Greetings from Human Resources

Welcome to The Bulletin! Over the past 18 months, we collected feedback regarding how members of the SLU community access information from Human Resources and brainstormed how to simplify our communications. In order to make it easier and more convenient to find the information you want, we decided to streamline our newsletters and messages.

Now, there will only be one monthly newsletter from HR containing all of the information that used to be in HR Magis, The Learning Curve, and the Wellness Message. Notices about submissions and updates to the SLULife Blog will also be housed in this communication. The Bulletin is your one-stop-shop for news and announcements from Human Resources - we hope you enjoy it!

Cura

Cura is a grassroots effort created in response to input from SLU’s faculty and staff members. It is here to empower and support all members of the SLU community as we build and sustain a positive workplace culture that helps us to be the University our mission calls us to be. Visit the Cura website to learn more.

SLU Spark Spotlight

Each month in The Bulletin, we want to highlight a member of the SLU community who was recognized for their outstanding contributions with a SLU Spark.

Congratulations to LaDonna Uvela, Career Services, who received a SLU Spark for pursuing excellence from Jordan Waldy, Career Services. Jordan wrote: ‘Our office would not function without LaDonna. Words cannot express how thankful we are to have her on our team. Her calm and gentle demeanor has helped make our department successful. She is always available to solve any problem and lend a helping hand. She is a wonderful professional and a wonderful person. I cannot imagine our office without her and I look forward to working with her in the future!’

SLU Sparks is an immediate outlet for peer-to-peer recognition, inspired by the Jesuit phrase “go forth and set the world on fire.” As an element of the Cura program, SLU Sparks is an opportunity to appreciate the colleagues who make a positive impact. Learn more about SLU Spark here. Note: the SLU Sparks highlighted in The Bulletin are chosen at random.

Cura Values Meeting Activities

One way to integrate Cura into your daily work is to start a meeting with a simple statement of the Cura standards and values. The Cura Values Meeting Activities includes a brief script for how to start your meeting with a reminder of how to create a positive workplace culture, as well as several short reflections and activities to form stronger relationships with your colleagues.

Instructor-Led Training Series

Each quarter, a series of three instructor-led training sessions are offered, including Becoming a Champion of Positive Work Culture, Are You Listening, and Conflict Mediation: Building My Awareness. These sessions provide opportunities to deepen our understanding of how we contribute to workplace culture, identifying strategies for effectively listening to others, and understanding conflict approaches. Click here to discover this quarter’s bundle with courses and videos on leading teams built on trust, open communication, and collaboration.

Skillsoft Learning Bundle

Skillsoft features bundles of online courses, videos, books, and interactive scenarios to help you learn about fostering positive, healthy relationships at work or in your personal life. Click here to discover the Skillsoft Learning Bundle.

Request for Assistance

We all may falter at times to live up to the Cura standards. You can request assistance from the Cura team if you are ever unable to resolve an issue or unsure of how to address a challenging situation with a colleague. Click here to learn more about the request for assistance process and how to reach out for support.

Upcoming Events

June 2017
06 - Are You Listening?
11 - Wellness Hike
14 - University Orientation
17 - South Campus 8K
15 - Live Well: Learn How to De-Stress with Music
15 - Downtown Campus 8K
21 - TAMU Lunch & Learn
27 - North Campus 8K

July 2017
11 - Conflict Mediation: Personal - Building My Awareness
12 - University Orientation
12 - South Campus 8K
20 - Cura - Live Well: Meaningful Work - Lessons from Catholic Social Teaching for the Workplace
20 - Downtown Campus 8K
25 - North Campus 8K
25/26 - SLU Manager Fundamentals (previously called New Manager Orientation)

Click the links above to register for each event.

SLULife Blog

Check out the June update of SLULife! SLULife is a bi-monthly publication for SLU faculty and staff to highlight notable events in their departments and personal lives. SLULife includes news, stories, and announcements from University faculty and staff members related to the following topics:

- Service activities
- Recognition programs or events
- Community events
- Congratulations
- SLU Sparks that recipients are willing to share are also posted in SLULife.

Complete this form to submit a notable announcement, event, or information to be included in the August update of SLULife. Submissions are due by August 1.

Questions should be directed to slulife@slu.edu

Skillsoft App

Download the Skillsoft Application on your Apple or Android device. Enter skl@slu.edu and login using your SLU Net ID and password.
**Policy & Procedure**

**Holiday Calendar**
The University FY18 holiday calendar is available for viewing on the HR website at FY18 Holiday Calendar. The bankable SLUCare holidays are designated in red.

**Banked Holiday(s)**
As a reminder, banked holiday hours must be used before accrued vacation hours and must be used prior to the end of the fiscal year (June 30) or they will be lost. [Click here](#) for more information on the University’s Holiday Policy.

**University Online Performance Evaluation (UOPE)**
The completion of the staff performance evaluations are due Friday, June 2. [Click here](#) for more information on the UOPE process. Please contact your HR Consultant/Generalist, if you have any questions about the process.

**Wellness**

**Vitality Points and Smart Phone Application**
The Vitality Today™ mobile application is designed for iPhone® and Android smartphone users. Whether you are at the gym, participating in an activity with colleagues, or out and about with friends or family, you can interact with Vitality on the spot! With easy navigation and access to many program features, you can stay better connected to your healthiest life with Vitality at your fingertips.

**Bl-Monthly Hike**
Join SLU colleagues on Sunday, June 11 at 10am to hike St. Vincent Park Trails. The hike is approximately 2.1 miles (1-2 hours) and is rated easy/moderate. Participants should bring water and other supplies desired. Hikers will be awarded 350 Vitality points for completion. [Click here](#) to register. Details regarding where to meet will be sent to those registered prior to the hike. Questions: contact Deborah Pratt at pratt2@slu.edu.

**Live Well: Learn How to De-Stress with Music**
Thursday, June 15 from 11am - 12pm in the Allied Health Building Multipurpose Room
[Register online](#)

Join your faculty and staff colleagues at our next Live Well talk, Learn How to De-Stress with Music, led by Crystal Weaver, M.A., PLPC, CRC, MT-BC and Andrew Dwiggins, MT-BC from the Saint Louis University Cancer Center Music Therapy Program. During this session, you will learn how stress affects the body, the benefits of actively engaging in stress management, and simple music therapy techniques that you can implement at home and at work to intentionally minimize stress and alleviate anxiety in your everyday life.

About Live Well: Live Well is part of our Employee Wellness program for SLU employees. Live Well is run through HR with the purpose of addressing personal, spiritual, and financial well-being. Speakers include SLUCare physicians, faculty, staff, and outside partners who volunteer to share their expertise. The program is offered monthly, and sessions are intended to be educational and interactive with audience participation. Attendees are eligible to receive 3 Vitality Points.

[Image]