



From the Office of Human Resources

October 21, 2021

Human Resources Monthly: October 2021

Dear Colleagues,

As I prepare each issue of *Human Resources Monthly*, I am reminded how much our professional and personal lives have changed and continue to evolve. Even as our daily and weekly rhythms remain fluid and challenging, we are pivoting, progressing, and establishing new routines. As an extended community, we are optimistic—celebrating special events, major accomplishments, and setting goals for a new era.

Last week's official dedication of [Baruch's Clivner=Field Plaza](#) is a perfect example. By dreaming big, working hard, and meeting challenges head-on, the Baruch community creates positive and transformative change even under the most challenging circumstances. And there are hundreds of other examples, large and small, that demonstrate your determination in support of Baruch's students and mission. *Thank you.* The Office of Human Resources (OHR) is proud to support this incredible community.

To that end, this month's newsletter focuses on *you*: your health and healthcare needs, finances, professional growth, and personal well-being. Please note the important dates and deadlines below.

Health Benefits and Health Care Choices

Health Insurance: Open Enrollment and Fall Transfer Period

Monday, Nov. 1–Tuesday, Nov. 30, 2021. Open Enrollment is the one period during the year when you can change your benefit elections—add or remove dependents for health, dental, and flexible spending account plans—without a qualifying life event. Use the resources below to select the best plan for you—and remember that deadlines come quickly. *Please note:* Any changes you make become effective in January 2022.

For an overview, visit the CUNY University Benefits Office [open enrollment webpage](#), and for information about health plans and premiums and for a full Summary Plan Description, visit the [NYC Office of Labor Relations Health Benefit Program website](#). Additional resources include:

- [NYC Health Plan Summaries](#)
- [Summary of Benefits and Coverage](#)
- [Health Plan Rate Sheet](#)
- [Dependent Eligibility Documentation](#)
- [Health Benefits Program Application/Change Form](#)

Flexible Spending Accounts Program: Annual Open Enrollment

Enrollment Through Friday, Nov. 19. The [2022 guide to New York City Flexible Spending Accounts](#) gives detailed information about four programs: the Health Care Flexible Spending Account (HCFSA), Dependent Care Assistance (DeCAP) Program, Medical Spending Conversion (MSC) Health Benefits Buy-Out Waiver Program, and Medical Spending Conversion (MSC) Premium Conversion Program. To enroll, re-enroll, or make changes, please use [this form](#). *Please note:* Enrollment in the HCFSA and DeCAP Programs is **not** automatic; your previous year's election will not rollover. New and current participants must enroll/re-enroll each year during open enrollment.

Dental Plans

To make any changes to your PSC-CUNY Dental Plan, please submit a [PSC-CUNY Enrollment Form](#). For all other unions, please contact their respective welfare fund directly for more information.

Catastrophic Sick Leave Bank Program

Administered centrally by the University's Office of Human Resources Management, the Catastrophic Sick Leave Bank (CSLB) is a pool of sick leave and annual leave voluntarily donated by full-time salaried employees for potential use as sick leave by eligible full-time employees who are also donors. [Learn more here](#).

Your Finances: Planning and Support

Go Paperless with Your Pay Stub

The Office of the New York State Comptroller recently implemented [New York State Online Payroll Services \(NYSPO\)](#), which allows state employees to view and update payroll information, manage tax withholdings, and opt out of receiving paper pay stubs. Request activation on CUNYfirst.

Saving for Retirement: Know Your Options

Tax-Deferred Annuity (TDA) Plans (403b)

TDA is a voluntary savings plan that complements an employer-based plan. Completely funded by employee contributions and not employer contributions, a TDA plan can be started or stopped at any time. The amount contributed is subject to IRS limits. (If you are at least 50 years of age, you may contribute “catch-up contributions.”) Earnings are tax deferred until withdrawn. *Eligibility:* Both Teachers’ Retirement System of the City of New York (TRS) and TIAA have TDA plans.

- **TRS TDA:** To participate, you must already have a TRS pension account. Only TRS members may contribute to this TDA.
- **TIAA TDA:** This plan is open to all employees. Baruch’s TIAA representative, Andrew Morales, is available for consultations. View [his schedule for Fall 2021](#) and register online at TIAA.org/schedulenow or by calling 800-732-8353.

New York State Deferred Compensation Plan (457b)

The New York State Deferred Compensation Plan is a voluntary savings plan offered by CUNY to help you save for and live in retirement. The plan offers both traditional pre-tax and Roth accounts. As part of CUNY, you are in the unique position of having access to **both** 457(b) and 403(b) plans. Learn more at nysdcp.com. Call 844-867-8197 (toll free) for help in choosing what’s best for you.

Upskill: University Professional Development Conference—Register Now!

On Tuesday, Nov. 9, and Wednesday, Nov. 10. Join the CUNY Office of Human Resources Management for its first-ever Professional Development Conference. Hosted 100 percent virtually, the conference includes multiple sessions on mentoring, public speaking, leadership, building communities, and online learning. [Learn more and register today!](#) Deadline: Friday, Nov. 5.

Wellness Resources and Calendar Updates

For a comprehensive overview of support and resources, please visit OHR’s [Wellness Corner](#). Highlights include:

- **Move More—Energize your fall fitness routine:** For links to the [WorkWell digital calendar for October–December](#); additional fitness and wellness classes, programs, and videos; real-life guides and tip sheets; and discounts, check this [resource hub](#).
- **Blink Fitness:** The College is participating in the Blink Corporate Program, which means discounted Blink memberships and additional perks. [Learn more.](#)

Sync your calendar and personal plans with the [2021–22 Employee Holiday Calendar](#). Please take note of the following:

- **Time Off to Vote:** CUNY has established a [policy for voting on Election Day](#), Tuesday, Nov. 2 (the policy applies to Election Day only, not early voting days).
- **Lincoln’s Birthday (Electrician Series Titles):** For the Electrician Series titles, the calendar has been revised to include the recently negotiated floating holiday in lieu of Lincoln’s Birthday.

Get Support from CCA@Your Service

We realize that our community continues to face challenges in this period of transition. Faculty and staff are reminded to take advantage of resources available from the College’s employee assistance program. Call 800-833-8707 or visit [myccaonline.com](#) and use company code “CUNY”.

Human Resources: Here for You

Please reach out to Human Resources to let us know how we can help. Email your questions and newsletter suggestions to human.resources@baruch.cuny.edu.

Wishing everyone a safe, happy, and productive fall,

Sincerely,

Andrea Caviness
Executive Director, Human Resources

Baruch
COLLEGE

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