



## Classified Staff Council



### UPCOMING EVENTS

**International Film Series: Hereditary****11/1/2018****7:00 pm—9:00 pm**

Free admission to this screening of the 2018 American supernatural horror film written and directed by Ari Aster.

**Location:** Lindou Auditorium.

For information on IFS screenings all semester long, visit the website [here](#).

**Bears PAY It Forward****11/3/2018****8:00 am—12:00 pm**

This is a chance for UNC students, faculty and staff to help clean up the parks, alleys and yards in the Greeley community. Join in as we work together to serve our neighbors. Breakfast burritos will be provided at the start of the event, with prior registration by visiting the website [here](#).

**Location:** UC Office of Student Life. For more info, email Jimmy Kohles at [jimmy.kohles@unco.edu](mailto:jimmy.kohles@unco.edu) or call 351-2172

**Friends of the UNC Libraries Book Sale****11/7/2018****9:00 am—5:00 pm**

A wide variety of books and music will be available for sale. Only cash and checks are accepted. All proceeds benefit University Libraries projects and events.

**Location:** Michener Library first floor. For more info, email Rachel Borum at 351-2601 or [Rachel.borum@unco.edu](mailto:Rachel.borum@unco.edu)

**Veteran's Day Pancake Breakfast****11/12/2018****8:00 am—9:00 am**

In honor of Veteran's Day, join us at the Marcus Garvey Cultural Center for a free pancake breakfast.

**Location:** MG Cultural Center at Davis House. For more info, contact UNC Veterans Services at 970-351-1403

**Classified Staff Council Meeting****11/14/2018****8:15 am—9:45 am**

We cordially invite anyone to attend our next scheduled CSC meeting. Interim Provost Theo Kalikow will be speaking about the work of the Task Forces. We are looking to fill out our team of council members and would love to have you join our Council.

**Location:** UC Council Room For more info, email Heidi Romero at [Heidi.romero@unco.edu](mailto:Heidi.romero@unco.edu)

**Health and Benefits Fair****11/14/2018****7:00 am—11:30 am**

Get a comprehensive health screening: Chemistry panel, thyroid and Complete Blood Count screening (blood draw), blood pressure, Body Mass Index calculation and oxygen level (attached is a flier with further details). This valuable testing is similar to what you get at a routine physical. You do need to RSVP for these services and will have some tasks in prep for these tests (see attached flyer). You will also have the opportunity to get a fitness test and lung function test at the health fair (these will be first come, first serve). **Signing up for your fitness test and lung function screening:** Simply click on (or cut and paste into your browser) the link below to sign up for your screening.

**YOU MUST SIGN UP AT LEAST 2 WEEKS PRIOR TO YOUR EVENT.** <https://www.incentivetracking.com/co/CompanyClinicSignup.aspx?cid=68>

**Location:** UC Panorama Room. Registration required. For more info, contact Julie Nava at [Julie.nava@unco.edu](mailto:Julie.nava@unco.edu) or call 970-351-2621

**Purchasing Office, New Employee & Refresher Training****11/28/2018****8:30 am—11:30 am**

This training will provide a more in depth overview of the purchasing, contract, and accounting processes.

**Location:** UC Spruce A/B. Registration required. For more info, contact Cristal Swain at [cristal.swain@unco.edu](mailto:cristal.swain@unco.edu) to register.

Please check the UNC Calendar for more valuable training opportunities and events at <https://calendar.unco.edu/>

### OUTDOOR PURSUITS PROGRAMS

TRIPS/EVENTS	DATE	FEE
Climbing Shuttle @ The Spot Bouldering Gym	11/2/2018	\$10
Wilderness First Aid Certification Course	11/10-11/2018	\$200
Thanksgiving Ski/Board Cabin Retreat	11/21-25/2018	\$260
Ski/Board Loveland	12/1/2018	\$75

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.



# Workplace Culture Corner



Three campus Task Forces are working in the areas of Student Success, Academic Portfolio, and Student Affairs. Please see the Task Forces' [website](#) for updates on this work. A forum will be scheduled in December to share the Task Forces' recommendations with opportunities for the campus to provide feedback, which will be reviewed by the [President's Leadership Council](#) (PLC). The PLC will make final recommendations to President Andy Feinstein, who will decide the courses of action and begin some of the changes in Spring 2019.

