase your WRS retirement? Learn how Additional Contributions can increase your WRS retirement benefit.

By the end of this presentation, you will be able to:

- Define additional contributions.
- Identify how additional contributions increase your retirement fund.
- Arrange to make additional contributions to your WRS account(s).
- Find and use ETF resources to calculate your additional contribution amount.

Monday, August 9, 2021 6:00 pm – 6:30 pm
Wednesday, August 18, 2021 11:00 am – 11:30 am
Tuesday, August 24, 2021 1:00 pm – 1:30 pm

To register, go to: https://attendee.gotowebinar.com/rt/2243724316597313293

Benefits

Annuity Options

When you get your retirement estimate, you'll see that there are many options for receiving your retirement benefit. You can choose to receive the payment for your life or extend it beyond your life to your loved ones. The choice is yours. We'll discuss how each option impacts the size of your payment and affects your loved ones.

By the end of this presentation, you will be able to:

- Define and explain annuity, annuitant, beneficiary and named survivor.
- Compare the different annuity options.
- Find resources with more information.
- Identify the next steps for you to choose an annuity option.

Wednesday, August 4, 2021 6:00 pm – 6:30 pm
Wednesday, August 11, 2021 1:00 pm – 1:30 pm
Thursday, August 26, 2021 11:00 am – 11:30 am

To register, go to: https://attendee.gotowebinar.com/rt/2370337478582501389

WRS Retirement Benefit Calculation Methods

Have you requested a retirement estimate? Thinking about it? In this webinar we'll discuss how we calculate your retirement benefit.

Thursday, August 5, 2021 1:00 pm – 1:30 pm
Wednesday, August 11, 2021 11:00 am – 11:30 am
Thursday, August 19, 2021 6:00 pm – 6:30 pm

To register, go to: https://attendee.gotowebinar.com/rt/623379528302479885

Preparing for Your Retirement

Planning to retire in the next 1-10 years? Then this webinar is for you. Attend this presentation in a live webinar! We'll discuss:

- The money you and your employer have put towards your retirement account.
- How your retirement account grows through investments.
- When you can retire.
- Options for receiving your retirement benefit.
- Rules you must follow if you return to work after retiring.
- What happens to your account after you die.
- Changes to your health and life insurance in retirement.

Learn in a way that fits your schedule (workday or evening).

Tuesday, August 10, 2021 1:00 pm – 2:30 pm
Wednesday, August 25, 2021 6:30 pm – 8:00 pm
Thursday, September 9, 2021 10:00 am – 11:30 am
Thursday, September 23, 2021 6:30 pm – 8:00 pm

To register, go to: https://attendee.gotowebinar.com/rt/2273159340156240144

Your Warhawk Benefits & Wellness Specialist

Stephanie Hartmann

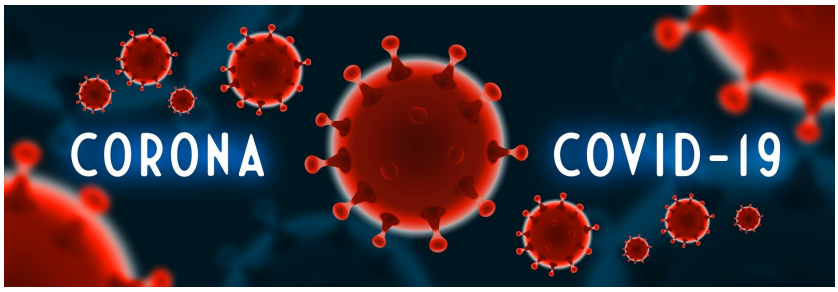
Front Desk and General Office Information

Getting vaccinated for COVID-19

UW System and UW-Whitewater are not mandating vaccinations for students or employees at this time. However, vaccination is strongly encouraged as the best means to protect the health of students, faculty and staff. Please submit a copy of your Wisconsin immunization record or vaccination card in any of the following ways:

- Submit it online at https://my.uww.edu/Vaccination/
- Bring the copy to the COVID-19 office, located in the UW-Whitewater Police Department at Goodhue Hall.
- Fax it to 262-472-5746.
- Mail it to UW-Whitewater Police Department, 790 W. Starin Rd. Whitewater, Wisconsin, 53190

If you previously submitted your vaccination card as verification but were denied, please resubmit your card.



