

Northwestern | HUMAN RESOURCES

March 2024

Employee Matters

Message from HR Vice President and CHRO Lorraine Goffe



Dear Faculty and Staff,

As previously discussed, one of HR's strategic focus areas is retention. One piece of that strategy is to understand why our employees voluntarily leave Northwestern, and one objective way to learn more is through exit surveys. To that end, the tool that HR invested in for local engagement surveys, Culture Amp, can also be leveraged for exit surveys.

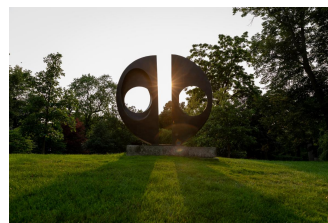
Starting April 1, each former employee will receive an email to a personal survey link one week after their last day. All responses will be strictly confidential and once data thresholds are met, HR will share unit/school-specific data and feedback with units/schools. We also will look for themes across the University so we can get a holistic view of the factors that affect individual decisions to leave.

The team implementing this project reflects a strategic and coordinated one-HR approach to addressing matters critical to Northwestern, with colleagues from Talent Acquisition, the HR Business Partners, Talent Development and Well-being, and HR Operations.

Benefits Spotlight

PPO Member Rewards

Faculty and staff enrolled in one of the three PPO medical plans are eligible for Member Rewards. You can shop for in-network medical care such as CT scans, MRIs, etc. This program is part of your health plan benefits and is administered by Sapphire Digital. It is quick and easy to use.



Step 1: Log in to bcbsil.com to find a reward-eligible location for your procedure or service.

Step 2: Get the procedure or service at your chosen reward-eligible location.

Step 3: Receive a cash reward by check, which will be mailed directly to your home, after your claim is paid and the location is verified as reward-eligible.



Black Professionals Network (BPN) Refreshed Website

The BPN Steering Committee partnered with the Office of Global Marketing and Communications to completely refresh the [BPN website](#). Check it out now!

Women's History Month

Celebrate Women's History Month by reading this [article](#) by Northwestern colleagues, Sarah Brown, Director of the Women's Center, and Njoki Kamau, Associate Director of the Women's Center.

From IT: Duo Changes Coming this Spring

Stay tuned for more information about enhancements to [Duo Push](#).

Apply to Join the Northwestern University Staff Advisory Council (NUSAC)

Consider joining your colleagues in serving as a voice and change-agent for Northwestern staff for the upcoming 2024-25 year. Member responsibilities are as follows:

- Be available to attend monthly General Council meetings (virtual or in-person).
- Be available to attend additional monthly meetings (virtual or in-person) for one of four working subcommittees (Benefits, Human Resources, Outreach, and Communications).
- Commit to serving a three-year membership term.

Eligibility requirements and additional responsibility information are [available online](#). To learn more about NUSAC, visit the [NUSAC website](#) and review the [overview document](#). Submit your [application](#) no later than **March 29, 2024**. Please send questions/inquiries to nusac@northwestern.edu.

Learn and Grow

Navigating Cultures in the Global Workplace Workshop

The Office of the Vice President for International Relations offers a 5-week workshop series that provides tools for greater self-awareness and practical knowledge to increase intercultural sensitivity and effective communication. The deadline for the spring workshop application and nomination is **March 18**. For more information, visit this [site](#).



One-on-one meetings are important for fostering strong relationships between staff member and supervisor, promoting development, and driving department and team success. Yet almost 50% of those meetings do not meet their potential. [This article](#) gives valuable tips on how to have more effective one-on-one meetings. For additional tips on enhancing your performance throughout the year via one-on-ones, review the [Performance Excellence Resources for staff page](#).



Your Well-Being

Spring Stretch and Jin Shin Jyutsu Schedule

The daily 15-minute virtual stretch sessions facilitated by NU Recreation instructors will begin for the spring quarter on Monday, April 1 and the weekly Jin Shin Jyutsu begins on Tuesday, April 2.

Surveyed participants report taking a break they otherwise would not, feeling mentally refreshed and better able to manage their day, and improved physical and mental health. [Spring registration](#) opens on Monday, March 18.

