



## Classified Staff Council

May 2018



### UPCOMING EVENTS

#### How to Facilitate Difficult Dialogues

5/3/2018

11:30 am—1:00 pm

Have you experienced tense conversations involving cultural, political or interpersonal conflict? Have you wondered how you might facilitate difficult conversations and navigate conflict more effectively? While conflict or tension ignored or mismanaged can become destructive and negative in a community, intentional facilitation strategies, conflict and tension can lead to vibrant community building. Participants receive tools, resources, and opportunities to practice facilitating difficult conversations in learning environments, the workplace, or in other group and organizational settings.

**Location:** Cand 1375. Lunch will be served to all registered attendees. Registration is required by contacting [cetl@unco.edu](mailto:cetl@unco.edu)

#### Classified Staff Council Meeting

5/9/2018

8:15 —9:45 am

We cordially invite anyone to attend our next scheduled CSC meeting. This is a great way to network with your fellow peers across campus, especially if you are a new employee to UNC. We are looking to fill out our team of council members and would love to have you join our Council.

**Location:** UC Council Room

#### Do Something: A Conversation on Building Bystander Engagement Skills

5/11/2018

9:30 am—12:00 pm

Do you feel like you don't know what to do to support others around you when in bystander situations? Learn about ways to engage as an active bystander and build skills both individually and collaboratively that work toward creating an inclusive and supportive community.

**Location:** UC Aspen A/B. To reserve your seat, contact [cetl@unco.edu](mailto:cetl@unco.edu)



#### Annual UNC Yard Sale

5/12/2018

8:00 am—12:00 pm

There will be a variety of items sold: clothes, shoes, books, toys, appliances, furniture, kitchenware, bedding/linens and much more. All profits will go to the classified staff event and scholarship funds. **Location:** Gunter Gym on Central Campus.

**\*\*VOLUNTEER REQUEST, May 7-11.** We can use your help and all volunteers will be eligible to participate in a presale event Friday, May 11th at 5 pm. Please register your kind assistance at <https://www.signupgenius.com/go/10c0c4da9a92fa5f58-may12annual>

#### DREAMers Zone

5/16/2018

9:30 am—12:00 pm

This session will build awareness around the lived experiences of DREAMers (students who identify as undocumented) on the UNC campus. Through the training participants will engage in various activities to increase knowledge on foundational terminology and policy affecting nationality identity, privilege, and advocacy with and for DREAMers and their families at UNC.

**Location:** North Residence Hall Lounge. Registration is required for all CETL forums. To reserve your seat, contact [cetl@unco.edu](mailto:cetl@unco.edu)

#### Purchasing & Contract Office: New Employee Flash Training

5/16/2018

8:30 am—12:30 pm

This training opportunity is geared to new employees, business managers, deans and directors that would like a snapshot overview of the purchasing and contract office, the accounting office, IMT, human resources and other areas on campus. Each session will be a very quick overview, and you are welcome to come to any or all parts of the training. **More detailed training will be available on May 23rd.**

**Location:** UC, Spruce A/B. For more information, please contact Cindy Vetter x2711 or [cindy.vetter@unco.edu](mailto:cindy.vetter@unco.edu).

#### Purchasing & Contract Office: Employee Refresher Training

5/23/2018

8:30 am—12:30 pm

Please join the Purchasing and Contract Office as they host a refresher training session for all employees with an overview of various procedures and policies in the Purchasing, Contract, Accounting, IMT, and other finance areas on campus.

**Location:** UC, Spruce A/B. For more information, please contact Cindy Vetter x2711 or [cindy.vetter@unco.edu](mailto:cindy.vetter@unco.edu).

#### Inclusive Workplaces

5/23/2018

9:30 am—12:00 pm

This workshop offers participants strategies and resources to create and maintain inclusive workplace environments. Parallel to recruiting a diverse workforce to serve a diverse student body, workplace leaders and managers need to be intentional and proactive in creating inclusive and equitable work environments to develop and retain talented staff.

