

Anschutz HR Community Meeting

April 7, 2026



Agenda

Adrienne Howarth-Moore, Associate Vice Chancellor & Chief Human Resources Officer

- **Welcome and Introductions**
- **Chat and Ground Rules**

Alex Molleck, Employee Outreach & Education, Employee Services

- **Open Enrollment**

Leif Larsen, Program Director, Identity & Access Management, Office of Information Technology

Chloe Rankin, Sr. Organizational Change Manager

Sze Pui Shum, Sr. Business Analyst

- **Decommissioning Sponsored Users**

Shaun Verdi, IT Compliance Program Manager, Information Strategy & Services

- **Information Security Awareness Training for POIs**

Florie Montoya, Assistant VC, Human Resources

- **Time & Labor Transfer Leave Balances**
- **FLSA Multiple Appointment Clean Up**
- **University Staff Salary Posting Range Update**

Justin Loiselle, HCM Program Director, Human Resources

- **Time & Labor Project Update**

Wrap Up



Open Enrollment

Alex Molleck, Employee Outreach & Education

Employee Services



Open Enrollment 2026



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Open Enrollment 2026



- Open Enrollment 2026 begins 8:00 am Monday, April 20 MDT
- Open Enrollment 2026 ends 5:00 pm Friday, May 8 MDT
- Benefit changes made during Open Enrollment are effective July 1, 2026 – June 30, 2027



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Open Enrollment 2026 – Save the Date!

Campus Vendor Fairs

Monday, April 27th

10:00am – 3:00pm

Krugman Conference
Room, Research 2



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Open Enrollment 2026



You must take action:

- **Take action** if you have a Flexible Spending Account (FSA) and want to re-enroll.
- **Take action** if you want to make a change to medical, dental, vision, FSAs, disability and AD&D.



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Open Enrollment 2026



Passive Enrollment

- **Take no action** if you want the same benefits and do not want a Flexible Spending Account.



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Open Enrollment 2026



Dependent Eligibility Verification (DEV)

- **Note:** If you enroll **new** dependents in your medical, dental, vision or life insurance plans during Open Enrollment, they will need to be verified.
- Dependents include a spouse, common law spouse, civil union partner or domestic partner, children up to age 27, qualifying children with disabilities over the age of 27
- [CU DEV website](#)



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New Plan Year Changes 2026



Get Open Enrollment Text Reminders

Sign up to receive Open Enrollment texts, and you'll get three brief messages reminding you to act before it's too late.

[Sign up for Rave alerts](#)



Open Enrollment 2026




[CU Open Enrollment website](#)



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Open Enrollment 2026

The screenshot shows a web browser window with the address bar displaying cu.edu/employee-services/open-enrollment/whats-new. The browser's bookmark bar includes links for "My Portal", "UCDenver Class", "Benefits & Wellness...", "Team Dynamix", "UIS Tutorials", "CUOneDrive", "OneDrive", "Employee Services...", "Sharepoint", "Hypothesis", and "Doctor of Educatio...". A yellow highlight is placed over a "TRANSLATE" button in the browser's interface.

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Employee Services

[Home](#) [Employee Services](#) [Collaborative HR Services](#) [Benefits & Wellness](#) [Payroll](#) [International Tax](#) [Professional Growth & Training](#) [HCM Community](#) [Work/Life Blog](#) [CU Advantage](#)

New Plan Year Changes 2026



CU Health Plan – Pathway

- Children’s Hospital Colorado will be an in-network provider for CU Health Plan – Pathway.



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New Plan Year Changes 2026



CU Health Plan – High Deductible

- Deductible will increase* to \$1,700 individual / \$3,400 family for in-network coverage and \$3,400 individual / \$6,800 family for out-of-network coverage.
- Out of pocket Maximum will increase* to \$3,400 individual / \$6,800 family for in-network coverage and \$6,800 individual / \$13,600 family for out-of-network coverage.



New Plan Year Changes 2026



CU Health Plan – Exclusive

- Deductible will increase to \$500 for individual and \$1,000 for family coverage.



New Plan Year Changes 2026



CU Health Plan – Exclusive, Pathway and Kaiser

- Out-of-pocket maximums increasing for the CU Health Plans – Exclusive, Pathway and Kaiser.
- Increasing from \$9,200 to \$10,600 for single coverage.
- Increasing from \$18,400 to \$21,200 for family coverage.



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New Plan Year Changes 2026



CU Health Plan – Exclusive and Pathway

- \$100 copay for GLP-1 for weight loss medications.
- Medications used to treat diabetes will not be affected and will continue at their current copayment levels.



New Plan Year Changes 2026



ID Cards






- All members of CU Health Plans – Exclusive, High Deductible and Pathway will receive new ID cards from Anthem.
- All members of CU Health Plan – Kaiser will receive new ID cards from Kaiser.



