

# Employee Benefits & Well-being

Human Resource Services



## FEBRUARY NEWSLETTER

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### Contact Us

If you have a question after reading this newsletter or visiting our [website](#), please [contact us](#).

### Own Your Benefits

#### Flexible Spending Account (FSA) Deadline for 2023 Contributions

March 15, 2024, is the last day to experience claims for your 2023 [Flexible Spending Account \(FSA\)](#). Make sure all claims are submitted to ASIFlex by March 31, 2024 as

unused balances will be forfeited. You may use the convenient [ASIFlex app](#) or upload claims through [ASIFlex.com](#). Don't forget you may also use your remaining 2023 balance by visiting [FSASStore.com](#) to purchase eligible items, which include [over-the-counter items](#).

### IRS Form 1095-C for 2023 Tax Year

As part of the Affordable Care Act (ACA), employers are required to provide the IRS Form 1095-C to employees who were offered and/or enrolled in employer health insurance. The university will mail the 1095-C to the employee's home address on file prior to the March 2, 2024 deadline. While you **DO NOT need the IRS Form 1095-C to file your 2023 tax return**, you do need to keep it with your important tax documents. To show proof of health insurance coverage, UNI sends this information to the IRS on your behalf. For more information about the IRS Form 1095-C, please visit the [HRS supporting webpage](#).

## Financial Wellness

### Volunteer Income Tax Assistance (VITA)

UNI's Accounting Department will be offering free tax preparation and e-filing for the 2023 tax year. This service is for those with an income less than \$64,000, and will be available on Wednesday's starting on February 14, from 6 to 8 p.m. [View this flyer](#) for more information, or call the Accounting Department at 319-273-2394.

## My Well-being

### Heart and Stroke Awareness

February is National Heart and Stroke month. According to the [American Stroke Association](#), every 40 seconds, someone in the U.S. has a stroke. Stroke is a leading cause of long term disability in the U.S., but nearly 80% of all strokes are preventable. Lower your chances of having a stroke by identifying your risk factors, working with a medical professional to lower your risk through lifestyle changes and, if necessary, medication. Lastly, learn to recognize the signs and symptoms of a stroke. Doing so has the potential to save lives.

Recognize the warning signs of a stroke by thinking F.A.S.T.

**F** : Face Drooping

**A** : Arm Weakness

**S** : Speech Difficulty

**T** : Time to Call 911

# Employee Assistance Program

## Are You in Need of a Legal Form?

Did you know you have access to a large library of personal and business related forms through Employee and Family Resources (EFR), our EAP provider? These forms range from setting up a will or power of attorney, to a catering agreement. Visit [EFR's legal webpage](#), and click on the **Access the services** button to view the legal forms available.

# Upcoming Events

## MY WELL-BEING

### Heart Health

Human Resource Services will host an informational session on heart health in recognition of American Heart Month. Participants will learn ways they can benefit their heart health through a healthy lifestyle. This session will be presented by Merriam Lake, with MercyOne Wellness, on February 14 at 11 a.m. in Gilchrist 009. Please [register in advance](#).

## FINANCIAL WELLNESS

### The Importance of Saving

At this session, you'll learn practical, day-to-day financial fundamentals that are designed to help you embrace your future. You'll learn how to: create a savings action plan, understand different savings options such as CDs and investments, fuel your emergency savings, and find extra money to grow your savings. This Zoom session will be presented by Regions Bank on February 15 at noon. Please [register in advance](#).

## MY WELL-BEING

### Supporting Someone Who is Grieving

Human Resource Services will host a session led by Cedar Valley Hospice. Cedar Valley Hospice counselors will provide information on how to support someone who is grieving and resources available in the community. This session will be held February 23 at 10:30 a.m. in Gilchrist 009. Please [register in advance](#).

## RETIREMENT READINESS

### Live With Confidence in Retirement: 5 Steps to Creating Your Retirement Income Plan

If you're getting ready to retire, this webinar is essential for understanding how to create an income plan that helps you maximize your savings throughout retirement. In five steps you'll learn how different sources of income work, how to build your strategy for lifetime income and what to consider when planning withdrawals from your retirement assets.

