



HUMAN
RESOURCES

UNM at Work

YOUR MONTHLY HUMAN RESOURCE
October 2023

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Engagement survey results review and action planning

The month of September, managers and supervisors were asked to share the results of the Employee Engagement Survey with their direct reports and conduct State of the Team meetings to discuss the results as a group. For October, the goal is for teams to collectively create a simple action plan to address one area of opportunity that came out of the State of the Team discussions. We are excited and encouraged to see action plans already being created across campus.

For departments and units who haven't begun their action plans, keep in mind, they are intended to be simple and achievable and focused on a single topic. The important thing is that the plans be created together as a team. Perfection is not the goal and any action that enables and encourages conversation between staff and supervisors is improving employee engagement.

Simple action plans may be to host a question-and-answer forum each month or each quarter during which team members suggest ideas or raise concerns, or it could be creating a notice board where employees can request materials or supplies. The actions do not have to be complex, they just need to be thoughtful and intentional.

The Employee Engagement Survey website (engage.unm.edu) has resources available for staff who want to learn more about the survey and what engagement means, plus there is background and resources to help better understand the Gallup Q12 questions, including information on next steps in the survey process.

If there are any questions on the process or if assistance is needed, please contact the engagement team at engage@unm.edu.

Have you completed your 2023 Mandatory Training?

The University of New Mexico employees are required to take specific trainings each year. All regular faculty and staff, temporary faculty and staff, on call staff, and student employees (including grad students) are required to complete the designated University wide mandatory training.

The three University wide mandatory trainings for the current year are:

MT 2023E or MT 2023S: Prevention of Harassment and Discrimination

BAST 2023: Basic Annual Safety Training - 2023

ACSH 2023: Active Shooter on Campus: Run, Hide, Fight - 2023

University-wide mandatory training is available through [Learning Central](#).

UNM Gives campaign underway

The 2022 UNM Gives United Way campaign begins Saturday, Oct. 1. As our community and country struggle with the continuing challenges of COVID-19, poverty, and crime, your support and compassion has never been more critical. Every contribution counts and every gift makes a difference.

This year’s UNM Gives United Way campaign runs through Nov. 30 and includes #GivingTuesday, a global movement of generosity designed to unleash the power of people and organizations to transform their communities and the world. United Way of Central New Mexico (UWCNM) collaborates with hundreds of community partners to focus and align around a set of shared strategies designed to improve family stability and educational attainment. These two initiatives represent a comprehensive approach to improving outcomes for children, youth, and families at scale.

Ways to donate to the UNM Gives Campaign

A number of opportunities exist for interested individuals to donate to the UNM Gives campaign including:

- Donating directly to the United Way of Central New Mexico to benefit charitable programs and organizations in our community. When you donate to a cause, you know your contribution is making the difference you desire.
- Donate to the UNM Foundation, an entity responsible for raising private financial support benefiting UNM and helping donors link their passions with the institution. If you wish to support a UNM program, scholarship or focus area.
- Donating time and talent is just as important as financial support. Interested individuals can log donated time to local nonprofits as part of the campaign. Faculty, staff and students donate thousands of hours yearly, which could also be designated for the UNM Gives Campaign. Volunteering connects our pack with local community service organizations.

For more information on the fundraising campaign and ways to give, visit [UNM Gives](#).

“Commitment to community, generosity of spirit, and an endless capacity for kindness are all hallmarks of the Lobo way of life,” said UNM President Garnett S. Stokes. “Our annual UNM Gives Campaign provides our faculty and staff with an opportunity to provide compassionate and effective support for communities across New Mexico, many of which are still struggling to recover from a devastating pandemic. Your contribution to the United Way of Central New Mexico helps our pack give back—and change lives for the better.”

To learn more about the campaign and the ways you can participate, you can read [the full story here](#).

HR CALENDAR

October 1 - November 30

UNM Gives United Way Campaign

October 5

Financial Fitness Webinar

October 6

QPR Gatekeeper Training

October 13

Sarah Belle Brown Award Nomination Deadline

October 13

Gift of Holiday Positivity

October 14

Eclipse Viewing Party

October 17 - 26

Level Up Expo

October 18

EOD Hungry Minds Cafe: Embracing Change

October 20

ULead Registration Deadline

October 25

EOD Course of the Month: Change - How to Turn Uncertainty into Opportunity

October 25

UNM Gives Salsa Showdown

October 30 - December 12

ULead

November 2

Flu Shot Clinic- SHAC Plaza
8 a.m. - 3 p.m.