**Location:** North Residence Hall Lounge. Registration is required for all CETL forums. To reserve your seat, contact [cetl@unco.edu](mailto:cetl@unco.edu)

### OUTDOOR PURSUITS PROGRAMS

#### EVENTS

#### DATE

#### FEE

#### Whitewater Kayaking

5/26/2018

\$20 fee

For more information, contact Coordinator Whitney Dyer at 351-GEAR or email the department at [outdoor.pursuits@unco.edu](mailto:outdoor.pursuits@unco.edu)

**\*NOTE:** The Gear Shop is a great resource for all UNC outdoor enthusiasts with all sorts of equipment available for rent by the day, weekend, or week. The Gear Shop staff are also available to help you plan your trip.

**All equipment rentals are free!** Reservations can be made by using the online reservation form or just come by the Gear Shop.

**Gear shop hours:** M&F 11 am—6 pm, T-Th 11 am—5 pm, Closed on University holidays and weekends.





Classified Staff Council

Date: Saturday, May 12, 2018  
Time: 8:00 am-12:00 pm  
Location: Gunter Hall Gymnasium

**WE HOPE TO SEE YOU THERE!**



### Upcoming Colorado PERA Meetings Schedule

May 2018

*Colorado PERA offers a variety of meetings to members at various stages in their careers. It's your chance to hear about your benefits from those who know PERA best. Information about the different local meetings PERA offers is listed below:*

#### **FORT COLLINS**

*Hilton, RAMS room*

*425 W. Prospect Road*

**Group Wkshp:** May 15, 4:30 pm

**Bene Info Mtg:** May 15, 6:30 pm

#### **GREELEY**

*No meetings scheduled for May.*

#### **LOVELAND**

*Thompson School District Boardroom*

*800 S Taft Ave., Room 128*

**Group Wkshp:** May 7, 4:30 pm

**PERAPlus Mtg:** May 7, 6:30 pm

Check out the PERA on the issues blog for articles on recent topics, including: Governance, Innovation, Retirement Landscape at [www.peraontheissues.com](http://www.peraontheissues.com).

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For more information or to purchase these cards, call Kristina Burton at 351-1973 or by email at [Kristina.burton@unco.edu](mailto:Kristina.burton@unco.edu)

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still selling like  
hot cakes!!  
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For more information or to purchase these cards, call Kristina Burton at 351-1973 or by email at [Kristina.burton@unco.edu](mailto:Kristina.burton@unco.edu)



# Workplace Culture Corner

In early April, the 15-member Presidential Search Committee unanimously selected Andy Feinstein as the finalist for our next UNC president. Representatives from each of the four UNC governance groups, including the Classified Staff Council, fully participated in the entire search process and choosing the finalist. The Board and governance representatives, including CSC Chair Maggie Kinney, are enthusiastic about the outcome.



Andy's leadership style includes building relationships through trust, authentic transparency, honesty, open communication, and visibility. He deeply values all members of our university community, including Classified Staff, and plans to do a great deal of listening when he arrives at UNC. He understands the importance of a positive campus climate and has demonstrated the ability to improve morale. Andy can bring people together to accomplish great things.

In May, Andy Feinstein will visit UNC again, as he did in April, and will begin as President in early July. For more information, visit the Presidential Search web site.

*Article written by Maggie Kinney, CSC Chair*

## CLASSIFIEDS MARKETPLACE

"2007 Crossroads Cruiser CK31QB 5<sup>th</sup> Wheel, sleeps 8 with large bunkhouse, original owner, always stored inside, excellent condition. Tons of storage inside, 2 power slides, dining table w/chairs. Minimal road time, rarely taken more than 30 miles from our house. \$19,000. Contact Sheri at 970-301-2062 or email [sheri.manweiler@unco.edu](mailto:sheri.manweiler@unco.edu).



*If you have a household item, vehicle or valuable service to sell (or even to give away), please send a notice to include description, photo, contact name and phone number/email to the attention of Brooks Pardew at [brooks.pardew@unco.edu](mailto:brooks.pardew@unco.edu). We will advertise it here in this section free of charge for a maximum of 3 months. No personals please...*





# How to Deal with Major Life Changes



This is a set of life lessons that will help you to survive and thrive. Our college graduates will be going through changes in their lives soon, some drastic, some minor, but these lessons can be applicable to all of us.

