

The Human Resources Quarterly

THE BENEFITS NEWSLETTER OF CAMPBELL UNIVERSITY

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Health and Wellness Workshop Series

This autumn, Campbell is offering a series of free health and wellness seminars to faculty and staff. These three workshops, presented in conjunction with Horizon Health, will address stress management, fitness and nutrition and the importance and quality of sleep. Each workshop will have three hour-long sessions (10AM, 1:30 PM and 3PM) on its scheduled day to better accommodate employees' schedules.

The first workshop in the series focuses on stress management, particularly the sources of stress (at home and work) as well as personal empowerment techniques to reduce stressors and improve responses to stress. The seminar will speak specifically to potential stress factors within the present season, such as the economy, the threat of influenza and the upcoming bustle of the holiday season. The presenter, Dan Lowman, will also

identify behaviors and habits which signal stress and offer suggestions and reminders for preventing and reducing stress from a variety of factors. Poor reactions to stress can easily create larger problems such as depression, weight gain and heart disease, so it is critical to understand the nature of stress, its symptoms and how thoughts and habits may contribute to it in order to respond appropriately. Please make an effort to attend one of the three sessions addressing this important issue.

Two additional workshops to be held November 20th and December 18th will cover Fitness & Nutrition and Taking Sleep Seriously, respectively. All three seminars will take place in Lynch Auditorium in the Lundy-Fetterman School of Business.

HorizOnline: Your Online Guide to Wellness

HorizOnline, an online service of Horizon Health, offers advice and information on nearly every aspect of life from your health and family to time-management and finances. The site includes detailed and user-friendly health and wellness articles, self-assessments, guides and training programs on such issues as smoking cessation, depression and dieting. There

are also links to articles and videos on a variety of health issues from flu, allergies and COPD to fitness and teen health. You can access the site by logging onto <http://www.horizoncarelink.com>

Login ID: standard3no

Password: eap

Calendar of Upcoming Events:

- **TIME CHANGE! - Fall Back - Set your clocks back one hour on Sunday, November 1 at 2AM**
- **Friday, October 30 - Stress Management Seminar in Lynch Auditorium at 10AM, 1:30PM and 3PM.**
- **Friday, November 20 - Fitness and Nutrition Seminar**
- **Friday, December 18 - Taking Sleep Seriously Seminar**



Did you Know?

Campbell offers an 8% match for employee retirement contributions of 5% or more!



Dates to Remember:

Thanksgiving Holiday: Thursday-Friday, November 26-27

Christmas Holiday: Wednesday-Friday, December 23-25

CAMPBELL UNIVERSITY HUMAN RESOURCES

We welcome comments, suggestions and questions. If you have a question to submit to the newsletter, please contact us via the information below.

Contact:
(910) 893-1256
(910) 814-4737 (fax)
osnoej@campbell.edu

Human Resources
95 Bolton Road
P.O. Box 595

We're on the web! <http://www.campbell.edu/campus/employment/index.html>

Frequently Asked Questions

Q: What should I do if I need surgery and I'll be out of work for more than three days?

A: Contact the Human Resources office and fill out an FMLA form, located in the forms section of the HR website.

Q: When am I or my family members eligible for tuition assistance?

A: Full-time faculty and staff of Campbell University may apply for tuition assistance for themselves, a spouse and/or dependent children. For details on the policy and to access tuition assistance forms, visit the employment website.

Name the Newsletter Contest!

Are you clever or quick-witted and looking for a chance to show off? If so, apply your verbal prowess to developing a name for this newsletter! The winner will receive two free meals from Marshbanks and have his/her brilliance celebrated in the next edition of the newsletter. Submit suggestions to Jessica Osnoe at ext. 1256 or osnoej@campbell.edu by December 1st.

News, Updates and Useful Hints Updates



- The university held a seasonal flu clinic last Friday, October 23 during which 250+ employees and their dependents received flu and pneumonia vaccines.
- The Human Resources office recently audited the life insurance files for all faculty and staff. If you received a request to update your form, please come by our office to make the necessary changes as soon as possible. Any others wishing to update their beneficiaries or make changes to their policy should contact or visit our office.
- GoodGuide provides information and ratings on thousands of products to inform consumers on how green, safe and good-for-you some items really are. The site, initially developed by a professor at UC Berkeley, uses both a product's performance and the company's policies and environmental and social impact to calculate ratings, so users can be certain of receiving well-rounded evaluations of a product. The website includes clearly-explained ratings on personal and household products as well as food and toys. You can browse GoodGuide's product ratings and organizational philosophy on www.goodguide.com.