November 23 - 24

Thanksgiving Break

December 1

Mandatory Training Due

YOUR BENEFITS & WELLNESS

Don't Miss the 2023 Level Up Expo in October!



Are you interested in improving your overall well-being? Benefits & Employee Wellness, Employee and Organizational Development, Staff Council, and HSC Wellness would like to share with you this exciting opportunity coming up in October for strengthening not just financial but also the other seven Dimensions of Wellness for yourself and your loved ones!

During the 2023 UNM Level Up Expo, October 17 - 26, you will be able to pick and choose from virtual sessions spanning the entire spectrum of well-being resources and education. Zoom sessions will include topics on stress management, resilience, adapting to change and finding your financial footing to help you build a healthier life, are just a few! Talks from experts designed to build your physical, mental, emotional, social and financial health.

Join motivational keynote speaker, [Annie Sanchez](#) from [Mariposa Strategies](#), on How to Find Clarity in Times of Uncertainty. She will be in the SUB Ballroom C on Tuesday, October 17. There will be food and

a raffle at 11:30 a.m., the keynote at noon - 12:45 p.m., and then stay to socialize with colleagues after Annie inspires us with her speech.

On Wednesday, October 18 at 11 a.m., Amber Trujillo-McClure, Ed.D. will present at the Perovich Business Center Room 1016-1018 and via Zoom on the topic of Resiliency and Woman in the Higher Education Space.

On Tuesday, October 24 at 11 a.m., another in-person guest speaker, Ralph Chavez will present on Adaptability at the Domenici Center Auditorium, and then stay for the vendor fair from noon - 1:30 p.m.

All other sessions during the 6-day Expo will be available via Zoom. The events are sponsored by UNM Benefits & Employee Wellness, HSC Wellness, Staff Council, Employee and Organizational Development and open to UNM faculty, staff, retirees, alumni, and students.

[Register Here Today!](#)

QPR Gatekeeper training offered monthly

Employee Wellness offers QPR Gatekeeper training on the first Friday of every month from 2:30 - 3:30 p.m. QPR stands for Question, Persuade, Refer. Like CPR, QPR is an emergency response protocol to help someone in crisis and considering taking their own life. QPR is the most widely taught suicide prevention training in the world and is proven effective.

Learn how you can save a life from suicide. Visit the [Employee Wellness website](#) to learn more about the trainings and [register](#) for a class.

YOUR BENEFITS & WELLNESS

Exercise Physiology Lab Services

Tracey Briggs, MA
Health Ed. Consultant

Did you know you can learn about your health and physical fitness at the Exercise Physiology Lab at Johnson Center? There are many ways to assess your health status. From blood tests to the measurement of your body composition, the services can provide valuable information.

The [BodPod](#), located in the UNM Exercise Physiology Lab, is an instrument to measure body composition by using air displacement technology. Using a scale to measure your weight can be misleading. Only by accurately evaluating body composition will you learn the amount of fat and lean muscle tissue that makes up your total weight.

If you have always wanted to learn about your body composition but did not want to have to go underwater or be subjected to skinfold calipers, the BodPod may be right for you. The BodPod is a quick, automated, non-invasive, and safe process, that accommodates most populations including children, individuals with a BMI over 40, elderly, and disabled persons. This test includes a detailed explanation of your results.

Once you know your body composition values, you can make sensible decisions regarding nutritional intake and exercise programs by scheduling a [complimentary consultation](#) with an Employee Wellness nutritionist or fitness trainer.



The Exercise Physiology Lab offers many testing services to include body composition, exercise assessment, blood tests and more which are available for all staff and faculty, students, and the community. Check the [Lab website](#) for more information, pricing, and to [make an appointment](#).

Get a Flu Vaccine



Get your free flu shot on central campus!
The UNM community walk-up clinic is available for anyone ages 18 and older.

Thursday, November 2

SHAC Plaza (North of Johnson Center)

From 8 a.m. - 3 p.m.

No appointment needed.

UNM WELLNESS

¡Consiga su vacuna contra la influenza (gripe)!