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Medical Plans

	High Deductible Anthem	Pathway Anthem	Exclusive Anthem	Kaiser
Network	PPO in/out of network 	EPO/PPO  / 	HMO 	EPO 
Cost to Use Plan	no copay, deductible	low copay/ after deductible; 10% coinsurance	low copay/low deductible	all copay, no deductible
Cost to Have Plan Employee Empl + Spouse Empl + Children Family	Rates will be released before 4/20			

New Plan Year Changes 2026



CU Health Plans

- Anthem's First Impressions Line: 1-855-646-4752
- [Anthem Find a Doctor website](#)



New Plan Year Changes 2026



Optional Term Life Insurance with AD&D

- Employees may enroll in or increase Optional Term Life up to new Guarantee Issue without submitting a Medical History Statement.
- Employees can enroll or increase their spouse coverage up to \$50,000.
- For elections over these amounts, you must complete the Medical History Statement.



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Open Enrollment 2026

Take Action During OE



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Take Action During Open Enrollment



Flexible Spending Accounts FSAs

- [Health Care Flexible Spending Account](#)
- [Dependent Care Flexible Spending Account](#)



Take Action During Open Enrollment



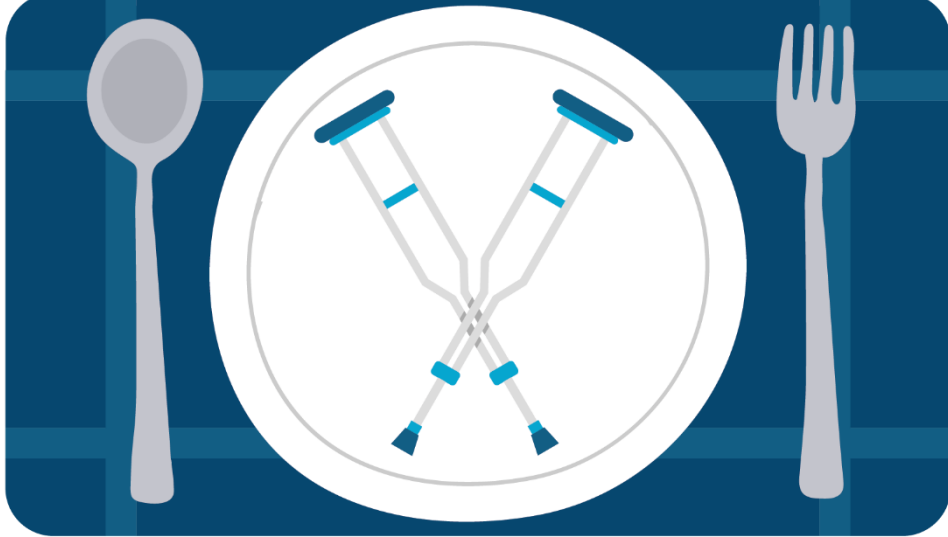
Premium Only Plan CU Health Plans

- [Before and after tax elections webpage](#)



Take Action During Open Enrollment

SHORT-TERM DISABILITY (Faculty and University staff)



Short Term Disability Faculty and University Staff

- [Plan information](#)



Take Action During Open Enrollment



Voluntary Accidental Death & Dismemberment

- [Plan information](#)



Open Enrollment 2026

During OE or Anytime



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During OE or Anytime



[Optional Life w/ AD&D website](#)



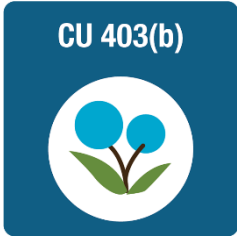
[Long Term Disability website \(Classified Staff\)](#)



[Health Savings Account \(HSA\) website](#)



During OE or Anytime – CU Voluntary Retirement Plans



[Learn and enroll in the 403\(b\)](#)



[Learn and enroll in the 401\(k\)](#)



[Learn and enroll in the 457](#)



During OE or Anytime – Add / Update Beneficiaries



TIAA
401(a) & 403(b)



PERA
401(k) & 457



Life Insurance
Plans



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Open Enrollment 2026

Did You Know?



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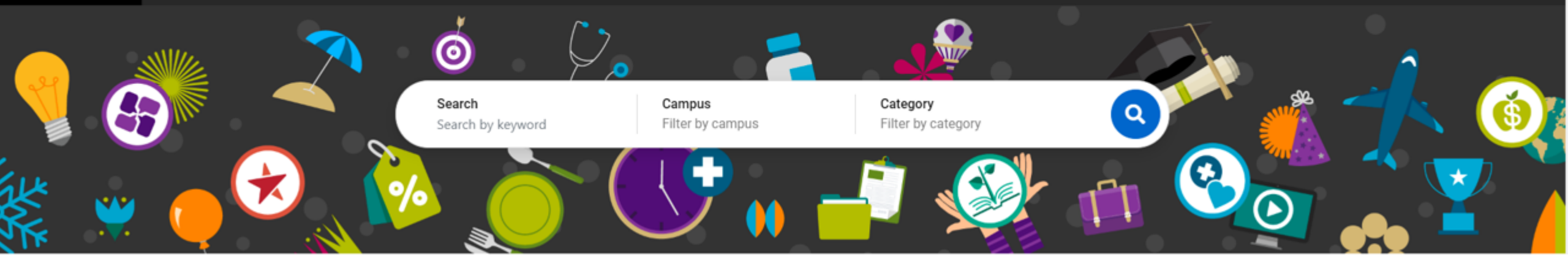


ID Cards Digital Access

- Always access your ID cards through Digital Access. Learn how on the [CU Digital ID Cards website](#).



