



From the Office of Human Resources

Human Resources Monthly: October–November 2020

New HR Website and Open Enrollment Deadlines

Dear Colleagues,

The Office of Human Resources (OHR) is pleased to unveil our new “digital front door”! As part of a yearlong, College-wide effort to update the Baruch webpages, our website has been fully converted to WordPress, a content management system that allows for greater flexibility and timely updates. As we migrated content from the former website to WordPress, we took the opportunity to streamline and reorganize our content, making it easier for you to find the information you need regarding benefits, payroll, holidays, and more.

We hope you find the new site more accessible and intuitive. Now that the site is live, we will make adjustments as needed and welcome your feedback as you familiarize yourself with the layout and materials on offer. Please contact debbie.poon@baruch.cuny.edu with your ideas and requests.

Open Enrollment and Fall Transfer Period

Open enrollment is the one time during the year when you can change your benefit elections and add or remove dependents for health, dental, and flexible spending account plans without a qualifying life event. Deadlines are coming up, and if you are still undecided on your options, you can find resources to help you on the dedicated CUNY Open Enrollment page [here](#).

With a limited amount of time to revise your benefit elections, take full advantage of the open enrollment period by considering all the available resources at your fingertips in order to make informed decisions. Review the [NYC Office of Labor Relations Health Benefits Program page](#). Learn more about the [PSC CUNY Welfare Fund benefits](#) and be sure to keep the following deadlines in mind:

- Friday, Oct. 30: Completion of Health Benefit Plan elections/changes for 2021 benefits
- Friday, Nov. 13: Enrollment/Re-enrollment for Health Care and/or Dependent Care Flexible Spending Account

All questions and completed forms can be submitted to human.resources@baruch.cuny.edu.

Health Benefits

Information about health plans, health plan premiums, the health benefits application and changes form, and rate charts for employees and retirees can be found on the [NYC Office of Labor Relations Health Benefit Program website](#). We encourage you to find the information you need to select a plan that best suits your needs. Below are enrollment deadlines for active employees and retirees:

- Friday, Oct. 30: Active employees
- Monday, Nov. 30: Retirees

PSC-CUNY Welfare Fund Benefits

The PSC-CUNY Welfare Fund provides eligible members with dental, prescription, vision, hearing, and basic disability benefits. Information on these supplemental benefit plans can be found on the [PSC-CUNY Funds Benefits website](#).

Flexible Spending Accounts (FSA) Programs

Enrollment in the Health Care Flexible Spending Account and Dependent Child Care Assistance Program is not automatic, and your previous year's election will not rollover. New and current participants must enroll/re-enroll each year using the [FSA Enrollment/Change Form](#) during the annual open enrollment period. The enrollment deadline is **Friday, Nov. 13**. Visit the OHR's [FSA website](#) for updates and resources. Additional information is available on the [NYC Office of Labor Relations FSA website](#).

Catastrophic Sick Leave Bank Open Enrollment

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 to the bank. Enroll by **Sunday, Nov. 15**. Learn more about the policy, procedures, and other program requirements [here](#).

- [Application to Donate](#)
- [Application to Receive](#)
- [Application to Change/Withdraw Donation](#)

Teachers' Retirement System of the City of New York (TRS NYC)

Currently, the TRS NYC Member Services Center at 55 Water Street is closed to visitors. However, members can schedule appointments [here](#) for a 30-minute video call on Zoom during TRS business hours. For more information on membership and eligibility, as well as benefits and FAQs, visit the [OHR website](#).

New York City Employees' Retirement System (NYCERS)

Get acquainted with the NYCERS plan by contacting their call center at 347-643-3000 between Monday and Friday, 8 am to 5 pm. For information on NYCERS membership, including reasons to join and the plan description, visit the [OHR website](#).

Social Security: Medicare Part B

If you are already enrolled in Medicare Part A and want to enroll in Part B, there are three options for submitting an enrollment request. Learn more by navigating to the "Already Enrolled in Medicare" section of the [Social Security website](#).

As always, we welcome your questions and suggestions for future editions of *Human Resources Monthly*. Share them with us at human.resources@baruch.cuny.edu. On behalf of the entire office, I hope every member of the College community stays safe and well this fall and upcoming winter season.

Sincerely,

Andrea Caviness

Executive Director, Office of Human Resources

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