



March HR Update

Modified Summer Work Schedule Announcement

President Alger and senior leaders are pleased to announce a modified summer work schedule beginning Monday, May 10. Monday through Thursday hours of business operation will be 8:00 a.m. – 5:00 p.m. and Friday 8:00 a.m. – noon, ending on Friday, August 13, 2021. See additional information, including frequently asked questions [here](#).

Benefits Broadcast

Our goal with the Benefits Broadcast is to feature a specific benefit each month. This month's featured benefit is...

Anthem Future Moms Aetna Maternity Program

If you are enrolled in the COVA Care or COVA HDHP health insurance plan and receive the wonderful news that you (or your spouse) is expecting, then the free [Future Moms](#) benefit is for you! If you enroll in Future Moms within the first 16 weeks of pregnancy and meet additional program criteria, you can earn a \$300 hospital copay waiver!

Other benefits include:

- A toll-free number where you can speak with a nurse 24/7 about your pregnancy
- The Mayo Clinic Guide to a Healthy Pregnancy book, showing changes you can expect for you and your baby during the next nine months
- A screening to check your health risk for depression or early delivery
- Free phone calls with pharmacists, nutritionists, and other specialists, if needed
- One additional dental cleaning and exam during the term of your pregnancy, in addition to the normal plan frequency limits
- Many other helpful tools!

Sign up for Future Moms by calling 1-800-828-5891.

If you are enrolled in the Aetna HealthAware health insurance plan, the [Aetna Maternity Program](#) provides help and support to help you have a successful pregnancy. By enrolling in the program within the first 16 weeks of pregnancy and participating based on your pregnancy risk profile, you are eligible to receive a \$300 incentive contribution to your HRA around the 28th week of pregnancy. Sign up for Aetna Maternity Program by calling 1-800-272-3531, or log into the Aetna member website at www.aetna.com and look under Stay Healthy.

May 3 -17 Benefits Open Enrollment

Open Enrollment for health insurance, flexible spending accounts, and Aflac will be from May 3 – 17. Stay tuned for more information!

Virginia Retirement System Members News

Be sure to read the latest issue of [Member News](#) from VRS. Included in this issue is information regarding saving as a family, 2021 Virginia General Assembly updates, and spring training opportunities. [Subscribe to Member News](#) directly for the latest updates.

March's Social Security [Column](#) Newsletter

Payroll Services Announces New Technology Manager

Faith Meadows is retiring after nearly 10 years of JMU service. Please join us in wishing her well in her new adventures.

Payroll Services has finalized the search to fill the position. Effective Thursday, March 25, Payroll Services will welcome Barbara Shepherd as the new Payroll Technology Manager. Barbara comes to us from Cash and Investments. Please join us in welcoming her into her new role.

May 25 Deadline to Move Qualtrics Data to QuestionPro

QuestionPro is replacing Qualtrics as the new survey tool for JMU. The deadline to move **surveys or data** from Qualtrics to QuestionPro is **Tuesday, May 25**.

How do I migrate information from Qualtrics? If you need help [exporting surveys](#) from Qualtrics or [importing into QuestionPro](#), sign up for a [virtual workshop](#).

When can I start using QuestionPro? QuestionPro is **already available** to all JMU faculty, staff, students, and affiliates. To create an account or access your existing account, log in at <http://questionpro.jmu.edu> with your JMU eID, password, and Duo.

Questions? For additional QuestionPro resources and information, visit the [QuestionPro](#) page from JMU IT. For info about QuestionPro training available through the Libraries, please contact [Ask the Library](#).

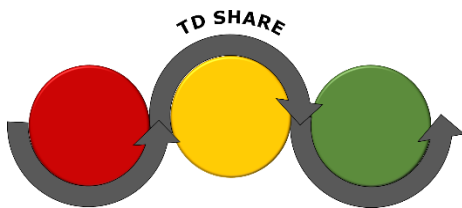
Email is Moving to the Cloud

In late March and early April, Information Technology will migrate JMU's faculty and staff email to the Cloud. This change, which began in December with a successful IT pilot, will continue until all faculty, staff, affiliate, and emeriti email boxes are successfully migrated.

Benefits include:

- Higher quotas – 100GB for faculty and staff; 50GB for affiliates
- Increased security through Duo two factor authentication
- Better integration with other Office 365 applications such as Teams and OneDrive.
- More efficient use of resources

Please visit the [email migration website](#), and stay tuned! More information will be coming soon!



These days, when time is tight and physical distancing is required, professional development to maintain and enhance performance may seem less critical, but is crucial to reinforce your existing ability to manage the unprecedented, and to be prepared to master obstacles with diplomacy.

Each TD SHARE topic has a PDF-handout that shows a “stoplight summary” of key points for the topic, a closing observation, and resource listings for LinkedIn Learning, online, and books in the Talent Development Resource Collection. You can use TD SHARE in three ways.

