



## Office of Human Resources Newsletter

November 2017 Edition

### The New Jersey Employees' Charitable Campaign (NJECC)

#### Breakfast with the Charities

Come by, pick up breakfast and hear about the good work being performed by NJECC charities in TCNJ's local geographic area. The event will take place on Friday, November 17<sup>th</sup>, 8:30 AM – 10:30 AM in Trenton Hall, room 123. To register for this event please contact [kingt@tcnj.edu](mailto:kingt@tcnj.edu). Learn more about the NJECC here: [Making a Difference through NJECC](#)

To initiate your pledge, please send an email with your name and department to: [NJECC2017@tcnj.edu](mailto:NJECC2017@tcnj.edu). In turn, you will receive a welcome email from the NJECC with instructions on how to sign up for payroll deductions via the NJECC website.

Thanks to all who have already given!

### Healthy Campus Wellness Program



#### NJWell

The mission of **NJWELL** is to cultivate healthy lifestyle choices, to lower health risk factors, improve well-being, and to ensure that employees are healthy and productive.

Many of you are familiar with NJWell and look forward to the "free money" that may be earned

by following NJWell's path to a healthy lifestyle. The new program year began on November 1<sup>st</sup>. Why not get started now? To learn more click here: [NJWell Overview](#)

#### Benefits Open Enrollment Has Ended

Changes made during open enrollment will take effect on January 1, 2018.

Effective January 1<sup>st</sup>, OptumRx will become the prescription drug carrier for the state of New Jersey. Anticipate, via US mail to your home, a welcome letter and OptumRx ID cards within the next several weeks. To learn more you may click here: [Welcome to OptumRx](#)

### Did You Know

#### NJ Public Employees' Retirement System (PERS): Voluntary Contributions

Are you age 50 or better, or will you reach age 50 during the 2018 calendar year? If so, please take a moment to learn about retirement plan opportunities that are available to you: [Voluntary Plan Participation](#)

#### Retirement Contribution Limits Have Increased for 2018

*Individuals under the Age of 50*

The IRS contribution limit for a 403(b) and 457(b) account for an individual who is under age 50 is \$18,500.



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The IRS maximum (total contribution) limit for 403(b) and 457(b) plans will be \$37,000.

### *Individuals Age 50 or Older*

The IRS contribution limit for a 403(b) and 457(b) account for an individual who is 50 or older is \$24,500.

The IRS maximum (total contribution) limit for 403(b) and 457(b) plans will be \$49,000.

### Your Employee Self-Service (YESS)

YESS is a tool available to view and maintain your personal information, to review or change your direct deposit financial institution, and to confirm your tax withholding election, voluntary deductions, salary and position information. We encourage you to log onto YESS to confirm this data or to update the portal with changes. Instructions to update information in YESS are here: [YESS Information](#)

### EAP On-Site Appointments

On-site EAP appointments have been available since October 19, 2017. Princeton Healthcare System EAP has limited availability for appointments, on campus, on Tuesdays and Thursdays. Your confidential appointment may be scheduled directly with the EAP by calling 1 (800) 527-0035.

### Leave Time Remaining

Remember to schedule your accrued time off for the remainder of the calendar year prior to the

end of the year. Information about the leave time policy: [Leave Time as we Approach the End of the Year](#)

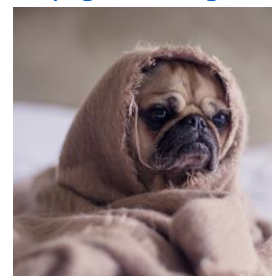
## Learning & Professional Development

### Parenting Education Series

In our effort to support work/life balance for individuals and families, the Office of Human Resources is pleased to sponsor a parenting education series. These interactive workshops enable participants to share experiences and to hear from experts specializing in family dynamics and priority setting. For information on parenting education workshops, or other upcoming programs and offerings visit the Learning & Professional Development website: [Fall Semester Calendar](#)

## Fun Fact

### Daylight Savings Time Ends



Daylight savings time ends on the first Sunday in November each year. In 2017, daylight savings time will end on Sunday, November 5<sup>th</sup> at 2:00 a.m. Remember to turn your clocks backward one hour and enjoy an extra hour of sleep!