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.

Take advantage of upcoming Well-Being Workshops through our "In the Green" initiative for Physical, Interpersonal and Financial health!

Take time to take care of yourself!
You can participate in the UNT World Well-Being offerings without using leave or your lunch break. UNT World’s new well-being program is about creating a culture of caring for our employees. We care about our employees’ physical, interpersonal and financial well-being and so we are highlighting and facilitating the many well-being related benefits that we and our partners (like ERS, Blue Cross Blue Shield and our retirement vendors TIAA, Voya, AIG and Fidelity) can provide. These opportunities may include health assessments, financial fitness workshops, interpersonal health workshops and many other HR-offered
activities that will help you deal with stress, improve health and plan towards retirement.

These opportunities are for you, the employee, from us—your employer. You can attend these activities and trainings during your work day with supervisor approval. Supervisors are encouraged to allow employees to attend whenever possible. We hope you’ll join us as we build a better UNT World for all employees by participating in the UNT World Well-Being program “In the Green.” Come to a financial workshop, health assessment, session about well-being benefits or activity that helps you be a healthier and happier employee. These benefits are for you!

**What’s it going to cost me?**

One of the first questions that come to mind when we learn we need a medical procedure is how much will it cost. As a participant in the HealthSelectSM plans you have a resource to help you find the answer. By logging into Blue Access for MembersSM, your online benefits portal, you can search Provider Finder to get estimates and compare costs for different providers.

*Provider Finder* also allows you to research specific procedures and their estimated costs at in-network providers.

**By using Provider Finder, you’ll be able to:**

- compare costs for in-network providers and procedures,
- compare quality ratings for those providers,
- estimate out-of-pocket costs,
- consider your treatment options and
• save money and make the best use of your health care benefits.

To enroll:

1. Log in to Blue Access for Members and under "Quick Links."
2. Choose "Fitness Program." Here you can enroll, search for nearby fitness locations and learn more about the program.
3. Click "Enroll Now."
4. Search and choose the fitness location that is best for you.

Or, you can enroll by calling (888) 762-BLUE (2583), Monday through Friday, between 7 a.m. and 7 p.m. CT (6 a.m. and 6 p.m. MT).

After signing up, employees and enrolled family members can visit any participating fitness locations.

REMINDER: Important change Texa$aver 401(k) / 457 accounts March 6

In December, the Employees Retirement System of Texas (ERS) notified employees enrolled in the Texa$aver SM 401(k) / 457 Program that we are discontinuing the following two mid-cap investment options in the Texa$aver program:

• First Eagle Fund of America Y
• Victory Mulder Mid-Cap Growth Fund

These options will be replaced with BlackRock Mid Capitalization Equity Index F. If you have a balance in these funds, the fund(s) will be transferred automatically to the BlackRock Mid Capitalization Equity Index F fund on March 6, 2020. And, any scheduled future contributions to one or both current funds will be invested after March 6 in the BlackRock Mid Capitalization Equity Index F fund. You will not need to take any action for these transfers and future investments to occur.
The change may result in an increase or decrease in your investment risk exposure and may or may not be consistent with your target strategy or investment style. All affected Texa$aver participants are encouraged to review their accounts before and after the change and, if necessary, make adjustments to their asset allocations. You can change your future contribution allocations or move existing balances to other available investment options at any time.

If you do not want your existing balance(s) or future contribution elections to transfer automatically to the BlackRock Mid Capitalization Equity Index F fund, you must take action before market close on March 6, 2020 and reallocate their balance(s) and future contribution elections to other Texa$aver investment options.

Participants can review Texa$aver investment options and make changes to their accounts by doing one of the following things:

- logging in to your Texa$aver account online or
- contacting a Texa$aver representative at (800) 634-5091 (TTY: (877) 606-4790) between 7 a.m. and 9 p.m. CT any business day or Saturdays between 8 a.m. and 4:30 p.m. CT.

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**Mental Health Awareness**

**Tuesday, March 10 – Suicide Prevention Workshop with Arlene Rivero-Carr, Assistant Director–Training and Counselor for UNT**

Learn how to recognize the signs, and know what to do or to say to someone who might be at risk for suicide.

