



HUMAN  
RESOURCES

1700

# UNM at Work

YOUR MONTHLY HUMAN RESOURCE

APRIL 2020

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## Get Ready - Open Enrollment Season is Almost Here

UNM Benefits Open Enrollment for the 2020-2021 Plan Year (July 1—June 30) is coming soon!

As a benefits-eligible employee, Open Enrollment (OE) is your annual opportunity to enroll in or make changes to your UNM medical, dental, vision, life, disability, and accidental death and dismemberment (AD&D) insurance plans.

Open Enrollment is tentatively scheduled for April 22 through May 15.

And new this spring to Open Enrollment - Flexible Spending Accounts (FSA). This FSA Open Enrollment is for the full 12-month Plan Year (July 1, 2020 through June 30, 2021).

While we recognize the UNM restrictions during these uncertain times, UNM Benefits remains open for business, while working remotely, and anticipates having fully online options for medical, dental, vision, and FSA enrollments during Open Enrollment. Enrollments or changes to life, disability, or AD&D will be available to you via paper form.

Information to help you make decisions about your benefits for the coming year, and “How To” instructions for enrolling in benefits, or making changes to your existing benefits during Open Enrollment, will be available on the [OE website](#) beginning in early April.

Prior to Open Enrollment, take the time to review your current benefits and dependent information:

1. Go to myUNM
2. Log in with your UNM NetID and password



3. Click “Enter LoboWeb”
4. Click “Benefits and Deductions”
5. Click “Benefit Statement”
6. Log in through Duo

You will not be able to make changes to your plans after Open Enrollment unless you experience a [Qualifying Change of Status Event](#). Late enrollment changes are not permitted per IRS regulations.

Benefits changes made during Open Enrollment are effective July 1.

Stay tuned for additional details during Open Enrollment.

If you have questions, contact the Benefits Office at [HRBenefits@unm.edu](mailto:HRBenefits@unm.edu) or contact a [Benefits SR HR Tech](#).

## COVID-19 News and Information

During these uncertain times, it is important to follow only trusted sources of information on the COVID-19 (Coronavirus) pandemic. Be sure to reference these primary, real-time sources for national, state-wide, and University information.

- [U.S. Centers for Disease Control and Prevention \(CDC\)](#)
- [New Mexico Department of Health COVID-19 Website](#)
- [UNM Coronavirus \(COVID-19\) Information](#)
- [HR Information for Employees Regarding Coronavirus \(COVID-19\)](#)



## MAXIMIZE YOUR UNM BENEFITS

Thursday, April 9 | 12:10 to 12:50 p.m.

Friday, April 10 | 12:10 to 12:50 p.m.

Haven't **really** reviewed your UNM Benefit options since New Employee Orientation? You're not alone!

Now is your chance to review all the ins and outs of your key UNM-sponsored benefits including medical, dental, vision, life, disability, and long-term care insurance options.

Learn how a Flexible Spending Account (FSA) can make your medical, dental, and vision care more affordable!

Come ask the experts questions you may have about

how your benefits work for you. Attend either session.

Join us for this timely and interactive discussion via Zoom, just in time for 2020 Open Enrollment coming April 22 through May 15.

Workshops are open to UNM Faculty, Staff, and Retirees. Not available to student employees.

Questions? Contact Financial Wellness at [wellness@unm.edu](mailto:wellness@unm.edu).

[Register here!](#)

## What's Next? Exploring Life After Retirement

Retired from UNM? Thinking of retiring? Wondering what's next? Join Certified Career Counselor Heather Ver Brugge from UNM Career Services for a series of three stand-alone workshops designed to help you explore your life after retirement from UNM. (Please note: this is **not** a financial planning workshop!) Through activities and discussion, you can:

