

# OFFICE OF HUMAN RESOURCES & DIVERSITY'S *NEWS & NOTES*

## HR & D Monthly Newsletter

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University of Wisconsin  
**Whitewater**

Human Resources  
and Diversity

### HELLO WARHAWK FAMILY!

As we move forward with a spring semester that is more unusual than most, one thing that remains the same is the care and dedication that our faculty and staff have for one another and for our students.

This April issue of our News & Notes is one way we strive to remain connected to our colleagues across campus, even when we can't physically be in the same space. You will see on the upcoming pages some snapshots of our Human Resources & Diversity staff in their home offices. Know that you are not alone in these temporary conditions.

Thank you to everyone on this campus who have been forced to modify their work environments, and thank you for taking the time to read this newsletter!

Best,

Janelle A. Crowley, Ph.D.  
Chief Human Resource Officer  
Human Resources & Diversity



*Try to be a rainbow in someone's cloud.  
- Maya Angelou*

## BENEFITS & WELLNESS

### 2020 Employee Wellness & Benefits Events

For the month of March and April, we will be focusing on the occupational dimension of the Wellness Wheel. The activity for this is the StayWell Million Step Challenge. We want to thank everyone who came to the StayWell Million Step Challenge Kick Off on March 11<sup>th</sup>. There is still time to sign up your team to qualify for the Traveling Trophy! Send your team roster with your team captain, team name, and team participants to [benefits@uww.edu](mailto:benefits@uww.edu). We will be checking steps for the first time on April 30<sup>th</sup> and the team with the most steps will receive the trophy first!

Getting steps at home is important! Here is a link to the conversion chart: <http://www.uww.edu/documents/adminaffairs/HR%20Diversity/StepChart.pdf>

You can use this to convert your daily activities into steps. Remember to log your steps in your StayWell Portal.



### April Webinars: FEI

To register for the webinar, click anywhere on the image to the right, or copy & paste the following link to your browser:

<https://register.gotowebinar.com/register/3538091381891225099>

### Telehealth

Navigating your health needs can often times be overwhelming and frightening, especially at a time like this. Telehealth can help. You can use telehealth to get fast, affordable care (for most: free!) wherever you are **without having to leave home**.

To learn more about telehealth watch the video at <https://etf.wi.gov/video/get-medical-care-when-you-need-it-fast>

To find out what your plan offers visit the website: <https://etf.wi.gov/telehealth-options>

If you are enrolled in the State Group Health Plan you can also access telehealth options through your StayWell Portal <https://www.wellwisconsin-staywell.com/> You can access the Doctor chat option on your

Dashboard be either clicking the  icon in your navigation bar at the top right corner of your portal or on the option on your Dashboard page.

Telehealth helps you get medical care when you need it fast! Please go this link for a printable reference guide. <https://etf.wi.gov/files/get-medical-care-when-you-need-it-fast/direct>



Doctor

### APRIL 15

*Mindful Stress Management:  
In the Workplace and Beyond*

**REGISTER**

Stress is part of everyday life. It can range from minor annoyances, like misplacing our sunglasses, to major life challenges that affect our jobs and relationships. In this session, we'll learn how to recognize internal and external stressors and develop new strategies for responding to them effectively and mindfully.

**Presented by Patrick Bryant**  
Director and Psychotherapist,  
The Peaceful Place



## BENEFITS & WELLNESS

Here is a fun, voluntary Self Care Bingo card for anyone who wants to participate. It's important to remember to take care of yourself during this quarantine. Stay Well!

# SELF-CARE BINGO

Took A Shower	Got Dressed Today	Talked To A Friend	Sat With My Feelings	Gave Myself A Compliment
Moved My Body Joyfully	Ate Food	Listened To My Body	Challenged Negative Thoughts	Had Fun
Went Outside	Tried Something New	Stayed Alive	Practiced Being Mindful	Did A Hobby
Used A Coping Skill	Let Myself Cry	Took A Break	Asked For Help	Accomplished Something On My To-Do List
Brushed My Teeth	Practiced Self Compassion	Drank Water	Treated Myself	Got 7-9 Hours Of Sleep



Share YOUR Good News!

