



# PSA VOICE

April 2017



OFFICIAL NEWSLETTER OF THE UNIVERSITY OF TOLEDO PROFESSIONAL STAFF ASSOCIATION

## MESSAGE FROM THE CHAIR

**P**rofessional Staff at UT are in an exciting time. The Professional Staff Council has had the opportunity to work alongside senior administration on several projects over the last several months. For example, PSC Vice-Chair, Lori DeShetler has been working on the Strategic Plan and has seen it evolve into a document that will guide the institution to further success—with staff playing an important role in the trajectory. The PSA will continue to be hard working and instrumental to UT’s success while shouldering some of the budgetary burden. Although we are experiencing added work responsibilities with the continued 8-month position hold, we need to look strategically at shaping the institution toward greatness. As Chair, I feel that we are supported by leaders that value the PSA and are working to offer opportunities we have not yet been able to experience. We look forward to increased professional development opportunities and continued work-life balance support. Our members possess a wealth of talent and knowledge and I encourage you to become involved with the PSA so that you can help shape these future opportunities. **Go Rockets!**



Elissa Falcone, MBA



### IN THE SPOTLIGHT

*Mary Kurtz*

**Mary is an IT Convergence Systems Analyst with the Division of Technology & Advanced Solutions**

**How long have you been a Rocket and in what capacity?**

I have been a Rocket since Fall Quarter 1987, I was hired as a Clerk II for the Pre-Engineering Department. My duties included putting **Red X's** and the grade earned on the Engineering Students flow chart so that when they met with an Advisor – he/she could quickly tell how the student was performing. When your 1<sup>st</sup> day is the 1<sup>st</sup> day of the term you quickly learn to be engaged

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## WE ARE LOOKING FOR FORMER PSC MEMBERS



We are compiling a list of all members who have served on the Professional Staff Council since its inception. If you have served, please let us know by emailing [Elissa.Falcone@utoledo.edu](mailto:Elissa.Falcone@utoledo.edu)



# **THE FRANK E. HORTON OUTSTANDING PROFESSIONAL STAFF ASSOCIATION AWARD NOMINATIONS DUE APRIL 28, 2017**



## **THE DETAILS**

The honoree will be a member of the PSA and will demonstrate exemplary support, advocacy, and service to professional staff at The University of Toledo, including but not limited to: service on UT committees representing professional staff, membership on PSC, and membership on PSA committees. **Nomination link will be sent to your email.**

## **THE PROCESS**

The PSC will identify five (5) nominees for the award at the PSC Council meeting on May 2nd/3rd. PSA members will then select their top candidate through electronic vote. Voting period will open May 8 and run through May 12.

**Award recipient honored at the  
PSA Annual Meeting, May 23, 2017**

For list of PSA Members:  
<http://www.utoledo.edu/org/psa/>





## The Frank E. Horton Outstanding Professional Staff Association Award

The award will recognize a current member of the Professional Staff Association who displays an outstanding commitment to professional staff at The University of Toledo. The honoree will be a member of the Professional Staff Association and will demonstrate exemplary support, advocacy, and service to professional staff at The University of Toledo, which can include but not limited to:

- **Service on University of Toledo committees representing the interests of professional staff**
- **Past membership on Professional Staff Council\*** (Current members of the Professional Staff Council and retirees are not eligible to receive this award)
- **Current or past membership on Professional Staff Association committees**
- **Engagement in campus and community events that strengthen the presence of professional staff on campus.**
- **The University of Toledo's positive impact on the neighboring community, the City of Toledo, and Northwest Ohio.**
- **Demonstration of pride and promotion of The University of Toledo and its endeavors**

The award is named for past UT President Frank Horton, who in 1992 was instrumental in establishing the PSA as an officially recognized organization on campus. The main purpose of the PSA is to serve all professional staff as a sounding board for ideas and pool of resources and act as a conduit to enhance communication between the President's office and professional staff.

### *Nomination Process*

**The nomination period will be from April 17 – April 28.** Professional Staff Council members will identify five (5) nominees for the award at the PSC Council meeting on May 2nd/3rd. PSA members will then select their top candidate for the award through electronic vote. The voting period will open May 8 and run through May 12. The nominee who receives the most votes will be announced as the inaugural recipient of the Frank E. Horton Professional Staff Association Award at the PSA annual meeting on Tuesday, May 23rd.

