



October 2015



From the Treasurer

The hustle and bustle of students on campus and the crispness in the morning air makes us well aware that the start of fall semester is under way. I hope everyone enjoyed the summer we had, because you never know — we could wake up to snow next week.

I am going on my fourth year with Staff Council (SC), and initially threw my name into the running for treasurer 1) because I was asked to by the outgoing treasurer, and 2) after being employed by the university for 28 years, I thought it was time to get involved.

At the time, I actually only put Staff Council in connection with the annual Staff Awards Ceremony and the now Vandal Appreciation Day. Little did I know that SC did much more than that. The Staff Council may represent staff of the University of Idaho on any internal issue that has the potential to affect the general welfare of its employees. We have committees that specifically focus on:

- issues, problems, welfare and working conditions to staff;
- inform the President on matters concerning staff in any division or department that the Staff Council believes should receive special attention;
- work with university administration in the development and/or revision of university policies, employee benefits and other matters where staff are directly affected;
- collaborate with university and Faculty Senate leadership to formulate joint recommendations concerning issues common to staff and faculty;
- advise on salary and promotion matters pertaining to staff;

- serve as a communication link between university administration and staff;
- work with the president's designee, who will serve as a liaison with university administration;

I encourage every staff member to get connected or involved in the Staff Council in some fashion. Monthly general meetings are open to the public and we welcome your attendance. It will give you a great feeling of accomplishment that you had a hand in making a difference and improving the wellbeing of staff at this great institution.

Sincerely,

Janice Todish, Treasurer, Staff Council



Learning Opportunities

The Professional Development and Learning team is dedicated to advancing the University of Idaho's mission and employee potential by providing and encouraging applicable learning. Go to the [Learning Opportunity Calendar](#) to review workshops that are available to meet your professional learning needs.

Learn more about the signature professional development and learning programs by visiting their website uidaho.edu/pdl_portal or emailing pd@uidaho.edu.

Congratulations, Monte Cooley University of Idaho Staff of the Month

Monte Cooley is the programmer analyst for Auxiliary Services. He has been recognized for his outstanding work, going above and beyond in helping others and making the University of Idaho a great place to work and learn.



About the program...

The Kudo staff recognition program is another way to say thank you to our colleagues statewide who go above and beyond their duties to make the University of Idaho a great place to work.

In addition to each Kudo recipient receiving a card and online tribute, Staff Council randomly draws from the pool of Kudo recipients to determine the University of Idaho Staff of the Month. The staff of the month is announced on-air through Inland Northwest Broadcasting radio stations in addition to a certificate and sponsored gift.

To honor and appreciate the hard work of a staff member, please visit www.uidaho.edu/staffaffairs/submitakudo



PRIZES | FOOD | GIVEAWAYS | DEMOS | FLU SHOTS

Join us for food, free flu shots, biometric screening, 50 + health vendors, giveaways and prizes at the annual **Health and Rec Fair, Wednesday, Oct. 14 from 1–5 p.m.** at the Student Recreation Center.

All students, faculty and staff are welcome. Visit uidaho.edu/health-rec-fair for event details.

Boise

Twenty UI Volunteers at the Jaialdi Festival



UI Race Car at the Saturday Market



The Law Building Grand Opening

We had a full house with community members, donors, alumni, students and their families, lawyers and UI administrators.





Coeur d'Alene

VandalLink Kickoff at NIC

Students and faculty at North Idaho College were invited to a BBQ on the lawn to celebrate the new transfer program. Students at NIC will now be able to seamlessly transfer to UI. Benefits of the new program include an application fee waiver, priority registration and scholarship opportunities exclusive to VandalLink students.





Non Profit Leadership Retreat

The 2nd Annual Non Profit Leadership Retreat was held in Sandpoint again this year. This year's retreat was bigger and better than ever. Held at the beautiful Forty-One South and The Lodge at Sandpoint, attendees were able to choose from a menu of 16 hours of high quality classes and enjoy building relationships with new friends and colleagues. The day ended with an array of networking and recreational activities including massage, boating, yoga and live music.

