## Classified Connection Meeting December 12, 2007

Jessica Cole welcomed everyone and introduced the Classified Spotlight employees, Julie Marino and Marge O'Leary. There were approximately 20 people in attendance including our guest speaker, Amy Marguiles.

## Presentation:

Amy is the campus Employee Assistant Program Coordinator. Employee Assistance Program services are free to all UW-W employees and their family members. Examples of services the EAP provides are: dealing with troubled co-workers, stress and burnout, alcohol use, drug use, health, finances, marriage and family, depression, employment issues, etc. Referrals for counseling, treatment and support groups can also be provided. The EAP is a confidential resource. The only time confidentiality would be broken would be in the case of a client threatening to harm self or another person or in the case of child neglect or cruelty.

Amy's presentation centered on ways to keep anxiety and stress levels down during the holidays and ideas for managing schedules at work and at home. Her tips and anecdotes were entertaining, attainable and realistic. Her main theme "Stay on your Path" and her story about how she stayed on her path that morning—to the effect of losing her path probably struck a chord in many of us. We need to focus on our goals, but also be alert and flexible to changes we have no control over. Thanks Amy, for coming and sharing. This presentation couldn't have been more perfectly timed. Handouts are available on-line: "Making the Holidays More Positive" <u>http://www.uww.edu/uhcs/brochures/PositiveHolidays.pdf</u>; and other resource pamphlets: <u>http://www.uww.edu/uhcs/eapprogram.htm</u>. Attached to this document are copies of the handouts from the meeting.

## Annnouncements:

Commencement 12/15/07.

Jolene Krahn will be leaving campus 12/14/07. She has accepted a position elsewhere.

Linda McHenry retired.

Julie Ridgeman will be a grandmother in January.

Another grandchild was welcomed into Adelaide Atkielski's family last week.

The next meeting of the Classified Connection group will take place on Wednesday, January 9<sup>th</sup>. We will be touring the new University Center Building. Meeting time will be 8:30 a.m. Exact meeting location will be announced in an upcoming e-mail.