Getting married? Having a baby?

✧ Let us know! ✧

We'd love to share it in *News & Notes!*

Email good news to [benefits@uww.edu](mailto:benefits@uww.edu)

	<b>Fun Fact:</b>
<b>Did You Know??</b>	Walking may reduce your risk for developing a cold or the flu. (Nieman DC, Henson DA, Austin MD, et al)
	Upper respiratory tract infection is reduced in physically fit and active adults (British Journal of Sports Medicine 2011;45:987-992.)

## FUN STOP

### HR D Words Search April

S O R M K D Y X I I V S K S Q R P R B N P G E U G  
 M O I X Y R Z M G U L Q M Y D V B Y A R O I J D E  
 Q K K K N D D H C F D E P H T E Z S S E N L L E W  
 O M S Y Z J Y E L U V C U D L C W P L Z K Y M S V  
 K H S A D H A P W T H J M Z A D T S Z I Y R M F Z  
 W D U L M Q T N O I T C E N N O C Y K T J W O X C  
 Y D P C X P S J Y V P O L Z O W Y P H I A F M W Q  
 N F F R C K C F P F H N G N F Z D I Y N D J F M Q  
 V N O I T A V O N N I Y E Z C D I S T A N C I N G  
 V L O E Y S Z E N C Y D Q S M K S A L S W O Q R S  
 Y J Y K O R J Y Y I S W J M W F C A T M C C Q R J  
 E X D Q U A R A N T I N E E N G S W A L I V O O S  
 P S Z W V V J T X T T U T F Z S L Y W X J O P I X  
 F W D J H I H L C J V P D O L B D S B H T Q Y V O  
 S U R I V A N O R O C N C Z W H W H O M E D X A F  
 E V I T I S O P M M H T T Q P F R O M T Q W N M Z  
 S I V D M N X X O N G B E J D O O R O E D I V A T  
 U R A Q U A G N O I T A L L E C N A C C O I U G H  
 Z T J A A R U K Z W E M I H X O T C P H K R L Q T  
 Y U E N I L K I W A Y N O H O Q F K A N Y W S B W  
 W A G W N N E U H N J Z T B G M I I P O X X J H T  
 L L M C C C U A R G H Z B C J T I G E L N U Q X N  
 N J B X F C V W Q B Y Z C R R N J O R O D D O W W  
 T O E Z C G E B A N D W I D T H Y I D G B B Z H E  
 R C V B N K Y T I N U T R O P P O Y F Y K J Z B C

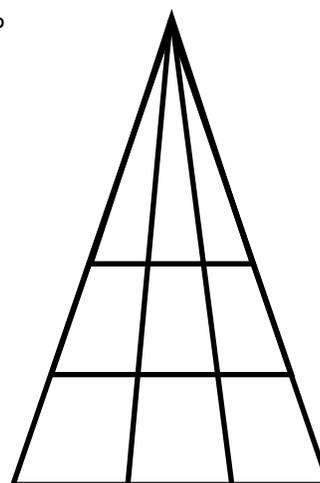
BANDWIDTH  
 CANCELLATION  
 CONNECTION  
 CORONAVIRUS  
 DISTANCING  
 DOOR  
 DASH  
 HAND  
 SANITIZER  
 INNOVATION  
 OPPORTUNITY  
 QUARANTINE  
 STAY  
 POSITIVE  
 TECHNOLOGY  
 TOILET  
 PAPER  
 VIDEO  
 VIRTUAL  
 WELLNESS  
 WORK  
 FROM  
 HOME  
 ZOOM

<https://tools.atozteacherstuff.com/word-search-maker/wordsearch.php>

#### General Trivia Questions (Answers on page 16)

1. What is the official name of the hashtag (#)?
2. What is the official name of a chef's white hat?
3. A typical chef's hat has 100 folds. What do the folds typically represent?
4. What does the M and M on the M&M candies stand for?