Idaho Falls

National Teddy Bear Day

The BSUB student events staff offered a free lunch to faculty, staff and students to UI and ISU. Ryan Haworth brought in his daughters giant teddy bear and dressed it in Vandal Gear and invited everyone to stop and give the teddy bear a hug and photo.





Rocky Mountain Middle School Careers on Wheels

Faculty, staff and alumni participated in Rocky Mountain Middle School's COW day today. Careers on Wheels is an annual event where District 93 sixth grade students learn in a fun, interactive way about the possibilities and the education they need to prepare for their futures. Thanks to Richard Skifton, Alex Vakanski, Jill Randall, Melinda Lent and Debbie Caudle for talking with the students.





Twin Falls

Student Meet & Greet

The first annual Student Meet and Greet lunch was a huge success in Twin Falls. The Twin Falls Agricultural Science, Communication and Leadership majors enjoyed great food and comradery with other students and faculty and showed their competitive side with a game of Frisbee Toss and Minnow Races. Chobani donated yogurt and there were graduate students as well as faculty from the Twin Falls R&E Center and the Kimberly R&E Center.





College of Southern Idaho—50 Years of Service!

The College of Southern Idaho recently celebrated their 50th birthday with a Community Celebration. The University of Idaho and CSI have collaboratively offered a bachelor degree program in Agriculture entirely on the CSI campus since 1994 (21 years). It's a 2+2 program where students earn their first two years of credits at CSI and finish their last two years of distance delivered UI credits in Twin Falls. UI had a table display at the event to showcase the 2+2 program.



College of Western Idaho in Nampa participates in VandalLink!

VandalLink is a transfer plan program to help students seamlessly transfer to UI with added benefits of a fee waiver, priority registration and scholarship opportunities exclusive to VandalLink students.



The University of Idaho and CWI offer a 2+2 program where students can earn a bachelor degree in Agriculture entirely in the Treasure Valley. The degree offered is Agricultural Science, Communication and Leadership, B.S. Now there are ASCL majors in Moscow, Twin Falls and Nampa.

Upcoming events

Coeur d'Alene

Annual Enrollment Meeting | Oct. 6 | 3–4:30 p.m.

Benefits specialists will be connecting via Lync to the Coeur d'Alene Harbor Center to answer any questions employees may have regarding this year's Annual Benefit Enrollment

Free Flu Shots & Biometric Screening | Oct. 13 | 10–noon

All area University employees are welcome to join us at the Coeur d'Alene Harbor Center to take advantage of this free benefit. Flu Vaccinations are free for all employees and their dependents who are over 18 and retirees. Biometric Screenings are free for all University of Idaho Blue Cross of Idaho participants. Biometric Screening includes glucose, blood pressure, cholesterol and a full lipid profile and body mass index. On-site consultation of results. Fasting is not required, however, for the most accurate results, please refrain from eating 12 hours prior to the test. Bone Density Scans are also available for \$15 copay (cash or check). PLEASE NOTE – VERY IMPORTANT! You WILL need to bring your Blue Cross ID card for the biometric screenings. You WILL NOT need your ID card for the flu shot.

Staff Soup/Chili Contest | Oct. 13 | 11:30 a.m.

It's getting cold outside, and what does everyone crave? ...Soups and Chili! Everyone is invited to join us before the October staff meeting for a soup and chili contest. Cooks – bring your favorite soup or chili recipe for all of us to try. The winning chef will get a prize. Non-cooks – bring your taste buds and a willingness to vote for your favorite.

Graduate Program Fair | Oct. 29 | 5–6:30 p.m.

Held at the University's Coeur d'Alene Harbor Center, potential graduate students in the Coeur d'Alene area will have a chance to visit with representatives from graduate schools around the region including: Boise State University, Gonzaga University, Idaho State University, University of Idaho and Whitworth University. They will also have a chance to sit in on a talk by our very own Jerry McMurtry on "How to Apply to Graduate School."