La clínica comunitaria sin cita previa de UNM está disponible para mayores de 18 años.

Jueves 2 de Noviembre

En el SHAC plaza

De 8 a.m. hasta las 3 p.m.

No se necesita cita.

UNM WELLNESS

YOUR BENEFITS & WELLNESS

Belonging: The worth of social connection

Tracey Briggs, MA
Health Ed. Consultant

“Social connection can be a proactive approach to living a fulfilled and happy life...”—[US Surgeon General Vivek Murphy](#)

Much of our human existence is rooted in the bond we have to others. Think of your community, the people you surround yourself with. What do those relationships bring to you and what do you provide to them?

I believe that the pandemic tilted our scales somewhat and we are just realizing an overdue need to engage with each other. Like the chrysalis, we are finally feeling liberated and finding our beautiful wings, but something is still a bit off. The events of our recent past... sexual harassment, mass shootings, police violence, LGBTQIA+ hate crimes, social injustice, cruelty in every form to all walks of our society have kept us distant and in an [empathy deficit](#).

With everything we do, we should strive to have a balance, the [yin and yang](#) in life. A cooperation of energy, altruism and kindness, to and from people, is what we must exhibit in order to find equilibrium, attachment, affection and companionship. Empathy allows us to genuinely care about the mutual wellbeing of all human beings that inhabit our Earth.



[Social connection](#) is the authentic connection that challenges the health detriment of [social isolation](#). So how do we use social intelligence and connection to be Better Angels of Our Nature? It comes down to one phrase that I used to say to my three young children as I was trying to instill and model empathy, kindness and a sense of servitude to others, “treat others as you would like to be treated.”

Take a moment to pause and look inward. Challenge yourself to focus on one or two of these personal attributes to improve the strength of your social connection to your colleagues, friends, and family.

Do you exude:

- Unconditional positive regard for those around you.
- Provide a safe and well environment to nurture vibrant connection in relationships.
- Disconnection or connection energy. Observe yourself in action.
- Growth or fixed mindset

We all wear life’s battle scars, but we can strive to create positive relationships that provide a sense of social belonging. These connections can contribute to a greater sense of happiness and reward. And if you are wanting a bit more “community” and strategies to manage stressors, look no further. Consider participating in the [Level Up Expo](#), and registering for the 6-week course [“The Gift of Holiday Positivity.”](#) both coming in October.

On-campus flu shot clinic - ONE DAY ONLY!

MARK YOUR CALENDARS for November 2.

[Get your free flu shot on central campus!](#) The UNM community walk-up clinic is available for anyone ages 18 and older. The one-day event is at the SHAC Plaza (North of Johnson Center) on Thursday, November 2 from 8 a.m. - 3 p.m. No appointment needed, only offering the standard flu vaccine dosage*.

*If you are 65+, and want the [“senior”/high-dose flu vaccine](#), please get in touch with the SHAC pharmacy to [schedule an appointment](#). The high-dose flu vaccines are available starting October 1.

If you need a COVID Booster, Shingrix or other health protecting vaccines, visit any in-network retail pharmacy under your CVS plan or [schedule an appointment](#) with the SHAC pharmacy to obtain all of your immunizations.

YOUR BENEFITS & WELLNESS

Healthy meal options on campus

Reed Vawter, MS, RDN, CSOWM, LD
Health Ed. Consultant

Your workday is busy! And sometimes that means you don't have time to think about finding a healthy lunch. When this happens, it's easy to grab something less than ideal for your health goals – but it doesn't have to be that way!

Check out these options for a healthy lunch on campus, no matter how much time you have available.

Where to Find Healthy Meals

We've made a list of locations on campus that make it easier to eat well. You'll also find suggestions for choices that are lower in calories or help to add fruits and vegetables to your day.

<https://hr.unm.edu/wellness/unm-healthy-eats>

La Posada is an excellent choice for healthy meals – and it's available for faculty and staff. Door rates are \$11 for lunch or dinner (\$10.25 for lunch on Fridays). You can even [check the menu](#) ahead of time.

