

Managers' Forum

November 4, 2019



Welcome

Kathy Burkgren

*AVP for Organizational Development
And Talent Management*



Agenda

Announcements

- **Supervising@Cornell**
- **Colleague Connections**
- **Measles Preparedness**
- **HR 202 NYS Sexual Harassment Training**
- **Cornell Appreciation Portal**

Belonging at Cornell

2020 Open Enrollment

Workday Improvements



Supervising@Cornell

Bringing Out the Best
in Yourself and Others

Supervising@Cornell

What it is:

On-line comprehensive supervisor self-help modules available

on any computer, anywhere in the world –
on-campus or remotely – for supervisors,
and interested staff, with a Cornell net ID.

Supervising@Cornell

Currently: Over 650 people are engaging in the on-line content

We invite you to begin accessing the content today!

Supervising@Cornell

9 supervisory modules:

- 7 aligned to the Leadership Skills for Success
- Foundational Supervisory Skills
- About Cornell

1 module titled History of Cornell:

- Authored by Corey Earle and developed by HR

Supervising@Cornell

*In addition to modules released January 28, 2019
four new modules are available:*

- Integrity@Cornell
- Setting Expectations
- Developing Goals
- Time Away from Work

Supervising@Cornell: Online Resources

Learn about: hr.cornell.edu/supervisingcornell

Pages for: [Welcome](#) / [Staff](#) / [Academics](#) / [Retirees](#)

Working at Cornell

Job Opportunities | Benefits, Pay & Perks | HR Policies | Wellbeing | Develop & Lead | Our Workplace Culture

Home / Supervising@Cornell

Supervising@Cornell

Online supervisory training to bring out the best in yourself and others.

[GET STARTED AT CULearn NOW!](#)

How does supervising@cornell work?

A NEW APPROACH TO SUPERVISORY TRAINING
Supervising@Cornell isn't a one-time training; it's an ongoing commitment to developing the best in yourself and your staff. This online program enables you to access all the resources available at Cornell university, at your own pace and on your own schedule, wherever you are.

[PRICING & DETAILS](#)

Course Modules

WHAT CORNELL SUPERVISORS NEED TO KNOW
Our curriculum is custom tailored just for Cornell University, and has been developed and tested by our HR and subject matter experts. Also included are select courses from eCornell and Skillsoft, a separate history of Cornell module, and special messages from Cornell leadership. More courses are in development!

[CHECK OUT THE MODULES](#)

Who should take supervising@cornell courses?

GREAT SUPERVISORS ARE KEY TO OUR SUCCESS
Whether you've been in a supervisory role for years, are new to management, or want to move into a supervisory position, Supervising@Cornell provides the latest developments in policy, technology, and programming at Cornell to best support your staff and supervisory responsibilities.

[FREQUENTLY ASKED QUESTIONS](#)

Enroll: culearn.hr.cornell.edu

CULearn
Cornell's Learning Management System

HOME | USERS | ADMINISTRATORS | FAQ | SUPPORT

CULearn

Welcome to CULearn. Login using the appropriate button below.

Cornell NetID Users

Anyone with a Net ID including:

- Faculty
- Staff
- Students
- Alumni
- Boyce Thompson
- Extension
- NY Tech
- Sponsored Net IDs
- etc.

All Other Users

Anyone without a Net ID, such as

- Weill user with CWID only
- Visitor with Guest IDs
- Visitor with no ID

This requires a CULearn login. Contact the Service Desk if you don't have one.

[Announcements](#)

CULearn

New look for CULearn! CULearn has made improvements to our user interface. The goal was to create a look and feel that was both familiar and fresh to users, as well as adding... [more»](#)

If you experience issues logging in, contact the [service desk](#).



Cornell Colleague Connections: Staff Mentoring

Cornell Colleague Connections: Staff Mentoring

What it is:

A tool to help staff build networks
and make connections.

A self-directed, self-matching program
that allows participants to find
the right mentor or mentee for them.

It's flexible. Participants can:

- Sign up to be a mentor, a mentee, or both.
- Connect with people on a one-time basis.
- Make as many connections as you like with individuals across campus.
- Establish an ongoing mentoring relationship.