Did You Know?



CU Advantage

- [CU Advantage website](#)

Did You Know?



Wellness Programs

All CU Medical Plan Participants

- [Wellness programs website](#)



Did You Know?



Mental Health Resources

All CU Health Plans

- [Employee mental health resources](#)



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Open Enrollment 2026

Resources



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How to Enroll



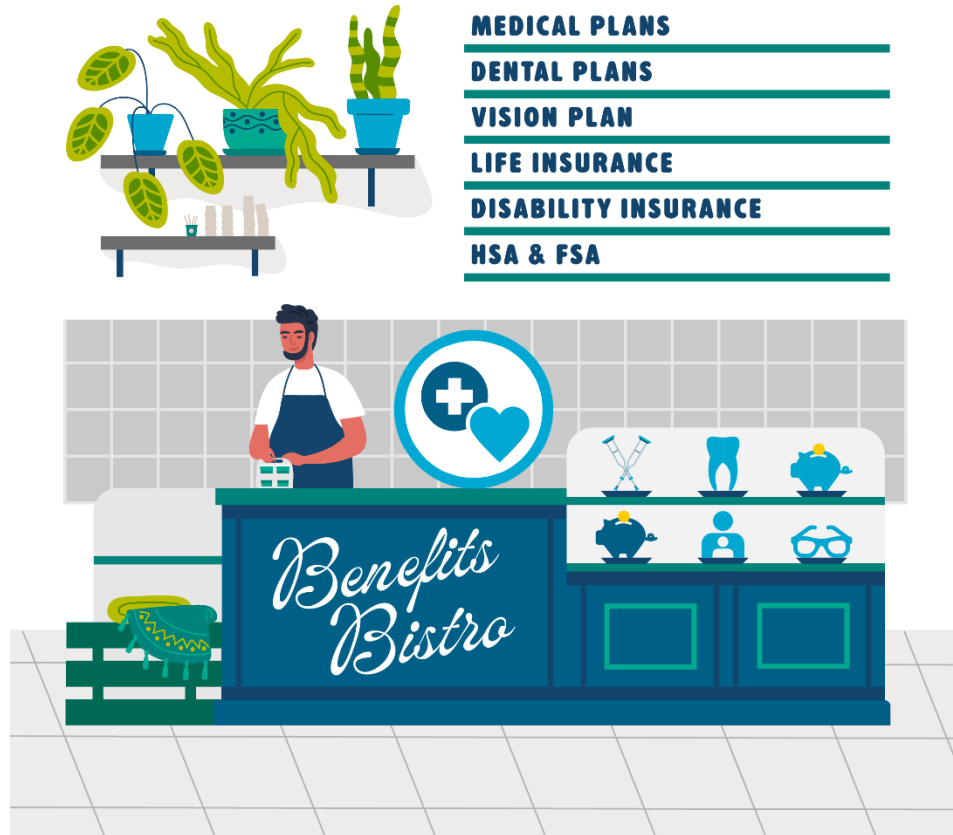
- Enroll in the [employee portal](https://my.cu.edu/) (<https://my.cu.edu/>)
- [Access your portal website](#) if you have forgotten your credentials
- [Review your benefits & plans](#)
- [How to enroll instructions website](#)
- [How to verify dependents \(DEV\) website](#)
- [Open enrollment website](http://www.cu.edu/oe) (www.cu.edu/oe)



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Resources



MEDICAL PLANS

DENTAL PLANS

VISION PLAN

LIFE INSURANCE

DISABILITY INSURANCE

HSA & FSA

- [New Hire Open Enrollment Guidelines \(PDF\)](#)



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Open Enrollment Resource Links



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Open Enrollment Resources

Employee Services – Payroll and Benefits Administration

www.cu.edu/benefits

Email: benefits@cu.edu

Phone: 303-860-4200

Payroll: Option 2

Benefits: Option 3

Employee Services does not provide individual tax advice to employees. Please contact your personal tax advisor, the IRS, Social Security Administration, the State of Colorado or local government directly for professional tax advice.



