



UNIVERSITY of
ROCHESTER

HR Intercom

April 2022

University of Rochester Office of Human Resources

The purpose of HR Intercom is to reinforce the partnership of the Office of Human Resources with all University departments by keeping the University community informed of HR policies, programs, issues, and points of interest.

Spotlight

New Wellness Platform

Through our Total Rewards Program, the University offers award-winning health and wellness benefits to inspire and engage employees in healthy habits. Well-U is excited to announce that a new wellness platform is launching May 1 and will be replacing the current structure. *Studio Sweat On-Demand* is a streaming platform with over 1,800+ fitness classes and well-being content. Classes are available both live and on-demand so you can work out anywhere, anytime. [Learn more](#) about Studio Sweat On-Demand.

News

Update on University's Booster Requirement

Recently, New York State announced that it is no longer enforcing the COVID-19 booster requirement for health care workers until further notice. The University is following suit and, although the University continues to encourage boosters for anyone who is eligible, the booster requirement for all University students, faculty, and staff (including the Medical Center) is on hold indefinitely. [Read the full update.](#)

Emerging Leaders Hosting Success Summit

On Friday, April 22, the University of Rochester Emerging Leaders will host the Self-Owned Success Summit. A professional development opportunity, Leadership Coach Andrea Holland will share her program entitled *Lean Your Ladder on Your Own Wall*. A virtual networking event will follow. Learn more and register for this event [here](#).

Employment Verification

Faculty and staff who need employment verification or a reference check when applying for a loan or apartment can utilize The Work Number® service, which helps control the process of authorizing access to personal employment information. More information is available on the [HR Website](#).

Manager's Tip

Hiring College Students

Graduating students may work through Student Employment through their Commencement Day. Commencement dates may vary by school, most are no later than May 15, 2022.

There are three options to consider when hiring recently graduated/former, non-matriculated, inactive or current students. For more information on each option, visit the [Manager's Toolkit](#) on the HR website.

Learning & Development

2022 Performance Evaluations for University Staff

Spring marks the launch of the annual performance evaluation cycle for University Staff (does not include the Medical Center Staff, which launched earlier this year).

This process provides an opportunity for both managers and staff to:

- receive feedback and evaluate progress over the last year; and
- set goals, plan projects, and establish timelines for the year ahead.

In 2022, after much consideration and feedback from our community, the University has launched an updated template that reflects our current approach to our work. Staff self-evaluations are open from April 1 – May 1 and manager evaluations are open from May 2 – June 15. For more information, visit the [HR Website](#).

Performance evaluations for Medical Center staff launched in February. The [manager reviews](#) close April 30.

Two information sessions remain for all faculty and staff who may have questions or need extra help. Each 30-minute session will be hosted by the Learning and Development team via Zoom.

Click the link below to join the session:

[Monday, May 2 at 9:00 a.m.](#)

[Wednesday, May 11 at 11:00 a.m.](#)

Diversity, Equity, and Inclusion

Subscribe to Encompass

For the latest information on events and activities from the Office of Equity and Inclusion as well as messages from Chief Diversity Officer Mercedes Ramírez Fernández, [subscribe to the Encompass Newsletter](#).

The March issue featured a celebration of Women's History Month with the recognition of contributions by women from New York State as well as a preview of events focused on transgender equality, women as institution builders and leadership. Previous issues are available in the [Encompass Newsletter archive](#).

Total Rewards

Retirement Service Credit Waiver

Prior service at an eligible institution may count towards the two-year waiting period for the University's direct contribution to the Retirement Program on your behalf. Complete the retirement service credit waiver in HRMS (Main Menu > Self Service > Benefits > Retirement Service Credit) within 90 days of your hire date as you may be eligible to receive retroactive contributions.

Child Care Resources

The University provides several resources for parents to find child care including free premium [care.com](#) memberships, providing access to the world's largest network of background-checked caregivers, [The Children's School at URM](#)C (Call (585) 273-3677 for space availability and pricing), and a discount at [KinderCare](#) locations locally and throughout the country. Employees and students can save 10% on full-time, part-time, and drop-in tuition for children ages six weeks to 12 years at KinderCare's 1,500+ child care centers or 450+ before- and after-school sites nationwide. Visit the [HR website](#) for eligibility information or to enroll.

Spring Tuition Reimbursement Reminder

To ensure timely tuition reimbursement, proof of tuition cost, proof of payment, and proof of successful course completion need to be received by the Office of Total Rewards [via email](#) no later than 90 days following course completion. For more information, please visit the [HR Website](#).

Upcoming Events

(Click links to register)

[Well-U Weight Loss: Lifestyle Management Program](#)

Thursday, April 21

5:00 p.m.

Get support, tips, and information that will ensure that you reach your goal easily.

[Fitness 101](#)

Wednesday, April 27

12:00 p.m.

Discover your physical potential, reach your goals, and stay motivated while doing away with procrastination.

[The Facts on Fats](#)

Thursday, April 28

12:00 p.m.

Join registered dietitian Jill Chodak to discuss the different types of fats, what roles they play in your body, as well as some common misconceptions.

[Nutrition Basics](#)

Friday, April 29

12:00 p.m.

In five weekly sessions with Leah Webster, RD explore what healthy diets look like and how to create one that works for you.

Please see the [University Calendar](#) for all updates on Well-U events and programs.

WELL-U: What's in it for You?

Take a Break: Get Outside

With all of the responsibilities and tension of daily life, it is easy to lose focus on what really matters. To fight the drudgery, spend time in nature to help activate a physiological reaction that will decrease stress levels. Whether it is taking a walk, [forest bathing](#), or watching the birds, it's time to get your hands dirty and do some [grounding](#). [Well-U](#) offers so many options to get you started:

1. Improve your green thumb with "[Raised Bed Gardening](#)" in [UR Medicine EAP](#)'s presentation with a Master Gardener from the Cornell Cooperative Extension on Tuesday, May 10.
2. [Learn to Run](#) with people at your same level. The program begins Thursday, May 21 with optional group runs, 'homework', and expert running coach guidance. [Register now](#).
3. Discover local trails by using the *AllTrails* app on your smartphone and take a hike in a neighboring area.

If you feel that you need more mental health support than these tips can offer, consider contacting Well-U's [Behavioral Health Partners](#)* or [UR Medicine EAP](#) to talk to a counselor or therapist.

*[Find out if you are eligible](#).