The PLC is also carefully reviewing [potential cost-saving measures](#) and has identified 13 options to explore. The Council will be discussing advantages, disadvantages, and financial implications of each in the coming weeks. The president is committed to transparency and obtaining feedback from staff, faculty, and students before implementing any measures. Your Classified Staff Council Chair (CSC) is serving on the Academic Portfolio Task Force and PLC.

The Search for the Provost/Senior Vice President is underway. The search committee plans to bring finalists to campus in January. More information can be found at the [search firm Witt/Kieffer's website](#). Jill Clark from the CSC is serving on this search committee.

*Article written by Maggie Kinney, CSC Chair*



## Upcoming Colorado PERA Meetings Schedule

November 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, 425 W. Prospect Road*

**Group Workshop:** November 14, 4:30 pm

**Bene Info Mtg:** November 14, 6:30 pm

### GREELEY

*UC, 20145 10th Avenue*

**Group Wkshp:** November 29, 4:30 pm

**Bene Info Mtg:** November 29, 6:30 pm

### LOVELAND

*Thompson School District Boardroom*

*800 S Taft Ave., Room 128*

**Group Wkshp:** November 5, 4:30 pm

**Purch Svc Wkshp:** November 5, 6:30 pm

WHEN A FLOWER  
DOESN'T BLOOM YOU  
FIX THE ENVIRONMENT  
IN WHICH IT GROWS,  
NOT THE FLOWER.  
THEVIBRANTMIND

*"Alexander den Heijer is a Dutch inspirational speaker, trainer, and consultant. His workshops and talks have already reached thousands of people from all over the world. He is frequently hired by organizations to share his insights about purpose, self-realization, and leadership."*  
Google Books





# Why the holidays can be so difficult

The holidays are coming and they, of course, bring a host of common stressors – family, financial obligations, and time limitations. For most people, it's not one single stressor that makes the holidays challenging, but a host of difficulties. Some common reasons for holiday-related stress include:

- The challenge of sticking to a healthy diet or weight-loss plan when holiday snacks are readily available
- The difficulty of interacting with a dysfunctional family
- Pressure to spend time with multiple families or family members. Many people find that their in-laws and parents perpetually fight over which family gets to host.
- Pressure to create a “perfect” or “magical” holiday season with endless holiday-related activities
- The time constraints of getting everything – holiday cards, decorations, gift shopping – done in time
- The financial limitations of present shopping
- Memories of holidays past that did not go well
- Longing for family members who have moved away or died

## Finding ways to cope

If you want to make it through the holiday season in one piece, now is the time to begin planning your strategy. Enlist the help of your partner, children, and other close loved ones to present a united front to anyone who pressures you to do something you don't want to do. Then try the following tips:

**Set clear boundaries.** You don't have to spend the holidays the way someone else wants you to. For example, you might decree that you will not be traveling to multiple houses or that you will not give into guilt trips to stay “just another hour.” Make sure your partner is on board and supports your boundaries, then stick to them. Trying to live up to someone else's expectations is a major cause of holiday-related stress.

**Establish reasonable expectations.** You cannot make your holiday season look like a painting or a Pinterest board. You have a life outside of the holidays, and your holidays don't have to be perfect. No one's holidays are perfect. Rather than trying to do everything, think about what actually matters to you, then prioritize that. Hate Christmas cards? You don't have to send them. Sick of frying latkes? Forget about it this year.

**Don't over-spend.** Study after study has shown that people are more likely to suffer holiday-related depression when they over-spend. Gift-giving can be very exciting, but starting off the new year drowning in bills is never fun. Make a realistic budget, then stick to it. If you can't get everything you want, find other ways to show your love. Rather than buying your niece a new phone, plan a fun day out together instead.

**Forgive yourself.** Before you can be happy at any time of the year, you need to be able to accept yourself. Don't force yourself to live up to unreasonable expectations or cling to goals of perfection. Instead, allow yourself a little room to deviate from your own ideals. If you gain five pounds, don't send the holiday cards out in time, or lose your temper once or twice, the world will not end.

**Honor your own traditions.** One of the best ways to end holiday-related sadness is to create your own traditions, rather than trying to conform to something someone else wants to do.

