Agenda

• GatorCare
• Open Enrollment Planning
• Recruitment Staffing
• Classification and Compensation – staff changes
• Faculty Multi-Year Appointment
• HR Parking Lot
• HRMS Upgrade: Change of Dates
• Future HR Forum Topics
• Important Dates
Open Enrollment Planning
Open Enrollment for GatorCare & Voluntary Plans

• In April, FBMC was named UF’s Voluntary Benefits Manager

• For months we’ve been engaged in the implementation, including the transition of existing and new plans
  • Accident
  • Critical Illness
  • Dental (Eagles)
  • Hospital
  • Permanent Life + LTC
  • Pet and Legal insurance

• Some plans will be discontinued via payroll deduction such as: UF personal accident, LTC, whole life & auto insurance

• We’re targeting Open Enrollment to align with the state’s which is 10/8/12 thru 11/2/12

• UF’s Benefits Fair is scheduled for 10/23/12, 9am - 3pm in the Touchdown Terrace
Open Enrollment for GatorCare & Voluntary Plans

- During Open Enrollment, employees will have the opportunity to schedule 1 on 1 sessions with a Benefits Counselor to discuss/complete benefit elections with Worksite Communications (a FBMC partner)

- We need your help to:
  - Identify key locations on campus or in your department
  - Provide a contact name for your area
  - Coordinate and reserve meeting rooms within your dept
  - Promote this opportunity to your employees!
Recruitment and Staffing
R&S Service Standards

• Return e-mail and phone calls: 6 to 8 business hours

• GatorJobs Level 2 Approval: 1 full business day

• Clearance for interview/hire: 6 to 8 business hours

• Background checks: 48 to 72 hours for FDLE (longer for 435 and HireRight)

• ePAF approvals: Processed in order it is received, typically within 2 to 5 business days. Please see HR Payroll Deadline [http://www.fa.ufl.edu/payroll/paydays-2012-2013.asp](http://www.fa.ufl.edu/payroll/paydays-2012-2013.asp)
Classification and Compensation

Staff Changes
Faculty Multi-year Appointments
Faculty Multi-year Appointments

• Changes in annual reporting require UF to provide information on multi-year appointments for faculty. Please provide a spreadsheet with the following:
  – Name, UFID, department, date of appointment, and total number of years of appointment
  – Send via email to Kris Pagenkopf at kpagenk@ufl.edu
HR Parking Lot
HRMS Upgrade
upgrade.my.ufl.edu; askgrady@ufl.edu

REVISED Important Dates

- July 10  Online Training Released to Campus
- July 30-August 24  Role Request Period
- September 7  ePAF Functionality Unavailable Starting at 5 p.m. Through Sept 18
- September 13  Payroll Closes at 5 p.m.
- September 14  All HR and Payroll Systems Unavailable
- **September 18**  Go-Live
- October 1  Training Deadline

Practice website myBeta.ufl.edu is now available; please work through your DSA to request access
Future HR Forum
Topics
Important Dates

- **August 6th** - Training registration for Fall opens
- **August 8th** – Next HR Forum
- **September 18th** – NEW “Go Live” date for HRMS upgrade
- **October 8th to November 2nd** – Open Enrollment
- **October 23rd** – Benefits Fair
Thank you for attending!