Trivia questions from <https://www.goodhousekeeping.com/life/g25692093/random-trivia/?slide=1>



**How many triangles do you see?** (Answer on page 16)

## HR & D'S FRONT DESK

### Reducing the Risk

To reduce the risk of getting sick, we advise everyone to follow these simple steps:

- Practice social distancing
- Frequent and thorough handwashing with soap and water
- Cover coughs and sneezes
- Avoid touching your face
- Stay home when you are sick

The office will be open Monday through Friday 8:00am to 4:30pm through this crisis. Since the buildings are locked, please call the office so that we can let you in.

<b><i>Fun Fact:</i></b>	
<b>Did you know??</b>	<p>On April 1, 1996 (April Fool's Day) Taco Bell, the fast-food restaurant chain, duped people when it announced it had agreed to purchase Philadelphia's <a href="#">Liberty Bell</a> and intended to rename it the Taco Liberty Bell.</p> <p><a href="https://www.history.com/topics/holidays/april-fools-day">https://www.history.com/topics/holidays/april-fools-day</a></p>



Your Warhawk HR Data Analytics & Front Office Supervisor  
DJ Judah



Your Warhawk Human Resources & Diversity Office Coordinator  
Ramon Rocha, Sr.

April Dates	
<b>Week 1 Library Week</b>	
April 1	April Fools Day National Walking Day
April 2	National PB & J Day
April 4	School Librarian Day
<b>Week 2 Garden Week</b>	
April 7	No Housework Day
April 8	Passover
April 10	Good Friday
April 11	Eight Track Tape Day
April 12	Easter Day Grilled Cheese Sandwich Day
Week 3	Organize Your Files Week
Week 4	Administrative Assistants Wk
April 22	Earth Day
April 24	Beginning of Ramadan

<http://www.holidayinsights.com/moreholidays/april.htm>

**How to protect yourself and others from COVID-19:** <https://www.cdc.gov/coronavirus/2019-ncov/prepare/prevention.html>

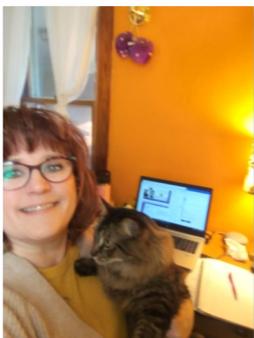
## HR & D'S FRONT DESK

### Tips for Working Remotely

The sudden need to move the majority of our workforce to working remotely has challenges that we have not faced before. Overburdened internet connections and static on phone lines can make working from home frustrating and stressful. Not to mention remote workspaces that are not ideal.

As we all settle in to our new work spaces, here are some things that can help:

- **Schedule regular team meetings to stay engaged.** We suggest a minimum of weekly virtual team meetings and more if there are things that come up during the week.
- **Clarify and re-clarify goals:** As new information is coming in from a variety of sources your team will need to be flexible and be ready to switch priorities at a rapid pace. Be clear about who is assigned what tasks and re-clarify as needs and priorities change.
- **Stay connected personally:** Not everyone has a family to turn to during this extended period of time of remote working. Set aside time in your regularly scheduled meetings to allow everyone to give a personal update; the kind of casual discussions that you would have if you were in the office. This helps the team stay connected and continues the camaraderie. In addition, encourage your team to call one another on a regular basis to stay connected.
- **Switch up your communication methods:** To keep everyone engaged don't rely strictly on e-mail. Use "real-time" communication methods such as Webex (www.webex.com), Zoom, Face Time, Wisline calls, or any other live communication where everyone can connect at the same



Your Warhawk Assistant Chief Human  
Resource Officer:  
Connie Putland

time. This keeps the team focused on priorities and encourages discussions and increases problem solving. This makes for a much more engaged and productive team.

