



Welcome!

HR FORUM

October 8, 2019



Academic Fee Waivers Change

Valarie Van Vlack

*Treasurer
Treasurer's Office*

John McBride

*AVP, Human Resources
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What is changing and why?

For employees interested in taking classes:

- In order to lessen financial barriers to furthering educational opportunities, the TSUS Board of Regents approved Designated Tuition set to \$0 for all full-time faculty and staff, and to waive certain fees for full-time employees.
- This is a major change in payment requirements. Previously, the employee was required to pay up-front and seek reimbursement for tuition and fees after successful completion of the course.



Changes to be adopted – Spring semester 2020

UPPS 04.04.35 is currently being updated with pen and ink changes and sent out for comment.

Requirements:

- Must be employed full-time in a regular position at the University by the last class day.
 - 12th class day for each long semester, and 4th class day for each short semester.
- Applies to applicable courses taken at Texas State – not ODEL courses:
 - study abroad, correspondence/extension and ESL - TSIE
- Designated Tuition will not be charged (previously was reimbursed after passing grade)
 - Statutory tuition, Grad increment, McCoy program fee, course repeat, excess hours, late fees, and any fees not listed in the UPPS must be paid by due date.
- Fees listed in section 02.02 of the current UPPS will be waived.



Requirement for Spring semester 2020

- Employees will register for courses and complete the application process as they have done previously.
- It is **EXTREMELY IMPORTANT** to get the application remitted as soon as possible.
- Employees are responsible to ensure the tuition reduction and fee waiver were applied by first class day if registered prior to that date.
- It is important to have, at a minimum, a Texas State GPA of 2.0 for undergrad and 3.0 for graduate program in order to qualify for the academic fee waiver for each subsequent semester
 - GPA requirement will be monitored but not enforced until Summer 2020
- Employee's GPA will be reviewed at the end of the semester.



Summer semester 2020 and thereafter

Designated tuition set to \$0 and fee waiver will automatically be applied if the employee has at or above a Texas State GPA of 2.0 for undergrad and 3.0 for graduate program.

- No application for the TUITION and FEE waiver.
 - Release time will be addressed through HR.
- Employee must notify SBS if they do not want the waiver
- Waiver will NOT be applied if the GPA does not meet the minimum from the previous semester.



Things to remember:

- Exemptions will not be applied until grades are posted.
- Employees **MUST** monitor their Texas State email for cancellation messages and take appropriate action.
 - Check your statement prior to the first class day, but at least two days after grades are posted, to ensure the academic waiver has been applied.
 - If you register for classes after the first class day or are a new hire, please notify SBS that you qualify for the academic waiver.



Contact

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Class Release & Financial Relief Form

Jenny Wiley

ERP Analyst

Technology Resources-Core Systems

Vanessa Salazar

Manager, OD & Communications

OD & Communications



DEMO



Contact

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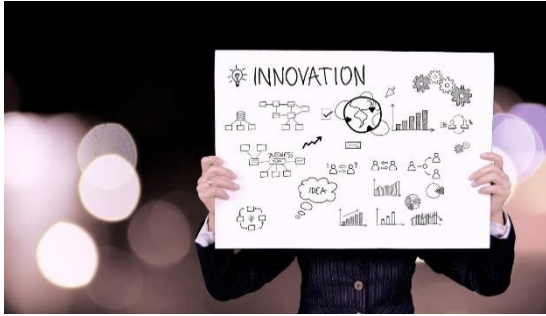
Coming soon
New Certifications

Vanessa Salazar

Manager, OD & Communications

Laura Gonzalez

OD & Communications Specialist



New programs

HR Essentials

Business Processes

Leadership Essentials

A photograph of a sailboat on the water during sunset or sunrise. The sky is a mix of orange, yellow, and grey, with the sun low on the horizon. The water is dark with some white foam from the boat's wake. The sailboat's white sail is prominent in the upper right, and the dark silhouette of the boat's deck and rigging is visible in the foreground.

Thank you

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FLSA Overtime Rule

Blake Bissing

Mgr, Compensation

Human Resources



Summary of New Rule

- Salary threshold – the minimum salary an employee can be paid to be exempt from overtime
- Current annual salary threshold since 2004: \$23,660 (\$455/week)
- Annual salary threshold effective Jan 1, 2020: \$35,568 (\$684/week)
- No change to duties tests
- Commitment to review salary level more frequently via notice-and-comment rulemaking.