NU EAP Support Groups Start Next Month

HR Well-being has again partnered with our [Employee Assistance Program \(EAP\) SupportLine](#) to host free four-week virtual support groups for University employees facilitated by a licensed counselor. There is room for 20 per group and registration is first come, first served. [Learn more, including how to register](#). The *Coping with Loss* group will begin on April 8. The *Stress Management in the Workplace* group will begin on May 13.

RSVP for an April Coffee & Connection

If you missed last month's [Coffee & Connection \(CC\)](#), consider attending in April! CC is a new monthly informal on-campus coffee hour for staff and faculty. It provides a space to connect with University colleagues or to take a break, or you can just stop by and pick up a refreshment. The [April RSVP form](#) will open on Thursday, March 14.

BCBSIL Fitness Program: Waived Enrollment Fee

The BCBS [Fitness Program](#) offers four flexible monthly gym memberships from \$19 to \$129 for insured members. The program provides access to a nationwide network of gyms, digital

workouts, and wellness discounts. There is a *Digital Only* membership option for \$10/month and a bundle and save family membership option, where spouses, domestic partners, and dependents can be added. The \$19 enrollment fee is being waived through March 31. [Learn more](#).

Did You Know?

You can access free health and wellness tools on the [BCBSIL Well onTarget portal](#). Resources include a health assessment, self-directed nutrition, fitness, weight loss, tobacco cessation, and stress management programs, and the ability to earn and redeem [Blue Points](#). [Learn more](#).

Join the Well-being Mailing List

[Join the Well-being Mailing List](#) to receive weekly, up-to-date well-being events and resource information.

Caregiving

Spring Baby Shower Bash: Join for Connection, Resources, and Fun!

Join us for our first-ever baby shower for all new and expecting parents this Spring to connect, share experiences, and access resources. The Evanston campus shower will take place [Tuesday, April 30 in Evanston \(Norris\)](#) and [Tuesday, May 7 in Chicago \(Abbott Hall\)](#).

Both events will be held from Noon-1 p.m. [Register here](#) to attend and stop by.



Upcoming Senior & Adult Caregiver Support Group Sessions

Join the monthly NU Senior & Adult Caregiver Support Group, facilitated by Care.com senior care social workers with different topics each month. *Getting on the Same Page with Family Members* will be held [Wednesday, March 13, Noon-1 p.m.](#) April's topic, *Loved Ones Who Don't Want Help*, will be held [Wednesday, April 10, Noon-1 p.m.](#)

This group aims to help caregivers navigate caregiving responsibilities, provide social, emotional, and informational support, and relieve caregiver isolation through shared connections with others. [Learn more about our Senior and Adult Care resources](#)

Cariloop Coffee Talk: Navigating Disability Support with Comprehensive Care

This webinar will provide valuable insights and practical advice to empower you along your caregiver journey. Whether you're seeking support for yourself or a loved one, this webinar will deliver useful tools and actionable knowledge regarding disability care. [Join Cariloop on Thursday, March 28, from Noon-1 p.m. to learn more.](#)

Cariloop's Personalized 1:1 Support

All benefits-eligible faculty and staff can access Cariloop's personalized 1:1 support for caregiving needs whether for yourself or anyone you consider family or a friend, covering everything from prenatal to end-of-life care. Connect with a Cariloop coach to find the right doctor, understand financial or legal issues, discover extracurricular activities for infants, children, teens, and [more](#).

Care.com Webinar: Communicating and Resolving Conflict with Your Teen

This webinar will provide practical communication tips to improve your connection with your teen and best practices for resolving conflicts. Effective communication can make your time together more enjoyable. [Join Care.com on Wednesday, March 27, Noon-1 p.m.](#)



Manager's Tip

This month we highlight an article on the [five key shifts managers must make](#) to help organizations succeed in a rapidly evolving landscape. Overall, the author emphasizes the need for managers to adopt an entrepreneurial and human-centered mindset, constantly seeking new opportunities for development and innovation.

Learn more about this topic and interact with the Northwestern Manager community by joining our [MS Teams Manager's Corner Channel](#).

Inside HR

Besides highlighting individual HR functions, we're also using this space to explain certain processes. This month, read about the [annual merit process](#).



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To promote an innovative and inclusive workplace where all individuals thrive and collaborate to advance our Northwestern Directions.

Northwestern University



Northwestern University | 720 University Place, Evanston, IL 60208

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