Rehabilitation Counseling Open House | Nov. 3 | 5–7 p.m.

Community members and students are invited to join Beth Cunningham and others as they discuss the Rehabilitation Counseling program and career field.



November 2015

From Darren

The Technology Representative is a new position on Staff Council and I have been honored to represent the university staff in this capacity. The technology position was created to advise the council on changes to technology that affect staff, advocate for training and help educate staff about how to protect themselves online.



This past October was National Cyber Security Awareness Month, and I hope you learned something new about how to protect your family's identity online. Approximately 9 million identities are stolen each year. A growing number are attributed to electronic theft: <https://www.consumer.ftc.gov/topics/identity-theft>.

There are good resources online that will provide you with many ways to protect yourself, although you can easily focus on a couple of concepts offering some broad protections:

Differentiate your passwords: One of the interesting side effects of the recent data breaches has been the ability for security researchers to look at data on password usage. This research has found over 70 percent of passwords are reused across multiple services; most sites use your personal email address as the user name, so the same credential set gets used across services you use. Protect yourself by using different passwords for every service you use.

Use a Password Manager: The previously mentioned tip does put a burden on our memories, and if you're anything like me it is all too easy to forget the password to a service I use infrequently. This is where a password manager comes to the

rescue. A password manager has you create a single "master password" to its service then it stores your other passwords in an encrypted vault. If you're unable to remember your password, you can log in to the service and retrieve it. [LastPass](#) has a free or paid service depending on the features you need but there are other services available such as: [1Password](#), [Dashlane](#), [Roboform](#) and [KeePass](#).

Utilize multi-factor authentication: If you have ever been asked to input a code that was texted to your phone before accessing a site, you have used multi-factor authentication, and many sites have it available as an optional feature. Since your email is used to reset passwords for most services, I highly recommend turning on multi-factor for these accounts. [Gmail.com](#), [Outlook.com](#) and [Yahoo](#) all provide this capability.

If you have any questions on these tips, contact ITS or myself so we can help you stay protected online.

Sincerely,
Darren Kearney, Technology, Staff Council

Congratulations, Kathy Garofano, University of Idaho Staff of the Month

Kathy is the administrative coordinator for Twin Falls Research and Extension Center. She has been recognized for her outstanding work, going above and beyond in helping others and making the University of Idaho a great place to work and learn.



About the program...

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To honor and appreciate the hard work of a staff member, please visit www.uidaho.edu/staffaffairs/submitakudo. **NOTE: Our forms may not be available while in transition to new design. If not, please send your kudos directly to staffkudos@uidaho.edu.**

Staff Council Meeting next Wednesday

Staff Council is a unique way to involve yourself in the happenings around campus. Please join us at our general meeting from 9-11 a.m. Wednesday, Nov. 11 in the Idaho Commons Crest Room. [View the agenda here.](#)

Environmental Health and Safety Launches New Hazard Communication Program

October 23, 2015

Environmental Health & Safety (EHS) has begun implementation of the University of Idaho Hazard Communication Program. As mandated by the Idaho Division of Building Safety, the Hazard Communication Standard requires that employers provide their employees with information and knowledge on the hazards of the chemicals used in their work area. Unit administrators are responsible for ensuring that the program is consistently applied.

“Employees have the right to know about the chemical hazards in their work areas, and the right to understand safety information that is disseminated through container labels and Safety Data Sheets,” said Tom Hicks, EHS Hazardous Materials specialist.

The purpose of the Hazard Communication Standard (HCS) is to ensure that the hazards of all chemicals produced or imported are evaluated, and that information concerning the hazards is transmitted to employers and employees. In broad outline, the HCS achieves its purpose by an integrated three-pronged system:

- Chemical manufacturers and importers must review available scientific evidence concerning the physical and health hazards of the chemicals they produce or import to determine if they are hazardous.
- For every chemical found to be hazardous, the chemical manufacturer or importer must develop comprehensive Safety Data Sheets and warning labels for containers and send both along with the chemicals.