Currently:

- **610** staff are connected in mentoring engagements through Colleague Connections

Next step:

- You, or your staff create an account and begin making connections with others who have created an account

Sign up for Colleague Connections at: <https://cuelinks.cornell.edu>
Click “Join The Community.”



 **CU ELINKS**

Building your Cornell family through purposeful connections for knowledge sharing

JOIN THE COMMUNITY

Powered by  PeopleGrove

Overview

The screenshot shows the Cornell University Colleague Connections dashboard. At the top, there is a red navigation bar with the Cornell University logo, the text "Cornell University COLLEAGUE CONNECTIONS", a search bar containing "Mentor", and icons for ADMIN, help, notifications, email, and a user profile. Below this is a white navigation bar with links for HOME, COLLEAGUE NETWORK, DISCUSSION, RESOURCES, and SHARE. The main content area features a large banner image of the Cornell campus with the text "Welcome to Cornell Colleague Connections". Below the banner is a section titled "MY DASHBOARD" containing three white cards: "BROWSE THE NETWORK" (with a person and speech bubble icon), "OPEN YOUR INBOX" (with an envelope icon), and "INVITE COLLEAGUES" (with a link icon). A teal circular button with a white question mark is located in the bottom right corner of the dashboard area.

Cornell University COLLEAGUE CONNECTIONS

Mentor ADMIN ? ? ? ? ?

HOME COLLEAGUE NETWORK DISCUSSION RESOURCES SHARE

Welcome to Cornell Colleague Connections

MY DASHBOARD

BROWSE THE NETWORK
Easily discover and search for colleagues to provide professional advice

OPEN YOUR INBOX
Read my messages, start a video call, or schedule/cancel a meeting

INVITE COLLEAGUES
Invite your colleagues to join the program

?

For questions about
Cornell Colleague Connections Staff Mentoring,
contact:

Deb Billups

Organizational Development and Talent Management

dav5@cornell.edu

(607) 254-1176



Measles Preparedness

Is your staff measles-ready?

- Just 1 case of measles at Cornell could constitute an outbreak
- If an outbreak were declared, exposed individuals without proof of immunity could be subject to mandated quarantines or exclusions that could keep them off campus!
- If individuals are not permitted to work, they may opt to use leave time or go unpaid

What you can do:

- **Have acceptable proof of MMR vaccine or measles immunity ready**
- **If you're not sure, contact your primary care physician to get a titer (blood) test to check immunity or get an MMR vaccination**
- **Get an MMR vaccination at a free Cornell Health clinic (appointment required)**
- **People born before 1957 are considered protected**

health.cornell.edu



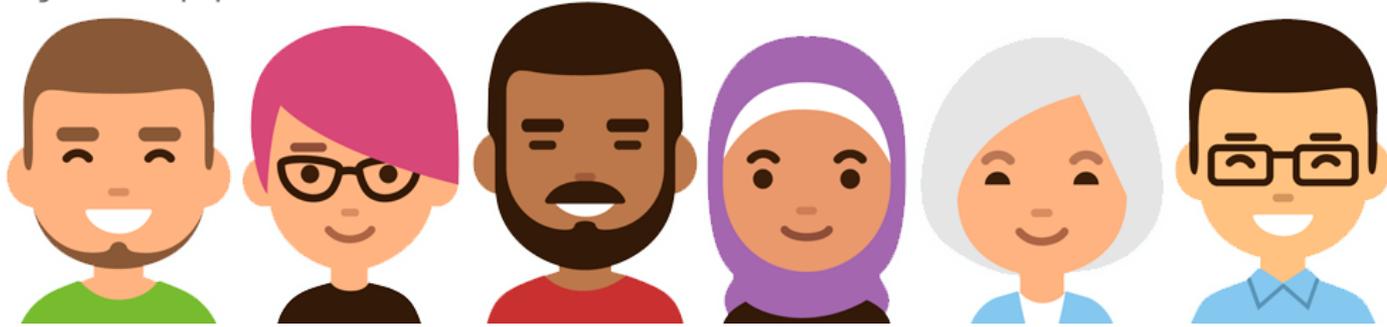
HR 202 NYS Sexual Harassment Training

Deadline to complete HR 202 is **Friday, November 15!**

- Has everyone on your staff taken HR 202?
Check in CULearn in the “My Team” tab
- **Required** for ALL Cornell employees!
- Approximately 60% of Cornell employees have already completed HR 202

[CULearn.cornell.edu](https://culearn.cornell.edu)

Let your colleagues know
you appreciate them!