Employee Assistance Program (EAP)

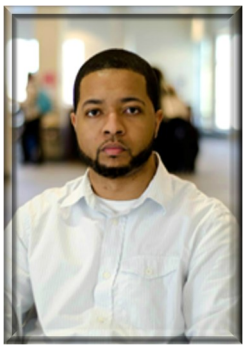
EAP Provider is KEPRO (pronounced 'kee proh'.)

The EAP is a ***free, confidential*** program available to you and the family members living in your household. You can contact Kepro for assistance with:

- **Emotional Situations:** relationships, parenting, grieving;
- **Work/Life Challenges:** child care, elder care, adoption;
- **Legal and Financial Circumstances:** managing expenses or debt, preparation of simple wills, child custody or child support.

You may contact Kepro by calling **833-539-7285** or online at sowi.mylifeexpert.

Human Resources & Diversity Office is open regular hours but due to summer schedules we request that visitors please call ahead to schedule an appointment.



Your Warhawk Human Resources & Diversity Office Coordinator, Front Office Supervisor, and Student & Camps Specialist

Ramon Rocha, Sr., DJ Judah, Kai Instefjord

Front Desk and General Office Information

Americans with Disabilities Act (ADA)

The Americans with Disabilities Act (ADA) was signed into law on July 26, 1990, by President George H.W. Bush. This was thirty-one years ago and is one of America's most comprehensive pieces of civil rights legislation that prohibits discrimination and guarantees that people with disabilities have the same opportunities as everyone else to enjoy employment opportunities, to purchase goods and services, and to participate in State and local government programs and services. Modeled after the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, religion, sex, or national origin – and Section 504 of the Rehabilitation Act of 1973 -- the ADA is an "equal opportunity" law for people with disabilities.

To be protected by the ADA, one must have a disability, which is defined by the ADA as a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such an impairment, or a person who is perceived by others as having such an impairment. The ADA does not specifically name all of the impairments that are covered.

ADA2021

CELEBRATING 31 YEARS OF THE AMERICANS WITH DISABILITIES ACT

For more information follow the links below:

For the text of the law, click here.

Title II Regulations: The Department of Justice regulations that implement the ADA for state and local governments.

Title III Regulations: The Department of Justice regulations that implement the ADA for businesses and non-profit service providers.

ADA Standards for Accessible Design: Enforceable standards under Title II and III for new construction, alterations, program accessibility, and barrier removal.

ADA Technical Assistance Materials: Information about the ADA and how to comply with the law

Federal and ADA Disability Resources: ADA responsibilities of Federal agencies outside of the Department and other resources for people with disabilities

File an ADA Complaint: If you believe you have been discriminated against on the basis of disability, file a complaint under the ADA.

En Español

If you have questions about the ADA and want to talk to an Department of Justice ADA Information Specialist, go to ADA Information Line for the Department's toll-free telephone numbers and times of operation.

Guide to Disability Rights Laws | En Español
Find out more about the ADA and other laws that protect the rights of people with disabilities.

Employee/general campus needs,

Connie Putland
Assistant Chief Human Resources Officer and
Campus ADA Coordinator
ada@uww.edu

Students and instructional needs,

Debbie Reuter
Interim Director of the Center for Students with Disabilities
rueterd@uww.edu

Your Warhawk Assistant Chief Human Resource Officer and Campus ADA Coordinator

Connie Putland

Information Retrieved from: https://www.ada.gov/ada_intro.htm & https://acl.gov/ada

Immigration

Contributions to the US from Non-US Citizens

For the first 18 years of his life, Giannis was stateless, and couldn't travel or represent the country of his birth. In 2013, he received his Greek papers in time to attend that year's NBA Draft. And, two years later, he acquired a Nigerian passport, too. "It's important. It's part of who I am. Both of my parents are Nigerian. They wanted me to get it. I wanted to have it, so I got it."

