



JULY 21, 2026

HR CONNECTIONS

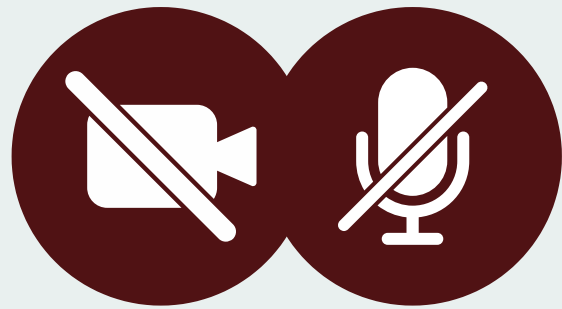
 www.hr.txst.edu 





TEXAS STATE UNIVERSITY
Human Resources

HOUSEKEEPING RULES



Your microphone and camera are automatically off.



Submit your questions using the Q&A button located at the bottom of your Zoom screen.



Avoid putting questions in the chat, as they may not be seen by our presenters



AGENDA

Welcome

Georgia Zaborowski

Employee Engagement Survey

Dani Dalrymple

Benefits Reminders & Deadlines

Christl Scherm

Student Employment Reminders

Jessica Alva

LifeSpeak

Matt Barker

HR Business Partners

Marla Roper

Payroll Services

Sloane Thompson

August BERG gathering

Holly Hirsch

Building Stronger Teams Through Connection and Wellbeing

Victor Hernandez

Talent Acquisition Updates

Deana Townsend

UPPS 04.04.62 Recording of Electronic Communications

Brett Last



DANI DALRYMPLE

EMPLOYEE ENGAGEMENT SURVEY

TALENT DEVELOPMENT & COMMUNICATIONS

EMPLOYEE ENGAGEMENT SURVEY OVERVIEW



KEY DATES

Launch: September 21

Closes: October 2



WHAT YOU'LL RECEIVE

- Email from Gallup
- Secure survey link
- 5-10 minute survey



WHAT TO EXPECT

- 57+ languages
- Confidential
- Groups less than 4 roll up



EMAIL



COMPLETE



RESULTS & ACTION

THE SCIENCE BEHIND Q12

GROWTH

This last year, I have had opportunities at work to learn and grow.
In the last six months, someone at work has talked to me about my progress.

TEAMWORK

I have a best friend at work.
My associates or fellow employees are committed to doing quality work.
The mission or purpose of my company makes me feel my job is important.
At work, my opinions seem to count.

INDIVIDUAL CONTRIBUTION

There is someone at work who encourages my development.
My supervisor, or someone at work, seems to care about me as a person.
In the last seven days, I have received recognition or praise for doing good work.
At work, I have the opportunity to do what I do best every day.

BASIC NEEDS

I have the materials and equipment I need to do my work right.
I know what is expected of me at work.

A proven, research-backed model for actionable insights

SATISFACTION VS. ENGAGEMENT

ENGAGED



Rowing forward
Moving the ship

NOT ENGAGED



Sitting in the boat
Not rowing

ACTIVELY DISENGAGED



Poking holes
Holding the ship back

ACTION PLANNING & NEXT STEPS



**COLLABORATIVE
GROUPS**



**CONTINUOUS
IMPROVEMENT**



**SUSTAINED
COMMITMENT**

The survey is a starting line, not a finish line.

CONTACT TALENT DEVELOPMENT & COMMUNICATIONS

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WWW.HR.TXST.EDU/ODC



CHRISTL SCHERM

BENEFITS REMINDERS & DEADLINES

BENEFITS



BENEFITS REMINDERS AND DEADLINES

SUMMER ENROLLMENT — DEADLINE: THIS FRIDAY, JULY 24TH @ 5:00 PM

- This is the one time a year to make insurance changes without a Qualifying Life Event (QLE).
- Visit the "Summer Enrollment" webpage linked on our main HR page for instructions.
- *No changes needed? Your current coverage will automatically roll over.*

DENTAL PLAN ADMINISTRATOR CHANGE — EFFECTIVE SEPT. 1ST

- Both Dental plans will now be administered by **Humana**.
- Your coverage automatically transfers to Humana (unless you make a change during Summer Enrollment).
- All covered services and care limits remain **exactly the same**.

