

Northwestern | HUMAN RESOURCES

Employee Matters

July 2025

On Your Radar



Stay Informed on University Updates

Visit the [Leadership Notes](#) webpages for updates on official statements, messages and announcements to the Northwestern community from Northwestern University leaders.

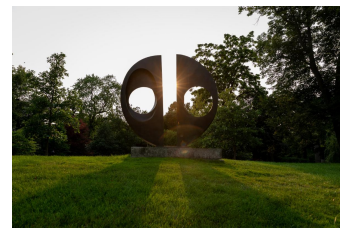
Required Mandated Reporter Training

University employees received an email from administration@northwestern.edu on June 9, 2025, regarding training to be completed within 90 days. Per Illinois regulation, all Northwestern employees are considered mandated reporters required to report child abuse or child neglect and must complete mandated reporter training every three years. The training course takes approximately 40-45 minutes and is available in myHR Learn under [Protecting Children Training Course](#). Visit the [Youth on Campus website](#) for more information.

Benefits Spotlight

Northwestern Benefits Update

Northwestern will transition to new medical, dental and prescription insurance providers for benefits-eligible employees beginning Jan. 1, 2026. Certain terms of the tuition benefits are also changing. Because of the scope of the changes, all benefits-eligible employees who want healthcare coverage beginning Jan. 1, 2026, will need to take action during the Open Enrollment period in the fall. To learn more [visit the Open Enrollment](#) webpage.



Retirement Plans Age 60-63 Catch-up

The SECURE 2.0 Act allows retirement plan sponsors to adopt higher contribution catch-up limits for ages 60-63 starting in 2025. Effective July 1, 2025, the Northwestern 403(b) retirement plans allow eligible employees ages 60 to 63 to contribute up to the higher catch-up limit of \$11,250 over the regular IRS contribution limit of \$23,500.

Note: The age 60-63 increased catch-up applies only to those who turn 60, 61, 62, or 63 during the calendar year (for 2025, birth years 1962 through 1965). Learn more about [Making Changes to Contribution Amounts & Investments](#).

Health & Welfare Summary Plan Description (SPD)

The Health & Welfare SPD for plan year 2025 has been updated. Additions include:

- Group Medicare Advantage Plan
- LegalEASE Legal Services benefit

BCBSIL is Calling to Help

Blue Cross and Blue Shield of Illinois (BCBSIL) have Personal Health Clinicians to support employees covered on the PPO in 2025. They may call you to review your doctor's instructions, set up care needs after an illness or procedure, and more. This benefit is free and the calls are confidential. For more information, call the customer service number on the back of your member ID card and ask for a Personal Health Clinician.

Manager's Tip



How do you turn performance reviews into growth conversations in your role as a manager? Discover how to turn this challenge into an opportunity by [reading this month's tip](#), authored by Karin Schmidt, Director, HR Business Partners.

Leading Through Uncertainty with Empathy, Clarity & Connection.

In case you missed it, we have a [Manager's toolkit resource](#) that offers bite-sized conversation starters, check-in ideas, LinkedIn Learning playlists, and small, meaningful actions you can take—no budget required!

Caregiving

Visit the [Caregiving webpage](#) to find resources and programs to support your caregiving needs. Whether it is childcare, elder care assistance, or connection with other caregivers, the University is here to help.

Childcare on your mind? Northwestern has partnership with the following centers.



McGaw YMCA

Check out Northwestern's affiliate [perks partnership with the McGaw YMCA](#), for children ages 6 weeks to 14 years old. The Y offers year-round, full-day early learning programs for infants through preschool and is one of the largest licensed childcare providers in Evanston.

Bright Horizons®

Learn more about [Bright Horizon's preferred tuition rates](#) for Northwestern families, and receive an additional 10% off the first 3 months of tuition if you enroll by September 30, 2025.

KinderCare

Summer childcare on your mind? Try [KinderCare for a day](#)—100% free. Northwestern provides a 10% savings on full-time, part-time, and drop-in tuition at KinderCare centers near you. Learn about [Northwestern's employer-sponsored childcare benefit](#).



Explore a New Skill Path in myHR Learn: Navigating Conflict

We are excited to launch a new skill path in the Professional Development Curriculum! Check out the [Navigating Conflict: Mastering Basics of Difficult Conversations](#) learning path in myHR Learn. Develop skills on how to approach difficult conversations with confidence, empathy, and openness. Start the skill path today and continue at your own pace.

The Psychology of Vacation: Why Time Off Is Essential for Your Well-Being

Have you scheduled your vacation time this summer? Learn how to make your time-off truly restorative by listening to the American Psychological Association's [podcast episode 244](#).

Well-being

Along with providing 24/7/365 free and confidential access to mental health and well-being services, Northwestern's EAP offers much more, including nutrition counseling, legal consultations and other work/life resources. [Learn more](#).



Manage Stress & Restore Balance with Jin Shin Jyutsu (JSJ)

Jin Shin Jyutsu (JSJ) is an Eastern practice, similar to Reiki, that uses hand placements and self-help holds to ease stress, reduce fatigue, and support healing. JSJ will run throughout the summer. [Register for a July/August session](#).

A New Way to Access Care Talks!

Did you know that your [Northwestern Care.com account](#) includes access to Care Talks, expert-led webinars designed to help you navigate real-life challenges with practical advice and support. You can now register for Care Talks with the click of a button from your Care benefits portal.

Just log in to your account, select Care Talks from the homepage and register for the session of your choice or watch recorded Care Talks on-demand. July is bursting at the seams with 7 Care Talks sessions covering a variety of well-being topics give it a look!

Need a Break?

Explore the [Well-Being Activities Youtube channel](#) for recorded videos covering Zumba, Meditation, Stretching, Yoga and more!

Flu Shots Will Be Back This Fall!

Human Resources is partnering with CVS to provide on-campus flu shots from October 1 through October 30. Additional information and registration links will be available in the fall. Stay tuned!



Reflect & Connect

During the month of June communities across the Chicagoland area convened to celebrate Juneteenth and Pride Month. Northwestern's [Black Professionals Network](#) also held a local celebration at the Black House. As we reflect on these celebrations, we encourage all staff and faculty to explore [Northwestern's Affinity Groups](#) as a means to forge connection, engage in meaningful dialogue, and continue our focus on belonging in our community.

Celebrating Staff Milestone Service Anniversaries

The Annual [Length of Service Staff Recognition Reception](#) took place on June 17, 2025, at Nona Jo's Café in the Walter Athletics Center. President Michael Schill, alongside Vice President for Human Resources & CHRO Lorraine Goffe and Provost Kathleen Hagerty, honored staff members achieving 25, 30, 35, 40, 45, and 50 years of service at Northwestern.

Cheers to our remarkable staff members whose deep commitment and contributions have supported the growth and success of our students and faculty throughout the years!

Inside HR

We want to celebrate our very own Payroll Analyst, Linda King, achieving 25 years of service, and Operations Manager, Julie Phelan, achieving 30 years of service! Each were recognized alongside fellow NU staff colleagues at the Annual [Length of Service Staff Recognition Reception](#).



The mission of **Human Resources** is to promote an innovative and inclusive workplace where all individuals thrive and collaborate to advance our Northwestern directions.

Northwestern University



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