“One HR is Our HR”

New Faculty Orientation
Welcome from Human Resources

August 14, 2012
“It is all about talent and culture. Part of it is getting very talented people who believe in the mission and who advocate and work and play the mission. The other critical component is to create a culture that allows those talented people to make effective change and to do their best work. Those two elements are fully interdependent in my view.”

E. Gordon Gee
The quarter to semester conversion is complete.

-- Our Campus Environment --

Faculty adjusting to new class tempo

Students (including staff who take classes) talking about the differences

Staff who support faculty “going the extra mile”

Deans, chairs working to keep energy up and administrative To Dos down
HR enables the university’s commitments by enabling the best people to do their best everyday.

-- HR Focus Areas --

Talent

Culture

Health and Wellness

Streamlining & Efficiency
HR has the responsibility and privilege of ensuring the employment experience is engaging, fair, and fulfilling.

-- One HR Priorities --

- Benefits
- Child Care Center
- Community Giving
- Faculty & Staff Communication
- Faculty & Staff Compensation Analytics
- HR Information Technology
- Leader Onboarding
- Organizational Effectiveness

- Performance Management
- Faculty & Staff Recognition and Events
- Risk Management
  - Labor Relations
  - Dispute Mediation
- Staff Compensation
- Talent Acquisition
- Workforce Planning
-- HR Faculty Assistance (examples) --

- Strategizing on key or difficult to fill positions (including research assistants and associates)
  - Contact David Green: 688-1048
- Answering questions about personnel matters
- Researching Organization Design resources

- Improving team effectiveness
- Leveraging Professional Development Resources
- Maximizing available benefits, including health and wellness resources
- Aligning talent to departmental strategies
**Talent Acquisition Approach.**

**Workforce Planning**
- Identifying Critical Needs

**Performance Profile**
- Developing a compelling value proposition

**Sourcing**
- Seeking passive candidates
- Utilizing existing networks
- Creating talent community

**Selection and Identification**
- Screening
- Selection tools
- Identification of finalists

**Offer and Onboarding**
- Connection to People
- Connection to Mission
- Connection to Resources

**Success Factors**
- Superior candidate pools
- Effective utilization of resources – time and energy
- Positioning the candidate for success
Operating as One HR plays a key role in advancing the university’s strategy.

--- One HR --
Service Delivery Model

- Ohio State Needs
- Centers of Excellence

HR BUSINESS PARTNER ORGANIZATIONS

- Employee & Labor Relations
- Talent Acquisition
- Organizational Leadership Effectiveness
- HRIS
- Compensation & Workforce Analytics
- Benefits

Compensation & Classification, AMCP, Performance Management

Employee & Labor Relations, Leadership Continuity, Benefit Design & Delivery

HR Technology, Policies, Procedures
Benefits Overview

• **Within 31 days:** Use eBenefits to enroll in:
  • Medical, Dental, and Vision plans
  • Flexible Spending Accounts
  • Short Term Disability
  • Designate Beneficiaries for Life Insurance Plans
  • Voluntary Group Life Insurance Plans
  • Dependent Tuition Assistance
  • Supplemental Retirement Plans

• **Within 120 days:** Complete the Retirement Election Form
Eligible Dependents

• Legal Spouse
• Children up to the age of 26
  – Extended adult child coverage (26 to 28)
  – Extended disabled child coverage
• Same-sex domestic partner*
  – Includes children of same-sex domestic partner
• Sponsored dependent*
  – Includes opposite-sex domestic partner
• Watch for the dependent certification packet
Medical Plan Choices

• Prime Care Advantage
• Prime Advantage Plus
• Prime Advantage Value
• Independent Choice Plan
Network Plan Features

• Statewide Network
• No Primary Care Physician election required

Preventive care for ALL plans covered at 100%
  – Annual Preventive Care Exam and Related Screenings
  – Well Child Visits and Immunizations
## Medical Plans at a Glance

<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>Copay</strong></td>
<td>Office Visit: $20 Urgent, Specialty Care: $35 ER: $150</td>
<td>N/A</td>
<td>Applies for most services</td>
<td>ER: $150</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Deductible</strong></td>
<td>$100 per person $300 family</td>
<td>$300 individual $900 family</td>
<td>None for most services</td>
<td>$500 per person $1,500 family</td>
<td>$600 per person $1,800 family</td>
</tr>
<tr>
<td><strong>Coinsurance</strong></td>
<td>10% (most services)</td>
<td>20% most services</td>
<td>N/A</td>
<td>N/A</td>
<td>20% most services</td>
</tr>
<tr>
<td><strong>Annual Out-of-Pocket Max</strong></td>
<td>$2,000 per person $4,000 family</td>
<td>$3,000 per person $6,000 family</td>
<td>$2,000 per person/$4,000 family</td>
<td>$3,000 per person $6,000 family</td>
<td>$3,000 per person</td>
</tr>
</tbody>
</table>
### Prescription Drug Benefits

