



HR Source

MONTHLY PUBLICATION FROM HUMAN RESOURCE SERVICES



CougsFirst! Show & Career Expo

MAY 12, 2023 - BELLEVUE
Hyatt Regency Bellevue

CougsFirst! Show & Career Expo, May 12 2023

“Cougs help Cougs” is a staple of the Washington State University community and is especially true when it comes to the WSU Program, CougsFirst!. CougsFirst! is a business network that retains a mission of connecting WSU alumni and friends to Coug created or owned products and services.

The CougFirst! network provides a plethora of services and opportunities to both students and businesses alike through diverse business education webinars, job boards, an extensive

business directory and yearly events!

Human Resource Services is very excited to be attending the May 12th event this year in Bellevue Washington, not only as an attendee but also a participant in the CougsFirst! very first career expo!

In addition to the career expo, this event also features a power lunch panel discussing the landscape of cybersecurity, a keynote address from WSU President, Kirk Schulz, leadership workshops and numer

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WORKDAY

Save the date: Elevating Cougs conference

Modernization and HRS' Learning & Organizational Development are excited to announce the first [Elevating Cougs](#) conference, coming October 19

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BENEFITS

Take time for your wellbeing with SmartHealth

[SmartHealth](#) is a confidential, online, comprehensive wellbeing program offered to benefit-eligible employees by the state of Washington. Start your journey by taking

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Meet our contributors!

Have you ever wondered who the voices are behind your HR Source Newsletter content? Meet our regular contributors who help keep this newsletter running with exciting and

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Diversity Recruitments

One of the core values of Washington State University is the “promotion of an ethical and socially just society through an intentional commitment to equity, diversity and

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Nominate for Crimson Spirit!

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



Paydays

Wednesday, May 10
Thursday, May 25





LEARNING OPPORTUNITIES

Adaptive Planning for University Budgets

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.

Learn how to navigate in Adaptive, access and edit sheets, and enter budget data.

This training is for approved Adaptive Planning users only and access to Adaptive is required to complete this training. [Register here to attend an Adaptive Planning session.](#) Please note, you will be registered for all the sessions for the month you register for and will receive calendar invites for each session. You do not need to attend every session, only the ones you would like to.

[System New Employee Orientation](#) is now available on-demand through Percipio! New employees can access this comprehensive overview of employment at Washington State University. Split into three modules, employees will learn about WSU history and leadership, getting started as a new employee, and professional development, policies and resources.

Earth Day

In honor of Earth Day, continue to focus on sustainability and the future of our planet by accessing the [Sustainability and Restoring Our Earth](#) Aspire Journey on Percipio: "This three-track Journey provides a roadmap for broadening the knowledge and skills you need to understand how business sustainability works and then take steps to make it part of your, and your organization's, vision, and strategy.

You'll learn about aligning business strategies with sustainability efforts, remaining financially successful while becoming socially and environmentally responsible. You'll explore how to sustainable practices can unleash creativity that leads to innovation, and how protecting the future can lead to competitive advantage in the marketplace."

May 21 is Diversity Day

The World Day for Cultural Diversity for Dialogue and Development is an international holiday for the promotion of diversity issues.

Take part in this day by participating in cultural diversity events that are happening around the world. Look in your neighborhood for concerts, educational seminars, workshops, and exhibitions.

- Watch: [Bridging Differences in Cross-cultural Communication](#)
- Read: [Say Anything to Anyone, Any-](#)

[where: 5 Keys to Successful Cross-Cultural Communication](#)

- Listen: [Leading With Cultural Intelligence: The Real Secret to Success](#)
- Watch: [Building Shared Understanding across Cultural Divides](#)
- Watch: [Expert Insights on Managing a Culturally Diverse Team](#)

Employee Assistance Program: Addressing Difficult Behaviors that Could Lead to Workplace Bullying

We all experience varying levels of stress in our lives. When that stress becomes overwhelming and impairs your ability to function, it becomes burnout. In this live session, the following will be covered:

- Explore the burnout phenomenon.
- Learn about burnout cycles.
- Identify some of the causes of burnout.
- Offer strategies to help manage work-related stress.

Wednesday, May 31, 11:00 a.m. – 12:15 p.m. [Register here!](#)

We are now on LinkedIn! Follow us at [WSU Careers](#) to stay updated on special events, learning opportunities and other important information.

And don't forget Twitter! Catch our tweets at [@CareersWSU](#)

Content Credit: Ariana McDonnell, HR Assistant Sr.