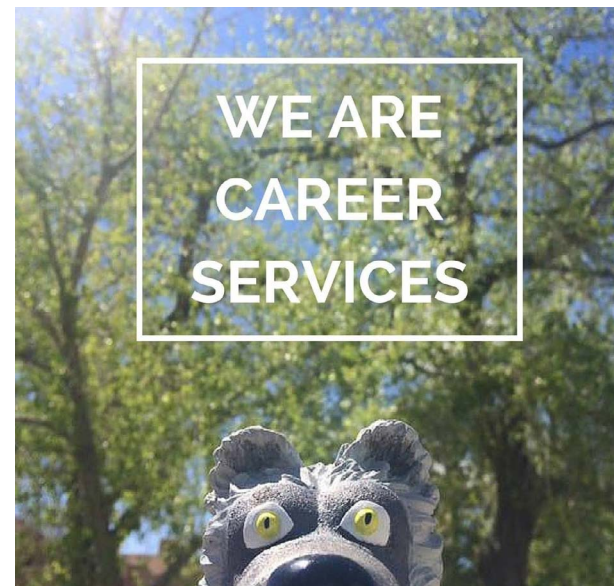
- Assess your unique retirement situation
- Prepare for the changes in roles, relationships, and routines that retirement brings
- Develop strategies for success and happiness in retirement
- Learn about the services offered at Career Services for faculty and staff – free and confidential!

### What's Next Workshops

April 10: Reshaping your Relationships

May 8: Reshaping your Purpose

Workshops will be offered virtually through Zoom from noon to 1:30 p.m. Email Heather at [hverbr11@unm.edu](mailto:hverbr11@unm.edu) for more information and to RSVP.





# Your Benefits & Wellness



## Legislative Update: Changes to ERA - SB111



On March 2, Governor Lujan Grisham signed Senate Bill 111 (SB 111), making several changes to the Educational Retirement Act (ERA). Below is a brief overview of these changes.

### Return to Work (RTW) Retirees Working .25 FTE or Less

Under the current law, RTW retirees working .25 FTE or less would have been required to start making non-refundable contributions to the ERA pension plan beginning July 1, 2020.

Senate Bill 111 **repeals** this requirement. Retirees who want to return to work without suspending their ERA pension will still be required to apply prior to beginning employment.

### NM Public Employee Retiree Association (PERA) Working for an ERA Employer

Under the current law, PERA retirees working for an ERA employer are required to contribute to the ERA pension plan. This excludes police officers hired prior to July 1, 2019.

SB 111 **repeals** the requirement for PERA retirees who have not suspended their PERA pension to make ERA contributions. PERA retirees who work for ERA employers and have not suspended their PERA retirement benefit will not have to contribute to the ERA pension fund.

UNM will stop deducting ERA contributions beginning with the first pay period after May 20. EERA employers must continue to pay contributions for PERA retirees while they are employed.

### New Pathway for ERA Retirees to Work After Retirement

The current law allows ERA retirees to return to work for an ERA employer without suspending their ERA pension if the retiree works .25 FTE or less, or has not provided service to an ERA employer for at least 12 consecutive months.

SB 111 allows an ERA retiree to return to work provided they earn less than \$15,000 per year and have not performed services for an ERA employer for at least 90 consecutive days.

Prior to retirement and within 90 days after retiring, the retiree cannot have a formal or informal agreement to return to work with an ERA employer or any contractor providing services to an ERA employer.

The retiree does not pay ERA contributions. This option requires application and approval by the NMERB before beginning employment.

**SB 111 is effective May 20.** Details of the changes are available on the New Mexico Education Retirement Board's (NMERB) web site at [www.nmerb.org](http://www.nmerb.org).



# Your Benefits & Wellness



## Stay Well During Limited Operations

Due to The University of New Mexico's implementation of limited operations and to prioritize the health and safety of our students, employees and the public, Employee Wellness has canceled Walk for Wellness Wednesday, scheduled for April 1 and the 5th Annual Stadium Stair Challenge, scheduled for April 25.

Employee Wellness is still here to help you stay healthy! Below are the programs we have developed and currently offer for you to stay connected and strong during the University's implementation of limited operations.

Join us to stay engaged, get moving and be a dynamic contributor to our discussions.

### Sign Up for Listserv Weekly Nutrition and Fitness Information

Employee Wellness offers two weekly resources to your inbox from our Health Education Consultants.

