HR Highlights is the Official Newsletter of UNT System Human Resources. If you have an HR question or topic you’d like covered in the newsletter, please email HR@untsystem.edu.

Benefits.

Employees Covered Under UNTS Insurance Program to Receive Form 1095-B and 1995-C

If you were enrolled in UNT medical benefits in 2019, you will receive the following forms in the coming weeks:

- A 1095-B form that will be mailed to you from ERS/Blue Cross Blue Shield.
- A 1095-C form will be mailed or emailed to those who have chosen to receive the forms electronically.

Important Facts:

- Per the IRS, the 1095 forms are not required for you to file your taxes and are for your personal records.
- The 1095-B form will only reflect employee data.
- The 1095-C form will reflect employee and covered dependent data for 2019.

For more information about the 1095 forms, information on how to request a new copy form, or how to update your 1095-C release preference setting, please follow the instructions posted here.

News About Teacher Retirement System of Texas (TRS)

MyTRS: Portal Access Now Available
MyTRS allows employees to access their TRS personal retirement information online and calculate retirement benefits. The portal has been unavailable in recent years, so we are excited to announce that is now available to all participants and has the most up to date information. You can use MyTRS to help plan for retirement, and keep track of your account. MyTRS is available to both active and retired TRS members.

If you have not registered for MyTRS, you can do so now. You will create your own unique USER ID and Password.

1) Go to trs.texas.gov
2) Click on MyTRS on the top right of the page
3) Under New to MyTRS click Register now

**NEW Employees:** New employees will need to wait approximately 60 days after their hire date to register.

https://oapi.trs.state.tx.us/ONAC/do/login

The University of North Texas System is committed to equal employment opportunity and non-discrimination as outlined in the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, and ADA Amendments Act of 2008.

The system ensures full right of access for persons with disabilities to all terms and conditions of employment, service programs, and activities.

Employees and candidates for employment will be treated on the basis of their ability to perform essential job functions, with or without reasonable accommodation. If you need more information regarding ADA, and ADA request please click the link: [https://hr.untsystem.edu/americans-disabilities-act-ada](https://hr.untsystem.edu/americans-disabilities-act-ada).

### Well-Being Opportunities.

**Starting Strong Webinar**

Tuesday, Feb. 4, 3 – 3:45 p.m. **AND** Wednesday, Feb. 19, 11:30 a.m. – 12:15 p.m.

Start your new year off strong as you set health goals and track your progress throughout the year, whether that includes managing a health condition, losing weight, increasing your physical activity or reducing your stress. This webinar will guide you through everything you have available as a HealthSelect participant, starting with the Well onTarget® wellness portal.
This is where you will access:

- Your Health Assessment
- Self-management programs
- Personalized coaching
- Trackers and apps

It will also cover the Blue Points℠ incentive program, fitness and weight management programs. [Click Here](#) to register and join the Starting Strong webinar to learn more.

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**Join the Fitness Program in February with NO ENROLLMENT FEE!**

The Fitness Program* is a flexible membership program for participants enrolled in the HealthSelect of Texas or Consumer Directed HealthSelect, with access to more than 10,000 fitness centers nationwide. The monthly membership fee is $25, with a $25 one-time enrollment fee.

For the month of **February**, the $25 one-time enrollment fee will be waived for employees and their covered dependents age 18 and older. Use code **fit4feb** during registration to have the fee waived.

If you have already registered then log in to your [Blue Access for Members](#) account or register and click Fitness Program under Quick Links

Fitness Program benefits include:

- Flexible membership with no long-term contract for $25/month,
- Unlimited access to over 10,000 participating fitness centers nationwide,
- Easy online enrollment; automatic monthly payment withdrawal,
- Discounts on services from health and well-being professionals such as acupuncture, personal training, massage and more, and
- **Blue Points℠** (earned) when you enroll and track weekly visits.

Members can cancel their membership at any time by calling (888) 762-BLUE (2583) toll-free, Monday–Friday, 7 a.m. - 7 p.m. CT.

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**Better Understanding Dental Coverage**

Do you want to learn more about our dental plan services, need help with a claim or have benefit
questions? If so, Click Here to register and join the one-hour session to get the most out of your dental coverage including how to:

- Find a dentist
- Navigate the website
- Maximizing your dollars

A Delta Dental Representative will be on the following campus for a benefits presentation from 9:30 a.m. – 10:30 a.m., on the following dates:

Monday - Feb. 3 - BSC Rm. 4202A
Monday - Feb. 10 - Chestnut Hall, Room 120

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**Matters of the Heart Webinar**

Thursday, Feb.13, 10 – 11 a.m. - noon

Do you take your heart for granted? Most of us do, even though it’s the organ that supplies blood and oxygen to our bodies to keep us alive. In this interactive webinar, Michael Harper, Fitness Training Supervisor for Texas Department of Public Safety, will discuss the biggest risk factors for heart disease and explain what you can do to keep your heart healthy.

Just as you decide what kind of gas to put in your car and how to keep it running smoothly, you can make decisions about how you best fuel your body and your heart. You can also decide to get moving and Harper will give you tips on how to incorporate physical fitness into your daily routine.