<http://food.unm.edu/locations/la-posada/index.html>

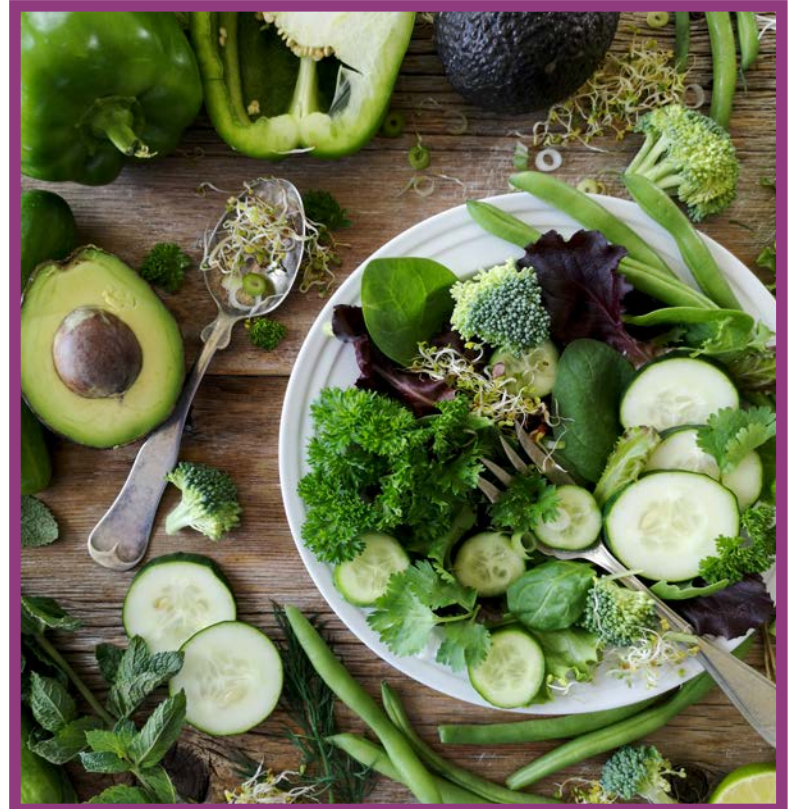
You can also try the University Club for their [daily buffet](#). It's only \$9.25 for club members and \$10.75 for non-members.

Vending Machine Options

Sometimes, you only have time to grab something out of a vending machine. We've identified some better-for-you choices that can help you stay energized and focused throughout the day.

<https://hr.unm.edu/wellness/snack-smart>

You don't have to choose between eating well and getting everything done. These healthy eating resources will help you stay on track with all your tasks – without sacrificing your well-being.



Financial Fitness Webinar in Spanish and English

September 15 – October 15 is Hispanic Heritage Month and no better time to share resources that can help UNM Latino, Latina and Latinx employees meet their unique goals, needs, and challenges.

Join financial experts from Fidelity, as they bring together the First Gen Mentor Giovanna “Gigi” Gonzalez and Fidelity’s Rommel Espinal and Bianka Guzman for a conversation on popular money topics that you won't want to miss. This webinar will be provided in both Spanish and English.

You'll learn about:

- Making your money work harder for you and your family
- When is cash OK?
- Is your money flexible and accessible?
- How your side hustle can be an investment for your family's future

We're excited to see you at this virtual event on October 5, so [register today](#).

YOUR PROFESSIONAL DEVELOPMENT

EOD Spotlight: Your Brain on Change



Theresa L. Sherman, EOD Consultant

This month, EOD looks inside our brains at the impact of change.

According to Franklin Covey, when we don't manage the effects of change, we can see a decrease in employee engagement, decreased trust with leadership, increased stress, and even an increase in health issues.

The reality is that reaction to change is human. We are wired to react to change to survive.

The good news is that there is a predictable pattern to change, both the process of getting through it and the emotions we feel. These reactions aren't good or bad, they are just automatic. Once we can identify these emotions and phases, we can better deal with change, and turn it from uncertainty to opportunity.

EOD is offering some great resources this month for adapting to change. These conversations are helpful for both your work and personal lives.

Mandatory Training

December will be upon us before we know it! This is your friendly reminder to complete your mandatory training by Dec. 1. This training is available through [Learning Central](#). For more information and step-by-step instructions for training access visit the [website](#).



Grab your lunch and settle in for some quick bites of professional development at EOD's Hungry Minds Café, where we'll give you tools to make work and life productive with exciting topics each month. EOD trainings are free as part of your UNM benefits.