- **Check in on each other:** Check in with not only your teammates, but others that work at UWW. Share stories and pictures and jokes. This helps relieve stress and encourages others to share. We are all in this together.

- **Be compassionate.** This is a scary time of uncertainty. The more we can show compassion for each other, the easier it will be to get through this difficult situation. Know and understand that everyone is coming from a different frame of mind going into this. Some folks may have already been dealing with a particularly difficult situation and having to deal with additional stress due to having to work from home or not be able to work at all because of the nature of their job, causes additional stress. Ask what you can do to help. Encourage employees to contact the Employee Assistance Program through FEI (<https://www.feieap.com/> (Username: SOWI) Provide alternative work assignments or professional development for employees to keep them engaged and focused.

- **Stay active, hydrated, eat a well-balanced diet and make sure to get the proper amount of rest.** Try to keep a regular routine. Eat balanced meals and make sure you are staying hydrated. Schedule time for regular exercise and keep your sleep routine. This will help keep you on normal life schedule and help keep you healthy and engaged.



## IMMIGRATION

### Updates for our International Faculty and International Employees:

Below is information regarding the Public Charge Rule and COVID-19. The actual rule was published in our last Human Resources and Diversity Newsletter and can be found at: <https://www.uscis.gov/greencard/public-charge>.

### USCIS on COVID-19, Public Charge

[USCIS, Mar. 13, 2020](#)

"USCIS encourages all those, including aliens, with symptoms that resemble Coronavirus Disease 2019 (COVID-19) (fever, cough, shortness of breath) to seek necessary medical treatment or preventive services. Such treatment or preventive services will not negatively affect any alien as part of a future Public Charge analysis.

The Inadmissibility on Public Charge Grounds final rule is critical to defending and protecting Americans' health and its health care resources. The Public Charge rule does not restrict access to testing, screening, or treatment of communicable diseases, including COVID-19. In addition, the rule does not restrict access to vaccines for children or adults to prevent vaccine-preventable diseases. Importantly, for purposes of a public charge inadmissibility determination, USCIS considers the receipt of public benefits as only one consideration among a number of factors and considerations in the totality of the alien's circumstances over a period of time with no single factor being outcome determinative.

To address the possibility that some aliens impacted by COVID-19 may be hesitant to seek necessary medical treatment or preventive services, USCIS will neither consider testing, treatment, nor preventative care (including vaccines, if a vaccine becomes available) related to COVID-19 as part of a public charge

inadmissibility determination, nor as related to the public benefit condition applicable to certain nonimmigrants seeking an extension of stay or change of status, even if such treatment is provided or paid for by one or more public benefits, as defined in the rule (e.g. federally funded Medicaid).

The rule requires USCIS to consider the receipt of certain cash and non-cash public benefits, including those that may be used to obtain testing or treatment for COVID-19 in a public charge inadmissibility determination, and for purposes of a public benefit condition applicable to certain nonimmigrants seeking an extension of stay or change of status. The list of public benefits considered for this purpose includes most forms of federally funded Medicaid (for those over 21), but does not include CHIP, or State, local, or tribal public health care services/assistance that are not funded by federal Medicaid.

In addition, if an alien subject to the public charge ground of inadmissibility lives and works in a jurisdiction where disease prevention methods such as social distancing or quarantine are in place, or where the alien's employer, school, or university voluntarily shuts down operations to prevent the spread of COVID-19, the alien may submit a statement with his or her application for adjustment of status to explain how such methods or policies have affected the alien as relevant to the factors USCIS must consider in a public charge inadmissibility determination. For example, if the alien is prevented from working or attending school, and must rely on public benefits for the duration of the COVID-19 outbreak and recovery phase, the alien can provide an explanation and relevant supporting documentation. To the extent relevant and credible, USCIS will take all such evidence into consideration in the totality of the alien's circumstances."

Richard L. Iandoli, Esq.  
Iandoli Desai & Cronin P.C.