Members of the Professional Staff Council, as well as members of the Professional Staff Association, can be found on the Professional Staff Association website: <http://www.utoledo.edu/org/psa/>

\*Nominees will be notified to accept their nominations. Acceptance will include a completed response questionnaire which will be used in the selection of finalists.

***Nomination Link Will Be Sent To Your Email***



## IN THE SPOTLIGHT *continued*

and it was during my time in the College of Engineering that I grew to appreciate the students, faculty and staff. I knew I had found my second home and I was hopeful I could spend my career here. I left Engineering in March of 1990 when I transferred to the Mail and Telephone Services department. Believe it or not, my responsibilities included being a Main Campus operator! I have remained in the Telephone Services department and have had many different responsibilities as technology changes, so do my responsibilities.

### How would you describe your job?

My job is a blast! It's fast-paced and challenging. My primary focus is to make your job easier by providing the technology tools that aid you in performing your job. As a team we must respond quickly like fire fighters; it's challenging every day and I am thankful that it's never the same day twice! Who else can say that?

### What distinguishes UT from other workplaces?

The people. Our campus community is simply the best—it's my second home!

### What resources from UT are your "must-haves" to perform your job?

A sharp pencil, a sharp mind, and of course, my colleagues!

### What is your favorite thing about UT?

Again, the people. The friendships I have developed over the last 30 years are priceless. I have laughed and cried with many. Our grounds and buildings are beautiful and it makes for a fantastic work environment.

### Can you tell us something about yourself that most people don't know or would be surprised to learn?

I have my motorcycle endorsement, I enjoy cooking and I love to crochet. For the

*Continued on page 6..*

## LEADING THE WAY IN DIVERSITY & INCLUSION

**O**n February 24th, over 30 employees, including many PSA members, participated in a four hour "Diversity Train the Trainer" workshop, lead by Selina Griswold, the Diversity Education & Training Coordinator in partnership with the Office of Diversity & Inclusion. Participants were then encouraged to volunteer to co-facilitate Cultural Competence training sessions in March and April, to gain more experience . The next step to leading diversity trainings is to sign up for the certificate. If you have wanted to make a difference, now is the time. Email [Jennifer.Pizio@utoledo.edu](mailto:Jennifer.Pizio@utoledo.edu) to register.



*Selina Griswold and co-facilitators Christine Albright, Malaika Bell, Teri Green and Jennifer Pizio guide a group of new Greek Life students through Cultural Competency training.*



## TRAINING THE TRAINERS IN DIVERSITY & INCLUSION

**I**n March and April, approximately sixteen UT employees, including many PSA members, co-facilitated a three-hour Cultural Competency training for students who recently joined a Greek organization. The training was designed by Selina Griswold, Diversity Education & Training Coordinator in partnership with the Office of Diversity & Inclusion, and was designed to get the co-facilitator’s “feet wet” as they embarked on this new venture. Participants were then encouraged to sign up for the certificate. Certification requires completing four (4) three-hour workshops and the approval of the Office of Diversity and Inclusion. Upon successful completion, you will be certified to provide diversity training on campus to student and employee groups. Summer Session Dates: Tuesdays, June 6, 13, 20, 27 from 9—12 in Rocket Hall 1549. If you want to make a difference, now is the time. Email [Jennifer.Pizio@utoledo.edu](mailto:Jennifer.Pizio@utoledo.edu) to register.



## BECOME A DIVERSITY TRAINER!

### BECOMING A TRAINER

The Office of Diversity and Inclusion is excited to offer a UT Diversity Trainer Certification program. Upon completion of this program, and with approval of the Office of Diversity and Inclusion, you will be certified to provide diversity training on campus to student and employee groups.

### THE PROGRAM

Certification requires completing four three hour workshops and approval of the Office of Diversity and Inclusion.

### SUMMER SESSION DATES

Tuesdays June 6, 13, 20, 27 9 am-12 pm  
Rocket Hall 1549  
Must attend all four sessions.

### PARTICIPANTS

We want you!  
Register today  
by emailing  
[jennifer.pizio@utoledo.edu](mailto:jennifer.pizio@utoledo.edu)

### SPONSORED BY



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*Selina Griswold and Jennifer Pizio guide a group of new Greek Life students through A three-hour Cultural Competency training.*



**IN THE SPOTLIGHT** *continued*

last 30+ years I have given many home-made Christmas Stockings to family and friends. I started with my nieces and nephews and now I am making their children stockings.

