



# SC STAFF CONGRESS

## STAFF CONGRESS NEWSLETTER

May 21  
2015

# STAFF DEVELOPMENT DAY

RENEW. INSPIRE. ENGAGE.

June 16, 2015

8:15 a.m. - 4:00 p.m.

The Bank of Kentucky Center

Questions? Contact Human Resources at [HR@nku.edu](mailto:HR@nku.edu)

ENGAGING OUR STRENGTHS. FULFILLING OUR PROMISE.



N.K.U. Athletics broaden *HORIZON* by joining new athletic conference.



**HORIZON LEAGUE™**  
RAISE YOUR SIGHTS

<http://horizonleague.org>

## The Northern Kentucky University Staff Congress

**shall:** create a stronger bond within the staff; solicit and express opinions, suggestions and recommendations of staff on all matters of concern to the various staff constituencies and to the staff as a whole.

Staff Congress shall seek representation in all aspects of Northern Kentucky University governance.

~ Staff Congress Constitution

For more information on staff congress:

<http://staffcongress.nku.edu/>



## **ACT PREP**

June 2-3, 2015  
9:00am-12:00pm

Registration Deadline  
May 31, 2015  
Price: \$169.00

Contact:  
N.K.U. Connect Center  
859-572-5600  
[connect@nku.edu](mailto:connect@nku.edu)

## Eyestrain Prevention

*Today's world requires us to rely on our computers, phones, and other electronic devices more than ever. The Mayo Clinic (<http://mayoclinic.org/eyestrain>) has compiled a list of things we can do to protect ourselves from eyestrain.*

**Take eye breaks.** Throughout the day, give your eyes a break by forcing them to focus on something other than on your computer screen. A good rule of thumb is to follow the 20-20-20 rule: Every 20 minutes, take your eyes off your computer and look at something 20 feet away for at least 20 seconds. It's reasonable to take a break every 15 to 30 minutes for one to three minutes. Do other work, such as phone calls or filing, during this time? Try to stand up and move around at least once every hour or so. If possible, lean back and close your eyes for a few moments.

**Blink often to refresh your eyes.** Because many people blink less than normal when working at a computer, dry eyes can result from prolonged computer use. Blinking produces tears that moisten and refresh your eyes. Make a conscious effort to blink more often.

**Consider using artificial teardrops.** Over-the-counter artificial tears can help prevent and relieve dry eyes that result from prolonged sessions at the computer. Your doctor can suggest which drops might be best for you. Lubricating drops that don't contain preservatives can be used as often as you need. If the drops you're using contain preservatives, don't use them more than four times a day. Avoid eye drops with a redness remover, as these may worsen dry eye symptoms.



**Improve the air quality in your work space.** Some changes that may help prevent dry eyes include using a humidifier, lowering the thermostat and avoiding smoke.

**Practice relaxation.** Ease muscle tension with relaxation exercises. Place your elbows on your desk, palms facing up. Let your weight fall forward and your head fall into your hands. Position your head so that your hands cover your eyes, with your fingers extended toward your forehead. Close your eyes and take a deep breath through your nose; hold it for four seconds, then exhale. Continue this deep breathing for 15 to 30 seconds. Perform this simple exercise several times a day.

**Massage your eyelids and muscles over your brow, temple and upper cheek once or twice daily.** This maneuver can be performed with your bare hands and fingers or can be done using a warm towel over closed eyes. Gently massage your upper eyelid against your brow bone for about 10 seconds. Follow by massaging your lower eyelid against the lower bone for about 10 seconds. This process can stimulate your tear glands, which may help prevent dry eyes. Massaging the muscles in the area around your eye (orbit) also helps relax those muscles, which may reduce some of the symptoms of eyestrain.

**Get appropriate eyewear.** If you wear glasses or contacts, make sure the correction is right for computer work. Most lenses are fitted for reading print and may not be optimal for computer work. Glasses or contact lenses designed specifically for computer work may be a worthwhile investment.

# The Secret to Being More Creative

*Being more creative could be as easy as adding more green to your life.*

*-Courtesy of <http://tesh.com>*

When it comes to being more creative, try green.

In other words, looking at something green can break through your writer's block, or spark a little inspired creativity.



That's according to a study in the Journal of Personality and Social Psychology that looked at how color affects our ability to think creatively. German psychologist Dr. Stephanie Lichtenfeld gave volunteers two minutes to think of all the possible uses for a tin can. Before they began, half looked at a green rectangle. The other half looked at a white rectangle. And afterwards, each idea was rated for its creativity and cleverness. The result: The people who saw green produced more creative ideas than those who saw white.

And when the researchers repeated the test – swapping the white card for grey, red or blue – green still won every time. The researchers think the color green sparks creativity because it's associated with growth. Especially since researchers picked a green that matched plants growing in a meadow. But if you want to really get your creative juices flowing, go outside and experience nature firsthand.

A University of Michigan study found that people who went for a walk in nature were better able to generate new ideas and come up with solutions to complex problems. That's compared to people who took a walk inside their workplace, or at a gym.

It's the power of green.



## What students are saying about CEP 101

By Jennifer Richmond, Career Services

**You may have heard about CEP 101: Career Development**, a course that can help students learn more about themselves and career options. You may have heard that the course is focused on each individual student, and that it can really help undecided students choose a major. You may be wondering if CEP 101 is as beneficial as it sounds. You may be wondering if it's a class for your students. The following are real comments from students who have taken CEP 101. See for yourself what students are saying.

