



HUMAN
RESOURCES

UNM at Work

YOUR MONTHLY HUMAN RESOURCE

September 2021

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Well-Being Expo, Sept. 21-23

UNM WELL-BEING EXPO 2021



Reserve Your Spot Now for Our Virtual Well-Being Sessions

Ready to jump-start your overall fitness and health? Join us for the Well-Being Expo held virtually Sept. 21-23!

Wellness is more than just working out or eating clean. Total wellness also includes financial fitness and emotional well-being.

Pick and choose from 24 different live Zoom sessions that will help you build healthier routines, get your finances into shape and make the best of the wellness perks at UNM. Here are just a few of the sessions offered:

- Go behind the scenes with a UNM SHAC Pharmacist to learn about the important role your pharmacist plays in your health.
- Hear about the new and improved facilities and fun experiences waiting for you at Johnson Center.
- Shop and prepare delicious food while staying within your budget.
- Find out how one of our top medical leaders at UNM overcame challenges and became a fit and competitive athlete at the age of 50!
- Discover the ways our pets bring joy, smiles, and stress management into our lives and the lives of others.
- Explore ways to celebrate our differences and be more engaged with each other as a diverse community!
- Identify your super-powers to live more fully and thrive instead of just surviving.
- Conquer your debt and become better at saving for your short- and long-term goals.
- Understand more about investments, and concepts like asset allocation and diversification.
- Getting close to retirement? Learn more about how Medicare and Social Security will play a part in your future.

All sessions run between 10 a.m. to 2 p.m. in 45 minute blocks.

The Well-Being Expo is brought to you by UNM Benefits & Employee Wellness and HSC Wellness and is open to faculty, staff, retirees, alumni, and students. For more details on sessions and registration, visit the [Expo website](#).

HR CALENDAR

Sept. 2 - Oct. 14

Road to Wellness
Workshop

Sept. 12-18

Suicide Awareness Week

Sept. 14

Fall ULead Begins

Sept. 15 - Dec. 8

Working with Positivity
Course

Sept. 21 - 23

Well-Being Expo

Sept. 30

Sarah Belle Brown
Community Service Award
Nomination Deadline

Dec. 1

Mandatory Training Due

Dec. 31

Temporary Annual Leave
Policy Expires

**Feedback for the
UNM at Work
Newsletter?
Contact us!**

HRInfo@unm.edu

UNM Vaccination and COVID-Safe Practices Quick Reference

Vaccine Information - Vaccine Mandate | Vaccine Requirement Exemption Forms

On-Campus Worksite Protocols - Positive Case Reporting | Building, Area Closures | Safety Supplies | Failure to Comply with COVID-Safe Practices

COVID Safe Practices - Mask Requirements | COVID-19 Diagnosis Self-Reporting | Quarantine, Physical Distancing | Transportation

Visitors - Visitor Protocol | Types of Visitors | Visitors to UNM Clinic Facilities

Accessing UNM Zoom Meetings with Authentication

To improve the security of UNM Zoom meetings and better protect the privacy of our students, faculty and staff, “Require authentication to join” is now the default when scheduling new Zoom meetings.

Many UNM Zoom meetings now require authentication. To ensure that you are able to access those meetings, please take a moment to review (and consider bookmarking for future use) the following instructions:

UNM students, faculty, and staff joining a UNM (non-HSC) Zoom meeting that requires authentication with your UNM NetID as an attendee, see [FastInfo 7891](#).

HSC students, faculty and staff joining a UNM (non-HSC) Zoom meeting that requires authentication with your HSC ID as an attendee, see [FastInfo 7894](#).

Note: HSC instructors who leverage UNM Zoom through UNM Learn must authenticate using their UNM Zoom/Learn (non-HSC) credentials.

For support specific to UNM Learn, including Zoom integrations with UNM Learn, feel free to contact the



[UNM Learn Support Team](#) 24/7 at 505.277.0857.

For assistance with UNM IT services, please contact UNM IT Customer Support Services at 505.277.5757. Hours of operation are Monday – Friday, 7:30 a.m. to 5 p.m.

Sarah Belle Brown Community Service Award

Nominations accepted through Sept. 30

Serving New Mexico is central to our mission as a university and as individual Lobos.