*Silver Anniversary Question*

**What has made you most proud to be a UT employee for the last 25+ years?**

Being a witness to our successes as an institution and watching my children and their friends graduate.



**ALSO IN THE SPOTLIGHT**

*Joy Siefert*

**Joy is the Director of Auxiliary Services with the Division of Finance and Administration**

*Continued on next page...*

# SAVE THE DATE

## — PSA — ANNUAL MEETING

**Tuesday, May 23**

Noon-1:30 p.m.

The Lancelot Thompson Student Union Ingman Room

**Lunch will be provided**



**PROFESSIONAL STAFF ASSOCIATION**

THE UNIVERSITY OF TOLEDO



Save the Date:

PSA Annual Meeting

Tuesday, May 23, 2017 from Noon to 1:30 p.m. in The Lancelot Thompson Student Union Ingman Room

Lunch will be provided



**H**ave a suggestion for our next newsletter? Ever considered nominating someone for the Spotlight feature? Did you attend a PSA or UT event and have pictures to share? Let us know with a simple email to [utpsc@utoledo.edu](mailto:utpsc@utoledo.edu)

**IN THE SPOTLIGHT continued**

**How long have you been a Rocket and in what capacity?**

I have been a Rocket since January 1990. I am proud to say that not only do I work for UT, I also earned my MBA from UT.

**How would you describe your job?**

It is the best job ever and no two days are ever the same! I consider myself lucky to meet and interact with so many of our wonderful students and their families at new student orientation and throughout their journey at UT. I also have the pleasure of daily interactions with our faculty, staff, and guests. I oversee multiple departments that directly impact the day-to-day operations here at UT; Rocket Card (IDs), Door Access, Copy Center, Rocket Wireless, Surplus Property, Mail Services, and Copiers.

**What distinguishes UT from other workplaces?**

UT's commitment to diversity, growth, education, collaboration and compassion.

**What resources from UT are your "must-haves" to perform your job?**

Resources that are a must in order to perform my job include; great employees and student staff, support from leadership, collaboration from colleagues, and our customers.

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[PROFESSIONAL STAFF ASSOCIATION](#)

[PROFESSIONAL STAFF COUNCIL](#)

[ANONYMOUS FEEDBACK](#)



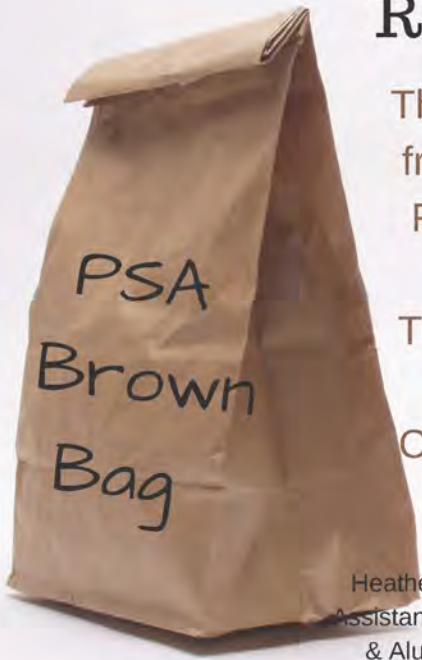
**PROFESSIONAL STAFF ASSOCIATION**  
THE UNIVERSITY OF TOLEDO

**PSA**

[ADVOCACY](#) | [COMMUNICATIONS](#) | [ELECTIONS](#) | [MEMBERSHIP](#)

**COMMITTEES**

[PROFESSIONAL DEVELOPMENT](#) | [SCHOLARSHIP](#) | [SICK LEAVE BANK](#)



## Resume Writing 101


Thursday, April 20 from 12 - 1 in the Rocket Room in RH (MC)  
Tuesday, April 25 from 12 - 1 in COB 1210 (HSC)

**Presented by:**  
Heather Karns, M.Ed., MBA, LPC  
Assistant Dean for Career Services & Alumni Affairs, College of Law

A resume is something every professional should have - and not just for a job search. If you have been meaning to update your resume or don't have a resume, give one hour to your own professional development and attend this seminar. Participants will learn the basic format of a resume, suggestions for getting started and keeping it up-to-date, as well as dos and don'ts about what to include.

Heather has been assisting professionals and students with career development, document preparation, and coaching for over 15 years.