Cornell Appreciation Portal

The Awardco **Appreciation Portal**:



- **Monetary and non-monetary just-in-time recognition:** employees have shared **over 5,000** recognitions at Cornell so far!
- **Real-time service recognition:** messages automatically sent to employees and their supervisors on work anniversaries.
- **New Hashtag:** #Living-Our-Core-Values – celebrate the values that make us all belong at Cornell!



Belonging at Cornell

Angela Winfield

AVP Inclusion and Workforce Diversity

PADE Charge:

Advise on university goals, activities and measures

Evaluate, assess and modify *Toward New Destinations*



Toward New Destinations (TND)

Strengths

- ✓ Individualized approach
- ✓ Engaged community
- ✓ Harnessed talent

Challenges

- ✗ Lacked engagement and accountability
- ✗ Lacked standardization
- ✗ Lacked visibility and understanding
- ✗ Lacked collaboration and coordination

A Reenergized, Reenvisioned D&I Framework

Common
Objectives

Measuring
and Tracking

Community
Engagement



Accountability and Action



Key Metrics

Phase I (Faculty and Staff)

Climate Metrics	Compositional Metrics
<ul style="list-style-type: none"><li data-bbox="266 511 846 565"><input type="checkbox"/> Sense of belonging<li data-bbox="266 625 716 674"><input type="checkbox"/> Fair treatment<li data-bbox="266 745 803 860"><input type="checkbox"/> Recommendation Score	<ul style="list-style-type: none"><li data-bbox="960 516 1418 565"><input type="checkbox"/> Turnover rates<li data-bbox="960 614 1543 729"><input type="checkbox"/> Proportionate hiring rate



2020 Open Enrollment

Gordon Barger

*Senior Director,
Benefit Services and Administration*

2020 Endowed Open Enrollment
November 1 - November 29, 2019



Envision Your 2020 Benefits New Improved Dental & Vision Plans!

NOW OPEN

**Workday Open Enrollment event became available:
8:30am on Friday, 11/1**

- New layout is receiving favorable response

DEADLINE

Faculty and staff have until 4pm EST on Friday, 11/29 to enroll

- **NOTE: University Holidays** on 11/28 & 11/29 – Benefits offices will be closed: Workday and electronic submissions will be available

IMPORTANT

FOR 2020:

- **MUST ENROLL in dental coverage** to have a plan in 2020
- **MUST ENROLL in vision coverage** to have a plan in 2020
- **MUST ENROLL in FSA-Medical and/or FSA-Dependent Care** to have a Flexible Spending Account in 2020

Active Endowed Health Insurance



Medical trend for nation is 6-7%

Optum Rx rebates and discounts for Cornell increased with negotiation/coalition

Renewal: Increase staff and CU costs by 4.7%

- Staff contributions grow in aggregate by \$800K
- Cornell costs grow in aggregate by \$3.5M

Monthly increases for staff are low

- \$4 - \$20 per month for CPHL (>6,500 enrolled)

Active Endowed Dental/Vision Insurance



For 2019, reduced dental contributions by 12%

For 2020, Request for Proposal (RFP) for a stand-alone dental and vision

- Current Plan B was no longer a viable plan in in NY State. Received complaints.
- Similar to other IVY+ investigated a high/low plan model
- Sought a true vision plan

Goals:

- Stronger dental network / commitment to increase network in Ithaca area
- Stronger vision coverage

Endowed Dental Insurance

effective 1/1/2020



MetLife compared to current Ameritas:

- MetLife has large market share in NY, covering 1.3M lives; Ameritas covers only 140k
- MetLife has experience with large, complex employers, including 6 other Ivy+ universities
- Of providers used in 2018, 62% will be in-network at MetLife compared to 39% in Ameritas; Only 2% of current in-network providers (39 providers) will be out-of-network with MetLife
- Vendor guarantees a 10% growth in-network by the end of Cornell's first year; focus on 39 providers out-of-network; putting 1% of premium at risk (~\$30k-\$40k)