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Decommissioning Sponsored Users

Leif Larsen, Program Director, Identity & Access Mgmt.
Chloe Rankin, Senior Organizational Change Manager
Sze Pui Shum, Senior Business Analyst
Shaun Verdi, IT Compliance Program Manager

Information Strategy & Services

Human Resources



Streamlining Constituent Management

What's changing, why it matters, and what you need to know now



Current University IT Account Types



Employees

(HR)



Students

(Registrar)



Persons of Interests

(HR)



Sponsored Users

(ISS)

Overlap creates challenges in:

- maintaining a single authoritative data source
- governance & compliance
- operational inefficiencies



Decommission Sponsored Users and Consolidate under POI

One unified, HR governed process for constituent management

Why this matters to you

Leveraging POIs only will save*:

- 1,968 hours of labor
- 2,460 days of wait time
- for dept HR professionals and dept IT administrators across 124+ departments.

(*based on 492 sponsored user requests per year.)

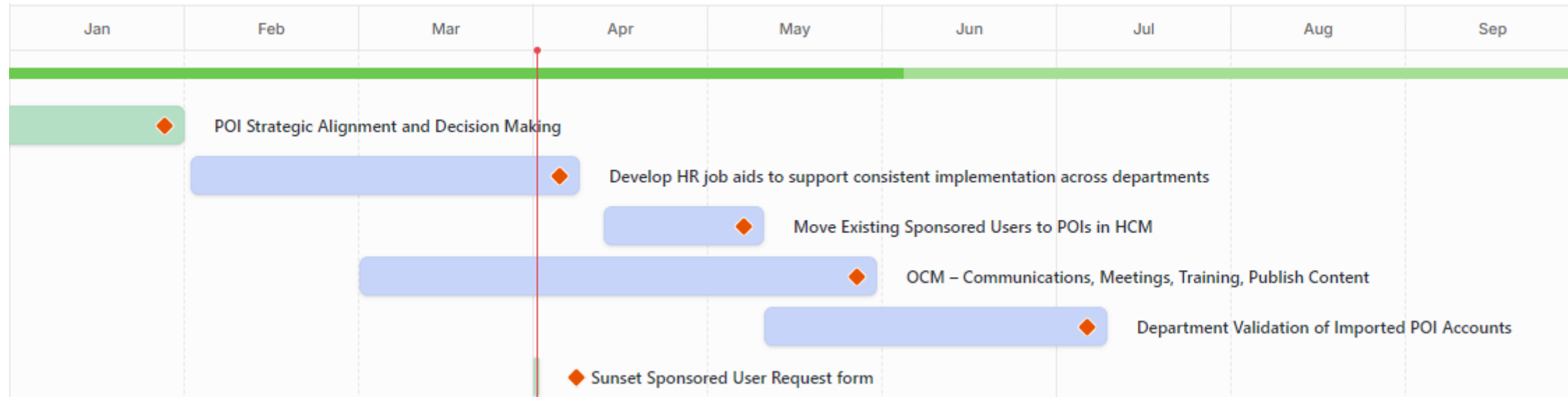
It will also enable autonomy within each department to manage accounts for their constituents external to CU.

Why this matters to you – pt2

Group Name	Count of Sponsored Users	%
School of Medicine	366	71.5%
School of Dental Medicine	27	5.3%
Facilities Management	23	4.5%
Information Strategy & Services	13	2.5%
College of Nursing	11	2.1%
COMIRB	9	1.8%
Vice Chancellor for Health Affairs	9	1.8%
CUMedicine	9	1.8%
Colorado School of Public Health	8	1.6%
Skaggs School of Pharmacy	8	1.6%
AVCFO	8	1.6%
Strauss Health Sciences Library	3	0.6%
UCH Delegates	3	0.6%
CU Innovations	3	0.6%
Linda Crnic Institute	2	0.4%
Office of Advancement	2	0.4%
Gates Biomanufacturing Facility	2	0.4%
Graduate School	2	0.4%
CCTSI	1	0.2%
Environmental Health and Safety	1	0.2%
Human Resources	1	0.2%
Office of Public Relations	1	0.2%
Total	512	100.0%

- CU Anschutz has 512 sponsored users across 92 departments.
- CU Denver has 70 sponsored users across 24 departments.