## When to seek help

Therapy can always offer help dealing with stress and depression, even if you don't technically meet the criteria for a mental health diagnosis. If you feel overwhelmed, talk to your doctor or seek therapy from a qualified mental health counselor. If you experience the following conditions, seek help right away:

- Sadness or anxiety that doesn't let up even when something good happens
- Unpleasant emotions that interfere with your ability to function, such as when you wake up and immediately start crying or can't get your work done because you are too anxious
- Thoughts of suicide or self-harm
- Symptoms of disordered eating such as skipping meals, excessive exercise, or bingeing and purging
- Feelings of hopelessness or worthlessness
- Experiencing a traumatic event, such as a rape, assault, or burglary
- Thoughts of harming loved ones
- Uncontrolled anger
- You get depressed every winter; this could suggest seasonal affective disorder.

Often, just a few sessions of therapy can make a difference. In some situations, medication can also prove valuable. The key is to be honest with yourself about your feelings; if your emotions seem out of control or you feel like you can't cope, you need and deserve help.



**Employee Assistance Program (EAP)** services are available to all UNC faculty, staff, and their household members. Services include confidential counseling or a free assessment and referral to the most appropriate community resource. Services are **FREE** to employees and are funded by the [Department of Human Resources](#).

# HR BULLETIN BOARD

Are you taking advantage of the cost free resources included in our benefit plans? Preventive care is designed to help you stay healthy. It includes screening tests, vaccines, and wellness checkups. The best part, our State insurance plans offer preventive care with a \$0 out of pocket cost when you see a network provider (even if you have not met your annual deductible). To learn more about what services and resources are offered at no cost to you, please visit your provider on one of the following websites:

Kaiser: <https://healthy.kaiserpermanente.org/health-wellness>

UnitedHealthCare: <https://www.uhc.com/health-and-wellness/preventive-care>

If you have questions, or need additional information, please contact Human Resources at [970-351-2718](tel:970-351-2718).





# PHN

Preventive Health Now



## CHEIBA Health Fair

When: Wednesday, November 14, 7am-11:30am

Where: University Center Panorama Room

Employee Cost: The health screenings are FREE for classified employees, faculty, and exempt employees. You may add on additional tests to your screenings at a minimal cost to you (more details below). The fitness test, bone density and lung function screenings are free to anyone attending.

### Health Screen Includes:

- **Comprehensive Blood Screen (blood draw):** Chemistry 23 panel, complete blood count and thyroid test. This testing helps provide information on your general state of health and includes cholesterol/lipids, liver functions, kidney functions, electrolytes, nutrition, iron, glucose/diabetes, thyroid, TIBC, white and red blood cells. (Specific testing details on next page). You may add on other tests to this screening if wanted for a minimal fee. More info below.
- Height, Weight, Body Mass Index calculation, blood pressure, pulse and oxygen reading
- Test results will be sent directly to you along with health risk analysis and health education. ALL RESULTS ARE STRICTLY CONFIDENTIAL.

### Fitness Test

Body composition, reaction time, grip strength, push up and sit up test. Will be done on a walk-in basis, no appt necessary

### Lung Function Test

Will be done on a walk-in basis, no appt necessary

**Flu Shots-** Free for Anthem members with insurance card; otherwise, \$34

### Scheduling your health screening:

Utilize the online scheduling link that was emailed to you. Contact Julie Nava at 351-2621 if you need it sent again. ***Please make sure to schedule at least 2 weeks prior to your event.***





## Preparing for your health screening:

- 1) A fast of 8 hours is recommended for best results (diabetics and pregnant women do not need to fast)
- 2) Drink plenty of water the night before and the morning of your screening
- 3) Avoid nicotine and caffeine one hour prior to your screening
- 4) Avoid exercise 12 hours prior to your screening

**Add On testing (employee may pay via cash, debit or credit card)**

<b>C-Reactive Protein</b> Measures general levels of inflammation in the body and is done to help determine if there is an increased chance of having a sudden heart problem.	CRP	<b>\$14</b>
<b>Prostate Specific Antigen</b> Along with a digital rectal exam, this test is used to help screen for prostate cancer. It is important to speak with your physician about the meaning of your PSA results.	PSA	<b>\$14</b>
<b>Hemoglobin A1c</b> Reflects the average blood sugar level for the past two to three months and is used to determine if diabetes may be present due to increased glucose levels.	GLYCO	<b>\$14</b>
<b>Homocysteine</b> Reflects naturally occurring amino acid found in blood plasma. High levels could increase the chance of heart disease, stroke, Alzheimer's disease and osteoporosis.	HOMCY	<b>\$23</b>
<b>Vitamin D</b> Test levels of Vitamin D in your system. Vitamin D helps control calcium and phosphate levels in the body.	VDOH	<b>\$40</b>
<b>Vitamin B12</b> Test levels of Vitamin B 12 in your system. The body needs this B vitamin to make blood cells and to maintain a healthy nervous system.	VB12	<b>\$40</b>
<b>Full Thyroid Panel</b> TSH, Free T3, Total T3, Free T4, Total T4	76180 E	<b>\$80</b>