His parents immigrated to Greece from their native Nigeria and raised their sons with little money. Giannis, alongside three of his brothers, sold DVDs and sunglasses on the streets of Athens to help make ends meet. Basketball was the Antetokounmpo family's avenue out of poverty.

Giannis and Thanasis Antetokounmpo

But this story would've gone differently if Giannis didn't listen to his brother, Thanasis. The second oldest of the five Antetokounmpo brothers, Thanasis convinced them all that basketball would give them a better life.

The Antetokounmpo family's first love was soccer. His father, Charles, was a former player and the oldest of the siblings, Francis, was a professional who played in Nigeria and Greece.

Giannis was far from a natural. His first coach, Spiros Velliniatis, says he couldn't even dribble when he first arrived at the gym, but Giannis channeled his passion and work ethic to develop his skills.

Thanasis decided against entering the draft with his brother and spent an extra year in the Greek second division. Then, the Delaware 87ers chose Thanasis with the ninth pick in the NBA D-League Developmental Draft. His performances earned him a selection in the NBA Draft the next year. Thanasis returned to Europe after playing with the New York Knicks and their D-League affiliate the Westchester Knicks.

Thanasis then chose to return to the NBA and join Giannis in Milwaukee. He mostly sat the bench this season, but the lack of playing time hasn't stopped him from adding to his personal highlight reel.

The NBA might be welcoming more Antetokounmpo family members into the league soon. Kostas currently plays for the South Bay Lakers in the G-League, and the youngest brother, Alex, is a high school with his own dreams of NBA stardom.

Information retrieved from https://www.sportscasting.com/giannis-antetokounmpo-can-thank-brother-thanasis-for-nba-success/

Margaret Wheeler, our *Immigration and Affirmative Action Specialist*, can be reached at her office in the Community Engagement Center, Room 123. She continues to be responsible for immigration cases for all international faculty. In addition, she offers workshops and one-on-one assistance, remote or in-person, regarding EB-1 cases, EB-3 cases, form I-485 and supporting documents. She also assists immigrants in the Whitewater community and beyond, with their immigration cases. Currently, she works with UW-Whitewater student interns, training them in the practice of immigration law as they fulfill their legal studies' requirements.

Immigration and
Affirmative Action Specialist

Margaret Wheeler, JD

Contact Information:
wheelerm@uww.edu;
262-472-1494

Rock County Campus

Handshake Coming to Rock Campus

The Rock County campus will start using Handshake for Fall 2021 student employment opportunities!

Handshake is UW-Whitewater's career management system & online job board. You'll find all of the following on Handshake:

- **Job & Internship Postings:** Search for on-campus and off-campus student jobs, internships, and full-time jobs requiring bachelor or master degrees.
- **Career Fairs**: View information about upcoming career fairs, including employer participant lists and available opportunities
- **Career Events:** Find out about upcoming networking events and career-related workshops
- **Employer Database:** Search for employers by location & industry to network, find potential opportunities, and view company reviews

For more information on Handshake, visit the Career & Leadership Development page here or follow the above icon to the handshake login.

University of Wisconsin Whitewater | Rock County

UW-Whitewater's Rock County campus is located on Janesville's southwest side. A free shuttle links the campus to UW-Whitewater's main campus and the Van Galder JTS bus stop in Janesville during the academic year. The Warhawk Shuttle service for the Fall 2021 semester will run from September 2 - December 17, 2021. There is no service on days where regular semester classes are not in session (Winter, Summer, Spring, and Thanksgiving Breaks as well as any legal holidays observed by UW System). All current faculty, staff, and students are eligible to ride the Warhawk Shuttle. Questions or comments regarding shuttle service should be directed to the website or email.

Your Warhawk Human Resources
Rock County Campus Administrative Specialist

Tanja Anderson

If you have any questions for Tanja, her contact information is:

Email: andersot@uww.edu

Phone: 608-898-5039

Payroll

Payroll Schedule Change!

Visit the Single Payroll resources web page for frequently asked questions, budget planning information and the 2021 payroll schedules.

