



HR Source

MONTHLY PUBLICATION FROM HUMAN RESOURCE SERVICES



Leading in Cougar Country

Leading in Cougar Country is a virtual event for workplace leaders hosted by WSU Human Resource Services.

Leading in Cougar Country is intended for faculty and staff leaders at various levels within the WSU System, including but not limited to: academic

chairs and directors, non-academic directors, managers, supervisors, and administrative managers.

[Learn more about the May 25, 2022 Leading in Cougar Country event.](#)

MODERNIZATION

Workday Stabilization Period Extended

WSU Leadership is extending the "Stabilization" period through mid-December of 2022; this stage allows WSU employees to ensure Workday functions as expected, and for staff and

[continued on page 2](#)

BENEFITS

Free and Reduced-Cost Help With Your Taxes

With tax day just around the corner, take advantage of a tax preparation resource offered through the Employee Assistance Program (EAP). TaxSlayer offers free or discounted assistance with federal tax

[continued on page 3](#)

Workday Position Budget and Adaptive Planning

Modernization is starting two new projects. Learn more!

[continued on page 2](#)

Summer Benefits Premium Collections

Faculty and staff on academic or 9-month appointments.

[continued on page 3](#)

WellCoug Recipes

Interested in healthier eating or need some inspiration for your next meal? Check out [Well-Coug Recipes](#) to add to your cooking repertoire!



Nominate for Crimson Spirit!

[Find more info on the HRS website.](#)



Paydays

Monday, Apr. 11
Monday, Apr. 25



LEARNING OPPORTUNITIES

Upcoming Instructor Led Courses

Featured Learning Opportunities are updated on the [Learning & Organizational Development home page](#).

Here, you can access:

- New courses and learning programs.
- Upcoming instructor-led sessions.
- Employee Assistance Program resources including instructor-led sessions, and live and on-demand webinars.

Register for a course today!

Featured Online Course



[Roadblocks to Excellent Listening](#)

Before the most advanced listening skills can be deployed, it's

critical to remove the common roadblocks to effective listening. There are listening traps that we all fall victim to from time to time, which diminish our effectiveness. Distractions, both internal and external, may keep us from having the most productive conversation if they're not removed or mitigated. Our thoughts and feelings often become roadblocks to effective listening when our biases, our emotional reactions, or our focus on preparing to speak interferes with our effectiveness.

Featured Online Book



[Listen Up or Lose Out](#)

Breaking down listening into a set of learnable skills, this step-by-step book pulls this un-

derused tool out from the shadows and highlights its role in effective communications.

Find new courses and more learning opportunities for Spring on the [Featured Learning Opportunities](#) page.

Workday Stabilization Period Extended

□ continued from [page 1](#)

faculty continue to become confident and adept in using the system. [Learn more](#) about what this means for you.

New project starting: Position Budget and Adaptive Planning

Modernization is just getting started on a new project called **Adaptive Planning**.

Adaptive Planning is a budget tracking and planning tool that integrates with Workday. It will enable us to forecast budget models and make smarter decisions based on real-time data.

Adaptive Planning is slated for launch in early 2023. Stay tuned to future newsletters for updates, and [visit the new website](#) for more details about this project.



In the meantime, we're working with 2 committees on **Position Budget**. [Learn more about their efforts.](#) ■



BENEFITS

□ continued from page 1

prep and e-filing. [Visit the EAP Worklife website](#), enter “WSU” as the organization code, and select “TaxSlayer” from the list of Centers midway down the webpage.

Summer Benefits Premium Collections

Faculty and staff on academic or 9-month appointments will have summer premiums and surcharges collected from the last paychecks of the spring semester.

- Summer premiums for life insurance will be collected from the first May paycheck.
- Medical premiums and any surcharges will be collected from the second May paycheck.

The lump sum premium will be the equivalent of seven pay periods (one May contribution, and all June,

July, and August premiums).

For individuals on other less-than-12-month appointments (9.5-, 10-, or 11-month appointments), deduction dates will vary based on when the break occurs.

Visit [Summer Premium Collections](#) for more information, an example, and FAQs.

Questions can be directed to HRS Benefits at 509-335-4521 or hbs.benefits@wsu.edu.



WellCoug Recipes

Interested in healthier eating or need some inspiration for your next meal? Check out [WellCoug Recipes](#) to add to your cooking repertoire! ■

Human Resource Services
PO Box 641014
Pullman, WA 99164-1014
(509) 335-4521



WASHINGTON STATE UNIVERSITY
Human Resource Services