## Testing specifics:

**Chemistry 23 Panel** - Provides info about your general state of health:

- |                   |                                     |                        |
|-------------------|-------------------------------------|------------------------|
| - Cholesterol     | - HDL & LDL (HDL/Chol)              | - Triglyceride         |
| - Glucose         | - Calcium                           | - Total Protein        |
| - Total Bilirubin | - Alkaline Phosphatase              | - AST (SGOT)           |
| - LDH             | - Urea Nitrogen (BUN)               | - Uric Acid            |
| - Sodium          | - Chloride                          | - Inorganic Phosphorus |
| - Magnesium       | - Direct Bilirubin                  | - Gamma-GT             |
| - ALT (SGPT)      | - Iron                              | - Potassium            |
| - Albumin         | - Creatinine (BUN/Creatinine ratio) | - TIBC                 |

**Complete Blood Count** - Provides info about the cells in your blood and is used to check for disorders such as anemia, infections and other diseases:

- |                                     |   |
|-------------------------------------|---|
| - White Blood Cells                 | - Hemoglobin                                |
| - Mean Corpuscular Volume (MCV)     | - Mean Corpuscular Hemoglobin Concentration |
| - Platelets                         | - Red Blood Cells                           |
| - Hematocrit calculation            | - Mean Corpuscular Hemoglobin (MCH)         |
| - Red Cell Distribution Width (RDW) |   |

**Thyroid Stimulating Hormone (TSH):** Helps to check for thyroid gland problems.



# **Attn: Classified Staff**

## **Scholarship Money**

### **Available**

**Do you have a  
dependent student?**

**Are you a student?**



**Could they, or you,  
use some  
extra money for  
books,  
transportation, etc.?**

**For more information or to apply, visit the CSC website:**

**<https://www.unco.edu/classified-staff-council/what-we-do/scholarships.aspx>**



**Classified Staff Council**



# YANKEE CANDLE®

America's Best Loved Candle™

## FUNDRAISER



### The Classified Staff Council is kicking off another holiday Yankee Candle fundraiser!

These are perfect gifts for any occasion including holidays, anniversaries, hostess gifts, birthdays, and housewarmings! The catalog can be viewed online at [www.yankeecandlefundraising.com](http://www.yankeecandlefundraising.com). Order now for best selection and fast delivery.

In the "Start Shopping" box, enter the CSC Group Number: **990068365** to begin shopping for featured items in the Yankee Candle Fundraising Catalog and other exclusive online products! All of your purchased items will be shipped directly to your home.

### IMPORTANT DATES TO REMEMBER:

For Orders Delivered by Thanksgiving, place your order by:

**Monday, October 29th.**

For Orders Delivered by Christmas, place your order by:

**Monday, November 26th**

All fundraiser orders must be placed by **1/9/2019** and delivery times will usually range from 2—4 weeks of receipt of order.

*Funds raised support your Classified Staff Council Employee events.*

Please contact Theresa Lane at 351-2186 or by email at [Theresa.lane@unco.edu](mailto:Theresa.lane@unco.edu) to be sent a hard copy catalog. If you wish to write checks for your catalog order, in lieu of ordering online, please contact Kristina Burton at 351-1973 or [Kristina.burton@unco.edu](mailto:Kristina.burton@unco.edu).

Our PizzaPalz are still selling like hot cakes!!  
**Order some for your favorite students or staff members as holiday gifts today!**



These PizzaPalz cards sell for \$11 and you can present your card at any Old Chicago to purchase up to a \$25 pizza. They are available for special occasion gifts for all those hard-to-shop-for people on your list.

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)

**Each \$5.00 King Soopers gift card you purchase can be reloaded indefinitely and are very easy to load with funds at Checkout!**



**These funds can be used to buy groceries, gas, etc. for your own family, favorite student, or to give as gifts to your friends, family, and neighbors.**

*(King Soopers gift cards are accepted at most Kroger affiliated stores throughout the US, such as Kroger, Fred Meyer, Ralphs, Fry's Marketplace, Dillons, Smith's Food and Drug, City Market, Food 4 Less, Owen's and Loaf and Jug)*

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)