



Annual Performance Management Process

The 2025 performance management process has begun. You can view the timeline [here](#) (note that Emory College of Arts and Sciences and Oxford College follow different timelines). All annual forms (self-review, supervisor 360, and manager appraisal forms) are now available in Bullseye via [PeopleSoft](#) (log in and click on Talent Mgmt). This is a valuable opportunity to highlight key accomplishments, reflect on goals achieved, share and receive constructive feedback, and document your impact on your team and the university.

Updated performance management user guides and training videos are available [here](#) (log in required). The following live, virtual training sessions will also be offered:

- [Manager Session](#): June 11, 10:00 - 11:00 am
- [Individual Contributor Session](#): June 18, 10:00 – 11:00 am



Using a GLP-1 for Weight Loss? Important Coverage Update

Emory is partnering with FlyteHealth to help employees and adult dependents (18+) enrolled in an Emory-sponsored Aetna health plan succeed in their weight loss journey, especially when using GLP-1 medications. Weight loss medications are only covered if prescribed by a FlyteHealth provider or an approved Emory Healthcare provider specializing in endocrinology, obesity medicine, or lifestyle medicine. If you choose not to engage with FlyteHealth or an approved Emory provider, you may still access weight loss medications, but they will not be covered under the employee health plan. Be aware

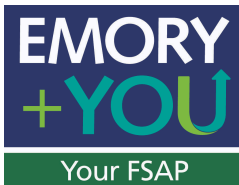
that out-of-pocket costs can be substantial, potentially reaching thousands of dollars. [Learn more about FlyteHealth.](#)



Staff Fest 2025

On Friday, May 16, Emory University employees came together on the Quad for Staff Fest 2025, a cherished tradition that marks the close of the academic year. The afternoon was filled with laughter, lawn games, hula hoops, and a spirited volleyball tournament, which highlighted the incredible energy, appreciation, and connection across our campus community.

View photo gallery: <https://links.emory.edu/1cs>.



Faculty Staff Assistance Program's June Offerings

Midweek Mindfulness Meditation

Learn strategies for staying centered and reducing your stress. The first Wednesday of each month will be a 1-hour session that includes a guided meditation plus an educational component. Subsequent Wednesdays will be a 30-minute session. Next session is June 4, 12:00 - 1:00 pm. Click [here](#) to join and learn more.

FSAP Overview of Programs and Services

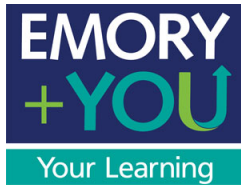
This 30-minute informative webinar will provide University faculty and staff with a comprehensive overview of FSAP programs, services, and resources to support your emotional well-being. June 5, 12:00 - 12:30 pm. Click [here](#) to register.

FSAP Overview for Leaders: Resources and Services to Support Your Team

This 30-minute session is designed to help leaders learn about programs and resources to promote the emotional well-being of their direct reports and colleagues, as well as strategies for team care and effective team relations. June 12, 12:00 - 12:30 pm. Click [here](#) to register.

Quarterly Grief and Loss Support Session

Join this quarterly support session focused on providing information about managing emotional well-being while navigating grief and loss. Get guidance, practical tools, research updates, and support. June 26, 4:30 pm. Click [here](#) to register.



Learning/Training Needs Assessment

What are your learning needs? We want to know!

Your feedback is critical for to understanding what training and development the Emory community needs today and in the near future. This survey is very brief (about 5 minutes), and your responses are completely anonymous. Participants will be entered into a raffle to win a free book from the learning library.

Please complete the survey by **June 13**. Find the [survey here](#).



Upcoming Employee Resource Group Events - Open to All!

Join Emory's Employee Recourse Groups (ERGs) for three upcoming June events:

- The Emory Latinx Employee Resource Network (eLERN) is celebrating their 2nd Birthday with their **Carnival Da Alegria** on Wednesday, June 4. The celebration will include food, music, dancing, and fun! [Register](#).
 - The Emory Pride Employee Network (EPEN) will be celebrating Pride Month on Thursday, June 12 with an **Ice Cream Social** at Emory Point. [Learn more](#).
 - The Emory Veterans Employee Network (EVEN) will be celebrating 250 years of the United States Army and observing **Flag Day** with the broader Emory veteran community on Friday, June 13 at Goizueta Business School, W320. [Register](#).
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Workplace Culture and Belonging Courses

Learning and Organizational Development is offering one Workplace Culture and Belonging course during the month of June:

1. Navigating a Multigenerational Workplace,

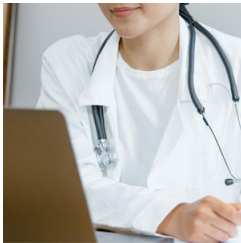
Wednesday, June 11, 2:00 - 3:30 pm

To register, log into [Brainier](#) and search for the course title. You can also learn more about each course by visiting the [online calendar](#).



Learn, Get Rewarded, and Thrive

Healthy Emory and Learning & Organizational Development have partnered to offer a **\$25 well-being incentive** for completing 90 minutes of learning, including 3 required and up to 12 elective learning pathways to support your personal and professional growth. To access: Log into [Brainier](#) and search for “Wellness Learning Pathway.”



Emory Employee Scheduling Program

Aetna members and their families can use the Emory Employee Scheduling Program to connect with the right providers and services, including primary care, specialty visits, imaging, diagnostics, procedures, and more.

Call the **EVIP Employee Line at 404-778-3847** to get started.