Join Mark Hagen for a special session specifically for UNI employees on March 5 at noon. [Advanced registration](#) is required.

*Participation in events that occur during scheduled working hours must be approved by your supervisor. Employees on a university-approved leave should contact [hqs-leaves@uni.edu](mailto:hqs-leaves@uni.edu) for approval. Stay up-to-date with the status of this session by visiting <https://hqs.uni.edu/event-status>. If the status of this session changes you will also be notified by UNI email or campus phone. Individuals needing an accommodation in order to participate in an event, please contact a HRS team member at 319-273-2954, or [hqs-benefits@uni.edu](mailto:hqs-benefits@uni.edu), at least one week prior to the event.*

## Upcoming Financial Webinars



### TIAA February Financial Wellness Webinars

#### Save in a 529 College Savings Plan

February 1 at 2 p.m. (CST)

Planning on supporting a child, grandchild, another loved one or yourself through college? Join this webinar to learn how to invest in a 529 plan, a state-sponsored plan that provides tax-advantaged saving for college costs.

We'll discuss:

- The challenges of saving for college
- Who benefits most from a 529 plan
- How to open a 529 plan

#### Inside Money: Managing Money and Debt

February 6 at 11 a.m. (CST)

It's your budget—take control. Everyone talks about a budget, but how many of us actually make one? Most people have some debt, but how many understand its effects on their lives and their futures? Let us show you the real impact of budgeting and debt—and how to help make your money work.

We'll explain the big picture of budgeting:

- Learn the importance of cash flow—and how to use it
- Change how you look at saving and spending
- Understanding debt and how to manage it

## She's Got It: A Woman's Guide to Saving and Investing

February 15 at 1 p.m. (CST)

Women face unique challenges when saving for retirement, such as making less, working fewer years and living longer. Let us show you how smart saving and investing techniques can help you overcome these obstacles to a secure and successful retirement.

We'll discuss how to:

- Set goals
- Determine your financial personality type
- Save and invest smarter
- Address investment risk
- Diversify your portfolio

## Gaining Insight: Navigating Debt Consolidation and Understanding the Mortgage Process

February 21 at 12 p.m. (CST)

Let us explain how to manage debt more effectively and how debt consolidation works. We will also demystify obtaining a mortgage with an overview of each step, plus how to find the right loan from a credible lender.

We'll help you:

- Understand debt and how to manage it
- Identify how debt consolidation could work for you
- Understand the mortgage process
- Acquire insight on the entire lending process

TIAA webinars are open to all employees. Visit [TIAA's webpage](#) to register.

Times through the webinar link will be shown in Eastern Standard Time.



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## IPERS February Retirement Webinars

- February 13 | 9 a.m. to 3:30 p.m. (CST)  
Creating a Secure Retirement

IPERS webinars are for state of Iowa employees within five years of retirement and their spouses. To register: <https://ipers.org/members/calendar>

## Retirement Savings Consultation

All TIAA and IPERS participants are encouraged to schedule a FREE personalized meeting to review their retirement savings. These meetings are sponsored and scheduled with a TIAA financial consultant. Set yours up today by using the [online scheduler](#) or by calling 800-732-8353. Consultants are available weekdays from 7 a.m. – 7 p.m. CST.

## Recognizing Our Retirees

We are thankful for the service of all of UNI's retirees! With their consent we are able to celebrate their years of service and share their information with the entire campus community.

### **Barb Strom**

Food Service Supervisor, Rialto  
11 Years of Service, Retired in December  
[barb.strom.1957@gmail.com](mailto:barb.strom.1957@gmail.com)