Where we are today

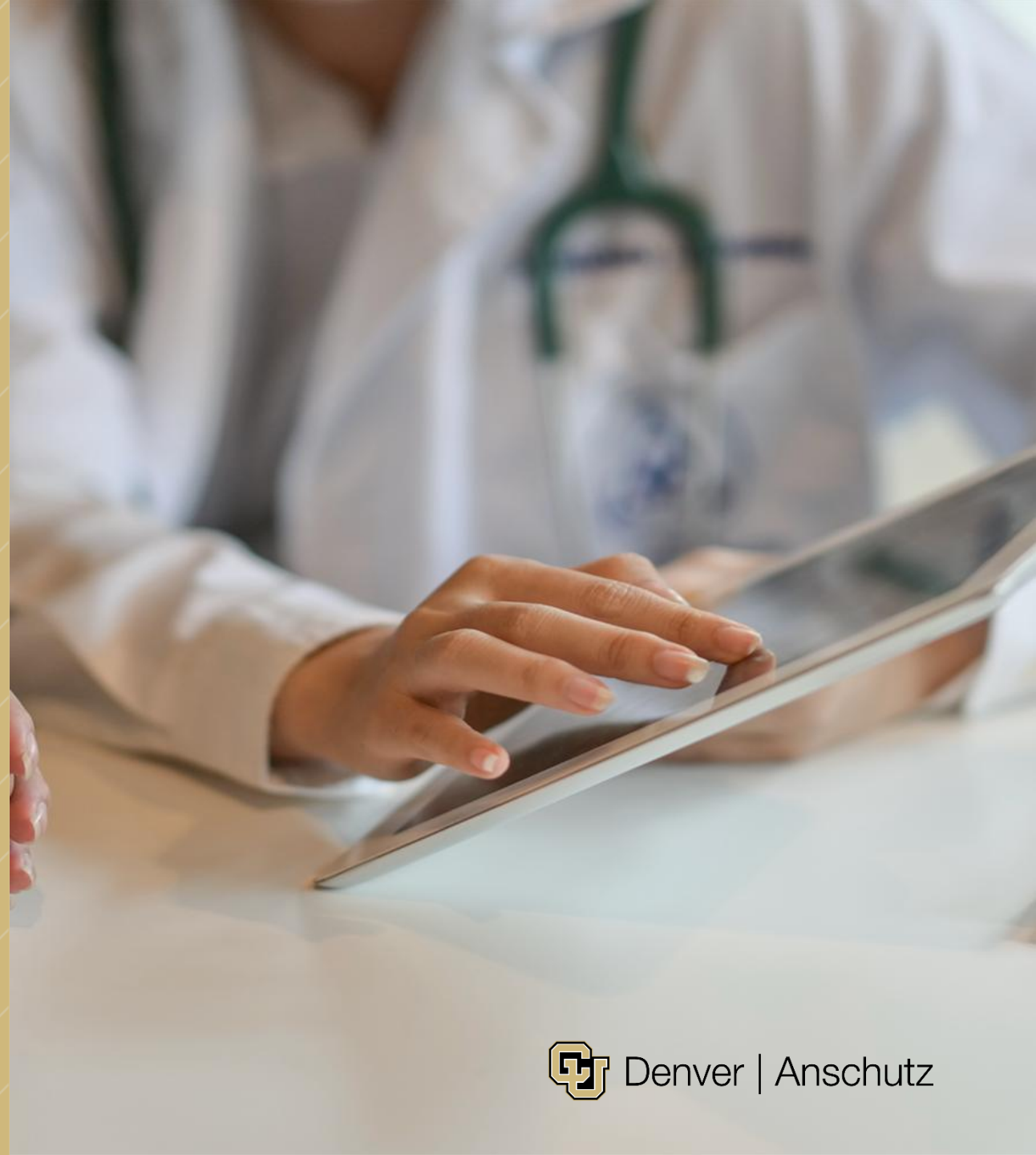


How you can help

- Use the POI process for external constituent account needs
- Validate the POI processes and documentation
- Share questions or operational concerns
 - Leif.Larsen@CUAnschutz.edu
- Post transition, we will need you to validate your users in HCM
 - Additional communications at that time

Reassurance and Support

- We are here for you!
- No access will be removed until transition is complete
- Expect clear communication and instructions
- We are partnering closely with our HR community to ensure smooth transition



Security Awareness Training and POIs

It is important to bolster our security through training and awareness to ensure we protect the university from cybersecurity threats

- Effective Date: Wednesday, April 29
- Communications and Community
- Reporting and Partnership
- Duplication Concerns
- Current Number of POIs: 4,389
- Current Number of POIs out of Compliance: 2,560



Q&A



Thank you!

 Denver | Anschutz



Time & Labor Transfer Leave Balances

FLSA Multiple Appointment Clean Up

Florie Montoya, Assistant VC, HCM, Compensation
Human Resources

**Time and Labor – Preparing to Transfer Leave Balances
FLSA/Multiple Appointment Cleanup
University Staff Posting Range Update**

Florie Montoya

**April 7, 2026
HR Community Meeting**

Time and Labor – Preparing to Transfer Leave Balances

Time and Labor – Preparing to Transfer Leave Balances

Prior to Time and Labor go-live (proposed date: September 2026)

- **Review MyLeave actions/posted leave in HCM going back 2 years to see if any corrections are needed.**
- **Central HR HCM/Payroll team have developed guidance that is available at:** https://www.cuanschutz.edu/docs/cuanschutzhumanresourceslibraries/employee-relations-and-performance-docs/auditing-leave-balances-myleave-leave-reporters-april-2026.pdf?sfvrsn=2c7db6b4_2
- **Includes how to audit if leave taken was approved by supervisor and loaded into HCM by HRBP.**
- **A Q&A session will be held on April 23 at 11:00 a.m. to answer questions about the process. Please review guidance document and send questions in advance of Q&A session to HR.LeaveAudit@CUAnschutz.edu**
- **Deadline for audit completion/corrections: August 28, 2026**

FLSA/Multiple Appointment Cleanup

FLSA/Multiple Appointment Clean Up

Reminder - Positions subject to salary test and duties test

- Post Docs
- PRA, Senior PRA, Research Associate, Senior Research Associate
- University Staff
- Classified Staff
- Working Retirees (University Staff and Faculty based on work)
- Pharmacy Residents (1469 - Instructor Fellow job code)
- Visiting Researchers (1313, 1308 job codes)

Please ensure the salary test is completed/applied for new hires and changes in FTE. Anschutz campus threshold is \$43,888. Reminder: no annualization of part-time salaries.