Embracing Change
Wednesday, Oct. 18
Noon to 12:45 p.m. (Via Zoom)

[Register Here](#)

Our ability to adapt to change determines our success. The better we are at embracing change, the better we will be at overcoming its challenges. Join us for a lively discussion on the role of individual performers in implementing change in the workplace and discover your Change IQ as well as some best practices that will enable you to tackle and overcome present and future challenges.



Each month EOD offers an interactive, instructor-led training course to help further your professional development. These courses are available to you as part of your UNM benefits. This month's course:

Change - How to Turn Uncertainty into Opportunity
Wednesday, Oct. 25
10 a.m. - Noon (Via Zoom)

[Register Here](#)

When we recognize that change follows a predictable pattern, we can learn to manage our reactions and understand how to navigate change, both functionally and emotionally. This allows us to consciously determine how to best move forward—even in the most challenging stages. We'll help individuals and leaders learn how to successfully navigate change to improve results.

YOUR PROFESSIONAL DEVELOPMENT

Fall ULead

The UNM Human Resources EOD team is pleased to extend an invitation to the campus community to join our online version of the **ULead** program. If you, or members of your team, are interested in developing leadership skills to enhance your career path, **ULead Online** is for you! ULead Online will help 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 from **October 30 to December 12** and is free to all UNM employees. We will meet virtually every Tuesday and Thursday over the 6-week period from 10 a.m. to 3 p.m. with a one hour lunch break from noon - 1 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: Move People Forward.
- **Change Management** - Leading yourself and others through change, focusing on understanding and navigating change using brain and behavioral science.

If you are ready to join ULead Online, please fill out the [application form](#) by **October 20, 2023** and we will contact you with next steps.

Applications received after the deadline will be accommodated based on capacity.

ULead Online will be conducted via Zoom with no face-to-face classes. Participants will receive additional details following their application.

If you have questions or if you would like additional information about the program, please contact Kate Williams at kwill07@unm.edu.

CAMPUS NEWS

UCAM launches new podcast titled ‘It’s (Probably) Not Rocket Science’

University Communication and Marketing has launched a new podcast designed to help make research topics easier to understand. “It’s (Probably) Not Rocket Science” (IPNRS), a UNM podcast production, debuted Sept. 12. Each episode will bring listeners casual conversations to help unravel the complexities of hot topics and pertinent, impactful research through conversations with esteemed UNM faculty, creatives and researchers.

The first episode, “[How Will Artificial Intelligence Impact Higher Education and Criminal Justice?](#)” explores the fascinating world and life-changing aspects of artificial intelligence, including its impact on higher education, and how it’s already been used in government and law.

Listen and subscribe to “It’s (Probably) Not Rocket Science” on [Spotify](#) or [Apple Podcasts](#). New episodes will air biweekly on Tuesdays. For more information, visit podcast.unm.edu.

Full story -

<http://news.unm.edu/news/unm-debuts-new-podcast-titled-it-s-probably-not-rocket-science>

EHS Safety Survey



At The University of New Mexico, nothing is more important than ensuring each of us goes home safely to our loved ones, every day. Periodically we want to assess how we're doing and identify areas for improvement, which is why the

EHS department is encouraging you to participate in a Safety Culture Survey. The anonymous survey focuses on your opinions and experiences with respect to UNM's work environment, safety practices and procedures, attitudes and behaviors of people at UNM, and the level of commitment to safety shown by UNM's leaders. Results of the survey will be used to improve the safety of all UNM employees.

Your input is very valuable and it will ensure that we have the most accurate information available for our assessment. As an incentive to complete the survey, the EHS department will provide FREE PIZZA to the top three departments with the highest survey response rate!

Additional details:

- A third-party consultant will distribute the survey and will review the survey responses
- UNM will not have access to individual survey responses
- Survey responses will be anonymous and will be kept completely confidential
- Comments that include identifying information will be scrubbed to ensure no one can be individually identified

The survey is open until Friday, October 13th, and can be accessed through the following links:

<https://asksafety.me/unm> (English)



<https://asksafety.me/unmespanol> (Spanish)



If you have questions about the survey, please email Melissa Terry at melterry@unm.edu.

Thank you in advance for your participation and valuable input.