Take the Following Action

If you have automatic payments set up (for example, mortgage, car loan, utilities, etc.), review your monthly budget and prepare for biweekly paychecks. You may want to adjust your automatic payments to match your biweekly paycheck amounts.

Single Payroll Town Hall Meetings

Previous Town Hall Meetings were recorded, so you can view any one of those meetings at the following site Single Payroll resources web page.

Stay informed; please continue to visit the following website for up-to-date information regarding the change of all employees to the biweekly payroll occurring in July.

Single Payroll FAQ

2021 Pay Schedule

2022 Pay Schedule

Important Resources

Presentations

Here are the direct links to the recordings of the presentations describing the payroll changes. Even if you don't have a number of direct deductions from your accounts, it is important to understand how your paycheck will be distributed moving forward.

Recording of Single Payroll Town Hall - information for 9-month contract **employees** originally presented on Tuesday, May 4, 2021

Presentation Video

Presentation Slides

Recording of Single Payroll Town Hall - information for 12-month contract employees originally presented on Thursday, May 13, 2021

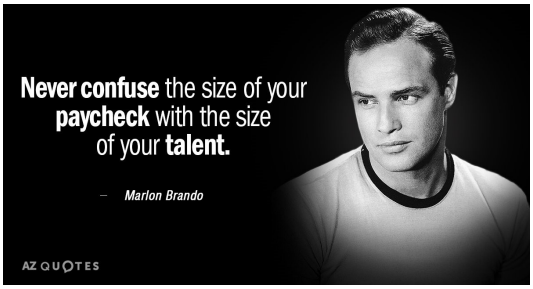
Presentation Video

Presentation Slides

Recording of Single Payroll Town Hall - open session for all employees **paid monthly** originally presented on Monday, May 17, 2021

Presentation Video

Presentation Slides



Payroll

Paycheck Estimator

What is the Paycheck Estimator? This is a tool put together by UW System to help you calculate what your future paychecks will look like. You will still get paid the same amount of money as previously, it will just be distributed differently, and this spreadsheet will show you how those checks will look. In addition, each future check may look a little different depending on the week.

The paychecks you receive on July 30, August 12, and August 26 will likely all look a little different. Here is some information about the days paid as part of that check and deductions from that paycheck:

Paycheck received on July 30 will cover days worked July 1-July 17

Deductions will include insurances, WRS, TSA 403(b), Wisconsin Deferred Compensation, Health Savings Plan, Flexible Spending Account

Paycheck received on August 12 will cover days worked July 18 - July 31

Health Savings Plan and Flexible Spending Account will **NOT** be taken out of this check. WRS, TSA, and WDC **will** be deducted from this check.

Paycheck received on August 26 will cover days orked August 1 - August 14

FSA and HAS will begin bi-weekly deduction. WRS, TSA, and WDC will also have bi-weekly deductions.

For questions regarding earnings statements, funding, leave reporting, monthly payroll, furlough, etc. please email: Payroll Support

For questions regarding processing the biweekly payroll (timesheet entry and approval, exceptions, etc.) please contact: **Shared Services Payroll, or Shared Services**

Your Warhawk Program Manager –
Payroll, Benefits & Shared Services Liaison:

Steve Marshall

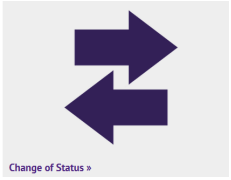
Talent Acquisition & Recruitment

REHIRES – CHANGE OF STATUS:

Fall Semester is Quickly Approaching!

With the bi-weekly payroll it is even more important to ensure timely submission of rehires and Change of Status. Please initiate any remaining fall or academic year 2021-22 rehires by via the E-Rehire application for those individuals who will be returning for fall or academic year 2021-22.

Please also ensure to create a Change of Status (COS) for any position changes (such as FTE) or for additional payments for fall work. Late submissions of E-rehires or Change of Status can have significant negative impacts for the employees such as under-payments, loss of benefits, inability to access email or campus platforms to prepare for their fall work, etc.