FLSA/Multiple Appointment Clean Up

Non-exempt employees will move to bi-weekly pay when Time and Labor goes live (proposed for September 2026)

Clean up efforts so far:

- ✓ **Ensure that pay group aligns with FLSA designation or position will error during transition (on-going review).**
- ✓ **Reviewed classified supervisors in large department who met unit supervisor definition. Designated as exempt.**

Classification team reviewing classified supervisors in other areas and will reach out to HRBPs.

FLSA/Multiple Appointment Clean Up

Ensure overall FLSA Statuses align

Examples:

- **Student Faculty (Research Assistants, Teaching Assistants, Graduate Assistants) should be exempt**
- **Faculty not subject to salary test (teach or practice medicine) should be exempt**
- **Working Retirees – FLSA should be based on duties and meeting Anschutz salary threshold based on expected work schedule. These adjustments will be made right before go-live to avoid hour entry issues.**

FLSA – Multiple Appointment Clean Up

Review/adjust employees with multiple FLSA statuses

HR Directors/primary HR liaisons for each school/college or department will receive a link to an FLSA roster to review/help with cleanup efforts. Roster includes all job classifications and identifies individuals with multiple appointments where FLSA statuses do not align.

If individual has multiple appointments, can only have one FLSA designation (all appointments exempt or all appointments non-Exempt). This includes multiple appointments across CU campuses.

Identify primary appointment based on highest FTE. If FTE is the same, position hired first is primary job and will drive FLSA status for all positions. Roster will include job entry date for analysis.

FLSA – Multiple Appointment Clean Up

New: FLSA/Multiple Appointment Guidance is now available at:

https://www.cuanschutz.edu/docs/cuanschutzhumanresourceslibraries/employee-relations-and-performance-docs/flsa-guidance-for-multiple-appointments-final.pdf?sfvrsn=4e7ab6b4_1

Goal: Complete cleanup of multiple appointments by May 15, 2026. Will schedule time to review impacted individuals.

FLSA changes for staff: submit request via HR Transaction Center

All other FLSA changes: School/college or department handles change in HCM

Coming soon: Updated functionality in HCM/TBT that will not allow an employee to have multiple FLSA statuses. It will result in a hard stop to prevent this and analysis will need to be completed. Go-live for functionality dependent on campus readiness following clean up efforts.

University Staff Posting Range Update

University Staff Posting Range Update

Current practice: Post up to the 40th percentile of the salary range without central HR review.

**New: Post up to the 50th of the salary range without central HR review. When central HR reviews we look at equity across similar positions in the same unique compensation code across Anschutz. Requests for review:
HR.Compensation@CUAnschutz.edu**

Considerations

- **Ensure that posting up to the 50th will not create equity issues within your own school or department**
- **You may not have the budget to post up to the 50th**
- **Must post at least the minimum of the established salary range**

Discussion/Questions?



PeopleSoft Time & Labor Project Update

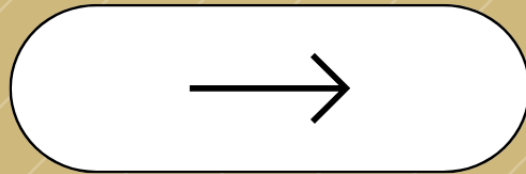
Justin Loiselle, HCM Program Director
Human Resources



PeopleSoft Time & Labor

Project Updates

Payday Schedule Change (PDSC) Update



PDSC Communications

2/24 – Faculty Assembly

- Adrienne presented to the faculty assembly on T&L and payday schedule change

2/26 – Additional Payday Schedule Change Resources (Percipio Course)

- **Recipients:** Affected Non-Exempt Employees & Managers/Supervisors of Affected Non-Exempt Employees (Excluding Monthly Hourly)
- **Link to [Email](#)**
- **Open Rate:** 41.9%
- **Click Through Rate:** 8%

Percipio Course: Payday Schedule Change

Non-Exempt Employee Course

- Understand what's changing
- What to expect during the transition
- Where to find support
- [Link to course](#)

HR Partner Course

- Similar content tailored to HR Partners
- [Link to course](#)

PDSC Monthly Hourly

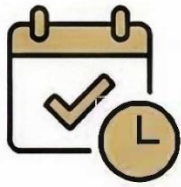
- Non-Exempt Monthly hourly employees will move to biweekly pay in arrears
- This includes employees who are non-exempt and in COT or UOT pay groups that are currently paid hourly
- Their roles have always been hourly in nature and paid in arrears, and their compensation structure itself is not changing – only the pay schedule is changing to biweekly
- Not eligible for the transition assistance payment
- Targeted communications are in progress for this group



CU Anschutz: 2026–2027 Payday Schedule Changes (PDSC)

The University of Colorado will transition all active non-exempt (overtime-eligible) employees currently paid monthly to a **biweekly** pay schedule starting in September 27, 2026.