What You Need to Know

- Except for lawyers, doctors, and teachers, all EXEMPT employees must meet the threshold
- Anyone else earning an annual salary below \$35,568 (\$684/week) is NON-EXEMPT
- No pro-rating for part-time, below 100% FTE employees
- Can be pro-rated for partial-year employees



Current Status & Next Steps

- Each VP has a roster of their division's exempt employees below \$35,568 threshold
- Roster shows cost to meet new threshold vs. estimated cost of overtime per job
- Vice Presidents will select which jobs to increase salary to meet threshold or move to Non-Exempt



Contact

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WellCats and Work Life Enhancements

Josh Arguelles

*Human Resources Assistant
Human Resources*

Rose Trevino

*Work Life Coordinator
Human Resources*



WellCats Enhancements

Online Health Risk Assessment (HRA)

- Moved from paper to electronic
- Confirmation email received

Work Life Enhancements

Work Life website revamped

- Defined and inclusive
- Life experiences and family activities added

Reminder

Employee Wellness Fair, October 10th

LBJSC | 10 a.m. - 2 p.m.

Live. Work. Be Well.





Contact

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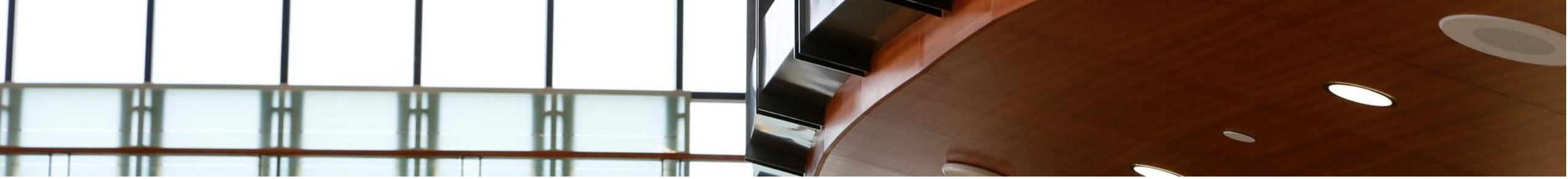


Talent Acquisition

LynnAnn Brewer

Manager, Employment

Human Resources



What is new?

- New Talent Acquisition Partner: Alicia Barthel
 - Focus on long-term strategic development in the community for candidate pipeline
 - Career fair toolkit and support
 - Certified Diversity Recruiter
- Strategic Goals for the Fiscal Year
 - Improve candidate experiences
 - Brand development
 - Enhance and refresh hiring manager guides
 - New Diversity Recruiting Guide



Contact

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Revamped SAP Self-Service | Self-Reporting of Relatives

Heather Houston

Benefits Manager

Human Resources



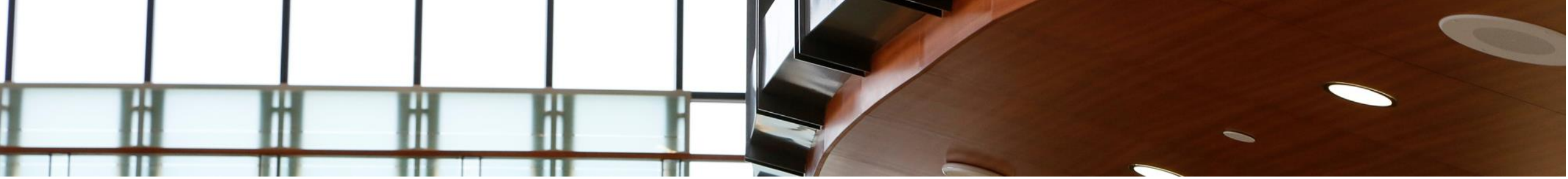
What can ESS do for YOU?

- New fields to update personal information
 - Preferred Name (first name only please)
 - Office location - building
- New look!
 - Update/customize your layout to suit your needs!
 - itac.txstate.edu/support/sap



What can YOU do to help TXST?

- Share these new features with your colleagues!
- Remind your colleagues to complete the “Self-Report” items
 - Self-Reporting of Disability
 - Self-Reporting of Outside Employment
 - Self-Reporting of Relatives



Coming Soon...

- Personalized total compensation statement for staff employees through Employee Self-Service
- In the meantime...
 - View the updated [sample here](#)
 - Can be used for recruiting of new employees to understand the value of the TXST benefits package



Contact

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Announcements | Open Floor Discussions



Save the Dates

February 18, 2020



Contact Us

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Thank you!
HR FORUM