Numbers that Matter:

The following numbers are for Fiscal Year 2021
(July 1, 2020 to June 30, 2021)

- **3,147** Change of Status processed
- **143** Recruitment Requests reviewed / processed; currently **50** active recruitments
- **550** Rehires reviewed / processed
- **140** Separations processed (**115** retired/resigned and **25** VSIP)

We ask that all rehires or COS reach HR at least 3 weeks prior to the effective date of the action.

As you can see by the "Numbers that Matter" we've got quite the volume to process each season and your assistance in timely submission is greatly appreciated!

For employee access to HR platforms (E-rehire, Change of Status, etc.), have your supervisor email your designated HR liaison. Additionally, if you need assistance or a brief tutorial, please reach out –we are happy to assist!

HR houses much assistive information for campus here: https://www.uww.edu/adminaffairs/hr/.

On this page you will find various tiles to take you to information on policies, benefits, Worksite Wellness, etc. It also includes:

E-Rehire: http://www.uww.edu/adminaffairs/hr/rehire
Change of Status platform here: https://www.uww.edu/adminaffairs/hr/change-of-status,
Filling a Vacancy and Recruitment Process, and
Title & Total Compensation Study and much, much more!

Your Warhawk Human Resources Talent team:

Amy Sexton, Victoria Johnson, Abby Dunkleberger

Talent Acquisition & Recruitment

Title & Total Compensation:

Over the past 2.5 years we have been engaged in the Title & Total Compensation (TTC) Project work. Information on the project can be found from the HR page (https://www.uww.edu/adminaffairs/hr/) from the tile "Title & Total Compensation". In the current stage, managers are having conversations with employees to confirm the Standard Job Description (SJD) chosen matches the work being done*. Some employees may have already had these conversations. All conversations will be complete by early fall.

This project is designed to ensure consistency in titling and ability to compare our jobs with similar titles and work done in peer institutions and other organizations to create a market based pay structure. On the TTC page you will find many helpful resources, including:

What to Expect During the Employee-Manager Conversation – 1-page learning series handout that explains the main purpose of the employee-manager conversation. (PDF) This document explains the goal of the conversation, what will stay the same and what will be changing.

Standard Job Description Library – The library includes the job titles and job descriptions for Academic Staff, University Staff, and Limited Appointees. (Interactive online resource). **When reviewing the Standard Job Description (SJD) Library for an SJD that best fits the work you do it is important to focus on and compare the nuances in wording between SJDs. For example, whether an SJD job duty indicates the position "assists with" or "is responsible for" a duty. Choosing the SJD where the job duty bullets are a match to the work being done is the correct way to complete the exercise, rather than focusing on "title" or having concern about where the pay will land for the title.*

Business Title Guidelines – 1-page learning series handout that explains the new guidelines for using a Business Title. (PDF)

Title Appeal Process – 1-page learning series handout that explains the new process for appealing an assigned title. (PDF)

Leaving? Before You Go:

When you've made the decision to separate from UW-Whitewater (retirement, resignation), please submit your separation letter to your supervisor with a copy to Human Resources & Diversity (HR&D) at benefits@uww.edu. Your letter should specify if you are transferring to another UW System campus or State agency, and your last day in work status (last day on campus) with UW-Whitewater. Timely submission to HR&D ensures appropriate leave and benefits counseling and correct payroll calculations on your last check. Thanks for your service to UW-Whitewater and best wishes in your next adventure!

The Talent Acquisition team is continuing to work remotely when appropriate. We continue to monitor emails and voicemails and we will reply as soon as we are able. Thank you, take care and stay safe.

Title IX

Student Sexual Misconduct Training

Each year, University of Wisconsin students are required to take an online Sexual Assault Prevention training course as part of the requirements of Title IX. The information contained in the training includes information about campus resources and how to report and assist peers when faced with incidents of misconduct. The company we use for the online training is called Everfi and the platform is called Foundry. The following shows the completion rate of the trainings compared to previous years.

Total	New Students	Continuing and Adult Learners	All Students
2016-2017	65.3%	59.8%	64.7%
2017-2018	49.6%	64.1%	55.6%
2018-2019	95.0%	61.0%	68.0%
2019-2020	97.1%	99.0%	98.3%
2020-2021	94.9%	95.6%	95.4%

Student Online Training Impact Report

The Sexual Assault Prevention Modules asked questions about campus climate as it relates to sexual misconduct. These responses were then compared to peer institutions and the results are posted in the table below.