Nominations are now open for the Sarah Belle Brown Community Service Award. This award recognizes exceptional volunteer service undertaken by members of the UNM community.

Even during these most unprecedented times, the selflessness and compassion of our UNM faculty, staff

and students has been unwavering.

If there is a UNM faculty member, staff, or student who amazes you with their generosity of time and volunteer spirit, [please nominate them](#) for the award no later than **Sept. 30**.

The winner from each category (faculty, staff, student) will receive a cash prize, generously endowed by UNM Regent President Doug Brown and his wife Sarah Belle Brown.

Suicide Awareness Week, Sept. 12-18



The UNM/UNM Health Sciences Center Suicide Awareness Week will take place Sept. 12-18.

The events during this week are provided to educate and inform our community about suicide prevention and the warning signs of suicide.

With every webinar and listening session, UNM and HSC's goal is to reduce the stigma surrounding suicide and encourage the pursuit of mental health assistance.

Kick off the week and show your support at the UNM Suicide Awareness Walk on Sept. 12 at Johnson Field. You can [donate](#) to the UNM Foundation for the Agora Crisis Center by participating in the walk.

Other events include a Physician's Moment of Silence, webinar presentations by [Agora](#), [CARS](#), [HSC](#), [UNMH](#), and a candlelight vigil.

Browse the week's events located on the [Mental Health Resources webpage](#) and register today!

Client Services Corner: Our Commitment to Hiring Veterans



Shirley Alexander, Sr. HR Consultant **HR Client Services**

This is our second article in a series on UNM's commitment to hiring veterans.

As we approach the 20th year occurrence of the 9/11 attack, we all recall that September 11, 2001 was a day that changed our nation. For the family and friends of the 2,977 victims it was a day of immeasurable loss.

However, 9/11 inspired many young Americans to enlist in the military according to the Society for Human Resources Management (SHRM).

Many of the military service members who assisted on that tragic day have retired from military service and are reentering the civilian workforce.

Now that the pack is back, getting back to community outreach and recruitment activities will allow us to continue our focus on our commitment to hiring more veterans and service members into our workforce.

Utilizing military-focused job websites, community career fairs and veteran's recruitment events are very effective ways to focus specifically on the recruitment and hiring of veterans.

As part of our commitment to hiring more veterans, we will continue to provide trainings to our hiring officials, HR Agents and HR staff to expectantly erase the assumptions and stereotypes around the reluctance

to hire military members and the willingness to translate military skills to civilian job experience.

Veterans acquire specialized training and are highly skilled and disciplined employees with a steady talent pipeline of work ethic and transferrable skills that are invaluable. We understand the value of these transferrable skills and the value these skills will bring to our workforce.

With some of our workforce working from home while others adjust to transitioning back to campus and regular office hours, most veterans are highly trained for remote work situations.

While many of us have missed the in-person interactions with our coworkers and are fatigued with virtual meetings, veterans have a much greater capacity and higher resilience for remote work given a career of extended deployments away from home.

As Client Services transitions back into community outreach activities geared towards the hiring of more veterans, we are collaborating, sharing and communicating with partnerships built specifically to focus on helping many of these veterans to make this transition too.

Hiring veterans through our [Veteran Hiring Preference Program](#) will help to establish a solid brand as an employer of choice among military veterans and is key to successful recruitment in our communities.

"I invest in veterans not to do them a favor; they are actually doing me a favor, because the qualities they bring to the workforce are invaluable."

— Roger Staubach, JLL Americas, Pro Football Hall of Fame Quarterback and Veteran

Crucial Conversations® for the Fall

Online Self-Paced with Tailored 1:1 Support and Coaching from UNM Ombuds

Ombuds Services for Staff invites you to sign up for this effective course that focuses on skills that foster open dialogue around high stakes, emotional, or risky topics. Learn how to speak persuasively, foster teamwork and make better decisions. Based on the best-selling book Crucial Conversations®.

This Online Self-Paced Crucial Conversations® course includes: online self-paced class; downloadable Toolkit (this document serves as a reference guide to the online Crucial Conversations® content); Crucial Conversations® e-book; 1:1 Ombuds coaching, support, and check-ins.

The fall courses kick off **Sept. 14, Oct. 14, Nov. 9 and Dec. 8**. Register now. To learn more, see the [Ombuds flyer](#).