Don’t take your heart for granted. Even small changes, like the ones Harper suggests, can help you keep your heart pumping.

**About the Speaker:**

Mike Harper, M.Ed., is the Fitness Wellness Training Supervisor at the Texas Department of Public Safety (DPS). He oversees a statewide program to improve the health of the workforce through evidence-based training. Harper holds a master’s degree in Health and Physical Education and spent several years as the Head Strength Coach at Tarleton State University before moving to the Cooper Institute, where he created and taught courses related to health and wellness. Harper has presented at regional, state and national conferences and has published in many peer-reviewed journals.

Click Here, to join the webinar on “Matters of the Heart”.
Weight Management Program: What is Real Appeal?
Thursday, Feb. 27, 1 – 1:30 p.m.

Real Appeal is an online program that helps you take small steps that lead to lasting weight loss with guidance and support for your journey over the next 12 months. The program can be tailored to your goals, preferences and lifestyle.

Participants join in weekly online group sessions led by a Transformation Coach.

[Click here](#) to register to join the online webinar and learn how Real Appeal works and how you can get started.

Real Appeal is available at no cost to employees, retirees or dependents enrolled in the HealthSelect plan who are 18 or older and have a BMI of 23 or higher.

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Campus Updates.

**New UNT Dallas Inaugural Dean of the Graduate School, Leads with Innovative Thinking**

One of UNT Dallas' longest-serving faculty members, Dr. Ali Shaqlaih, has been selected to guide the newly established graduate school as its inaugural dean, and he’s bringing bold ideas. Dr. Shaqlaih arrived at the University of North Texas at Dallas at the start of the last decade as a faculty member in the Department of Mathematics and Information Sciences. He since has served as a coordinator, an assistant dean, an associate dean and, most recently, as interim dean of the newly created graduate school. An educator, a mathematician and a researcher by training, Dr. Shaqlaih received the School of Liberal Arts and Sciences Service Award and the Faculty Alliance Excellence in Teaching Award at UNT Dallas.

**UNTHSC and Quest Diagnostics Announce Collaboration to Accelerate Health Care Research**

UNT Health Science Center and Quest Diagnostics, the world’s leading provider of diagnostic information services, have formed a unique collaboration that converges data, research and technologies to help improve prevention and treatment for individuals at high-risk for preventable diseases, such as diabetes and chronic kidney disease. To read more, click [here](#).

**UNT Scientist to Create New Tool That May Lead to Treatment for Chronic Pain and Stroke Recovery**

Ifana Mahbub, an assistant professor in the College of Engineering at the University of North
Texas, is developing a wireless recording, stimulation and power system that will allow medical researchers to study and possibly treat brain diseases such as chronic neuropathic pain and post-stroke paralysis.

“My goal is to develop a microscopic, wirelessly powered, wireless system that will record neural signals from electrodes inside the brain and provide stimulation in the form of visible light from tiny LEDs,” said Mahbub, who works in the Department of Electrical Engineering. “This will allow researchers to study genetically modified neurons in the brain. Scientists will actually be able to monitor neural signals in real time and see responses throughout the brain when the neurons are exposed to light.” To read more, click here.

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.

ODE Book Recommendation of the Month
The 5 Languages of Appreciation in the Workplace

As we think about increasing engagement within our teams, we must put a strong emphasis on motivating our employees which can be a difficult task. The 5 Languages of Appreciation in the Workplace can give you insight into individually recognizing your employees, thus contributing to a more engaged workforce.

At work, people express and receive appreciation in different ways. If you try to express appreciation in ways that aren’t meaningful to your co-workers, they may not feel valued at all. This is because you and your co-workers are speaking different languages. In, Dr. Chapman and Dr. White will help you identify the five languages of appreciation in order to:

- Express genuine appreciation to co-workers and staff — even on a tight budget.
- Increase loyalty with the employees and volunteers in your organization.
- Reduce cynicism and create a more positive work environment.
- Improve your ability to show appreciation for difficult colleagues.
Enroll in Upcoming Training Sessions Today!
(click course titles to register)

**Using the ePAR System**

Covering ePAR standard functions (hiring, employee changes, transfers, terminations, approving, etc.) and important information regarding budget changes, additional pay items, timely approval, correcting errors, and related EIS functions.

**When:** Thursday, Jan. 30, 2020 10:00 AM-12:00 PM  
**Where:** UNTHSC, CBH-240

**Managing Leave & Attendance**

Explore factors to take into account when considering different types of leave and effective approaches to managing employee's overall attendance.

**When:** Monday, Feb. 3, 2020 2:00 PM-4:00 PM  
**Where:** UNT Support and Services Building, SSB-102

**Breaking the Q12 Code: Understanding the Elements of Employee 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 – 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!
**Electronic Communications for Supervisors**

The Electronic Communications for Supervisors session focuses on how to use electronic communication, such as texting, instant messaging, videoconferencing, social media and email following appropriate and professional etiquette.

**Suicide Awareness Webinar (EAP)**

This training teaches community members how to respond to suicidal behavior, expressions of suicidal intent, or other crises that someone they know might be experiencing. The session also emphasizes listening, being supportive and transferring care.

*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]*