Endowed Vision Insurance

effective 1/1/2020



Davis Vision compared to current Ameritas (reimbursement only):

- Three ways to receive a benefit:
 - Davis Vision Providers – choose frames/contacts from Exclusive Collection
 - Visionworks (Empire Visionworks in Ithaca)
 - In-Network or Out-of-Network Independent Provider
- Each year, allows for one complete frames/lenses selection OR contact lenses
 - If Davis Vision Providers are used, cost can be as low as \$20 for glasses

Open Enrollment Communication

**2020 Endowed
Open Enrollment**
November 1 – November 29, 2019

**Envision Your 2020 Benefits
New Improved Dental & Vision Plans!**



IMPORTANT: If you wish to participate in a dental and/or vision care plan for 2020, you must enroll in Workday during Open Enrollment

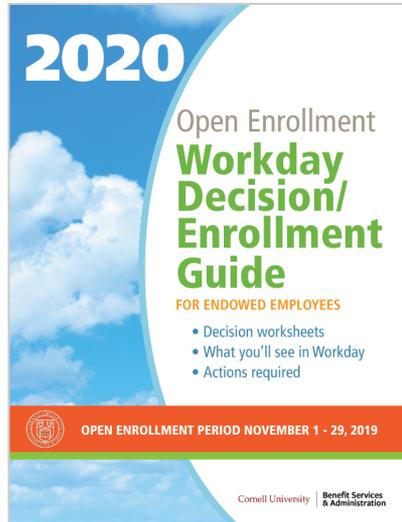
hr.cornell.edu/enroll

<p>WORKDAY IMPROVEMENTS</p> <p>Open Enrollment is your chance to review and update your 2020 benefits selections in Workday. Log in to Workday during Open Enrollment to review and update your 2020 benefits selections.</p>	<p>DECISION GUIDE</p> <p>Review the Decision Guide to help you understand your options and make informed choices. It includes information on plan features, costs, and how to enroll.</p> <p>hr.cornell.edu/enroll</p>	<p>BENEFAIR</p> <p>Get answers to all of your benefits questions from Cornell experts and our benefits representatives.</p> <p>ITMACK November 5, 2019 11:00am - 12:00pm (ET)</p> <p>NYC November 11, 2019 11:00am - 12:00pm (ET)</p>
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 Cornell University

- ~ **10/18/2019** Benefits letter to homes – summarizing OE for 2020
- ~ **10/25/2019** Davis Vision mailing to homes
MetLife Dental mailing to homes
- ~ **Week of 10/28** Posters on Ithaca campus
- ~ **10/31/2019** Benefits/Workday reminder email
- ~ **11/1 – 11/29/2019** Endowed Open Enrollment opens in Workday;
on-site information; vendor sites

More Info



hr.cornell.edu/enroll

- Walk-through of choices to consider
- Access Workday Decision/Enrollment Guide
- Listing of group presentations on MetLife Dental and Davis Vision



Workday Improvements

Seth Brahler

*Senior Director HR, Technology &
Information Systems*

Endowed Open Enrollment



Projected Total Cost Per Paycheck
\$287.67



Health Care and Accounts



Medical and Prescription

Aetna PPO Cornell Program for Healthy Living (CPHL)

Cost per paycheck

\$206.00

Coverage

Employee + Spouse + Employee Child(ren)

Dependents

3

[Manage](#)



Dental

MetLife DEN Dental Plus

Cost per paycheck

Included

Coverage

Employee + Employee Child(ren)

Dependents

2

[Manage](#)



Vision

Waived

[Enroll](#)



Health Savings Account

Waived

[Enroll](#)



Flexible Spending Account - Medical Care

PayFlex

Contribution per paycheck

\$41.67

[Manage](#)



Flexible Spending Account - Dependent Care

PayFlex

Contribution per paycheck

\$40.00

[Manage](#)

[Review and Sign](#)

[Save for Later](#)

Medical and Prescription

Projected Total Cost Per Paycheck
\$287.67

Plans Available

Select a plan or you can waive to opt out of Medical and Prescription. The displayed cost of waived plans assumes coverage for Employee + Spouse + Employee Child(ren).