Campus Climate Perceptions of Students compared to Peer Institutions	Undergraduates		Adult Learners		Returning Students		Graduate Students		Athletes	
	UWW	Peer Inst.	UWW	Peer Inst.	UWW	Peer Inst.	UWW	Peer Inst.	UWW	Peer Inst.
Officials at my school take reports of sexual assault seriously	93%	87%	83%	83%	88%	79%	85%	84%	97%	91%
My school is committed to preventing sexual assault	96%	90%	93%	88%	90%	82%	89%	88%	97%	92%
I feel part of a caring community that looks out for one another at my school	92%	87%	93%	82%	86%	79%	88%	86%	97%	91%
There are good support resources at my school for students going through difficult times	95%	90%	90%	87%	90%	83%	92%	88%	96%	91%
My school does a good job protecting the safety of students	94%	89%	95%	84%	89%	78%	88%	85%	96%	92%

As you can see from the table above, UW-Whitewater students, over most populations, had a higher percentage of students reporting that they felt UWW officials take reports of sexual assault seriously, that UWW is committed to preventing sexual assault, feel part of a caring community, that UWW provides good support resources, and that offices do a good job of protecting the safety of students when compared to peer institutions.

Title IX

Mandatory Employee Online Training

Employees are required to complete three different online training modules as a condition of employment. Those trainings are:

- Information Security (securing data and information technology) - this training is required annually
- Mandated Reporter (reporting of child abuse and neglect, Executive Order #54) - this training is required only once during your time at UWW. This is different than the Title IX training.
- Sexual Harassment (Title IX) - this training is required once every three years

Information Security Training			
Date of Query	**2/26/2021**		**7/13/2021**
Total Number of Employees Complete	1705		2072
Total Number of Employees Assigned	2560		2530
% All Employees Complete	**66.6%**		**81.9%**

Mandated Reporter			
Date of Query	**2/26/2021**		**6/18/2021**
Total Number of Employees Complete	1537		2046
Total Number of Employees Assigned	2732		2569
% All Employees Complete	**56.3%**		**79.6%**

Title IX			
Date of Query	**2/26/2021**		**6/10/2021**
Total Number of Employees Complete	1112		1336
Total Number of Employees Assigned	1986		1849
% All Employees Complete	**56.0%**		**72.3%**

Because the training is mandatory, the expectation is 100% completion. Employees have 30 days from notification to complete the training. Training that is incomplete past the 30 days is considered overdue, which may result in notification of the employee's supervisor. Incomplete Information Security Training may also result in disconnection of technology access until the training is complete.

Sexual Misconduct Incidents 2020-2021

The table below shows the number of the various incident types compared to previous academic years. The number of incidents for the 2020-2021 academic year is the lowest since 2016, likely due, in part, to the pandemic which resulted in fewer people on campus.

	Dating Violence	Domestic Violence	Harassment	Sexual Assault	Stalking	Totals
2016-2017	16	8	16	62	3	**105**
2017-2018	8	7	23	82	10	**130**
2018-2019	11	7	39	68	7	**132**
2019-2020	10	5	17	95	9	**136**
2020-2021	5	13	20	74	11	**123**

The Title IX Coordinator continues to work remotely during the summer but is available for on campus appointments upon request.

Your Warhawk Title IX Coordinator

Vicki Schreiber, Ph.D.

Wellness

Employee Well-being Webinars

Well-being Webinars

To live well, it is important to take care of yourself—physically, emotionally, and financially. One of the ways you can do that is by increasing your knowledge about various aspects of your well-being.

Below is a selection of upcoming webinars that are available to help keep your well-being on track! Most of the webinars require registration, last approximately 60 minutes, and all are listed in Central Standard Time (CST). See the above link for complete details and registration.

WINGO

We still have spots available for our annual WINGO card! We encourage all staff members to sign up and benefit from the wellness activities and prizes. Please contact Benefits@uww.edu to sign up. Complete your full card by Friday, November 5th to claim a Warhawk Wellness baseball cap!