<http://www.utoledo.edu/org/psa/webforms/resumewriting101.html>



**ANOTHER PROFESSIONAL DEVELOPMENT EVENT!**

**P**ack your lunch and join us on Thursday, April 20th from 12—1 pm in the Rocket Room in Rocket Hall on Main Campus or on Tuesday, April 25th from 12—1 pm in the Collier Building Room 1210 on the Health Science Campus for Resume Writing 101, presented by Heather Karns, Assistant Dean for Career Services & Alumni Affairs, College of Law.

Participants will learn the basic format of a resume, suggestions for starting and keeping a resume up-to-date, as well as tips on what to do and not do. An updated resume is something every professional should have.

Register at <http://utoledo.edu/org/psa/webforms/resumewriting101.html>



### IN THE SPOTLIGHT *continued*

#### What is your favorite thing about UT?

My favorite thing about UT is our culture. We have friendly campuses, where everyone strives for excellence, collaboration, creativity, understanding, and inclusion.

#### Can you tell us something about yourself that most people don't know or would be surprised to learn?

I think most people aren't aware that I volunteer for an organization based out of Akron, OH called "Life is Good No Matter What." "Life is Good No Matter What" grants one last getaway for adults with end-stage cancer. This is a great organization that focuses on taking one of the most stressful life events and focusing on the positive—a few more great memories for families.

#### Silver Anniversary Question

#### What has made you most proud to be a UT employee for the last 25+ years?

What has made me most proud over the last 25+ years is our ability to adapt, innovate, grow, and help others on their journey in life.

**IN THE SPOTLIGHT will continue to be a feature of the PSA Voice, and for the remainder of our Silver Anniversary year, we will strive to spotlight members who have been with UT for 25+ years. Additionally, we may feature more than one PSA member per issue. Enjoy!**

## DIVERSITY MONTH CALENDAR

Sponsored by the Office for Diversity & Inclusion and the Office of Multicultural Student Success in the Division of Student Affairs, the events listed below are open to all University of Toledo community members, not just students. You can find more detail here: [Calendar of Events](#).

For other diversity news, please go to the [Office for Diversity & Inclusion](#)

## EVENTS CALENDAR:

- APRIL 1**  
UT SONGFEST
- APRIL 3**  
GAY? FINE BY ME, TIE DYE | 11AM - 1PM  
SU STEPS / RAIN LOCATION: TRIMBLE LOUNGE
- APRIL 3**  
AAPI KICKOFF | 12PM - 2PM  
SU STEPS / RAIN LOCATION: TRIMBLE LOUNGE
- APRIL 4**  
DISABILITY IN A TIME OF CHANGE | 6PM - 8PM  
INGMAN ROOM
- APRIL 5**  
OPEN BOOK WITH JENNIFER TEEBE | 7PM - 9PM  
FRANCISCAN THEATRE & CONFERENCE CENTER
- APRIL 6**  
LUNCH & CONVERSATIONS | 12PM - 1:30PM  
OMSS OFFICE (SU 2500)
- APRIL 6**  
BIAS IN A POST-TRUTH ERA | 5PM  
DOERMANN THEATRE
- APRIL 6**  
JEWISH, CHRISTIAN, MUSLIM DIALOGUE | 7PM - 8:30PM  
CVPA
- APRIL 6**  
MAAYAN KERET | 7PM - 9PM  
FIELD HOUSE 1140
- APRIL 6**  
SPECTRUM: DRAG & TALENT | 8PM  
ROCKY'S ATTIC
- APRIL 8**  
CISP: BIRCH RUN OUTLET MALL SHOPPING TRIP | 9AM - 6PM
- APRIL 8**  
AFRICAN PEOPLE'S ASSOCIATION: AFRICAN NIGHT | 6PM  
STUDENT UNION AUDITORIUM
- APRIL 9**  
BEYOND THE AFKOMEN: A PASSOVER SURVIVAL KIT  
TOLEDO HILLEL
- APRIL 10**  
GENDER REVOLUTION | 5PM - 8PM  
FIELD HOUSE 1050
- APRIL 11**  
AAPI TEA PART | 12PM - 2PM  
STUDENT UNION TRIMBLE LOUNGE
- APRIL 13**  
MULTICULTURAL JEOPARDY | 12PM - 2PM  
STUDENT UNION 2591
- APRIL 13**  
CISP: TASTE OF TOLEDO | 5PM  
SAN MARCOS
- APRIL 13**  
DIVERSITY CELEBRATION | 8PM - 10PM  
STUDENT UNION INGMAN ROOM
- APRIL 13**  
UNCONSCIOUS BIAS AND ITS IMPACT ON THE PATIENT-CLINICIAN RELATIONSHIP  
HSC
- APRIL 14**  
WAITING FOR ELIJAH SHABBAT | 5:30 PM - 8:30 PM  
TOLEDO HILLEL
- APRIL 14**  
UT SNPHA: PHARMACY'S GOT TALENT | 6PM - 9PM  
STUDENT UNION AUDITORIUM
- APRIL 18**  
AAPI FILM SCREENING: IP MAN | 10 AM - 4PM  
STUDENT UNION 301B
- APRIL 18**  
EMPLOYMENT BIAS | 5PM  
STUDENT UNION 2584
- APRIL 20**  
HOLI TOLEDO | 3PM - 5PM  
OUTSIDE OF FIELD HOUSE
- APRIL 20**  
AMINE CONCERT | DOORS OPEN 7PM  
STUDENT UNION AUDITORIUM
- APRIL 21**  
SHABBAT 101 | 5PM  
STUDENT UNION ROCKY'S ATTIC
- APRIL 26**  
UNCONSCIOUS RACIAL BIAS IN HEALTHCARE AND IN MEDICAL SCHOOL ADMISSIONS
- APRIL 27**  
ROCK IN THE RED ZONE | 7PM  
TOLEDO HILLEL
- APRIL 29**  
CISP: TOLEDO SISTERS CITIES INTERNATIONAL FESTIVAL | 9AM - 6PM  
SAVAGE CONCOURSE