You will walk away with the resources on where and how to refer someone who is depressed or considering suicide. This session is from 9:00 a.m. – 11:00 a.m. in SSB102.
To Register: Click Here, Select session on Training Calendar

Four-Part Series on Mental Health Continues
Phyllis Finley, a Certified Instructor with the Denton County MHMR Center will be on campus to teach a four-part series on mental health. This program will teach the risk factors and warning signs of specific types of illnesses, like anxiety, depression, suicidal behavior and substance use.
Each course is two hours, and if you are not able to stay for the entire session, please attend for as long as possible to gain real-life experience and be prepared when the time comes to help someone in crisis.
Participants who are able to attend all four sessions will receive a certificate for taking the Mental Health First Aid course from MHMR. All sessions will take place at System BSC from 9:00 a.m. – 11:00 a.m. To register for any of the following remaining three sessions, click on the links below.

Tuesday, March 17 – First Aid for Suicidal Behavior, BSC - Room 4202B
• Facts about suicidal thoughts and behaviors
• Warning signs
• Non-suicidal self-injury
• Use listening skills
• Learn how to take action
To Register: Click Here, Select session on Training Calendar

Monday, March 23 – First Aid for Panic Attacks, BSC - Room 4202A
• Symptoms of a panic attack
• Effects of a traumatic event
• Understand disorders in which psychosis may occur
• Acute psychosis
To Register: Click Here, Select session on Training Calendar

Tuesday, March 24 – Substance Use Disorders, BSC - Room 4202A
Outsmart Your Mind to Eat Better

Webinar – Thursday, March 12, 10 a.m. – 11 a.m. or attend at 12 p.m.

We often eat more than we intend to, but there are strategies that can help outsmart our triggers. Research shows that our perceptions may influence our food choices more than we think. Join the interactive webinar to test your knowledge about common ways you can be duped, including how:

- the size of a serving dish can influence how much you eat
- our desire for variety factors into the choices we make about eating, and
- the way food is displayed makes it easier for us to make poor choices.

Learn simple ways to outsmart your mind to eat better and avoid unknowingly eating more than you need, along with strategies for making sure you eat healthier items more frequently than unhealthy ones. This webinar can benefit everyone – so don’t miss out!

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.

**What is Naturally Slim?**
Webinar – Thursday, March 26, 1 – 1:30 p.m.
There are no foods to buy or points to count with Naturally Slim®. The online weight loss program involves learning some new techniques based on Eatology™, the study of when, why and how we eat. Unlike diets which rely on your will power and "eat this, not that" advice, Naturally Slim teaches you simple, repeatable skills to help you lose weight.

**Planning for the future, budgeting and making our finances work for us are all part of establishing our financial well-being.** Being financially fit has wellness impacts, particularly relating to anxiety and stress in our lives. Take advantage of these upcoming workshops that are part of your employee benefits and can help you on the road to financial fitness:

**Webinar: Conquering Student Loan Debt**
You might be one of the tens of millions Americans who could qualify for student loan forgiveness programs.

Join this 30 minute webinar at 11 a.m. or 3 p.m. on March 11 to learn strategies to use a repayment plan that makes the most sense for you.

Find out who is responsible for loan repayment when the borrower dies and the consequences of defaulting on a student loan.

**To Register, go to** [aig.com/RetirementServices/seminars](aig.com/RetirementServices/seminars)

**Use registration code UONFOR11AA**
Three Steps to a Social Security Strategy

Make an informed decision about how and when to take Social Security. This in-depth seminar will help you assess key considerations about your benefits and the role they play in a solid retirement income plan. In the workshop, we will break down some key steps to claim Social Security in the best manner for your situation.

- Understand your Social Security statement – Download your statement at ssa.gov and bring it to this workshop, or follow along on the sample statement in our presentation.
- Know your options – There are many ways to claim Social Security and it's smart to understand the variables so you make the best choice for you.
- Resources for you to get help with your Social Security.

March 17 @ HSC, 2:00 p.m., CBH 230
Three Steps to a Social Security Strategy
To Register:  Click Here, Select session on Training Calendar

March 18 @ UNT, 2:00 p.m., Chestnut 120AB
Three Steps to a Social Security Strategy
To Register:  Click Here, Select session on Training Calendar
March 24 @ DAL, 11:00 a.m., DAL 1 252  
Three Steps to a Social Security Strategy  
To Register:  Click Here, Select session on Training Calendar  

This workshop is facilitated by VOYA.

Campus Updates.