- All employers must develop a written hazard communication program and provide information and training to employees about the hazardous chemicals in their workplace, which is the purpose of UI's Hazard Communication Program.

EHS has prepared a written program that includes a template or face page for assignment of responsibilities in each work unit. In addition, resources are available for completing an inventory of chemicals, obtaining and storing Safety Data Sheets, labeling of chemical containers and providing training. These resources can be accessed through the newly-launched Hazard Communication Guidance Manual, now available online.

"EHS recognizes the additional workload that will fall on supervisors. We have tried to provide supervisors with the tools they will need to have an effective program, while allowing some flexibility in tailoring the details to their particular areas," Hicks said.

Many departments will have one or more program components already in place. For example, most units have been collecting Safety Data Sheets (formerly called Material Safety Data Sheets or MSDSs). If this is the case, the unit would still need to indicate responsibilities by completing the written plan face page, and ensure the inventory, container labeling, and training requirements are met.

EHS has established a compliance deadline of Jan. 29, 2016, and is offering free, three-ring binders with 10-tab dividers for the first 25 supervisors who complete the template and inventory.

The Hazard Communication Program provides a solid foundation for developing a comprehensive chemical safety plan. EHS encourages the campus community to learn more about the program by referring to the Hazard Communication website or contacting EHS at (208) 885-6524.



Learning Opportunities

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or emailing pdI@uidaho.edu.

Coeur d'Alene



Women in Math & Science

The College of Science once again co-sponsored the northern Idaho Women in Math and Science event. The event brought approximately 175 10th grade girls from schools all around the region to the UI Coeur d'Alene Center on Oct. 7-8. Participating students took part in a lab activity and interacted with mentors (including UI undergraduate and graduate students).

Staff Soup-Off Winner

Competition was stiff with everything from curry lentil and broccoli cheddar to chocolate soup. However, Arielle Horan of Silver Valley Upward Bound took the prize with her corn and red pepper bisque on Oct. 13. No one went hungry that day!



Upcoming events

Coeur d'Alene

Rehab Counseling Open House | Nov. 3 | 5:30–6 p.m.

Community members and students are invited to join Beth Cunningham and others as they discuss the Rehabilitation Counseling program and career field.

NW Climate Change Plenary | Nov. 3 | 7 p.m.

Hunters, anglers and outdoors enthusiasts are invited to visit with noted wildlife biologist Bill Geer as Geer addresses the impact of climate change during his talk at the opening session of the 6th Annual Northwest Climate Conference. This opening plenary is FREE and open to the public.

Early History of Map Engraving | Nov. 19 | 7 p.m.

Will Stettner, U.S. Geological Survey emeritus, will be presenting a free talk on “Early Map Engraving and Printing at the Geological Survey.” The Geological Survey applied and in many cases established map production techniques ranging from copper plates to today’s digital methods. This talk will deal with the early history of map making that used copper plates in the production of topographic and geologic maps. This presentation will be accompanied by a display created for a set of copper engraving plates of Coeur d’Alene. For more information visit:

<http://bit.ly/1HbqVfx>. Partnering with the Coeur d’Alene Public Library, Museum of North Idaho and the Latah County Library District.



University of Idaho

Staff Council



staff newsletter

December 2015



Happy Holidays from everyone at Staff Council. We hope your holidays are filled with joy and laughter through the new year.

**Congratulations Matt
Kitterman: University of Idaho
Staff of the Month**

Matt is the instructional systems
specialist for Information Technology

Systems. He has been recognized for his outstanding work, going above and beyond in helping others and making the University of Idaho a great place to work and learn.



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To honor and appreciate the hard work of a staff member, please [Submit a Kudo](#).