3 items



*Selection	Benefit Plan	You Pay (Semi-monthly)	Company Contribution
<input type="radio"/> Select <input checked="" type="radio"/> Waive	Aetna HDHP Aetna HSA Plan	\$138.00	\$463.01
<input checked="" type="radio"/> Select <input type="radio"/> Waive	Aetna PPO Cornell Program for Healthy Living (CPHL)	\$206.00	\$688.74
<input type="radio"/> Select <input checked="" type="radio"/> Waive	Aetna PPO Weill Cornell Medicine	\$303.00	\$1,074.13

Health Care Instructions

Important Information

When you select Medical and Prescription - Aetna HDHP Aetna HSA Plan, you must also select Health Savings Account - Aetna. If you waive any of these: Medical and Prescription - Aetna HDHP Aetna HSA Plan, Workday automatically waives any of these: Health Savings Account - Aetna.

General Instructions

*For assistance at any time, download the [Workday Decision/Enrollment Guide](#).

2020 Health, Dental, and Vision Elections

Your health plan election from 2019 will be prepopulated and will roll over to 2020 unless you actively change your coverage. **You must actively enroll in the new dental and vision plans.**

There are three health plans, two dental plans, and a new vision plan to choose from.

Follow these two steps to enroll in or manage each:

STEP 1: To enroll, change plans or waive coverage, use the radio buttons to "Select" or "Waive" among the plans. Click the **"Confirm and Continue"** button below.

STEP 2: You will be taken to the Dependents screen to select your coverage level and enroll or add dependents. Employee costs and employer contributions will recalculate as you make your selection. Click the **"Save"** button to complete this section.

Add Dependents

To enroll a dependent, choose "Add Dependent" from the drop-down menu within a plan - two or three secondary screens may be required to add a new individual. Once you have added the dependent to your profile, you can choose "Existing Dependents" to enroll them in another plan. You must actively enroll a new dependent in each of the health, dental and vision plan options.

Confirm and Continue

Cancel

Endowed Open Enrollment

✓ **Your Medical and Prescription changes have been updated, but not submitted** ✕

Next steps: Update another plan, or click Review and Sign once you're ready to submit your changes.



Projected Total Cost Per Paycheck
\$287.67

Health Care and Accounts

**Medical and Prescription**

Aetna PPO Cornell Program for Healthy Living (CPHL)

Cost per paycheck	\$206.00
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Coverage	Employee + Spouse + Employee Child(ren)
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Dependents	3
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[Manage](#)**Dental**

MetLife DEN Dental Plus

Cost per paycheck	Included
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Coverage	Employee + Employee Child(ren)
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Dependents	2
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[Manage](#)**Vision**

Waived

[Enroll](#)**Health Savings Account**

Waived

[Enroll](#)**Flexible Spending Account - Medical Care**

PayFlex

Contribution per paycheck	\$41.67
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[Manage](#)**Flexible Spending Account - Dependent Care**

PayFlex

Contribution per paycheck	\$40.00
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[Manage](#)[Review and Sign](#)[Save for Later](#)

Talent Marketplace

Machine learning and social intelligence matches talent to opportunities



POST

AN OPPORTUNITY TO HELP YOU:

Move forward with a **small project** that requires additional help

Gain a **different perspective** on a task that also provides a good learning experience for someone's career.

Practice your coaching or managing people skills.

EXPLORE

OPPORTUNITIES TO HELP YOU:

Take manageable time away from your job, **similar to classroom training**, to support your career journey.

Feel energized by working on a project that you feel passionate about.

Develop new connections in other parts of the university.

Welcome to the Opportunity Marketplace!

We see that this is your first time entering the Marketplace! We look forward to matching you to Opportunities that matter to you. To get started, we want to better understand your skills. Click on suggested skills to easily add them or search for skills you want to add.

Your Skills

Relationship Building

Accounting

Certified Fraud Examiner

Recommended Skills

+ Finance

+ Fraud

+ Relationship Management

+ Client Relationship Management

+ Networking Relationships

+ Business Relationships

+ Long Term Relationship Building

+ Financial Accounting

+ Accounting Management

+ Financial Accounting Management

+ Managerial Accounting

[Next](#)

Search the Marketplace for Opportunities Search View All Opportunities



We found your top Opportunity for you!