"I LOVED the inventories and evaluation of self. Not only did it help with making future choices for college, but it helped me see things about myself that I never noticed before."

"It helped me be sure about my major and what I want to do with my life."

"It gave me the motivation to actually do research on a major and not just pick it because it 'looks cool.'"

"I liked the assignments because they made me go out and do things, like create a resume and meet with people, and I probably wouldn't just do that on me. Each assessment taught me more about myself, and I learned a

whole lot."

"It really helped me figure out what I want to do with my life."

"The small class size and group activities make it easier to get to know each other while learning more about yourself."

"It actually helped me find a major that I am excited about. I honestly didn't think the class would help me, but it did."

So if you are working with a student who is undecided about a major or career direction, recommend they take CEP 101! We are offering two sections this fall! To learn more logon to <http://careerservices.nku.edu/students/careerplanning/cep101.html>.

## News, Updates, and Information

**CINSAM** is hosting a variety of camps this summer for students from 3<sup>rd</sup>-12<sup>th</sup> grades on topics of science, technology, engineering, and mathematics.

Contact Madhura Kulkarni  
859-572-7872 or  
[karnim2@nku.edu](mailto:karnim2@nku.edu)

## Summer Camps

N.K.U. is offering summer camps in the following areas:

Volleyball, baseball, basketball,  
soccer, softball, &  
strength/conditioning.

Go to <http://nkunorse.com/camps> and click on the Fan Zone tab for a complete list of dates and times.

***CONGRATULATIONS  
TO THE CLASS OF  
2015***

## Support our student athletes!

Summer sports are in full swing as N.K.U. athletics prepare to enter the Horizon League in July 2015.

For more information about schedules, please visit [nkunorse.com](http://nkunorse.com).

**GO NORSE!**

## Young Rembrandts

An opportunity for children to learn through art.

For more info:

<http://communityconnections.nku.edu/content/dam/communityconnections/docs/2015SummerYRClassDescriptions.pdf>

**ACTIVATIONS/REHIRES****02/18/15 – 04/07/15**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>TITLE</b>	<b>EFF. DATE</b>
Etler, Vernon	PP – Custodial Services	Custodian	03/23/2015
Maguire, Sarah	First Year Programs	Assistant Director	02/16/2015*
Mountain, Lauren	Northern Terrace	Residence Hall Director	02/01/2015*
Prince, Robert	Financial & Operational Auditing	Staff Auditor	02/17/2015*
Ruppelt, Jason	Women's Volleyball	Assistant Coach, Women's Volleyball	02/23/2015

**TRANSFERS****02/18/15 – 04/07/15**

<b>NAME</b>	<b>PREVIOUS DEPARTMENT</b>	<b>NEW DEPARTMENT</b>	<b>TITLE</b>	<b>EFF. DATE</b>
Siddens, Cynthia	Alumni Programs	University Development	Director of Development	04/01/2015

**CONTRACT/TEMPORARY TO REGULAR & REGULAR TO CONTRACT****02/18/15 – 04/07/15**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>TITLE</b>	<b>STATUS</b>	<b>EFF. DATE</b>
Hodge, Jason	IT – Infrastructure & Operations Grp	Senior Systems Analyst I	Contract to Regular	02/01/2015*
Velten, Patricia	Health, Counseling/Student Wellness	Specialist, Medical Billing	Temporary to Regular	02/10/2015*

## REASSIGNMENTS, RECLASSIFICATIONS, TITLE/STATUS CHANGES, PROMOTIONS

02/18/15 – 04/07/2015

NAME	DEPARTMENT	TITLE	STATUS	EFF. DATE
Donaldson, Brent	Alumni Programs	Communications Specialist	Reassignment	04/01/2015
Ramstetter, Thomas	Marketing & Communications	Manager, Marketing	Reassignment	04/01/2015
Ritter, Jeannie	KTAP	Specialist	Change in PT FTE	02/08/2015*
Rumage, Michael	Locksmith	Locksmith	Promotion	03/30/2015
Schaffner, Heather	Civic Engagement & Nonprofit Cap. Bldg.	Administrative Secretary	FTE to PTE	04/01/2015
Weathford, Rebecca	Marketing & Communications	Manager, Marketing	Reassignment	04/01/2015

## DEPARTURES

02/18/15 – 04/07/15

NAME	DEPARTMENT	TITLE	EFF. DATE
Anderson, Cierra	PP – Auxiliary Housing Fac. Mngt.	Custodian	03/17/2015
Ballard, Beverly	PP – Operations & Maintenance	Specialist, Work Control	03/01/2015
Benson, Sean	IT – Infrastructure & Operations Grp	Technical Support Specialist II	02/28/2015
Edgley, Mark	Environmental Safety & Compliance	Energy Management Specialist	04/02/2015
Green, Willa	University Connect & Persist	Associate Director	02/28/2015
Lear, Timothy	Carpentry/Construction	Carpentry/Construction Specialist	04/01/2015
Moore, Kenneth	Electric Shop	Electrical Assistant	03/25/2015
Prather, Casey	Office of the University Registrar	Assistant Registrar	02/07/2015*
Russell, Elizabeth	CINSAM	Manager	03/07/2015

\* Not on previous report