

April 24, 2024



HR Minute

Open Enrollment for Health Benefits and Flexible Spending Accounts

The annual open enrollment period for health benefits and flexible spending accounts (FSA) is May 1-15, 2024. Benefit-eligible employees have been sent a copy of the Spotlight newsletter to their home address, which outlines plan changes, how to make health insurance changes, FY25 premiums, and more. You may also access the Spotlight online [here](#). Anyone with an FSA needs to sign up on an annual basis.

Employees are advised to use Cardinal to make changes to their health insurance plan selections and sign up for an FSA. Cardinal can be accessed at my.Cardinal.Virginia.gov. Anyone planning to make a change is encouraged to access Cardinal now to ensure their account is set-up and reset their password if needed. Instructions for accessing Cardinal are in the Spotlight. If you need additional assistance, please contact our Benefits Team at benefits@odu.edu.

For employees needing assistance with Cardinal, Human Resources is hosting open computer lab sessions in room 1013B in the Batten Arts & Letters Building. The schedule is as follows:

Monday, May 6, from 7 a.m. to 12 noon
Wednesday, May 8, from 12 noon to 5 p.m.
Friday, May 10, from 10 a.m. to 2 p.m.

For employees who work remotely or off the main campus, you may sign-up for a 15-minute individual online session with a Benefits Specialist. They can assist with your questions and help with Cardinal. To schedule an appointment, please send an email to benefits@odu.edu. Please include the dates and times you are available to meet during the week of May 6.

[Read More](#) →



Customer Relations Employee of the Year

Congratulations to Kimberly Payne in Digital Learning on her selection as the 2024 Customer Relations Employee of the Year (CREY)! The CREY award honors an exemplary University staff member who personifies the University's core values of accessibility, collaboration, excellence, global engagement, inclusion, and innovation. Dr. Payne has worked at ODU for over 25 years. Her roles have ranged from video producer and director to organizational development manager. She strongly supports accessible content and has worked to make the upper leadership in the Division of Digital Learning accessible to staff through her Paw Prints virtual conversation series. The series aims to create a reflective practice where upper management offer insights into their leadership styles and personal reflections about their own professional journeys. Dr. Payne has participated in the development of a formal on-boarding process for new staff in the division. Her inviting personality, sense of collaboration, inclusion of all staff, and commitment to helping her new colleagues is a major contributing factor to the positive reviews for this initiative. Congratulations also to the other nominees. They are: Chevella Baker, Academic Affairs; Sherrie Deutsch, Academic Affairs; Missy Magerkorth, Digital Learning; Neha Niphadkar, Digital Learning; Dana Schilling, Academic Affairs; Tanya Tyler, Digital Learning; and Kermitra Tweedy, Digital Learning.



Wellness Spotlight

This month's wellness spotlight features a discount on Laser Vision Correction!

Beach Eye Care offers a discount for Virginia State Employees for LASIK. You can save \$1,400 on LASER Vision Correction.

Free consultations can be scheduled by calling Beach Eye Care at 757-425-5550 or going to beacheyecare.com.

[View more details about the LASIK discount.](#)



Special Offer

Discounts available on AAA for Virginia State Employees, retirees and families. Join AAA today for as low as \$55/year.

Not only does this include 24-hour roadside assistance but it includes free towing, tire change, lock-out service and battery jump-start.

Membership can also save you on shopping discounts, identity theft protection and full service leisure travel agency.

[View more details on the AAA Offer!](#)

Photo Gallery: Annual Recognition Luncheon held April 5, 2024 at Webb Center