College of Business IT Intern

● Strong Match

Following...description

Special Initiative Ithaca (Main Campus) Onsite, Remote

Opportunity Details View Match Analysis



Recommended Gigs

[See All](#)

<p>IN RECRUITING</p> <p>Gig Promotion Research Project in Workday</p> <p>● Good Match</p> <p>Development Project Ithaca (Main Campus) Onsite, Remote</p>	<p>IN RECRUITING</p> <p>Test Team Size Gig</p> <p>● Good Match</p> <p>Volunteer Ithaca (Main Campus) Onsite, Remote</p>	<p>IN RECRUITING</p> <p>OM Subgroup GIG Test for Development</p> <p>● Good Match</p> <p>Development Project Ithaca (Main Campus) Onsite, Remote</p>
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Gigs to Help You Develop

<p>IN RECRUITING</p> <p>Student Club Advisor</p> <p>● Good Match Develop 1 Skill</p>	<p>IN RECRUITING</p> <p>English as a Second Language Group Facili...</p> <p>● Poor Match Develop 1 Skill</p>
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Student Club Advisor

About

Advisors play an important role in student organizations. The role of the advisor varies from organization to organization. If your organization is a university group, the role may be defined by the sponsoring department. However, if the organization is an independent group, it's important to be sure your role and expectations are clear from the beginning - to both you and the students.

Express Interest

You're a Good Match



You can also develop 1 skills by joining this Gig. See how your profile matches up.

[View Match Analysis](#)

Gig Deliverables and Milestones

September - Kick of club meetings

Skills Needed

Leadership

Mentoring Students

Student Organizations



Amy C. Parmley

Host

Status:	IN RECRUITING
Type:	Long Term (4 or More Weeks)
Start Date:	Sep 16, 2019
End Date:	May 31, 2020
Location:	Ithaca (Main Campus)
Staffing:	Onsite, Remote
Category:	Volunteer
Hours:	1-5 hrs/wk

Match Analysis ✕



Seth P. Brahler
Sr. Director of HR, Technology and Information Systems



Good Match

✓ You have the following skills that either match or are relevant to this gig:

- Leadership 1
- Mentoring 1
- Talent Development

🧩 You are missing the following skills:

- + Mentoring Students
- + Student Organizations

🧩 You can develop the following skills:

- Mentoring Students

Close

← Manage Team

[View My Gigs](#)

Student Club Advisor

Host: Amy C. Parmley



Open Position



Open Position



Open Position



Open Position

Candidates

Add candidates below to your team to staff your Gig

Filters (16 Results)

Show Me

All Candidates

Availability

1-5 hrs/wk

Location

Search locations...

Clear All



Bruce Springsteen

Project Manager
📍 Ithaca Main Campus



Good Match

Recommended

Available 1-5 hrs/wk

Leadership

Student Organizations

Mentoring Students

3+



Becky Hill

Assistant Director for ...
📍 Ithaca Main Campus



Good Match

Recommended

Available 1-5 hrs/wk

Leadership

Leadership Training

Leadership Training

3+



Deb Billups

Career Planning Facilit...
📍 Ithaca Main Campus



Good Match

Recommended

Available 1-5 hrs/wk

Leadership

Leadership Training

Mentoring

4+



Cutter Cramton

HR Consultant
📍 Ithaca Main Campus



Good Match

Recommended

Available 1-5 hrs/wk

Leadership

Leadership Training

Team Leadership

3+



\$25

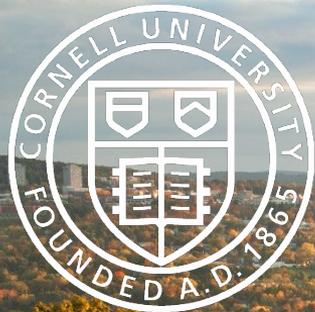
**FIRE-STARTER
RECOGNITION
AWARD**

FOR THE
FIRST 50 GIGS





Q & A



Thank You