



UNIVERSITY of  
ROCHESTER

# HR Intercom

June 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.*

## News

### President's Staff Award Winners

This year's President's Staff Awards—the Meliora Award, Lamar Riley Murphy Leadership Award, and the Witmer Award for Distinguished Service—recognize employees whose innovative leadership, dedication, and sustained contributions have had a positive impact on the University and its community.

University President Sarah Mangelsdorf honored the 2022 recipients and their accomplishments at a June 9 reception in Helen Wood Hall. Commemorative plaques on the River Campus and at the Medical Center also recognize the winners. [Learn more](#) about this year's winners.

### University COVID-19 Tier system to determine face mask guidance

The University of Rochester uses three COVID-19 tiers—low, medium, and high—to both determine and communicate the face mask requirements on campuses each week.

Students, faculty, staff, visitors—anyone who plans to be inside a campus building or facility—can check what the status is and know whether face masks are required indoors (high); strongly encouraged (medium), or optional (low). The current University COVID-19 Tier will be posted on the [COVID Resource Center Face Mask page](#), on the [COVID-19 Resource Center site](#), and will be posted daily in @Rochester. [Learn more](#).

### HR Achievement Award

The HR Achievement Award is presented annually to an HR employee who has been nominated by a fellow HR employee. The award is chosen by a committee that considers the following HR values: performance excellence, engagement, integrity, and inclusion. The 2022 HR Achievement winner is Jodi Penoyer, HR Strong Staffing/Administrative Services. Jodi was nominated for the award by her colleague Kathy Miner. Her name will be added to the HR Achievement Award Plaque displayed at the Office of Total Rewards at Corporate Woods.

## Manager's Tip

### Performance Evaluations

Today, June 15, is the due date for manager evaluations for University staff. Managers should complete each review in [MyPath](#), schedule a meeting to discuss the evaluation with each employee, and submit the evaluation by that date. If you have any questions, please contact your supervisor or your [HR Business Partner](#).

## Learning & Development

### Seven Habits of Highly Effective People

In this course, presented by our Franklin Covey-certified instructor Michelle Lewis, participants will identify and adopt the key paradigms and principles in which The 7 Habits of Highly Effective People are rooted. Join us to identify areas of work and personal life where applying these habits will improve effectiveness in things that matter the most. Two options are currently available for these 2-day courses. Click a link for cost and registration information:

[July 26 & 27, 2022](#)

[August 16 & 17, 2022](#)

Please contact [Michelle Lewis](#) with any questions.

## Diversity, Equity, and Inclusion

### Juneteenth Celebration

The University of Rochester is looking forward to recognizing the inaugural observance of Juneteenth as an [official University Holiday](#). The Offices of Equity and Inclusion and Human Resources have partnered with many campus constituents for an institutional celebration, [The Expressions of Freedom](#) on Thursday, June 16, 2022, from 10 am - 7 pm.

Juneteenth creates an additional opportunity to bring together the University and Rochester community to honor the traditions and practices of the Black

community. We invite all staff, faculty, students, and members of the community to participate in this joyous event to celebrate the day, also known as Freedom Day.

The official Juneteenth holiday will be observed at the University on Monday, June 20, 2022. We hope that many will take this opportunity to celebrate, educate ourselves further or connect with our communities.

## Pride Month

The University of Rochester recognizes Pride Month as an opportunity to celebrate the contributions of people from the LGBTQI+ community who have advocated for and continue to advocate for the right to live authentically and freely. The University is committed to pursue a culture of inclusion where all can thrive. We invite you to participate in many of the Pride events occurring at the University or in the Rochester community.

## Total Rewards

### Retirement Program Direct Contributions

The University is pleased to announce a one-year freeze on the salary breakpoint for direct contributions to the 403b Retirement Program. The University currently makes a direct contribution to the 403(b) Retirement Program for eligible faculty and staff using a formula of 6.2% of eligible compensation up to the breakpoint, then 10.5% of eligible compensation in excess of the breakpoint up to the IRS limit. The breakpoint, which is normally updated annually, will remain \$63,100 for the plan year beginning July 1, 2022, while the IRS limit (IRS Code section 401(a)(17)) will be updated to \$305,000 effective July 1, 2022. For additional information on the University's direct contribution calculation, visit the [HR website](#).

### Employee Discounts

University faculty and staff have access to discount offerings for local and national retailers and attractions to maximize your family's fun this summer. Use [RARES](#) for reduced admission to local favorites like Six Flags-Darien Lake and Genesee Country Village and Museum. Employee discounts are also available through [LifeMart](#) by Care.com and [YOUR Benefits Extras](#), which includes additional savings on travel, entertainment, electronics, gifts, and more.

### Connect for Support Sessions

If you are struggling to understand how and why acts of violence can occur, or why terrible events seem to happen so frequently, help is available. [UR Medicine EAP](#) is offering sessions designed to help employees recognize their own symptoms of distress, consider coping skills they can use to support their own wellness during these difficult times, and support one another. [Register](#) for a session.

## Upcoming Events

(Click links to register)

### [The Facts on Fats](#)

Thursday, June 23  
12:00 p.m.

Join Well-U's registered dietitian Jill Chodak to discuss the different types of fats, what roles they play in your body, as well as some common misconceptions about macronutrients.

### [Fitness 101](#)

Tuesday, July 12  
12:00 p.m.

Gain a better understanding of the various components of fitness, explore motivational challenges to being more physically active, and learn how to prevent injuries in five weekly sessions with Justin Kelsey, CPT.

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: Write

Notifications, news, texts, work and family demands, and the constant bombardment of noise and stressors; how do we find a minute to have a relationship with our own minds and de-stress?

Take a minute – or five – every day to journal. Journaling has proven to be a mood booster, a well-being enhancer, a stress releaser, and a mental health supporter.

Three easy ways to get started:

1. [Request](#) a Well-U [Stress-Free Zone](#) for you and your coworkers which includes adult coloring and gives you mental down-time helping similarly to journaling.
2. Bring a [Well-U departmental challenge of 30 Days of Gratitude](#) to your area, complete with instructions, templates, prizes and certificates.
3. Break out a pen and paper and start writing how you feel and what you think. There are no rules, no outline, and no pressure. Just write.

If you need more support, 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](#).