University Club Reopens for Fall 2021



The University Club is pleased to announce the reopening date for fall 2021!

Beginning **Aug. 23** the club will be open for food service and room/venue reservations.

The University Club offers a relaxing space for faculty and staff to dine, meet, and socialize. Membership is \$7 per month via payroll deduction and comes with great amenities such as discounts on food and beverages, complimentary conference room reservations, and discounted rental fees for private events.

Not a member yet? [Learn more and sign up here](#).

University Club Fall Hours & Services

Club Member Access	Monday – Friday	8 a.m. – 5 p.m.
Buffet Lunches	Monday - Friday	11 a.m. – 1:30 p.m.
Weekly Happy Hours	Friday	4 p.m. - 7 p.m.

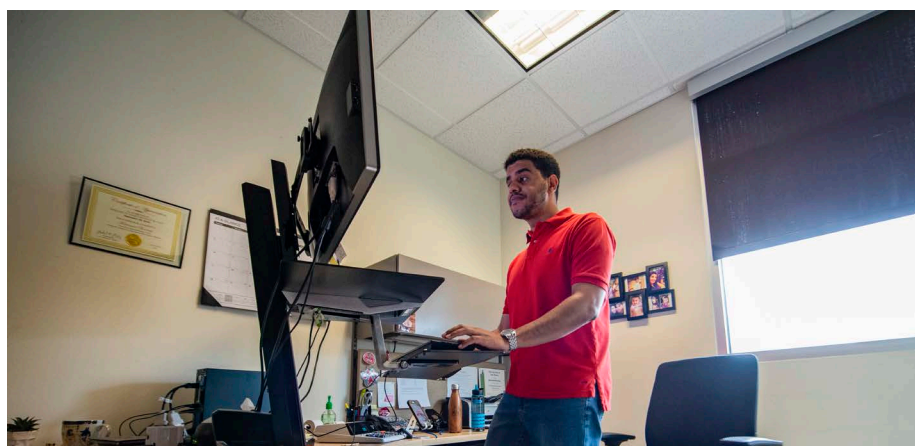


Have a Safe & Relaxing Labor Day Holiday

The University of New Mexico will recognize Labor Day on Monday, Sept. 6 and all University offices will be closed.

Visit the [HR Calendars & Holidays](#) page for more information.

EOD Spotlight: Tips for Returning to the Office



Is the physical return to the office making you anxious? In such uncertain times, it is understandable to feel this way. From care-taking responsibilities to health concerns, it is easy to feel conflicted about the return.

Leadership can help manage the return-to-work anxiety through thoughtful preparation, according to a [Harvard Business Review article](#).

Find how people are feeling- anonymously, if possible. It's easier to navigate this uncharted territory if you know how people feel. Use these insights to address concerns. For example, if people mention health

considerations, make sure they know precisely what precautions are being taken.

Allow for ambivalence about returning. It's okay that people have mixed feelings. It's also tempting to dismiss negative emotions or encourage people "to look on the bright side." Managers can lead the ambivalence and create a culture where it's okay to have mixed feelings.

Offer flexibility, if possible. "There have been many sources of pain, not just the pandemic but also the struggle around racial justice and politics," said Jane Dutton, a professor at the University of Michigan and coauthor of [Awakening Compassion at Work](#). "We can't assume we know how traumatizing it's been for people." Flexibility increases productivity and retains people.

Read the [full article here](#) for more insight on successful return-to-work strategies.

Need help with topics like this one? EOD has resources to support you and your department, ranging from open enrollment courses, department facilitations, one-on-one consulting and retreat activities as well as interactive, web-based training courses. Visit the [EOD Website](#) for our services and course offerings.

ULead Online Fall 2021

If you or someone on your team are interested in developing leadership skills for your career path in 2021, **ULead Online** is for you!

ULead will help you uncover your innate leadership abilities and positively impact the world around you, no matter your job level or function.

ULead Online is a **6-week** leadership program that is offered free to all UNM employees. It is scheduled for:

**Sept. 14 - Oct. 20 | Tuesdays & Wednesdays
10 a.m. to noon | 1 - 3 p.m.**

You have three learning paths to choose from:

- **Project Management:** From ideas to solutions, lead, execute and monitor your projects.
- **Managing Relationships in the Workplace:** Communication, engagement, conflict resolution,

change management, coaching- moving people forward.

