IT Outage for Datacenter Maintenance.

Please plan for a significant IT service outage beginning on Saturday, Jan. 18 at 8 p.m., while critical updates are made to the ITSS Central Data Center. All impacted services will be restored and available for use by noon on Sunday, Jan. 19. Note that this outage will affect students, faculty and staff at UNT, UNT Dallas, UNT Health Science Center and UNT System Administration. Most major systems will be down during this period, including phone, email, web sites, HR systems, financial systems, and student recruitment and academic systems.

Benefits.

Tax Planning

Become more fiscally fit this year. The Tax Planning workshop will help you determine tax liability, figure standard deductions and credits, accounting for capital gains and how to reduce taxes by contributing to a workplace savings plan. These tips are all part of a sound financial fitness strategy for the new year.
To register for the face-to-face sessions with Fidelity or AIG:

1. Access the Learning Portal at https://mylearning.unt.edu
2. On the Learning Center click on the Find Learning tile
3. Search for tax or create a budget
4. Click on the Enroll button for the desired class
5. To view all registrations and to cancel, if necessary, go to your My Learning page (left column)
   Click on NavBar (top right corner) and select Learning Home

What is life insurance?
A life insurance policy provides a payment in the event of your death that can help protect your family's lifestyle in the absence of your earning power. "Many people have financial goals they are trying to meet with hard-earned income—such as paying off a mortgage, putting a child through college or supporting an elderly parent. Life insurance can help support your family goals," says Tom Ewanich, a vice president and actuary at Fidelity Investments Life Insurance Company.

Here's how it works:
When you purchase a life insurance policy, you're buying a contract with the issuing insurance company. The issuing insurance company guarantees, subject to the insurance company's claims-paying ability, that upon your death it will pay your beneficiaries a preset amount that is typically free from income taxes. Your beneficiaries receive the payment directly from the insurance company, so the funds arrive without the delays and expenses associated with the probate process that governs assets passed down via a will. And because the probate process is often made public, life insurance may also provide your family a non-financial benefit: privacy. However, depending on the size of your estate, benefits from a life insurance policy may be subject to estate tax.

Does UNT System Offer Employees Life Insurance Coverage?
Yes! Benefits-eligible employees will automatically receive a $5,000 basic life insurance policy when they enroll in the medical plan. Employees can elect additional optional life insurance coverage up to 4 times their base annual salary, to a maximum of $400,000, whichever is less.
Employees can elect coverage during Annual Open Enrollment in July or when they experience a mid-year Qualifying Life Event.


https://www.ers.texas.gov/Life-Insurance

Equity, Diversity & Inclusion Update.

As we embark on the new year, please be reminded that the Office of Equity, Diversity and Inclusion provides guidance for faculty and staff regarding state and federal programs related to equity, diversity, inclusion and non-discrimination in the workplace. Services provided by ED&I can be found at https://hr.untsystem.edu/equity-diversity-and-inclusion. (Fun fact: There are a variety of holidays within the month of January. Click here for more information.)

Campus Updates.

New Texas Law Requires UNT Employees to Report Sexual Misconduct
New state legislation has been passed related to sexual misconduct that impacts every UNT employee. Senate Bill 212 requires employees of public and private higher education institutions to report sexual harassment, sexual assault, dating violence or stalking against a student or employee to the institution’s Title IX Coordinator or a Deputy Title IX Coordinator.

Employees have always been required by UNT Policy to report instances of sexual misconduct, but this policy requirement is now a state law. Most importantly, as of Jan. 1, 2020, the law requires the university to terminate any employee (including tenured faculty members) who is found to have failed to satisfy the mandatory reporting requirement. Additionally, failure to report sexual misconduct is a misdemeanor criminal offense.

Sexual misconduct is a violation of university policy and is inconsistent with the caring, creative community we value at UNT. The entire UNT community should understand the law, as it is currently interpreted. More information about the law may be found here.
All types of misconduct can be reported at report.unt.edu or via email at TitleIX@unt.edu. Contact information for Title IX Coordinators can be found online, along with additional information on sexual misconduct. They can be contacted to file a report or to answer questions regarding reporting requirements.