Monthly Non-Exempt (Effective Sept 27, 2026)



Transition from monthly salary to biweekly hourly pay; includes a one-time transition payment.

One-time transition payment for monthly salaried non-exempt employees hired before 9/1/26

All New Hires (After Sept 27, 2026)



New employees are biweekly only.

Manager action: plan for mixed payroll schedules, set pay expectations during hiring, and ensure accurate onboarding timelines.

Voluntary Opt-In (Spring 2027)



Current exempt employees may optionally move to biweekly pay without a transition payment.



Manager Note: Mixed Payroll Schedules

Teams may have employees on different payroll schedules beginning September 27, 2026.

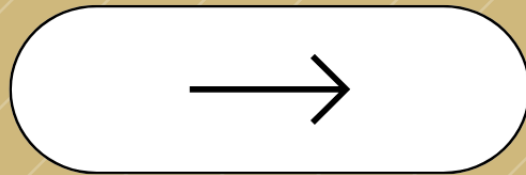
PDSC Resources

Visit the [Employee Services Payday Schedule Change website](#) for the latest information.

This site is updated regularly and includes employee, supervisor, and leadership toolkits, along with FAQs and other helpful resources.

The screenshot shows a website page with a navigation bar at the top containing links for Benefits & Wellness, Payroll, Leave, International Tax, Professional Growth & Training, CU Advantage, and Time & Labor. Below the navigation bar is a breadcrumb trail: HOME | EMPLOYEE SERVICES | TIME & LABOR | PAYDAY SCHEDULE CHANGE FOR NONEXEMPT EMPLOYEES. The main heading is 'Payday Schedule Change for Nonexempt Employees'. The main text states: 'The University of Colorado is changing the pay schedule for nonexempt employees to align with standard payroll practices, as part of the [Time & Labor project](#).' Below this, it says: 'Beginning Sept. 27, 2026, [nonexempt](#) employees will transition from being paid monthly as earnings occur to being paid biweekly in [arrears](#).' A paragraph follows: 'We understand that changes to pay timing can feel stressful. CU is committed to transparency, support, and ensuring that employees have the necessary information and resources throughout this transition. Supervisors and HR professionals received an initial communication about the Payday Schedule Change on Jan. 15, 2026, and [nonexempt](#) employees will receive notifications on Jan. 22, 2026.' There is a section titled 'What is changing?' with the text 'Under the new pay schedule:'. On the right side, there are two callout boxes: one with an exclamation mark icon titled 'Are you' and a link 'Discover how your overtime...', and another with an information icon titled 'Support Information' containing the text 'If you have would like to learn more about this change' and a 'Campus Resources' section with links for 'CU Anschutz', 'CU Anschutz', and 'Questions & Answers'.

Time & Labor Update



Instructor Fellow Update

- **Off-book leave for instructor fellows (job code 1469) will remain out of scope for go-live**
- Affected groups will continue to review leave eligibility for consistency and will continue with off book processes at go live
- Decision made to avoid delaying go-live, despite original intent to eliminate off-book leave
- Commitment that this will not become a long-term backlog item
- Firm timeline required to bring instructor fellow (job code 1469) off-book leave into the system (target: by Spring 2027 or earlier)
- Expectation that work may begin after UAT, as Benefits capacity allow
- **Postdocs & Grad Student Employees are still in-scope for go-live**



QGenda Integration

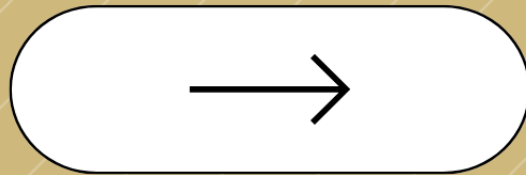
Status Update

- QGenda has committed to April 13 deadline for processing test files
- Weekly working sessions with QGenda scheduled
- Project team scheduling biweekly meetings with departments