SALARY SPREAD ELECTION— DEADLINE: TUESDAY, AUGUST 18TH

- Eligible 9-month faculty and staff can choose to distribute their 9-month salary over 12 months.
- This election can only be made **once a year** before the Fall semester begins.
- Visit our HR webpage for eligibility details and sign-up instructions.

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JESSICA ALVA

STUDENT EMPLOYMENT REMINDERS

CAREER SERVICES

STUDENT EMPLOYMENT OVERVIEW

Student Employment is a collaborative effort involving multiple university offices, including Human Resources, Career Services, Financial Aid, the Graduate College, and other campus partners.

Together, these departments work to support the student employment process from start to finish. If you're new to supervising student employees, we encourage you to visit the Student Employment website at <https://www.txst.edu/studentemployment>.

From the homepage, select the **On-Campus Hiring Departments** button to access a variety of resources designed to support you throughout the entire process, from posting positions and hiring student employees to onboarding, supervising, and developing them throughout their employment.

If you need assistance with:	We recommend contacting:
- General student employment questions - Recruiting student employees/ Handshake general questions - Rewards & recognition - Performance evaluations	Career Services studentjobs@txstate.edu 512-245-2645
- Timesheets & payroll - Direct deposit - W-4 - W-2	Payroll and Tax Compliance Office taxspecialist@txstate.edu payroll@txstate.edu 512-245-2543
- Employment verification - Background check information - I-9 processing	Talent Acquisition talent@txstate.edu 512-245-2557
- Graduate Assistantships - Graduate Student Employment Eligibility	Graduate College gcassistsanship@txstate.edu 512-245-2581
- Student Employee Grievances - Terminations - Unsatisfactory performance management questions	Refer to UPPS 07.07.04 for procedures.
- Work-Study Monitoring - Work-Study General Questions for Faculty/Staff	Financial Aid and Scholarships Office workstudy@txstate.edu
- Discrimination & harassment training requests - Reporting an incident of discrimination or harassment	Office of Equal Opportunity & Title IX equalopportunity@txstate.edu 512-245-2539
- Workplace accommodations questions - ADA training requests	Disability Services disability@txstate.edu 512-245-3451
- General international student employment questions - International student Social Security Number	ISSS inational@txstate.edu 512-245-7966

REMINDERS

Fall 2026 on-campus job postings that were submitted should now be live in Handshake. If you haven't submitted your Fall 2026 positions yet, that's okay, this simply means job postings are now open and can be submitted at any time. If you still have Summer 2026 positions open, please begin closing those postings as we transition to recruiting for Fall 2026 student employees.

As a best practice, we encourage you to regularly review applicants and update their statuses in the system.

Looking to hire student employees this fall? Join us at the **Fall 2026 Part-Time Job Fair** to connect with Texas State students seeking on-campus employment!

- Date & Time: Wednesday, August 26, 2026, 11 AM - 1 PM
- Location: LBJ Student Center, Grand Ballroom

PART-TIME JOB FAIR SIGN UP:



Prowl to Professionalism series: Each semester, Career Services hosts monthly professional development workshops aligned with Texas State's Career Competencies, featuring employer and industry experts who guide students in building skills for career readiness and workplace success.