Employee Sponsored Activity: Summer Bucket List

Summer Bucket List

Fill your bucket this summer by doing things that feel good to you! Our Summer Bucket List Challenge has some great ideas or create your own. Set a goal and then get to fillin' your bucket! Please see the attachment for more information.

Well Wisconsin

Employers participating in the Group Health Insurance Program can now access Well Wisconsin Program information, no login required.

Visit Well Wisconsin for Employers on the ETF website to see:

- August employer Wellness Newsletter
- Employer Sponsored Activity toolkit including Sustainability BINGO
- Sign up to receive the ETF news bulletin here.

Please continue to watch the HR&D newsletter as well as the Warhawk Weekly for upcoming benefits and wellness events.

Well Wisconsin Radio

Well Wisconsin Radio Flyer

This program will air on August 24th at noon. As a reminder, participants will need to listen to 2 Well Wisconsin Radio shows in order to get credit. They do not have to listen to them live in order to get credit. The code will be announced during the program.

Fast Track Promotional Flyer

The Benefits & Wellness Specialist continues to work remotely. Please be assured that we are monitoring emails and voicemails and we will reply as soon as we are able. Thank you, take care and stay safe.

Those who think they have not time for bodily exercise will sooner or later have to find time for illness.

Edward Stanley

HR&D Subject Matter Expertise Areas

The purpose of this section is to highlight areas of expertise of the staff in our office. Many of our staff have expertise in areas outside of their current job responsibilities based on previous experience and certifications and may be available to conduct trainings upon request.

Subject Matter Expert	Specialty
Janelle Crowley, Ph.D. *Chief Human Resources Officer*	• Leads all training, talent acquisition and career development activities. • Promotes inclusion in the workplace • Reinforces our position as an equal opportunity employer • Co-facilitates Unconscious Bias Training • Member President's Advisory Committee on Disability Issues [PACDI] • Member University Insurance Board [UIA]
Connie Putland *Asst. Chief H.R. Officer*	• Primary contact for ADA and employee relation matters • Training and Development • Title IX Deputy Coordinator for Employees • Chair of CUPA-HR Midwest Region Board of Directors
Stephanie Hartmann *Benefits Specialist*	• Benefits & FMLA • Wellness Coordinator • Resignations and retirements
Kai Instefjord *H.R. Assistant*	• Student Employment & Camps Contracting • Unemployment Contact
Damon Judah (DJ) *Information Systems Business Automation Analyst*	• **OBIEE** (Business Intelligence) to provide data across institution • **Ingeniux** (web content software - HR & D website administrator) • **Excel** for reporting & organizing data • **Riskconnect** to input Worker's Compensation claims • **MFA Tool** (for DUO access) • **ShopUW**
Steve Marshall *Program Manager - Payroll, Benefits & Shared Service Liaison*	• Payroll & Benefits • Board of Directors/Certification Director - Northland HR Association • Society for HR Mngmt (SHRM)- Instructor of certification preparation group
Ramon Rocha *HR & D Office Coordinator*	• Fluent in English and Spanish - provides translation for HR & D Office • Supervises Human Resources & Diversity Student Employees • MFA Tool (for DUO access) • Assists with questions related to Direct Deposit forms and W-4 forms • Campus Notary
Vicki Schreiber, Ph.D. *Title IX Coordinator*	• Title IX Resources & Policy • Certified Trauma Informed Investigator • Restorative Justice Circle Keeper Facilitator
Talent Acquisition & Recruitment Team **Amy Sexton** *Human Resources Specialist* **Abby Dunkleberger**, *H.R. Assistant* **Victoria Johnson**, *H.R. Assistant*	• Staffing & Recruitment Process Management • Compensation • New Employee & Rehire Contracts • Employee Lifecycle Changes (Change of Status) • Onboarding and Offboarding of employees • Title and Total Compensation Project
Margaret Wheeler, Esq. (MA, JD, LLM) *Immigration & AA Specialist*	• Immigration Specialist • Affirmative Action Program Coordinator