Experience the annular eclipse with astronomers at The University of New Mexico's Enchanted Eclipse viewing party

The University of New Mexico (UNM) invites the community to witness a remarkable celestial event as an annular eclipse will grace Albuquerque's sky on Saturday, Oct. 14. The UNM Department of Physics & Astronomy, along with faculty, students, and staff, will host the event on UNM's Johnson Field beginning at 8:30 a.m.

The event will provide spectators an opportunity to experience the wonder of this rare phenomenon with the expertise and guidance of UNM astronomers. Albuquerque is in the direct path to view the annular eclipse and is a prime location for an awe-inspiring display for all to see. Other parts of the southwest will only see a partial solar eclipse.

The Annular Eclipse, which begins at 9:13 a.m. when the moon begins to block the sun, is a mesmerizing occurrence where the Moon aligns perfectly between the Earth and the Sun, leaving only a brilliant ring of light around the edge of the Sun visible, creating a remarkable "ring of fire" effect, which will occur at 10:36 a.m.

For complete details, visit [UNM hosts Enchanted Eclipse viewing party](#).

Sarah Belle Brown 2023 Community Service Award Nomination Due October 13 at 5 p.m.

ABOUT THE AWARD

The Sarah Belle Brown Community Service Award recognizes faculty, staff and students who serve as examples of social responsibility and have, over an extended period of time, contributed significant personal time and effort to advance the University of New Mexico's public service mission.

Community service is defined as service outside of the general scope of one's professional or academic assignment at UNM. Each recipient will receive a \$1,500 cash award. Nominations will be blind reviewed by faculty, staff, and students.

AWARD ELIGIBILITY

- **Faculty:** Must be tenured faculty or on a tenure-track, clinical educator, or lecturer.
- **Staff:** Must be employed at least .50 FTE and passed the probationary period.
- **Students:** May be undergraduate or graduate but must be enrolled in a degree program and taking a minimum of 6 credit hours.

GUIDELINES

- Nominations may be submitted by UNM faculty, staff, students, alumni, or community members - self nominations are not accepted.
- An individual may be nominated by more than one person.
- Please be as specific as possible in answering questions regarding nominees' service. Nominator may consult with nominee to obtain accurate information. Nominations will be collected online at <https://forms.gle/MH2C3ZqFyfKiGKA67>
- Please have the following information prepared (350 words or fewer for each section). Do NOT use nominee's name or specific identifier of the nominee.
 - A. **Community Service** - Describe the nominee's participation in community service and/or volunteer work. Include the name of program(s) and length of time that he/she has served.
 - B. **Contributions to Community** - Describe ideas, actions, improvements, or innovations that this individual brought to the community(ies) or State of New Mexico.
 - C. **Impact of Service** - Describe how the nominee's volunteer work has impacted the people of particular communities and/or the State of New Mexico.

A reception for award recipients and their nominees will be held November 15th at University House.

ABOUT SARAH BELLE BROWN

Sarah has devoted time and passion to community service over the last 33 years in New Mexico, a commitment that began in high school where she worked in the ER of Children's Hospital in Los Angeles. She tutored elementary school children in Watts during college and volunteered as a Head Start aid in Marin City after graduation. Those experiences led her to become a teacher where she taught recently arrived, Spanish-speaking children at LA City Schools. All subjects were taught in Spanish until the children learned enough English to study in their new language. In New Mexico, Sarah founded and managed a downtown café where she nearly always employed at least one homeless person and encouraged young employees to complete their college degrees. Community service in Albuquerque and Santa Fe has been at the Board level. She is currently a board member for the National Hispanic Cultural Center and Foundation, Tamarind Institute, NM Appleseed, and The Lensic Performing Arts Center. She has served on the boards of Women's International Study Center (WISC in Santa Fe), Amy Biehl Charter High School, CNM Foundation (formerly TVI), and Mt. Vernon College Trustees in Washington, DC and was Chairman of Children's Home Society of California and Chairman of Chinatown After-School Program for Cantonese-speaking children in San Francisco. She also was in the first cohort of CASA (Court-Appointed-Special-Advocate for San Francisco Juvenile Court). When Sarah was a small girl, six or seven, her grandfather sat her down and told her she was "very lucky." "Not everyone is as lucky as you," he continued. "When you grow up you must share what you have and share your time with others." She says she is still trying.

For more information, please contact Terri at tjohnson15@unm.edu.

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