Retirement Plan Fee Disclosure Notices - Check Your Email

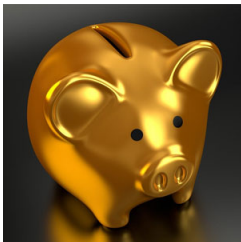
Eligible participants in Emory’s retirement plan will soon receive an important email from “Your Benefits Center” (Fidelity.Investments@mail.fidelity.com). This is not spam—it contains federally required information about your retirement investment options. The notice includes:

- An overview of factors to consider when making investment decisions
- The different investment options available to you
- Performance history
- Fees and expenses
- Glossary of terms

This is informational only—no action is required unless you choose to make changes to your 403(b) or 403(b) Roth selections. You'll receive a secure link and generic password to access the information.

For personalized guidance, remember that Fidelity and TIAA offer free, virtual counseling with salaried advisors. Visit the [Retirement Plan Counseling webpage](#) for details.

Questions? Contact the Benefits and Worklife Department at hrbenef@emory.edu.



Earn Your Medical Plan Incentive

Earn rewards for taking care of your health and finances! Don't miss out on easy ways to earn these medical plan incentives!

- Complete your Annual Preventative Wellness Exam (Well-Adult or Well-Woman) and earn a \$50 medical plan incentive or reward.
- Take the RealAge Health Assessment, which takes 15 – 20 minutes, to gain personalized insights into your health and earn a \$25 medical plan incentive or reward.
- Complete the Fidelity Financial Wellness Check-up; it only takes 5 minutes, and you can earn a \$25 medical plan incentive or reward.

If not already registered with Sharecare, [register here](#) and create your user ID and password. On the Sharecare registration page, enter your Emory Employee ID (this can be found on your paycheck in PeopleSoft).

- Take your RealAge® test.

- Download the Healthy Emory (Sharecare) app to your mobile device from the App Store or Google Play.
- Follow this [step-by-step guide](#) for more registration information.

[Learn more about other medical plan incentives you can earn.](#)



Career Navigation Conversations Can Be Difficult: The Talent Management Team is Here to Help

The [Career Navigation](#) process is designed to help employees explore and manage their career growth at Emory University. To encourage this, HR's Talent Management team will be offering multiple trainings for managers and individual contributors on how to effectively engage in career development conversations. Register for the following sessions:

Manager Sessions:

- Wednesday, June 25, 1:00 – 2:00 pm. [Register.](#)
- Thursday, July 17, 1:00 – 2:00 pm. [Register.](#)

Individual Contributor Sessions:

- Thursday, June 26, 1:00 – 2:00 pm. [Register.](#)
 - Thursday, July 10, 10:00 – 11:00 am. [Register.](#)
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Webinars, Workshops, and Training

**June
23**

The Men's Health Playbook: Tips for Healthier Life

Preventative care includes simple but important choices every man can make for himself and his family to live a longer and healthier life. In this webinar, you will explore what makes men's health unique, identify strategies to maintain up-to-date screenings, and discover self-care tools. Monday, June 23, 3:00 - 4:00 pm. [Register.](#)

**June
4**

Parent Meet-Up

Join a virtual parent meet-up to discuss parental strategies, stressors,

and different topics and issues parents face today. Meetings occur on the first Wednesday every month from 12:00 - 1:00 pm. Email mary.ellen.eady@emory.edu to receive the calendar invitation.

**June
10**

Caregiver Conversations

Join a virtual caregiver meet-up to discuss caregiving strategies and stressors involved with caring for loved ones. This will also be an opportunity to learn about resources within Emory, the local community, and beyond. Meetings occur on the second Tuesday of the month from 12:00 to 1:00 pm. Email mary.ellen.eady@emory.edu to receive the calendar invitation.

**June
24**

What Hiring Managers Need to Know about the Americans with Disabilities Act & Reasonable Accommodations.

The Department of Accessibility Services is hosting a summer virtual workshop series focused on Emory's ADA responsibilities, creating compliant job descriptions, understanding applicant rights, navigating interview considerations, providing reasonable accommodations, and addressing post-offer inquiries. June 24, 3:00 - 4:00 pm. [Register.](#)

News from Around Campus

- **Rollins School of Public Health** offers four fully online, **part-time MPH programs** for working professionals. Learn from top faculty, access flexible coursework, and earn the same Emory degree from anywhere. Emory employees may qualify for tuition benefits through the courtesy scholarship—check with your HR representative. [Learn more.](#)
- **Staying safe around electricity: What you need to know.** Electrical hazards—like blocked panels, damaged cords, and misused extension cords—pose serious risks, including injury, fire, and property damage. By following safety guidelines and best practices, we can help prevent these incidents. This [article](#) outlines key tips to keep your work area safe and hazard-free.
- AI is transforming the marketing landscape, and **Emory Continuing Education is offering a free webinar** to help you keep up. Learn how “centaur teams”—blending human creativity with AI’s data power—are shaping the future of the field and discover strategies to stay essential as a marketer in the age of artificial intelligence. Thursday, June 12, 12:00 - 1:00 pm. [Register.](#)

- **Emory programs or activities involving minors require registration and approval.**

These requirements apply to programs that are developed or administered by Emory or take place on Emory's campus. This includes programs like athletic camps, academic camps, research activities, and more. If you oversee a program(s) involving minors, don't forget to register. For more information, visit the [Office of Ethics and Compliance Website](#). If you have questions, email compliance@emory.edu.

- Boost your project management skills with the **Emory Project Management Certificate**, starting May 20. Emory faculty and staff get 10% off with code EAGLE12—Speedtype accepted! [Learn more.](#)



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ADDITIONAL LINKS AND RESOURCES

[Human Resources](#)

[Faculty Staff Assistance Program](#)

[Benefits and Worklife](#)

[Healthy Emory](#)

[Employee Discounts](#)

[Emory News Center](#)

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