DIVERSITY MONTH | APRIL 2017







# IMPLICIT BIAS SERIES



Implicit bias refers to the unconscious attitudes we have about people that can lead to prejudice and discrimination. By learning about these biases and making the implicit explicit, we can change our attitudes and help create a more diverse and inclusive environment. Join us to hear more!



**THURSDAY, APRIL 6, 2017 | 5 P.M.**  
Doermann Theater, Main Campus  
*Ari Malter, JD*  
Bias in a Post-Truth Era

**THURSDAY, APRIL 13, 2017 | 4 P.M.**  
Howard L. Collier Building, room 1000B  
Health Science Campus  
*Adil Haider, MD, MPH*  
Unconscious Bias and its Impact on the Patient-Clinician Relationship

**TUESDAY, APRIL 18, 2017 | 5 P.M.**  
Thompson Student Union, room 2584, Main Campus  
*Leanne Soa Hing, PhD*  
Discrimination, Subtle Bias and Inequalities in the Workplace: In the Name of Meritocracy

**WEDNESDAY, APRIL 26, 2017 | 4 P.M.**  
Health Education Building, room 110  
Health Science Campus  
*Quinn Capers IV, MD*  
Unconscious Racial Bias in Health Care and in Medical School Admission

## IMPLICIT BIAS SPEAKER SERIES

**New this year is the Implicit Bias Speaker Series. Four talks are scheduled for April.**

### April 6

“Bias in a Post-Truth Era” at 5:00pm in Doermann Theater

### April 13

“Unconscious Bias and Its Impact on the Patient-Clinician Relationship” at 4:00pm in Collier Building 1000B

### April 18

“Discrimination, Subtle Bias and Inequalities in the Workplace: In the Name of Meritocracy” at 5:00pm in Thompson Student Union 2584

### April 26

“Unconscious Racial Bias in Health Care and in Medical School Admission” at 4:00pm in Health Education Building Room 110



Office of Diversity and Inclusion  
419.530.2260  
utoledo.edu/diversity  
diversity@utoledo.edu  
@UTDiversity

THE UNIVERSITY OF TOLEDO

2017

# Diversity

MONTH

WE all SHOULD know That  
DIVERSITY makes for a rich  
tapestry, AND WE MUST  
understand THAT all the  
threads of the tapestry,  
are EQUAL in Value no  
matter what their color.

— Maya Angelou



DIVISION of STUDENT AFFAIRS  
THE UNIVERSITY OF TOLEDO  
*Office of Multicultural Student Success*

Go to [utoledo.edu/studentaffairs/omss](http://utoledo.edu/studentaffairs/omss)  
for a list of events.

For more information, contact the  
Office of Multicultural Student Success at  
419.530.2261.



OFFICE of DIVERSITY  
AND INCLUSION  
THE UNIVERSITY OF TOLEDO