1. **It's okay to be emotional.** It's natural to have feelings of sadness, to grieve over the loss of something, to have fears, or to place blame. You have permission to feel that way, but only for moments. If you spend too much time in that place of fear or anger, you end up not being able to adapt to your change. It keeps you in a place of helplessness. And what you need to be is in a place of hope and of growth.

2. **You can give yourself permission to be vulnerable:** Some of us like to project an image of being strong and fearless, but sometimes it's not the truth. The truth is that we're scared, vulnerable, weak and in need of help. We need to allow ourselves to rely on others. And showing that vulnerability is OK. It may feel like you are exposed, but being completely exposed is not always a bad thing. You allow people to really see you and when they can see you, can know your stress or pain, they can help. Vulnerability is just part of who we are as people.

3. **You are never alone:** Sometimes when we go through major changes we think we are dealing with something no one else can understand or no one else is going through. But there are others that can empathize with you. You're not alone. Even if you don't ask people to be around you, family and close friends will come to your side. You're also never alone because you always have yourself to rely on. So the idea of being alone is a false one.

4. **You have to ask for help:** Often people don't know what to say or what to do. It is your job to tell people what to say and what to do that will be helpful. Being able to clearly articulate what you need gives people a sense of relief. Sometimes, people really need to have what you need defined, so they can feel like they are helping and supporting you. Left on their own to guess this information, they feel helpless. And when they feel helpless they do not act. So empower them and empower yourself by letting them know specifically how they can help.

5. **You can adapt to anything.** Our ability to adapt is amazing. Necessity is the mother of invention and you will naturally find ways to solve your problems and do things in new and different ways when you're presented with challenges. The adaptability and flexibility of our spirits and of our beings is a given. Those who cannot change and adapt have convinced themselves it is not possible. If you trust that you can adapt, then you will. And if you believe that you can change, then you will, no matter what the challenge.

6. **You have to have hope for the future:** Having that hope and trying to keep a positive perspective is what will keep you moving forward every day. Knowing that there is an end in sight, knowing there are possibilities, and having hope that things are going to be better. And, ultimately, things are going to work out.

7. **You will grow as a person, but you are still the same:** Going through a change, especially one that is traumatic, changes you forever. It changes how you see life and deal with things. You're never going to be the same again and that's a good thing. Because in the midst of change is a great deal of learning, if you are willing to have vision and perspective. And if you are willing to continually ask yourself the question, "What am I supposed to be learning from this?" "How am I supposed to grow?" "How will I become a better person because of this?" In any change process, you can become stronger, and a better version of you. Sometimes you have to remind yourself of that.

## Commit to Health and Save Money

With the State of Colorado Employee Wellness Program, powered by CaféWell, you will become inspired, engage with others and be rewarded for your efforts. By completing activities designed to make you healthier and happier, you can earn up to \$240 per year toward your state-sponsored health insurance premiums for the next plan year. To earn your medical premium discounts for FY2018-19, you must earn **240 points** online in CaféWell by **June 15, 2018**.

## How Do I Earn My Annual \$240 Medical Premium Savings?

### Participate in activities online by going to [Colorado.gov/Wellness](http://Colorado.gov/Wellness)

Tell CaféWell about yourself and what's on your health wish list.

Start earning points in CaféWell by participating in healthy activities tailored to you. You get to decide when and how you participate. Some programs may be time sensitive and may not be available for the entire fiscal year, so be sure you check back often to take full advantage of the program.

Collect your monthly discount by completing activities by the annual deadline.

## New Hires

If you are new hire in FY 2018-19, all you need to do is complete a health assessment in CaféWell by the end of the quarter that you are hired. When you do, you'll receive the monthly incentive for the rest of the current fiscal year (FY 2018-19). Then, you'll have the rest of the year to complete the required activities to earn your incentive next fiscal year (FY 2019-20).