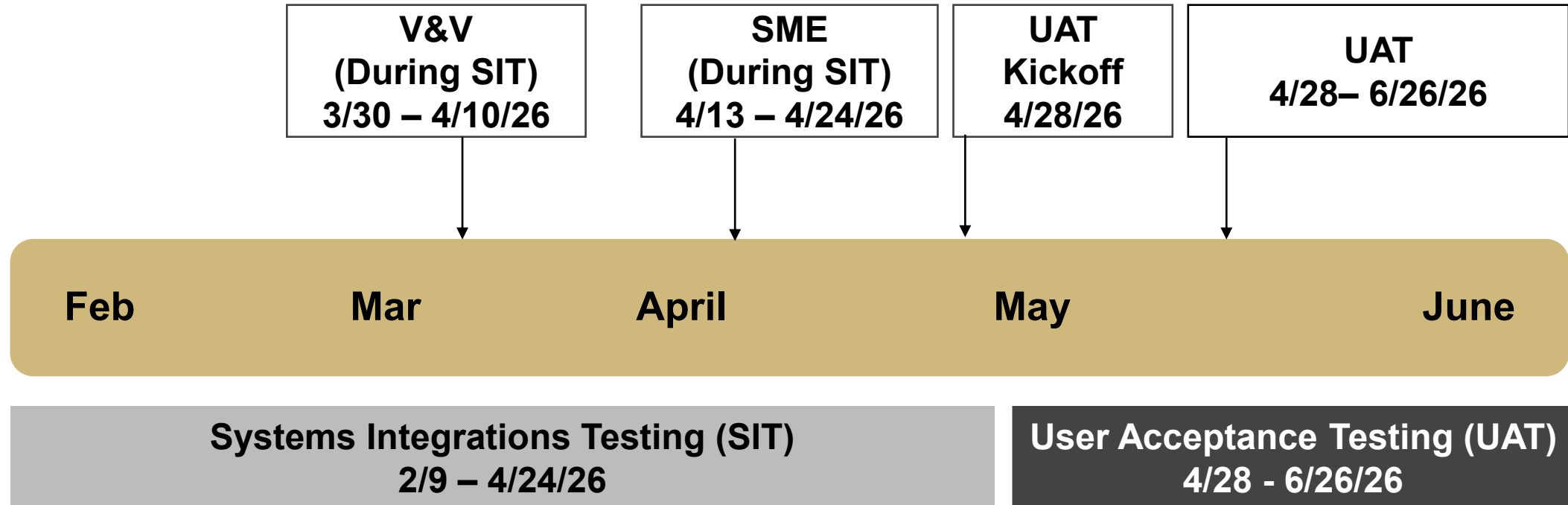
Scope & Timeline

- Data Transfers: Work continues on the three core data streams:
 - Employee Demographics (PeopleSoft to QGenda)
 - Time and Leave (QGenda to PeopleSoft)
 - Leave Accrual Balances (PeopleSoft to QGenda)

Testing Update



Estimated T&L Testing Dates



SIT = System Integration Testing **V&V** = Verification and Validation
SME = Subject-Matter Expert **UAT** = User Acceptance Testing

SME & UAT Testing Phase

Outreach & Commitment

- SME and UAT invitations have been sent to potential testers representing payroll, HR, and business administrators
- Testing scenarios reflect real-world use cases and were developed with department input
- Estimated time commitment is 10–20 hours per week across the testing window
- QGenda, MedHub, and TCP testing will begin after 4/28 and may extend beyond June

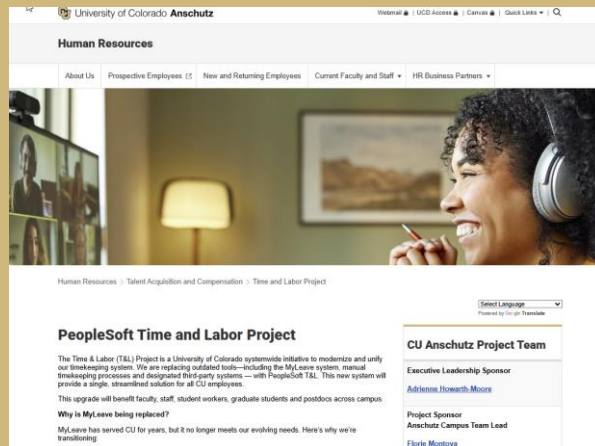
We are looking for a few additional UAT testers. Please contact Justin Loiselles if you're interested.

Why This Testing Matters

- Ensures product meets CU Anschutz department needs
- Provides early insight into how Time & Labor will function in real operational environments
- Ensures issues are identified, fixed, and re-tested before go-live
- Strengthens system accuracy, usability, and downstream payroll outcomes
- Relies on diverse end-user feedback to validate configurations and processes
- Helps reduce risk and rework post-implementation

Project Resources

Visit our [T&L Project Website](#)



Connect with your Change Champion



Have a question or want to give feedback? Use our [T&L Form](#).

The screenshot shows a feedback form titled 'Time & Labor Project' with the subtitle 'We'd Love to Hear From You!'. The form includes an introductory paragraph: 'As we prepare for the launch of the PeopleSoft Time & Labor, your feedback is essential. This form is your space to share any questions, comments, or concerns you may have. Your insights help us deliver clear communication, timely support, and a smoother implementation experience for everyone.' Below this, it asks 'To help us better understand your needs, please answer the following:'. The form contains several input fields: 'First Name *', 'Last Name *', 'Email *', 'Which of the following best describes your employment type? *' (with a dropdown arrow), and 'Please indicate your FLSA (pay) status below: *' (with a dropdown arrow).

Thank you!