◦ Fall 2026:

- September 25: Advocacy and Compassion
- October 16: Communication
- November 13: Teamwork

CONTACT CAREER SERVICES

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512.245.2645

CAREERSERVICES@TXSTATE.EDU

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WWW.CAREERSERVICES.TXST.EDU/



LifeSpeak

Evidence-based, everyday
wellbeing support, built for real life

LifeSpeak is the Leading Expert-led, Evidence-based Wellness Solution Redefining How Organizations Support Their People

◆ Four wellness tracks

fitness & nutrition, parenting & caregiving,
substance use health, and mental health

◆ AI-personalized learning

tailored paths that adapt to each person's
goals and challenges

◆ Outcome-oriented approach

with goals, progress tracking, and family
support

◆ Expert-led content

500+ trusted voices delivering
evidence-based guidance

◆ Real support for everyday life

through expert Q&As, unlimited
coaching and advising

◆ Available Everywhere

Available 24/7/365 on desktop and
mobile.



WELLNESS TRACK

Fitness & Nutrition

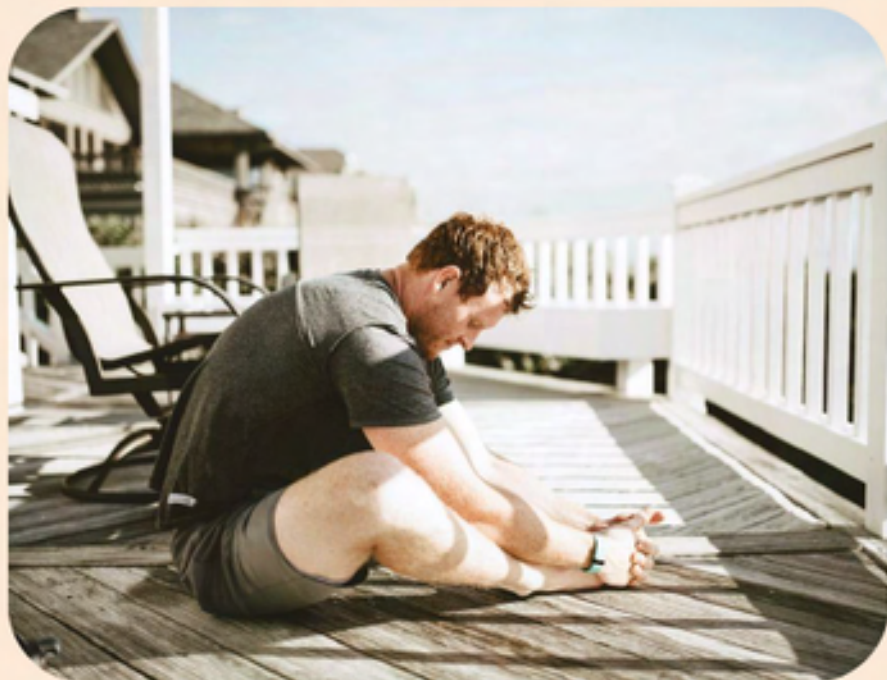


Stronger bodies.
Sharper minds.
Healthier workforce.



Fitness & Nutrition

Expert-driven fitness and nutrition support designed to improve health outcomes and sustain performance.



- ◆ **Diverse content**
1000s of classes across 35+ areas like cardio, strength, chronic condition management, cooking tutorials
- ◆ **Live events**
Interactive Q&As and webinars
- ◆ **Trusted instructors**
Certified experts delivering high-quality and engaging classes
- ◆ **Group challenges**
Gamified experiences that reward activity, inspiring teamwork and competition
- ◆ **Convenient access**
Anytime, anywhere from our mobile app and web portal

WELLNESS TRACK

Mental Health



Prevent burnout.
Build resilience.
Be your best.



Mental Health

Preventive, expert-driven mental health support designed to reduce stress, prevent burnout, and help you be at your best.



- ◆ **High-quality content**
Thousands of bite-sized mental health and mindfulness resources
- ◆ **Trusted experts**
Guidance from hundreds of thought leaders and clinicians
- ◆ **Live Events**
Q&As and webinars for accessible, actionable strategies
- ◆ **Guided learning paths**
Curated programs + AI-personalized pathways keep users on track



CONTACT WELL-BEING

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MARLA ROPER

HR BUSINESS PARTNERS

HUMAN RESOURCES

TXST HR BUSINESS PARTNER (HRBP) TEAM

WHAT IS AN HR BUSINESS PARTNER?