In an effort to better inform the University community of the requirements of the law, UNT’s Title IX Coordinator, Eve Shatteen Bell, is hosting two training sessions regarding Senate Bill 212. The training dates are Monday, Jan. 27, 2020 from 10:00 a.m. to 11:00 a.m. in Gateway Center, Suite 131 and Thursday, Feb. 27, 2020, from 2:00 p.m. to 3:00 p.m. in Gateway Center, Suite 132

Questions regarding Senate Bill 212 or the scheduled training sessions may be directed to 940-565-2759 or OEO@unt.edu. Please note that these training sessions are limited to UNT faculty and staff.

UNT Dallas Law Professor Owsley on FOX 4
High-fives all around to attorney and law professor Brian Owsley, who appeared on FOX 4 News in early December to discuss the impeachment hearings. If you missed his appearance, you can watch it here. Owsley has taught torts, Constitutional Law and other courses since joining UNT Dallas College of Law in 2015.

UNT Health Science Center’s Pediatric Mobile Clinic Is on Mission to Vaccinate
It’s early morning when a fleet of vans rolls out from Tarrant County Public Health (TCPH), ready to immunize children and keep them safe from the dangerous, sometimes deadly effects of infectious diseases like measles, polio, chickenpox and others.

Across town, the UNT Health Science Center Pediatric Mobile Clinic hits the streets on a similar mission, and the Pediatric Clinic on the UNTHSC campus opens for another day of service to local families. Click here to read more.

The Organizational Development & Engagement (ODE) area of Human Resources provides learning and development opportunities to promote employee engagement. ODE staff aim to
help create a productive and successful organization that uses best practices to attract, develop and retain employees.

Enroll in Upcoming Training Sessions Today!
(click course titles to register)

**Creating an Inclusive Work Environment**

Explore how to acknowledge and respect the perspectives of others and how to develop inclusive behaviors. Learn how to hold team members accountable for creating and maintaining an inclusive environment.

**When:** Thursday, Jan. 16, 2020 2:00 PM-4:00 PM  
**Where:** UNT, SSB-102

**Navigating ADA, FMLA & Worker’s Compensation**

The Navigating ADA, FMLA & Workers Compensation session will focus on what each law addresses, who is covered, what each law requires, and how these laws apply in different situations.

**When:** Wednesday, Jan. 22, 2020 10:00 AM-12:00 PM  
**Where:** UNT, SSB-102

**Time Management (EAP)**

Watching our work pile up can be overwhelming. In order to spend more of our energy on activities we value, we have to make choices about how we address our daily tasks. This seminar will help you assess your current time management habits, and offer tips for improving them.

Topics include:  
- Organizing your environment  
- Developing an effective plan  
- Delegating effectively  
- Recognizing and avoiding distractions

**When:** Tuesday, Jan. 28, 2020 12:00 PM-1:00 PM  
**Where:** Online

**Hiring Responsibilities**

One of the most important things you will do as a supervisor is hire the best people. This not only ensures the success of your team, but also that of the institution. But how do you find these people, and
how will you identify them in an interview? The Hiring Responsibility session will focus on these two questions by exploring best practices for hiring. We will cover a variety of topics, including: job descriptions, selection criteria, recruitment, hiring process, policies and laws.

**When:** Wednesday, Jan. 29, 2020  1:00 PM-3:00 PM

**Breaking the Q12 Code: Understanding the Elements of Employee Engagement**

**Engagement – Q1 & Q2**

Join Campus HR as we describe each of the 12 elements of employee engagement in detail, including the two elements of focus for UNT for FY20 - Q1 and Q8. Each session will be informative, collaborative, and fun!

**When:** Wednesday, Feb. 5, 2020  2:00 PM-3:30 PM  
**Where:** UNT Support and Services Building, SSB - 102

**Breaking the Q12 Code: Understanding the Elements of Employee Engagement**

**Engagement – Q3 & Q6**

Join Campus HR as we describe each of the 12 elements of employee engagement in detail, including the two elements of focus for UNT for FY20 - Q1 and Q8. Each session will be informative, collaborative, and fun!

**When:** Wednesday, Feb. 12, 2020  2:00 PM-3:30 PM  
**Where:** UNT Support and Services Building, SSB - 102  
**Where:** UNT, SSB-102

*If you would like assistance with creating a customized learning plan for your team, please contact the System HR Organizational Development and Engagement (ODE) team at ODE@untsystem.edu*

*Miss an issue of HR Highlights? [CLICK HERE] to catch up!*