

TO: Merit Confidential Staff

Dear Colleagues:

As we begin the year 2008, our Human Resource programs continue to support the health and productivity of the University community:

- With increased participation of faculty and staff and the inclusion of contract covered merit staff in the voluntary Health Risk Assessment (HRA) questionnaire, annual participation has now exceeded 50% of the eligible population. We hope those employees that do participate will continue to benefit from their increased awareness of their personal health and its relationship to their productivity.
- The financial incentives for participation in the HRA increased January 1, 2008, to \$50 for first time participants and \$65 per year for continuing participants, up from the previous amounts of \$30 and \$50. The incentive is automatically added to the individual's next salary payment following completion of the HRA online through Self Service.
- Health coach services to address any opportunities for better health and wellness identified through the HRA are now free to participating University faculty and staff.
- The maximum reimbursement for nicotine replacement therapy and/or prescription medication as part of a smoking cessation program has increased to \$300 per individual.

In the Fall of 2007, Human Resources also provided staff with a revised compensation summary statement to recognize the total value of compensation and benefits provided by the University. The majority of University resources are dedicated to the support of our faculty and staff through their salary and benefits. Similar statements will be provided to faculty in January 2008.

Human Resources recently developed a statement of Philosophy and Expectations Regarding Staff Attendance and Use of Leave Benefits to promote communication with individuals and work groups about this important issue. The document identifies guiding principles, as well as the responsibilities of individual staff members and their employing units regarding attendance and use of leave benefits. It is hoped that this statement will promote a balance that supports both individuals and the needs of the organization. The document is available on the web through the HR A-Z Policies and Guidelines:

http://www.uiowa.edu/hr/administration/staff_attendance_expectations.pdf

Finally, the Learning and Development unit has revised its format and delivery of a Learning Opportunities Guide. In the near future, this guide will be sent to every faculty and staff member on campus to provide a fresh understanding of the learning opportunities available to them. All are encouraged to consider their personal career development goals for the coming year.

We look forward to new opportunities to support University staff members in calendar year 2008 and your many contributions to this great University.

Sincerely,

Susan C. Buckley
Associate Vice President for Finance and Operations
and Director of Human Resources