### **Joyce A Willms**

Clerk IV, Business Operations  
38 Years of Service, Retiring in February

### **Cathy Wylam**

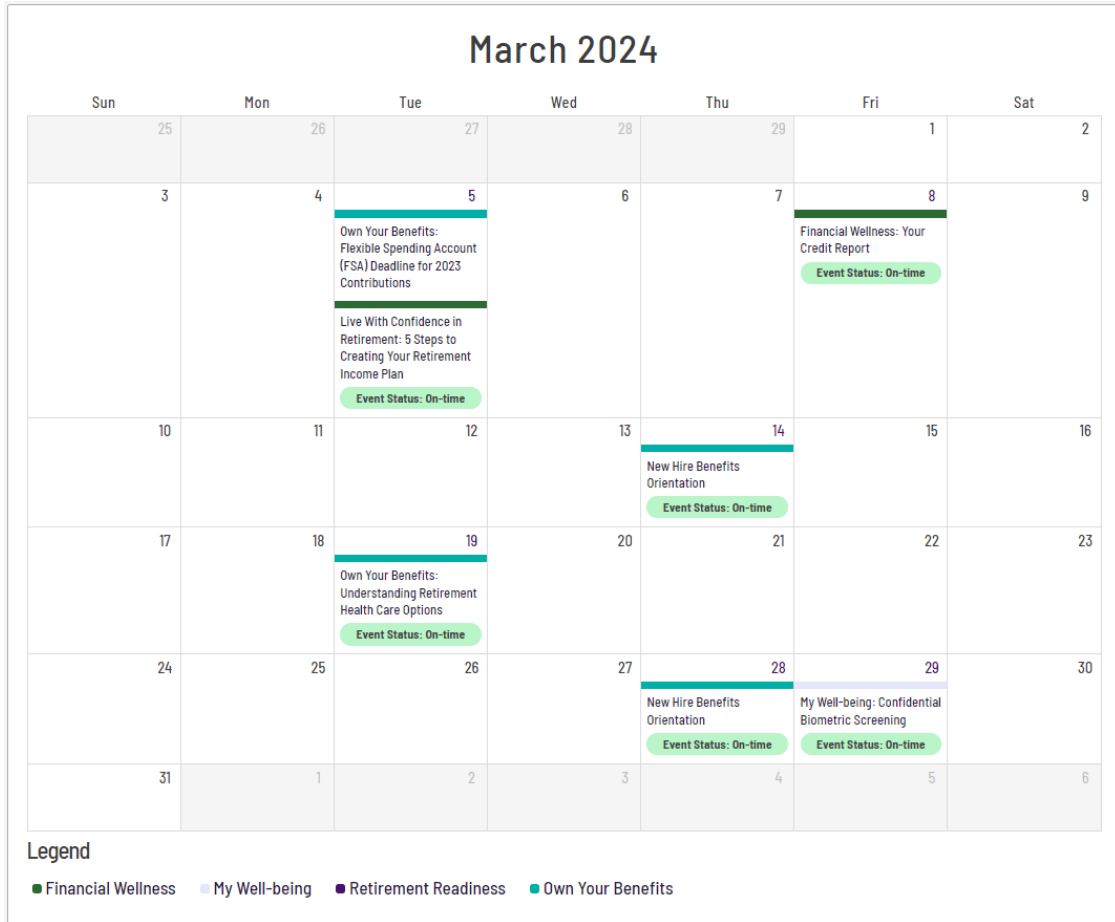
Technology Coordinator, Dining  
33 Years of Service, Retiring in February

## Retirement Readiness

### **Retirement Benefit Questions? The HRS Benefits Team is Here to Assist!**

The Human Resource Services Benefits Team is continuing to help employees with retirement benefit questions. If you plan to retire please email [hqs-benefits@uni.edu](mailto:hqs-benefits@uni.edu) or call 319-273-2423. For additional information on retirement visit [Retire from UNI: Next Steps](#).

## Coming in March



## Stay Up-to-Date with HRS Events

Plan on attending an upcoming Human Resource Services (HRS) sponsored event? Please visit the [HRS event status webpage](#) to view if the event is on-time, postponed, rescheduled, or canceled. Registered participants will also receive an email from HRS notifying that an event status has changed.

## Subscribe to HRS Latest News and Events

Be the first to hear the latest news and events from UNI Human Resource Services including benefits and well-being news. [Subscribe to receive the HRS News emails](#) right to your [uni.edu email](#) account.

## Is Your Personal Information Up-to-Date?

### **Need to Update Contact Information?**

To make changes to your office and/or home (confidential) contact information: Login to MyUNiverse > My Page > Update My Personal Information. This information is sent to Human Resource Services and will be updated within four working days.

### **Having a Life Event?**

Visit [our webpage](#) to see what your next steps should be.