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HR ADVISOR
March 2022



Kerr's Korner

Stay Interviews:

During the month of February managers were invited to training sessions to discuss employee engagement and stay interviews.

Managers were introduced to the meaning and purpose of stay interviews and were provided a list of questions that they will be reviewing with their employees.

What is a Stay Interview?

A stay interview is when a manager sits down with an employee to gather information about things the employee values about their job and to discover what the employee believes can be improved. A stay interview is not tied to job performance but rather is done to increase employee retention and engagement.

What is the purpose of a Stay Interview?

The purpose of a Stay Interview is, ultimately to raise employee's retention rates. However, many things can be discovered during stay interviews that are important to retention, engagement and the organizational culture.

For example, stay interviews allow employers to:

- *Build trust between managers and their team members.*
- *Engage with employees to demonstrate to their team members that their opinions are valued.*



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- *Find out if there are any issues that should be resolved between the employee and any of their superiors or team members.*
- *Understand the employee's stance on their current position and what they'd like to have changed.*
- *Determine what challenges employees appreciate and what motivates them to work toward the organization's mission.*
- *Gain a better understanding of the employee's unique fears, dreams, hopes and strengths.*
- *Gather actionable information about current and upcoming employee trends in the office.*
- *Analyze feedback received to make action plans to improve employee retention and engagement.*

In the upcoming month you should have the opportunity for a stay interview and share your insights with your manager.

If you are a manager who was unable to attend one of the training sessions and need more information regarding performing the stay interviews, please contact me at kerr@csp.edu or 651-641-8794.

I truly hope you all enjoy engaging in the Stay Interviews!

ETC (Engaging Together at Concordia) is Coming Back!!!

We are looking for volunteers that want to be part of ETC where you will get to be involved and creative in finding ways to engage fellow employees.

Why is the ETC so important you ask....Per Forbes Magazine:

- *Highly engaged teams show 21% greater profitability*
- *Employees who feel their voice is heard are 4.6 times more likely to feel empowered to perform their best work*
- *Employee engagement and wellness are about protecting your human capital, your most valuable asset.*

Get your creative juices flowing and start thinking of ways to engage your friends and co-workers. We will be sending out more information to your email in the coming weeks!

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March: Women's History Month Lunch-N-Learn

Thursday, March 24, 2022 in BEC from 12pm to 1pm. Don't forget your brown bag lunch!

CSP will be having an hour-long lunch-n-learn that will restore and heal your "Heart, Soul & Mind". Bring your lunch and learn about important women in history, along with speakers, Trivia, training on Title IX and then closing with some Chair Yoga.



*"Fight for the things that you care about, but do it in a way that will lead others to join you." – **Ruth Bader Ginsburg***

Be on the lookout for the invite coming soon!

Haven Housing

For Women's History Month, CSP is coming together to donate to Haven Housing: <https://www.havenhousing.org/donate-goods>.

Haven Housing: We meet each woman and child where they are—during crisis, in recovery, in healing, and once they've found a stable home—and support them as they explore and pursue opportunities for their future.

Haven Housing Needs: This list was updated in February 2022: We currently have an urgent need for new women's bras in larger sizes. New pillows, twin and full sheet sets, and twin and full comforters. New bath towels and loofas. New women's underwear, bras, t-shirts, sweatpants, and sandals to fit all

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Save yourself a trip!
You can order our most needed items from Target and they will be shipped directly to our programs. Please email us to let us know you ordered so we can thank you and provide you with a donation receipt.



SHOP FOR WOMEN AND KIDS AT OUR FAMILY SHELTER
SHOP FOR WOMEN AND KIDS IN OUR SUPPORTIVE HOUSING PROGRAMS

Please drop off donations in Aqueelah Roberson's office in Meyer Hall 128 or in the BEC on Thursday, March 24th from 12pm-1pm. Donations will be accepted through March 31st.

CSP Day

Concordia's annual day of giving #CSPday is fast approaching on March 17. The Office of Advancement is looking for members of the CSP community to act as Champions to help spread the word about the university's fundraising goals!

As a Champion, your role will involve sharing how donating to CSP during its annual day of giving can have a positive impact on the students you work with! Champions are asked to communicate with ten of their personal contacts, which can include family, friends, and coworkers. Communications will need to be done the week leading up to and on #CSPday (March 9-17). Communications can include social media posts, texts, and emails - whichever you prefer. Champions will be provided with pre-written prompts and specifically designed imagery to spread the word about #CSPday with their network. We also encourage you to add personalized touches in your posts to share about how CSP has impacted you.

To learn more about being a Champion, visit cspday.com/champions, or contact Allie Smeeth at smeeth@csp.edu or 651-641-8831 by March 6, 2022.



We encourage employees to “buzz in” and take action during our Concordia Retirement Savings Plan 403(b) Spring Enrollment campaign, which begins today and runs through March 18.

- Visit our [CRSP Spring Enrollment page](#) for more information and resources, including the [CRSP Spring Enrollment FAQs](#).
- Watch our recorded webinar “Preparing Employers for CRSP 403(b) Spring Enrollment” for key information about retirement readiness, details about the Spring Enrollment campaign and a demonstration of the CRSP Service Center through 90 Degree Benefits (formerly EBSO). Watch the Webinar [HERE](#).
- Encourage workers to increase or start saving in the CRSP, by logging in to the [member portal](#) and clicking “Save More” to complete the online form or distributing [Salary Deferral Agreements](#) for workers to complete.

The Future is Now with 98point6

What was once futuristic technology is now in the palm of your hand and making your health care easier. When you’re not feeling well, use 98point6 to “teleport” a doctor via text to wherever you are and whenever you need care, like for a cold, the flu or COVID.

For only a \$5 copay, you’ll receive personalized care from board-certified physicians in the safety and comfort of your home (or wherever is convenient for you) via text. No appointments, no travel, no waiting room necessary – just help with:

- Getting answers to medical questions.
- Diagnoses and treatments.
- Prescriptions.
- Mental health support.
- Referrals and more!



Not registered?

Download the 98point6 app and [create your account](#).

*The Employee Assistance Program (EAP) can support your workers (**even those who are not in the Concordia Health Plan**) with their mental health. They can access the EAP for **six free sessions per topic** (e.g., stress, depression) through:*

- *A virtual counseling option.*
- *Over the phone.*
- *In-person.*

Your workers will get real solutions for a range of different topics, including emotional health, stress management, as well as grief and loss. Services for all of these concerns — and more — are confidential and available to anyone in their household.

How to access the EAP

Upcoming Key Dates

March 2, Wednesday: Midterm/end of first half semester courses

March 3, Thursday- March 13, Sunday: Spring break (no classes for all students)

March 24, Thursday: Women's History Month Lunch & Learn

April 14, Thursday - April 18, Monday: Easter break (no classes for all students)

April 15, Friday: Good Friday

April 17, Sunday: Easter

May 4, Wednesday: Classes end

March Recipe

Sheet Pan Parmesan Crusted Chicken and Broccoli

Prep time: 15 minutes

Cook time: 20 minutes

Total time: 35 minutes

Yield: 4 servings

<https://reciperunner.com/wp-json/mv-create/v1/creations/76/print>

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Office Hours

HR Hours of Operation

8:30 a.m – 4:30 p.m.

RT 900

Questions or comments regarding the Human Resources Advisor can be directed to Cassidy Leiningner: cleiningner@csp.edu or 651-641-8721



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