- **Diversity and Inclusion in the Workplace:** Diversity and inclusion in the workplace, and addressing unconscious bias.

There is still room to join our fall cohort. Just complete the [application form](#) and we will contact you with next steps.

ULead classes will be conducted virtually using Zoom this fall. There will be no face to face classes.

Let us know if you have questions or if you would like additional information about the program. Contact [Kate Williams](#) or [Cristina Serrano Johnson](#).

Stay tuned for a hybrid version of the program coming up in the spring of 2022.



STAFF SUCCESS DAYS RECORDINGS NOW AVAILABLE!

Thank you for supporting Staff Success Days! We've curated a collection of recordings from the week for your viewing! Visit the [Staff Council YouTube channel](#) for replays.

Staff Success Days is brought to you by Employee Organizational Development & Staff Council.

YOUR BENEFITS & WELLNESS

Food for Thought: Saving Money on Your Groceries

8 Foods that Cost Less than 50 cents per Serving



Reed Vawter, MS, RDN, CSOWM, LD
Health Education Consultant
Employee Wellness

If it feels like your groceries are getting more expensive, you are not alone. Supply challenges and side effects of the pandemic have [caused food costs to increase](#), which means we're going to feel it in our wallets. But we don't just have to sit idly by and accept it – by changing what's in our shopping cart, we can adapt and shrink our grocery bill.

Check out these healthy foods that cost under 50 cents per serving. Put more of them in your cart, and you'll be eating healthier for less in no time. (Pricing from grocery stores in the Albuquerque metro during the last week of July 2021).

Bananas

Even as prices increase, bananas are still one of the least expensive fruits per serving. They are fantastic as a quick snack, in smoothies, or on your morning cereal.

Benefits: 3g of fiber, 12% potassium, 22% vitamin B6

Cost: about \$0.20 per medium banana

Recipes: [Healthy instant strawberry banana frozen yogurt](#), [spicy kiwi banana smoothie](#), [two minute tahini pudding](#)

Beans & Lentils

Always a staple of budget eating, beans and lentils are excellent vegetarian proteins. They are versatile and work in a variety of dishes, including pastas, chilis, and even mix well into soups and smoothies.

Benefits: Nutrition details vary by choice, but beans and lentils provide important nutrients like protein, fiber, and iron.

Cost: \$0.20-\$0.30 per ½ cup serving of canned beans. Dried beans and lentils are about \$0.06-\$0.10 per serving.

Recipes: [Strawberry and blueberry white bean smoothie](#), [homemade vegetarian chili](#), [red lentil dahl](#)

[Continue reading here](#)

Do You know Your Health Status?

Nearly 60 years ago, the [World Health Organization](#) (WHO) defined health as a state of physical, mental, and social well-being, not merely the absence of disease. Today, the US Government's [Healthy People 2030](#) initiative focuses on improving health by educating on the importance of getting timely, high-quality health care services.

Like most people, you may be interested in achieving optimal health. But all too often, we tend to focus on the elimination of disease rather than the promotion of health. Did you know that you have access to the state-of-the-art [UNM Exercise Physiology Lab](#) located at Johnson Center?

[Benefits & Employee Wellness](#) partners with the Exercise Physiology Lab to offer cost-effective access to a wealth of biometric testing, resulting in valuable health status information.

The Exercise Physiology Lab is comprised of many labs and is a crucial component of the Exercise Science program, serving as a teaching, research, and clinical facility. In addition, it is a research facility that studies



the cellular and molecular responses to exercise and the physiological responses to exercise in extreme environments.

The labs are equipped to test all aspects of physical fitness and performance, including cardiovascular endurance, pulmonary function, [muscular strength and endurance](#), [body composition assessment](#), flexibility, and [blood hormone, lipid, and enzyme profiles](#).

From [exercise testing](#) to [metabolic analysis](#), the Lab Staff and Graduate Students can perform assessments that will provide you with the knowledge to tailor a program and power your path to greater well-being. Watch this [UNM Exercise Physiology Lab video](#) and be sure to visit their [website](#) for information and services including hours and pricing schedule.



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