**Prime Care Advantage, Prime Advantage Value, Independent Choice, Out-of-Area Plan**
(annual out-of-pocket max $2,500 per person)

<table>
<thead>
<tr>
<th>Prescription Drug</th>
<th>Retail (up to 30-day copay)</th>
<th>Mail Order (up to a 90-day supply)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Generic</strong></td>
<td>$8 copay</td>
<td>$17 copay</td>
</tr>
<tr>
<td><strong>Formulary</strong></td>
<td>30% coinsurance, $80 maximum</td>
<td>30% coinsurance, $200 maximum</td>
</tr>
<tr>
<td><strong>Non-Formulary</strong></td>
<td>50% coinsurance, no maximum</td>
<td>50% coinsurance, no maximum</td>
</tr>
</tbody>
</table>
## Prescription Drug Benefits

### Prime Advantage Plus only

(annual out-of-pocket max $2,500 per person)

<table>
<thead>
<tr>
<th>Prescription Drug</th>
<th>Employee Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Retail (up to 30-day copay)</td>
</tr>
<tr>
<td>Generic</td>
<td>$8 copay</td>
</tr>
<tr>
<td>Formulary</td>
<td>$35 copay</td>
</tr>
<tr>
<td>Non-Formulary</td>
<td>$60 copay</td>
</tr>
</tbody>
</table>
Value Based Plan Design

- Care Coordination Programs
  - Diabetes, Heart Disease, Asthma, Chronic Obstructive Pulmonary Disease (COPD)
- Copayment for generic drugs are waived
- Coinsurance for formulary drugs taken are reduced by 50%
- Participants are required to use Home Delivery for ALL maintenance medications
–Personal Health Assessment (PHA)
  • Voluntary participation
  • Employee who takes PHA will receive medical premium credit of $360/year
  • Spouse/SSDP who is enrolled on your medical plan will earn $100 gift card if they take PHA
–Hired 9/1/12 or after you will receive credit until early next year then PHA will be required
–Hired prior to 9/1/12 PHA to be completed by 9/30 for full credit in 2013
Dental Coverage

• Varies depending on service and provider
• Two cleaning paid in full per calendar year
• Deductible: $40
  – Dental Clinic excluded
• Maximum Annual Benefit: $1,200 per person
• Orthodontia:
  – $1,200 Lifetime Maximum up to age 18
• **Eye Exam**: One per plan year
  – Paid in full in-network

• **Annual Deductible**: $15 per person
  – Applies to lenses and frames only

• **Lenses**: Once per plan year

• **Contact Lenses**: Once per plan year up to $130

• **Frames**: Once every other plan year up to $155
Flexible Spending Accounts

• Lower Gross Pay = Lower Taxes
• Two types of accounts:
  – Health Care Account
  – Dependent Care Account
• Unused funds are forfeited per IRS guidelines
• Expenses incurred from date of hire – 2/28/2013 can be submitted against 2012 account balance
• Claims must be submitted by 3/31 for previous plan year
• Must re-enroll every year at Open Enrollment
Group Term Life Insurance

• University Provided Life Insurance
  – Death Benefit = 2.5 x annual salary
  – Accidental Death = 5 x annual salary
  – Terminal Illness Benefits = 100% of death benefit

• Accidental Dismemberment

• Benefits
  – Reduce 3% annually beginning at age 55
<table>
<thead>
<tr>
<th>Plan</th>
<th>Monthly Premium</th>
<th>Spouse, Same Sex Domestic Partner</th>
<th>Each Child</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plan 1</td>
<td>$1.30</td>
<td>$5,000</td>
<td>$2,500</td>
</tr>
<tr>
<td>Plan 2</td>
<td>$2.60</td>
<td>$10,000</td>
<td>$5,000</td>
</tr>
<tr>
<td>Plan 3</td>
<td>$3.90</td>
<td>$10,000</td>
<td>$10,000</td>
</tr>
</tbody>
</table>
Voluntary Group Term Life Insurance

- Faculty/Staff - 1x to 8x annual salary
  - Pre-approved for 1x annual salary
  - Purchase in $1,000 increments
- Spouse – $10,000 to $150,000
  - Pre-approved for $40,000
  - Purchase in $5,000 increments
- Children - $5,000 or $10,000 for each child
Tuition Assistance-Faculty & Staff

• 100% of General & Instructional fees for Undergraduate/Graduate courses
  – Up to $9640 per semester
• Ohio State Campus
• Unlimited terms
• No application required (to Human Resources)
• Satisfactory completion of course for credit
Tuition Assistance-Dependents

• 50% General & Instructional fees only
  (maximum of $4,820 per semester)
  – 75% if both parents are OSU employees and
     meet the above guidelines
  (maximum of $7,230 per semester)
• Limit: 8 terms or 140 credit hours
• Ohio State Campus
• Application required in Human Resources
• Satisfactory completion of course for credit
Long Term Disability