Modernization

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& 20, 2023. [Learn more and sign up for updates.](#)

Modernization website receives updates

The Modernization website is the home of information about Workday and related projects at WSU. [Learn more about how we're making this resource easier to use.](#)

New "Request Delegation" ticket type now offered in Workday Service Desk

Administrators may now request delegations on behalf of employees who are unavailable to set up their own using the new ["Request](#)

[Delegation"](#) ticket type in the Workday Service Desk. [Learn more about the new ticket type.](#)

New Workday Concepts guides provide functional overviews

We're developing a series of new Workday Concepts guides to provide greater visibility into process flows, and help employees understand how the tasks they perform function as part of a broader workstream. [Explore 7 new guides now available.](#)

New page highlights security in Workday

The new [Security in Workday page](#) provides information for Security Partners and employees about how security

functions in Workday, how to request changes to security assignments, and helpful resources. [Read more about security in Workday.](#)

Personal holiday and holiday credit guide now available

A [new reference guide](#) is now available regarding personal holiday and holiday credit for nonpermanent non-scheduled employees.

Content Credit: Emily Akin, Public Relations/Communications Coordinator Senior, Modernization ■

Diversity Recruitments

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inclusion". This value ingrained into every aspect of our community through actions that foster collaborative relationships, engage cultural differences, promoting dialogue, advancing knowledge and providing inclusive community spaces. To continue building on our institutions already solid foundation, HR partners can continue to foster DEI in their everyday recruitment processes through these three easy tips:

[Implicit Bias](#): Recognize your im-

plicit bias and learn effective tools to adjust and rid yourself of these automatic unconscious patterns of thinking.

[Equity Resources to Broaden Candidate Pools](#): Utilize at least ONE DEI focused advertising platform for your job requisitions. For ideas please see our equity resources page.

[More DEI resources](#): Make time in your schedule for DEI focused hiring trainings on Percipio. There are

numerous webinars that speak to DEI in the workplace, such as Creating Cultures of Inclusion, Establishing Equity through Talent Development, and Creating an Inclusive Talent Acquisition Experience.

Content Credit: Lauren Kirkpatrick, Talent Acquisition ■

HR Source Contributors

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important content every month!

Newsletter Creators: Ariana McDonnell and Adam Turner



Ariana is the Senior HR Assistant in Learning and Organizational Development in Human Resource Services. She received her Bachelor's degree in Communication with a Relational and Organizational Emphasis in 2016 from Boise State University, but she is a third generation WSU employee and proud Cougar! Beyond coordinating the HR Source newsletter for the last two years, additional contributions include oversight of LOD social media and communications, facilitation of New Employee Orientation, and keeping the LOD website updated (with Adam's help). Ariana enjoys spending time with her three guinea pigs, camping with family, and is looking forward to welcoming her first child with her husband, Jon in September.

Adam is an IT Specialist web developer with Human Resource Services and has been with HRS for 5 years. They have more than 15 years of full-stack development experience with a focus on improving usability and accessibility. They have lived in 5 states (Massachusetts, Vermont, Virginia, Oregon, and Washington) and fell for the northwest



after moving here for graduate school. Adam enjoys hiking, playing games, dancing, and cooking with their wife and two kids (one 3 and one 6 months).

Content Contributors

Benefits Updates: Maria Royall, Benefits & Wellness Coordinator, HRS Benefits

Maria received her Bachelor's in Kinesiology from WSU in 2014, and



has nearly 10 years of experience supporting employee wellbeing in various environments. She is dedicated to helping improve employee wellbeing, motivated by the ever-changing nature of the matter, and driven by a lifelong love for WSU. ■



BENEFITS

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a wellbeing assessment to take inventory of your current state and identify strengths and areas of improvement, then choose activi-



ties to participate in. All benefit-eligible employees have access to SmartHealth to help you in your wellness goals, and medical plan subscribers can earn \$125 toward healthcare costs by participating!

[Get started today.](#)

Mental Health support from Rethink-Care

[SmartHealth is featuring a large library of courses from RethinkCare](#) to help you reduce stress, increase resilience, and improve mental well-being. Try daily sessions and mini courses for mindfulness, sleep, emotional intelligence, improved relationships, and more.

Check out these activities in SmartHealth:

- Cultivate Healthy Thoughts with Rethink-Care

- Mindfulness Basic Training with RethinkCare
- One-Minute Improvements with RethinkCare
- Building Self-Awareness with RethinkCare

Learn more about SmartHealth

- Visit the [SmartHealth info page](#)
- Review the [basic steps to log on to SmartHealth](#) or [Accessing SmartHealth guide](#)
- Watch the [SmartHealth Stories](#) video and [SmartHealth Overview video](#)

Content Credit: Maria Royall, Benefits & Wellness Coordinator. ■

CougsFirst! Show & Career Expo

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ous networking opportunities to be had with local businesses and WSU alumni. This amazing event is free to the public and will be running from 9 a.m. – 7 p.m. on Friday, May 12th! Register for the event and learn more about its activities on the [CougsFirst! Show & Career Expo 2023 - Event Registration](#) website.



Content Credit: Lauren Kirkpatrick, Talent Acquisition ■

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