UNT Engineering Professor Develops New Way to Diagnose Cancer  
Doctors soon will have a new way to determine if a cell is cancerous by measuring its thermal properties, thanks to Tae-Youl Choi, a professor in the University of North Texas’ College of Engineering. Choi has developed a micropipette sensor technology that will allow for a quicker and more reliable diagnosis of cancerous or precancerous cells. Doctors also should be able to determine the boundary between cancerous and healthy tissue in real time during surgery rather than having to remove tissue from around a tumor for testing in a lab.  
Click here to read more.

Forward-thinking MHA Students Engage Others in Inaugural ‘Leading Change in Healthcare’ Summit  
Her brainchild was to bring HSC School of Public Health students together with peers from other universities as part of an event planning and community engagement experience, to develop a program for networking with and learning from established, successful professionals in the local healthcare industry. The DFW Healthcare Student Summit was born when Sheth recruited a planning committee of 15 student leaders from The University of North Texas Health Science Center at Fort Worth, Texas Christian University, UT Dallas and Texas Woman’s University, resulting in a recent, North Texas-wide, half-day program featuring health leadership speakers and career-exploration workshops focused
around the theme of “Leading Change in Healthcare.”
Click [here](#) to read more.

'Feed Your Body, Fuel Your Brain' Meets Monthly
The first Tuesday of every month, UNT Dallas partners with the North Texas Food Bank to distribute fresh fruit and vegetables. Last month, 4,000 pounds of produce was handed out to nearly 200 students, faculty and staff. Resources to find healthful recipes and cooking options are also available. The event happens from 10 a.m. to 12 p.m.; the next one is scheduled Tuesday, April 7.

### Daylight Savings Time/Monday, March 9.

**REMINDER:** This Sunday marks the return to Daylight Savings Time. Be sure to set your clocks forward one hour.
On Monday, March 9, all System Offices will be closed.

### People Admin Update.

**Posting Title Added to PeopleAdmin Applicant Tracking System**
Effective immediately, when you create a posting in PeopleAdmin Applicant Tracking System, there is a new field titled “Posting Title” which is what will be used on the posting. In this way, we can publish a title that reflects the job for which we are recruiting. Instead of
posting Administrative Coordinator, the title can be changed to “Administrative Coordinator–Research Dept.” Posting title “Science Tutor” will be more effective than an “Employee Services Assistant” title. We think this will be more effective in driving qualified applicants to our openings.

Posting titles will be reviewed as a part of the final pre-posting review by Talent Acquisition.

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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.

**Breaking the Q12 Code: Understanding the Elements of Employee Engagement – Q11 & Q12**

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! This session will focus on elements Q11 and Q12 – Someone at work has talked about my progress, and I have had opportunities to learn and grow. Participation in all of the modules offered is encouraged, but is not required. Enrollment is completed for each session individually.

**When:** Wednesday, March 11, 2020 2:00 – 3:30 p.m.

**Where:** UNT Support and Services Building, SSB - 102
To Register:  Click Here, Select session on Training Calendar

**Inclusivity, Collaboration & Respect (EAP)**
The values of our current workforce have a tremendous impact on the social norms exhibited in employee behaviors. The objective of this course is to understand and model workforce behavioral traits that cultivate mutual respect, collaboration, and a more conscious approach in terms of embracing diversity. Topics include:
- Embracing inclusivity, respect, and diversity
- Collaborating with others constructively in the workplace
- Responsibilities of the bystander

*When*: Thursday, March 12, 2020  12:00 – 1:00 p.m.
*Where*: Online

**To Register:  Click Here, Select session on Training Calendar**

**Breaking the Q12 Code: Understanding the Elements of Employee Engagement – Q8**
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! This session will focus on element Q8 – The mission or purpose of my organization makes me feel my job is important. Participation in all of the modules offered is encouraged, but is not required. Enrollment is completed for each session individually

*When*: Tuesday, March 17, 2020  2:00 – 3:30 p.m.
*Where*: UNT Support and Services Building, SSB - 102
**To Register:  Click Here, Select session on Training Calendar**

**Positive Approaches (Performance & Conduct)**
Many organizations have some sort of goal-setting plan, and many supervisors support and coach their teams. However, when the situation gets sticky with employees not performing up to established goals, some supervisors may become uncertain about how to handle the situation effectively. The Positive Approaches session will help managers recognize performance problems and give them the skills to address problems effectively.

*When*: Wednesday, March 18, 2020  2:00 – 4:00 p.m.
Where: UNT Support and Services Building, SSB - 102
To Register: Click Here, Select session on Training Calendar

For questions, 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!