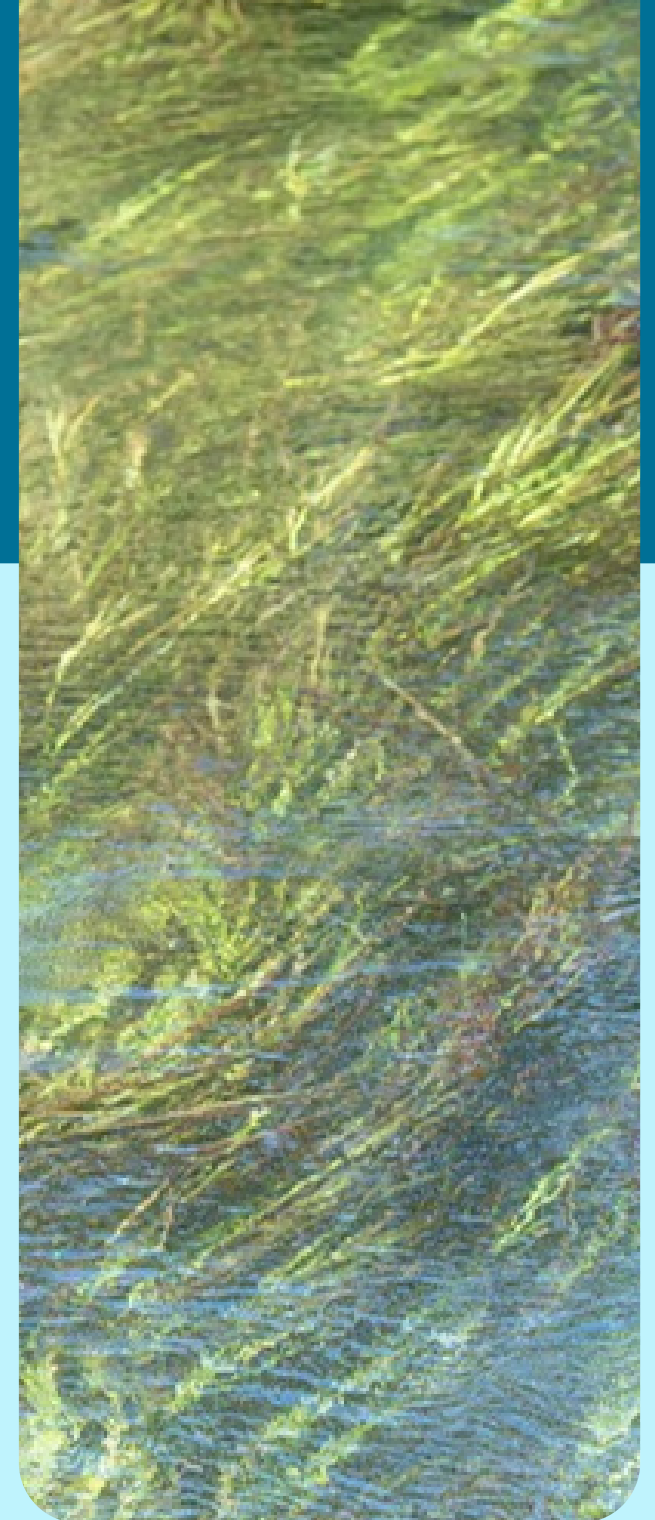
We are your strategic partner and liaison for HR...assisting through change, development, growth, planning, and experience!

MISSION

Provide responsive and collaborative support with the goal to build trusted relationships, consistent solutions and a workplace where employees can thrive.