– 60% of monthly income / max $5000 a monthly
– Waiting period - 3 months
– Premiums paid for by the University

Short Term Disability

– Waiting period – 1 month
– Premiums paid by faculty/staff
Retirement Plans

• Membership:
  – Mandatory
  – In lieu of Social Security

• Options:
  – State Teachers Retirement System of Ohio (STRS-OH)
  – Alternative Retirement Plan (ARP)
STRS-OH Offers Three Retirement Plans

**STRS Defined Benefit Plan**
Defined Benefit plan--retirement benefit is determined by a formula (based on years of service and highest years of salary).

**STRS Defined Contribution Plan**
Defined Contribution plan--retirement benefit is determined by employee & employer contributions and gains/losses of investment options.

**STRS Combined Plan**
Defined Benefit and Defined Contribution Plan--retirement benefit is determined by reduced formula (for DB component) and gains/losses of investment options (for DC component).
STRS Defined Benefit Plan

STRS manages & invests member & employer contributions in stocks, bonds, etc.

Member Contributions

10.0%

Employer Contributions

14.0%

Retirement and other benefits for member
• Age/service retirement benefit determined by a formula

• 2.2% of FAS for first 30 years of total service credit)

  \[ 2.2\% \times 30\ \text{yrs.} \times \$60,000 = \$39,600 \text{ annually} \]
• Additional benefits (not guaranteed):
  – Disability
  – Survivor
  – COLA (Cost-of-Living Adjustment)
  – Access to STRS health care coverage*
    • STRS – 15 years service credit

*Not a guaranteed benefit
STRS Defined Benefit Plan - Retirement Eligibility

- Any age with 30 years of service credit
- Age 55 with 25 years of service credit
- Age 60 with 5 years of service credit
STRS Defined Contribution Plan

Member Contributions

10%

Member directs contributions into one or more STRS Investment Options that are managed by investment professionals

Funds for Member’s Retirement

Employer Contributions

10.5%

3.5% continues to go to STRS to fund past service liabilities

3.5%
STRS Defined Contribution Plan

- Retirement income determined by
  - Gain/losses of STRS investment options and income option chosen by member selected

- Vesting
  - Employee contributions – 100% immediately
  - STRS employer contributions – One year of service

- No additional retirement benefits
STRS Combined Plan

**Member Contributions**

- 10.0%

  - Member directs contributions into one or more STRS Investment Options that are managed by investment professionals

  - Funds for Member’s Retirement

**Employer Contributions**

- 14.0%

  - STRS manages & invests employer contributions in stocks, bonds, etc.

  - Retirement and Other Benefits
• Defined Benefit (employer contributions)
  – Age and service retirement benefit
    • 1.0% x Years of Service Credit x FAS
  – Same additional benefits as STRS DB Plan
• Defined Contribution (employee contributions)
  – Directed by member into STRS investment options
Alternative Retirement Plan (ARP)

- Defined Contribution Plan
  - Employer & employee pre-tax contributions
  - Contributions determined by STRS & state legislature
- Faculty/Staff Selects Investment Options
  - Provided through nine (9) state approved vendors
- Retirement Income Determined By:
  - Amount of accumulation at retirement
  - Retirement income option selected
Alternative Retirement Plan (ARP)

Member directs contributions into one or more Investment Options with a particular ARP vendor.

Faculty Contributions:
- 10%

Employer Contributions:
- 14%
- 3.5%

3.5% continues to go to STRS to fund past service liabilities.

Funds for Member’s Retirement
Alternative Retirement Plan-Vesting

• Employee contributions vested immediately
• Employer contributions vested after one year of continuous service at Ohio State
• Termination prior to vesting - distribution of Faculty/Staff contributions only
• No additional benefits
Alternative Retirement Plan-Election

- Meet with approved carriers and complete paperwork with chosen vendor
- Complete the OSU Retirement Plan Election Form
- Vendor change allowed at any time:
  - Submit change form
  - Change effective first of the pay following receipt of form
- Election is final and irrevocable
120 days to choose between STRS and ARP

Start Date

120 Days

180 Days

180 days to select from the three STRS Retirement Plans
Supplemental Retirement Accounts (SRA)

• Long-term pre-tax savings plan
• No employer contribution
• Contribution limit:
  – 403b: 100% of salary to limit of $17,000/year
  – 457: 100% of salary to limit of $17,000/year
• May participate in both programs
• Review the list of approved providers
• Contact the provider of your choice
• Complete the paperwork with your provider
• Enroll online through eBenefits
Benefit Questions

• Call Customer Service Center
  – 292-1050
  – 1-800-678-6010
  – TDD 688-3730

• E-mail: service@hr.osu.edu