

***Quarterly
Human Resources
Communication Forum***

Tuesday, January 30, 2018



Human Resources

Agenda

Topic	Presenter
Welcome & Announcements	Jamie Payne
Staffing in Human Resources	Jamie Payne
Faculty Background Checks	Justin Lacy
Updated Processes	Christa Louthan
OTR Changes July 1, 2018	John Dalton
Report Needs from HRIM	Leslie Robison
Electronic W-2s and 1095-Cs	Christa Louthan
Wellness Update	Rachel Shreffler
Staff Development Day	Lorinda Schrammel
2018 Open Enrollment Feedback	Holli Bonee
Open Discussion	All



Congratulations



Jennifer Moody

Promotion to
Assistant Director,
HR Partner Services

Welcome – HR Technicians



Faith Hamer-Bartels

Recent OSU graduate -
B.S. Business Administration
with Human Resources
concentration



Ryan Wilcoxson

Formerly a Patient Account
Representative from Ocean
Dental

Faculty Background Checks

- New Policy
- Faculty Council
- Tentative Effective Date
March 1, 2018



Offer Letters

- Standard
- Refer to OSU resources
- Samples are available
- Recruitment needs



Updated Process

- Employment Verifications
- Faculty Coding
- Banner Alignment
- Benefit Focus
 - Link/App release
 - New hires
 - Qualified life events

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OTR Changes

- New Employees Hired July 1, 2018 or After
 - Member Pay 7% of Compensation
 - OSU Pay 8.55% of Compensation
- Board of Regents, March 2, 2018



HRIM Report Needs

- It.okstate.edu
- helpdesk@okstate.edu
- “Report Request STW-Human Resources”
 - Reason
 - Requestor
 - Frequency
 - Priority
 - Deadline
 - Specific Parameters
 - Attach example



Electronic W-2s and 1095-Cs

- Electronic consent through Banner Self-Service
 - Employee;
 - Tax Forms;
 - Electronic Regulatory Consent;
 - “Consent to receive W-2 (1095-C) electronically”
 - Submit

Form W-2 Wage and Tax Statement 2017. Department of the Treasury - Internal Revenue Service. The form includes fields for Employer's social security number, Employer identification number, Employee's name, address, and ZIP code, Social security wages, Medicare wages and tips, Social security tips, Verification code, Nonqualified plans, State income tax, Local income tax, and Social security tax withheld.

Form 1095-C Employer-Provided Health Insurance Offer and Coverage. Information about Form 1095-C and its separate instructions is at www.irs.gov/form1095-C. The form includes fields for Employer information, Employee information, and a table for Plan Start Month (Year 2 digit number) from 2018 to 2022.



Wellness

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- Application Period: January 29 - February 9
- BMI > 25
- No participant limit
- Successes!!
 - Lance Millis
 - Pounds Lost
 - Life Change



Human Resources

Staff Development Day

- March 7, 2018
- Four speakers
 - Nancy Gunter
 - Greg Hawks
 - Anna Irwin
 - Rhett Laubach
- Buffet Lunch, Student Union
- Registration February 1



2018 Open Enrollment

- We want your feedback!

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Open Discussion





THANK
YOU!