Attend the 7th Annual Alternative Giving Market of the Palouse

Experience a unique and inspirational way of holiday giving this season. Help grow our community by putting your passions to work to improve the quality of life here on the Palouse. The Alternative Giving Market will also be at the Winter Market and the Palouse Mall on Saturday, Dec. 12. For more information and stress free shopping, visit us online at agmapalouse.org. Online shopping closes Dec. 12, 2015.



Alternative Giving Market of the Palouse

Shop the Alternative Giving Market through Dec. 12th
 Online at www.agmpalouse.org or
 Attend the Market on Thursday, Dec. 3rd from 4-8 @ the 1912 Center
 32 Charities
 160 meaningful holiday gifts





Sample gift cards you could purchase at the Market for your favorite Vandals and help support
 First Book, Team University of Idaho, University of Idaho Operation Education, and the University of Idaho Women's Center.



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Boise

Rake Up Boise

This is a local event where we rake up leaves for elderly residents of Boise. We were rocking our Vandal Spirit!



Vandal Appreciation Fair



Juan Corona the Recipient of the Carol Marlow Vandal Spirit Award



Women's and Children's Alliance Sponsored Family Tree



Coeur d'Alene

Enroll Idaho



The Coeur d'Alene office enjoyed hosting the Kootenai County Enroll Idaho event on Nov. 10. President Chuck Staben spoke to over 70 students and their parents as part of the statewide Enroll Idaho initiative. Thank you to all the students, parents and alumni that attended.

Geographic Information System Day Presentation



Will Stettner, U.S. Geological Survey emeritus, presented a free talk on “Early Map Engraving and Printing at the Geological Survey.” Stettner discussed the early history of map making that used copper plates in the production of topographic and geologic maps. This presentation was accompanied by a display created for a set of copper engraving plates of Coeur d’Alene. In partnership with the Coeur d’Alene Public Library, Museum of North Idaho, the Latah County Library District and the Idaho Humanities Council.

Idaho Falls

Spirit Month at Gang Plank Restaurant

Staff “Vandalize” store windows, doors, and tables to show Vandal Pride and ate lunch afterward. Gang Plank owners encourage patrons to wear Vandal Gear on Friday and they will give you 10 percent off the meal.



STEM Day at North Fremont High School

Faculty and staff host mini-workshops to North Fremont 8th grade and senior high school students. The workshops included Choosing your Major, Career Exploration, Robotics, Cyber Security, The CAVE – Modeling and Visualization lab, Potato Science and Chemistry. Thanks to Alex Vakanski, Michael Haney, Mary Adamic, Jill Randall, Melinda Lent, Joe Leister, Carol Baldwin, Sydney Moore and Debbie Caudle for presenting.



Boo at the Zoo

Faculty and staff participated in the alumni sponsored event. Participants took their turn from Wednesday – Friday night where they handed out Trick or Treat candy to local Idaho Falls kiddos, parents and grandparents at the Idaho Falls Zoo at Tautphus Park.



Taste of Home/Grad-Food Fair

Several faculty, staff, students and new students attended the annual Grad/Food fair at CAES. Eric Anderson from Career Services was there to meet with students. This is a very popular event as everyone brings a dish to pass from their country, meet and mingle with the faculty and staff and have the opportunity to tour the CAVE.



Baby Shower

Staff and faculty have a baby shower in honor of Jen Flynn. Baby girl "Mia" is due December 28. ~Best Wishes Jen.





*Idaho Falls photos courtesy from Alice Allen, Tanner Bohman and Bryan Forsmann.

Upcoming events

Coeur d'Alene

Alumni Luncheon | Dec. 8 | Noon-1 p.m.

We will be hosting an alumni volunteer luncheon on Tuesday, Dec. 8 from Noon to 1 p.m. in the UICDA Community Room. Anyone interested can RSVP to Melissa Garrett at melissae@uidaho.edu.

December Book Buyback | Dece. 16 | 10 a.m.-4 p.m.

It's that time of year again. Students can bring their books and rentals to the Harbor Center for buyback or return.