"Food for Thought" offers nutrition tips from Reed Vawter, our registered dietitian and nutritionist, as well as "The Fit Life" which offers discussions on fitness and practicing daily movement from Lauren Lewis, our fitness trainer and movement expert.

#### How to Subscribe

- Compose an email message to [listserv@list.unm.edu](mailto:listserv@list.unm.edu)
- Leave the subject line blank
- For "Food for Thought" listserv, enter only the following command in the body of the message:  
**subscribe EAT-WELL-L Firstname Lastname**  
(replace with your first and last name)
- For "The Fit Life" listserv, enter only the following command in the body of the message:  
**subscribe FIT\_LIFE-L Firstname Lastname**  
(replace with your first and last name)

### Lauren's Zoom Fitness Class

Lauren Lewis, Employee Wellness health education consultant and personal trainer, will be hosting daily live fitness classes, Monday-Friday at noon using Zoom. The class will be mostly body weight, circuit-style training so you don't need any equipment- just some floor space and a yoga mat if you have it! Email Lauren at [lclewis@unm.edu](mailto:lclewis@unm.edu) if you want to be included in the Zoom invitee list. A calendar link and access to the class will be sent to you each time a class is scheduled.

### Employee Wellness on Yammer

Yammer is UNM's own social media-style platform where you can interact with others on fitness and wellness issues, led by Lauren Lewis. Employee Wellness is offering great information there as well so be sure to join.

#### How to Join Yammer

- Go to [www.yammer.com](http://www.yammer.com)
- Register with your UNM Net ID and password
- Find the UNM Employee Wellness Information and Resources Group and join!

Is **self-care** a concern? Employee Wellness also has some [great resources](#) for taking care of your emotional, physical, and financial well-being during these uncertain times.

Employee Wellness is always available for one-on-one consultation. Contact us via email at [wellness@unm.edu](mailto:wellness@unm.edu) with your questions. Stay Well Lobos!





# Your Professional Development

## EOD Spotlight: Employee Training & Development- Why It's Important



The benefits and value of training and development act like a domino effect- leaders feel competent and can efficiently manage employee performance; happy and skilled workers create job satisfaction, commitment and, further, retention; workforce improvement and engagement impact the overall productivity of an organization.

This month, EOD encourages you to explore your employee development opportunities.

### **What is Employee Development?**

Employee Development is specific training that enables employees to learn precise skills or knowledge related to their job that improves performance.

### **The Benefits of Employee Development**

Organizations that have an engaged workforce see 41% lower absenteeism rates and 17% higher productivity, according to a [Gallup study](#).

Other benefits include:

- Positive Employee Retention
- Training Future Leaders
- Employee Empowerment
- Increased Workplace Engagement

EOD encourages supervisors and leadership to work with employees to develop a training plan. EOD offers professional development opportunities including online courses (such as the one below), ULEAD Leadership Development, and one-on-one coaching to help employees determine their professional development needs. Contact us at [EOD@unm.edu](mailto:EOD@unm.edu).

**2020  
MANDATORY TRAINING  
IS NOW OPEN!**

**COMPLETE YOUR  
TRAINING BY  
DEC. 1, 2020 AT  
[LEARNING CENTRAL](#)**

## EOD April Course Spotlight

Did you know EOD offers over 30 online and in-person professional development courses? Here is a sample of one of the many great online classes offered this month.

### **Setting Goals and Reviewing Results (EOD461W)**

Online through Learning Central

This course will show the positive effect of shifting the traditional role of planner and evaluator from the leader, to a shared responsibility between leader and employee, building employee ownership, and allowing the leader to focus on coaching and developing throughout the performance cycle.

Leaders will experience how to use effective (SMART) goals to help them and their employees track progress and fairly evaluate outcomes. A well-written performance plan is also a powerful tool for leaders to use when determining where to focus their development and coaching discussions with their employee.

For this class and more, visit and register at [Learning Central](#).





# UNM at Work

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## Questions? Contact Us!

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Albuquerque, NM 87131-0001

**[hr.unm.edu](http://hr.unm.edu)**  
**505-277-MyHR (6947)**

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## GET SOCIAL

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Employee Wellness

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