1. **In Person:** We host open discussions for each topic on the schedule shown on the [website](#), where people can discuss the content, share their expertise, and interact to develop professionally.
2. **Team Meeting:** The handouts are available the Wednesday prior to a scheduled session and are also suited for use as a discussion framework in departmental team meetings because each “stoplight summary” includes three questions for discussion. A team member can “host” the discussion or the team’s leader can request support from Talent Development.
3. **Self-Development:** Each topic handout is self-contained and includes courses in [LinkedIn Learning](#) which is available to all JMU employees for their own professional development. The [TD SHARE](#) handout also includes a list of online resources and books that can be borrowed from the Talent Development Resource Collection.

What you do supports the mission of JMU and we thank you for managing well in these complex times. If there is something we can do to further support you in enhancing the performance of your team, please reach out to either Gail (naporagp@jmu.edu) or Jules (myers4ja@jmu.edu).

Let us know how we can support you in your work.

Talent Development

JMU’s Professional & Continuing Education Youth Programs is offering several exciting summer programs for kids in 1st – 12th grades! Camps include:

Arboretum Explorer Camp

Science Explorers Camp

College for Kids

Summer Honors Institute

3D Printing Camp

Robotics Camp

Renewable Energy Camp

Culinary Camp



Registration is now open for all camps! Please visit www.jmu/youth for more information and to register.



University Park Now Open

Spring is here and that means University Park (UPARK) is open! Visit “JMU’s Backyard” and work out in the outdoor fitness zone or play tennis, sand volleyball, disc golf, basketball, soccer, and more! UPARK is located at [1090 Devon Ln](#) and no pre-registration is required to participate. Learn more about what University Park has to offer [here](#).

Adventure Equipment Rentals

Going on an adventure? Get the proper gear by visiting the UREC Adventure Center! Available equipment includes: tents, shelters, sleeping bags, cooking equipment, backpacks, climbing shoes, bicycles and equipment, fly fishing kits, kayaks, canoes, stand up paddle boards, car top kits, and so much more! **Questions?** Visit UREC’s [Equipment Rentals](#) page for more info.

Nominate a Colleague for the President’s Purple Star Awards

Each year, we recognize those who contribute and support the university through their daily interactions, research and commitment to JMU. The Purple Star Awards are designed to recognize exemplary contributions by our faculty and staff that benefit the university. Employees are encouraged to nominate colleagues who are worthy of this recognition.

Nominations are being accepted until Monday, April 12, in the following categories:

Agency "Star"

Career Achievement

Community Service and Volunteerism

Customer Service

Innovation

Teamwork

Workplace Health, Wellness and Safety

To learn more about each category and to submit your nomination, visit the [President’s Purple Star Award website](#). Questions regarding the nomination process may be directed to Tara Roe, roetb@jmu.edu.



Join us for the 4th Annual

Balanced Dukes Conference

April 6, 7, and 9, 2021

Sessions will be held through Zoom

Balanced Dukes is the work-life integration and wellness program for JMU with a mission of helping employees reach a blend of personal satisfaction in four core areas: Work, Family, Community, and Self, in pursuit of a meaningful quality of life.

Over the last year, we have been forced to look at our work lives and home lives through a different lens. For many of us, these worlds are overlapping in ways that we have never experienced before.

The conference will feature both morning and afternoon sessions facilitated by JMU faculty and staff. Presentations will focus on the various areas related to wellness and well-being. This year's topics include:

Well-Being & Artistic Play

Proven Strategies to Increase Your Sense of Social Connection – Even During a Pandemic

Zen Meditation Sampler

Running for Beginners

Back to Work After Baby: Navigating the Fifth Trimester

Narrative 4 Story Exchange

For session descriptions and to register [CLICK HERE](#)

Mental Health First Aid (MHFA) teaches students, faculty and staff basic information and skills needed to provide support for those with mental illness and substance use disorders. It is appropriate for primary care professionals, employers and business leaders, faith communities, school personnel and educators, state police and corrections officers, nursing home staff, mental health authorities, state policymakers, volunteers, young people, families and the general public. The National Council for Behavioral Health's course will:

- Provide an overview of mental illness and substance use disorders
- Introduce risk factors and warning signs of mental health problems as well as their impact on individuals
- Provide an overview of common treatments
- Teach basic "first aid" skills for supporting others

Participants who complete the course certify as "Mental Health First Aiders"; they learn the skills and resources needed to help an individual in crisis connect with appropriate care.

This course will be offered virtually via Zoom. The course has a pre-work requirement that must be completed prior to the zoom portion. The pre-work must be completed individually and takes approximately 1-2 hours.

The virtual course will be held on **Thursday, April 15, 2021 | 8:30 a.m. – 1:30 p.m.**

Class size is limited, [**REGISTER HERE**](#)

Human Resources is dedicated to customer service, a positive approach to change and the pursuit of excellence that promotes university and individual success.