TEAM INTRODUCTION

- Marla Roper, Manager
- Ernesto Rendon, HRBP
- Adding two positions
- The HRBP Team will be assigned divisions and will be your dedicated resource



CONTACT HR BUSINESS PARTNERS

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SLOANE THOMPSON

PAYROLL SERVICES

PAYROLL

UPDATED PAYROLL WEBSITE & FY 2027 PAYROLL CALENDARS

PAYROLL AND TAX COMPLIANCE OFFICE



What We Do

The Payroll and Tax Compliance Office supports the university community by delivering accurate, timely, and compliant payroll and tax services. Through responsible stewardship, clear guidance, and dependable service, the office helps ensure employees are paid correctly and in accordance with state and federal requirements, supporting Texas State's commitment to education, research, and service.

PAYROLL CALENDAR & RESOURCES

FAQ

CALENDAR & RESOURCES



Payroll Calendar

Scheduled paydays will coincide with those issued by the State Comptroller's Office.

- **Monthly:** Salaried employees are paid the first workday of the month, following the month worked, and either the calendar date of the 10th or the first workday after the 10th of the month for those receiving a supplemental payment.
- **Semi-monthly:** Students, Hourly and Non-Student Non-Regular (NSNR) employees are paid either the calendar date of the 15th or the first workday after the 15th of the month, and the last working day of the month.

[FY 2027 Monthly Calendar](#) [FY 2026 Monthly Calendar](#) [FY 2027 Semi-monthly Calendar](#) [FY 2026 Semi-monthly Calendar](#) [FY 2027 Student Payroll Calendar](#) [FY 2026 Student Payroll Calendar](#)

FISCAL YEAR END IMPORTANT DATES

ACTIVITY	DEADLINE
PCRs for August Pay Period (September 1 Pay Date)	August 7
Time Approval (August 1–15)	August 19
PCRs for Off-Cycle Payroll (September 10 Pay Date)	August 21
Separation Notifications Submitted via Email	August 25
Time Approval (August 16–31)	September 3
FY2026 Payroll Journal Requests	September 10



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HOLLY HIRSCH

AUGUST BERG GATHERING

PRESIDENTIAL EVENTS AND PROJECTS

An underwater scene with coral and fish, visible on the left side of the image.

CONTACT PRESIDENTIAL EVENTS

RSVP@TXSTATE.EDU

EMAIL



VICTOR HERNANDEZ

BUILDING STRONGER TEAMS THROUGH CONNECTION AND WELLBEING

CAMPUS RECREATION

BUILDING STRONGER TEAMS THROUGH CONNECTION AND WELLBEING

TEAM BUILDING

- Customized experiences for communication, trust, and collaboration
- On campus or University Camp
- Designed around your team's goals
- Great for staff retreats, leadership team meetings, and employee development

FIT FOR HIRE

- Private wellness and fitness classes for departments
- Rec Center or your location
- Yoga, Pilates, Strength Training, Cycling, and more
- Creative way to support employee wellness and team connection

WHY IT MATTERS

- Stronger team relationships
- Better communication & collaboration
- Employee wellbeing and stress management
- Supports engagement and retention efforts

CONTACT CAMPUS RECREATION

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512.245.2392

OUTDOORCENTER@TXSTATE.EDU
RECFITNESS@TXSTATE.EDU

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WEBSITE

CHALLENGE COURSE & TEAM BUILDING PROGRAM:
CAMPUS RECREATION: TEXAS STATE UNIVERSITY

FIT FOR HIRE: CAMPUS RECREATION: TEXAS STATE
UNIVERSITY



DEANA TOWNSEND

TALENT ACQUISITION UPDATES

TALENT ACQUISITION

TALENT ACQUISITION UPDATES

- Effective July 1st, the final step of the staff recommendation-for-hire process for hiring managers is to move the hiring proposal to Filled in the workflow.
- Non-tenure Line Pool Postings for FY26 are closed. New postings for FY27 should be created now.

