



IMPORTANT DATES

11/15/2023: Open Enrollment Due

12/8/2023: Board of Supervisors Meeting

02/23/2024: Board of Supervisors Meeting

04/26/2024: Board of Supervisors Meeting

ANNUAL OPEN ENROLLMENT

As a benefits eligible LSU employee, you have a wide variety of benefit options available to you and your eligible dependents. During Annual Enrollment, you have the opportunity to enroll, make changes to, or cancel current benefit elections.

If no action is taken, all benefits will roll over to the 2024 Plan Year, except for Flexible Spending Account(s) (FSA) and Health Savings Account (HSA) contributions. These contributions must be re-elected each year. All elections made during the Annual Enrollment period (October 1 - November 15, 2023) will be effective January 1, 2024. The elections are completed in Workday.

To review the 2024 benefit highlights and changes, please visit the [website](#) for more information.

During Annual Enrollment, employees are encouraged to:

- Review all communications regarding Annual Enrollment
- Educate themselves on plan offerings
- Ensure changes have been properly submitted by deadline
- Review and update beneficiary information, if applicable
- Confirm your demographic information in Workday, including address and phone number
- Provide proper documentation, where applicable, such as adding dependents or submitting Evidence of Insurability (EOI)
- Verify insurance coverage and premium deductions are correct in December and January

Some things to consider when evaluating your benefit elections:

- Monthly premiums
- Provider networks
- Covered Medical and Prescription Services
- Deductible, Coinsurance and Copays
- Prescription coverage and costs
- Estimated Out-of-Pocket Costs
- Voluntary benefit offerings including Dental, Vision, Life Insurance, Flexible Spending Account(s), and more



ACCOUNTING SERVICES

University Travel Regulations Updated

PM-13, University Travel Regulations, has been updated to reflect the changes to the travel policy effective October 1, 2023. Please check the [website](#) for more information.

Rental Vehicle Rate Changes Effective September 15, 2023

Enterprise, National and Hertz are the vehicle rental vendors for both in-state and out-of-state travel, and use is mandatory for university employees, students, and/or authorized travelers on official university business. The use is also encouraged for university guests and contractors. It is at the traveler's discretion which rental company is utilized. Please refer to the Accounts Payable & Travel website for the updated contract rates and for the vendor's rental reservation links. Also, the state rental vehicle contracts are not allowed for personal use.

For the latest updates and information in Accounting Services, review the [newsletter](#).

AUXILIARY SERVICES

The LSU Dining account is the recipient of this year's Be-A-Star Account of the Year, the highest honor from Compass Group. This follows the recent spring announcement of the continuation of the strong 25 year partnership between LSU and Chartwells Higher Ed. The LSU Dining account received special accolades as the birthplace of a Chartwells-wide initiative, Joyful, which is held for the LSU campus community through LSU Dining's block party celebrations four times a year. Stay tuned for the many innovations that LSU Auxiliary Services and LSU Dining has planned. Fall 2023 has already seen the launch of mobile ordering, kiosk ordering, food lockers, and meal exchange equivalencies. Congratulations to the LSU Dining team!

For specific updates on LSU Dining follow @lsu.dining or visit dineoncampus.com/lsu.

INFORMATION TECHNOLOGY SERVICES

Cybersecurity Awareness Month

October is Cybersecurity Awareness Month, a global effort to help everyone stay safe and protected when using technology whenever and however you connect. All month long, LSU Information Technology Services will be promoting these key behaviors to encourage everyone to take control of their online lives. There are all kinds of ways to stay safe and secure online but even just practicing these cybersecurity basics can make a huge difference:

- Multi-factor Authentication (MFA)
- Password Management
- Software Updates
- Phishing
- Social Media Best Practices

Please visit www.lsu.edu/securityawareness to learn more.

Password Expiration Emails

Information Technology Services has updated the password management process to notify users when their password is nearing expiration. Users will now receive an alert email seven (7) days prior to their password expiring letting them know it needs to be changed.

The implemented change is a proactive approach to improve the user experience. This notification will allow users to be aware of upcoming password expiration especially when they may not be accessing the myLSU portal on a regular basis. The e-mail will not contain any links to the Password Management application and users will be required to access the Password Management application independently from the e-mail notification.



FACILITY & PROPERTY OVERSIGHT

Organizational Update

Anzilla Gilmore, with more than 23 years of experience in architecture, facilities planning, and project management, a bachelor's degree in architecture from Prairie View A&M, and a master's degree in architecture from the University of Texas in Arlington, has been chosen as Associate Vice President of Facility & Property Oversight. She will support all FPO staff and serve as chief advisor to the President, Executive Vice President & Provost, Executive Vice President & Chief Administrative Officer, executive staff, and the Board of Supervisors on all facility and capital planning matters.

Daryl Trudeau, P.E., with 5 years of experience with Facility Services, 15 years of industry experience, and a bachelor's degree in petroleum engineering from California State University, has been selected as the Director of Utility Systems. He simultaneously served in both the role of utility systems engineer and Interim Director of Utility Systems before being chosen to fill the position permanently. Trudeau has oversight of the Plumbing/Pipefitting Shop, High and Low Voltage Electrical Shop, Power House, and Vet Med facilities maintenance.

Brian Broussard, with 15 years of experience with Facility Services in various roles and a bachelor's degree in industrial engineering from LSU, has been selected as the Associate Director of Facility Maintenance. He served in the role on an interim basis before being chosen to fill the position permanently. Broussard has oversight of the Carpenter Shop, Paint Shop, Sheet Metal & Roofing Shop, Lock Shop, and Elevator Shop

Facility Services Staff Member Awarded Staff Senate Scholarship

Natale Nappi, a Facility Services Carpenter Master, was recently awarded a Staff Senate Fee Support Scholarship. Staff Senate created this scholarship in 2006 to offer financial assistance to eligible staff members who are in active pursuit of a degree from the main campus of LSU. Nappi is pursuing a bachelor's degree in interior design and plans to graduate in 2027. He hopes to move on to a position with an interior design firm after graduation and design the interior spaces of new restaurants. He also plans to build custom furniture for some of the spaces he designs. Congratulations, Natale!

REMINDER: Email any information for the next newsletter to Ashley Territo at aterrito@lsu.edu.