



January 2018

## Classified Staff Council

*"Be steady and well-ordered in your life, so that you can be fierce and original in your work." - Gustave Flaubert*

### UPCOMING EVENTS

#### UNC Task Force Open Forum

1/8/2019

2:00—4:00 pm

UNC faculty, staff and students are encouraged to attend this event to learn more about the recommendations as well as to provide additional feedback on the recommendations. After the event, the collected feedback and recommendations will be reviewed by the President's Leadership Council to guide implementation strategies to commence in Spring 2019.

**Location:** University Center ballrooms. For more info, contact Kim Black at 970-351-1102 or [kim.black@unco.edu](mailto:kim.black@unco.edu)

#### Classified Staff Council Meeting

1/9/2019

8:15 am—9:45 am

We cordially invite anyone to attend our next scheduled CSC meeting. 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) or call 970-351-4714.

#### UNC Campus Cost-Savings Forum

1/14/2019

9:00 —11:00 am

UNC faculty, staff and students are encouraged to attend this event to discuss cost-savings measures being considered in response to our structural deficit. There will be a presentation and opportunity to provide feedback, as well as an online feedback form. Read more about the event and cost-savings options to be discussed [here](#).

**Location:** University Center ballrooms. For more information about the President's Leadership Council, visit [www.unco.edu/president](http://www.unco.edu/president)

#### SAVE THE DATE:

##### Finance and Administration Institute, Day 1

2/13/2019

8:30 am—12:15 pm

This training will provide a high level overview of some finance & administration areas including purchasing & contracts, budgets & accounting processes. Seating is limited, so please email Cristal Swain with any questions and to register for the event.

**Location:** University Center. For more info, contact Cristal Swain at 970-351-2472 or [cristal.swain@unco.edu](mailto:cristal.swain@unco.edu)

##### Finance and Administration Institute, Day 2

2/20/2019

8:30 am—12:15 pm

This training will provide a deep dive into the purchasing and contract policies and procedures, identifying how to make purchases both on and off campus. Additionally reporting will be covered along with additional accounting info. Seating is limited, so please email Cristal Swain with questions and to register for the event.

**Location:** University Center. For more info, contact Cristal Swain at 970-351-2472 or [cristal.swain@unco.edu](mailto:cristal.swain@unco.edu)

##### Finance and Administration Institute, Day 3

2/27/2019

8:30 am—12:30 pm

This training will present topics by the Information Management and Technology area, to include Banner, IMT Security and other technology topics. Seating is limited, so please email Cristal Swain with questions and to register for the event.

**Location:** University Center. For more info, contact Cristal Swain at 970-351-2472 or [cristal.swain@unco.edu](mailto:cristal.swain@unco.edu)

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

### OUTDOOR PURSUITS PROGRAMS

TRIPS/EVENTS	DATE	FEE
Snowshoe How-To	1/17/2019	\$5
Snowshoe Day Hike	1/20/2019	\$15
Ski/Board Lessons at Eldora	1/27/2019	\$70
Yoga for Snow Sports	1/31/2019	\$5

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.



# Forest Bathing “Shinrin-yoku”

When you hear the phrase ‘forest bathing’ do you imagine yourself sitting in a lake or stream in the forest taking a bath? While that might be one type of forest bathing, it is not what is meant by the term ‘forest bathing’ (Shinrin-yoku in Japan). Forest bathing officially started in Japan in the early 1980s as a form of nature therapy. There are various forms of nature therapy including garden therapy, horticultural therapy, even ocean therapy!

Nature therapy has been shown to help boost your immune system, decrease blood pressure, lower stress, reduce blood glucose levels, help protect against obesity and diabetes, increase energy levels/lower fatigue, improve anxiety and depression, decrease inflammation, improve your mood, and provide a better focus. According to a study in women by the Environmental Health Perspectives (2016) spending time in nature can “*lower risk of early death by up to 12%.*” In fact, doctors in Scotland were authorized a few months ago to prescribe nature to their patients!

So...what exactly is forest bathing? Forest bathing is just taking time to connect with nature and allow nature to soothe your soul. It is taking time to be mindful within nature – moving slowly and focusing on the whole experience happening around you. This is not meant to be a workout (your goals are not to sweat, increase your heartbeat or hurry). In fact, it is the opposite. You are to simply spend time relaxing in nature.