Coming Soon Fall 2026

- Temporary (NSNR) Hiring is moving to PeopleAdmin
- New Onboarding features in PeopleAdmin



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BRETT LAST

UPPS 04.04.62 RECORDING OF ELECTRONIC COMMUNICATIONS

HUMAN RESOURCES

***NEW* UPPS 04.04.62: ELECTRONIC RECORDING OF ORAL COMMUNICATIONS IN THE WORKPLACE**

- Purpose: Disallow surreptitious recording of workplace conversations and meetings.
- Some common examples where recordings of University meetings are permitted:
 - All parties have consented to the recording;
 - Teams or Zoom meetings with notification of recording to parties;
 - Supervisor holding a meeting authorizes recording and notifies participants;
 - Recording of meetings is an authorized ADA accommodation; or
 - The meeting is recorded as part of an official University investigation with notice to parties involved.





COMMON QUESTIONS

Q: Does this policy apply to advising meetings and/or other interactions with students?

A: The intention is that the policy applies to meetings between employees. It is not directed at students, except in their capacity as student employees engaged in work-related meetings with other employees.

Q: Are students bound by this policy as well, or only employees?

A: See comment above.

Q: Are student employees bound by this policy as well?

A: Yes, when they are serving as an employee in work-related meetings.

Q: Some of our staff have routine virtual events that are recorded as presentations for students and with students and other staff in attendance. Does there now need to be specific language about the recording before beginning?

A: The policy is directed at administrative meetings between and among employees, not student-facing presentations.

Q: Both Zoom and Teams have notifications that appear when meetings are recorded or when transcription is occurring. Is that notification considered sufficient for the purpose of this policy?

A: Yes.

Q: To what extent is notification expected for participants joining late? Does attendance need to be monitored and notification provided for late arrivals?

A: The best way to manage this is to make sure that the notification that the meeting is being recorded shows in the meeting chat or place a comment in the chat that the meeting is being recorded.



COMMON QUESTIONS

Q: Historically, I believe we were able to request access to phone call recordings for quality assurance and to verify claims when needed. Are university phone calls recorded, and does there need to be notification provided during phone interactions? Do we need to notify our employees that calls are recorded for these purposes?

A: The policy is not designed to address the recording of conversations when an employee is providing support to a student or external constituent. It is meant to address conversations between and amongst employees.

Q: In the past, I have had candidates record their Zoom interview with the committee, either through a full video recording or by using AI to take notes. Would Section 04.02d imply that we can ask them not to do so per the UPPS?

A: Candidates are not employees, so we do not have any authority over them. If we, as university employees, wish to record, we should apply the notifications in Teams or Zoom. See the questions above.

Q: When a Zoom or Teams meeting is being recorded and participants are prompted to acknowledge the recording through the platform notification, should it also be considered a best practice to provide a verbal announcement at the beginning of the meeting? I do not currently see a verbal notification requirement outlined in the policy, but I wanted to confirm whether there is any additional guidance or expectation in this area.

A: A comment in the chat would be better because of the potential for individuals to join late.

Q: We also frequently conduct virtual meetings with participants joining from multiple states. Is there any additional guidance or consideration we should be aware of when recordings involve attendees located outside of Texas?

A: Providing the meeting recording notification and chat confirmation as noted above should address the various consent issues.

Q: Additionally, do you have any information regarding AI-generated meeting tools such as Teams Copilot notes, AI-generated transcripts, Zoom AI Companion summaries, or similar features? As these tools become more common in our work environment, I am curious whether they are being treated the same as recordings under this policy or if separate guidance is being developed.

A: We currently view these tools as separate from “transcription” or recording. They are more akin to a person taking notes or minutes, but of course not writing down every word verbatim. In this regard, we do not consider this to be a “recording.”



CONTACT HUMAN RESOURCES

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WEBSITE

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THANK YOU!

We hope to see you
at our next
HR Connections
event in October!



TEXAS STATE UNIVERSITY
Human Resources

CONTACT US



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hr@txstate.edu



www.hr.txst.edu