Even if you live in a city and cannot get to the mountains there are still ways to connect with nature. Open your windows (at home and in the car) and let some fresh air in and breathe! While at work, make sure to take your breaks and lunchtime outside! Get into the natural light and soak it up. Our campus has many beautiful areas outside which provide many places to enjoy the outdoors. While you are outside slow down and pay attention to what is going on around you. There are plenty of squirrels and birds we can observe, as well as the gorgeous Colorado clouds that provide some very interesting designs in the sky. Take off your shoes and walk in the grass or soil - the act of touching the ground provides a calming effect. If it is raining you might not want to take off your shoes, but still get outside to enjoy the feel of the rain and wind on your face. Let it wash away your worries. If there are flowers nearby, notice the vibrant colors, the sweet smells, and soft textures. Watch the bees going from flower to flower. Listen to the sounds around you... are birds singing? Leaves rustling from the wind? Dogs barking? Let the forest bathe you in peace and serenity.



# Workplace Culture Corner



## Attend the UNC Task Force Open Forum on Tuesday, Jan. 8th

Approximately 170 members of the campus community are serving on three separate task forces: Academic Portfolio Task Force, Student Affairs Task Force and Student Success Task Force. The task forces are responsible for recommending specific strategies the university will implement to improve student outcomes, reduce equity gaps, realign student affairs functions to better serve students, and identify programs and services that can be strengthened, expanded, or phased out. At the end of the fall semester, there will be opportunities for the campus to learn about and provide feedback on the task force recommendations, which will be reviewed by the President's Leadership Council.

UNC faculty, staff and students are encouraged to attend the UNC Task Force Open Forum from 2-4 p.m. on Tuesday, Jan. 8, 2019, in the UC Ballrooms to learn more about the recommendations as well as to provide additional feedback on the recommendations. After the event, the collected feedback and recommendations will be reviewed by the President's Leadership Council. The recommendations will guide implementation strategies to commence in spring 2019.

The campus community will also be able to send feedback through an online survey which will be available after Monday, Dec. 10, through the [Task Force website](#).

*A brand new year provides the perfect opportunity to make meaningful life changes, including improved financial wellness. These five financial resolutions can help get your year off to a promising start.*

### 1. Get on budget

Take charge of your finances by creating a budget. Start by calculating after-tax income and subtracting fixed monthly expenses, then allocate portions of the remaining income for savings, important goals and a few things that just make you happy. To further simplify money matters, consider setting up automatic bill pay, an automatic savings plan and separate savings accounts for specific goals.

### 2. Build an emergency fund

Any unexpected job loss, medical challenge or serious property damage could lead to lasting financial hardship. An emergency fund with three to six months' worth of expenses can protect your standard of living and offer peace of mind. Commit to making consistent deposits to this fund even if you can only spare a small amount each month. Because you may need emergency cash at a moment's notice, choose a vehicle that gives you easy access, such as a savings or money-market account.

### 3. Prepare for retirement

Retirement may not be on the immediate horizon, but when the time comes it may well last 20 years or more. You'll need somewhere from 70 to 90% of your final-year income for each year of retirement, and it's unlikely that Social Security will be sufficient. It pays to start early. Put as much as you can afford into tax-advantaged Roth or traditional IRAs, and if your job provides a 401(k) plan, contribute the maximum employer-matched amount.

### 4. Improve your credit

You likely know that credit scores affect financing approval and interest rates. Credit scores also may affect insurance premiums, mobile phone offers, vacation costs, and even whether utility hookups require a cash deposit. For top scores: pay all bills on time, keep credit card balances at no more than 20% to 30% of the credit limit, carry a mix of debt types such as credit cards, auto loans and personal loans, monitor credit to catch and correct any errors or problems.

### 5. Knock down debt

To dig out from under any high-interest debt, consider concentrating efforts on your highest interest debt first while continuing to make timely smaller payments on all other obligations. When the first balance is satisfied, focus on the most expensive remaining debt and continue this way until you're debt-free. Debt consolidation streamlines debts into one payment, often with reduced interest and a lower monthly cost. Depending on your situation, home equity financing, personal loans or zero interest balance transfer credit cards may be effective debt consolidation choices.

*Smart money resolutions boost financial stability not just immediately but over the long haul as well. The bonus takeaway is the confidence that all life's remarkable milestones and challenges won't break the bank.*



# 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

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)

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to load with funds at  
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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.

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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)