## IMMIGRATION

### More Updates for our International Faculty and Employees:

<https://www.uscis.gov/about-us/uscis-response-coronavirus-disease-2019-covid-19>

**ALERT:** As of March 18, U.S. Citizenship and Immigration Services has suspended routine in-person services until at least April 1 to help slow the spread of Coronavirus Disease 2019 (COVID-19). USCIS staff will continue to perform duties that do not involve contact with the public. However, USCIS will provide emergency services for limited situations. To schedule an emergency appointment contact the [USCIS Contact Center](#).

Visit [CoronaVirus.gov](https://www.cdc.gov/coronavirus) for a complete list of CDC travel health notices.

Learn about the [Department of Homeland Security's response](#).

### UW-Whitewater Immigration Courses

UW-Whitewater will continue to support its international faculty and employees with future ongoing in-person workshops. For now, please contact Margaret Wheeler, Immigration Specialist if you are interested in EB-1 guidance or for form I-485 and accompanying documents: 262-472-1494; [wheelerm@uww.edu](mailto:wheelerm@uww.edu); Online and remote assistance is available.



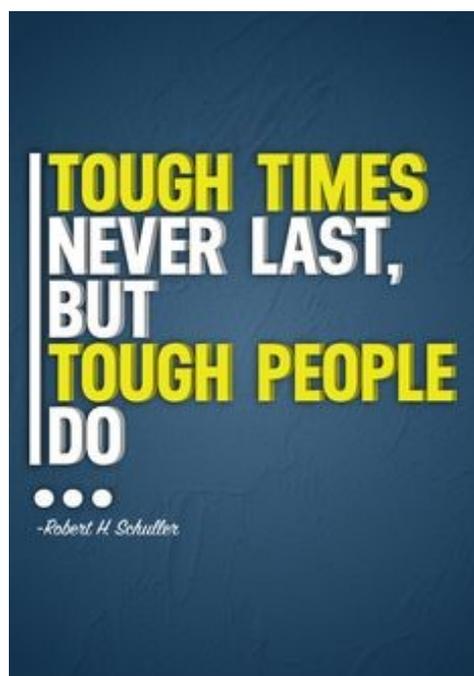
Immigration and Affirmative Action  
Margaret Wheeler, JD

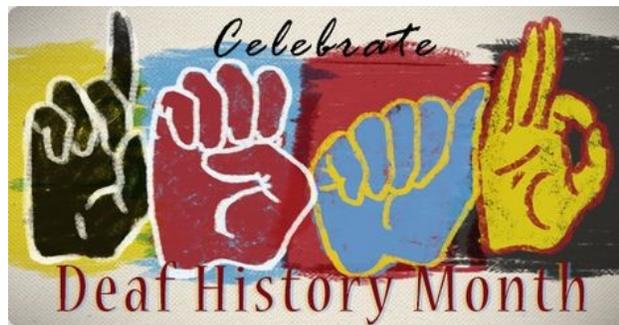


### Famous US Dancers who Immigrated from other Countries:

Masazumi Chaya was born in Fukuoka, Japan and moved to New York City in December 1970. Mr. Chaya joined Alvin Ailey American Dance Theater in 1972 and performed with the Company for 15 years. On tour he served as choreographic assistant to Alvin Ailey and John Butler. The Alvin Ailey American Dance Theatre is one of the most famous and culturally diverse dance companies in the world. Mr. Ailey, the founder, said: "I am trying to show the world we are all human beings, that color is not important, that what is important is the quality of our work, of a culture in which the young are not afraid to take chances and can hold onto their values and self-esteem, especially in the arts and in dance. That's what it's all about to me." We all need inspiration these days, so for a treat, please go to:

<https://www.youtube.com/watch?v=tNqaixkbrjs>





## Did you know?

### March 13 to April 15 is National Deaf History Month

National Deaf History Month is celebrated from March 13 through April 15 to commemorate the achievements of people who are deaf and hard of hearing. The time frame is spread across March and April in recognition of three turning points in deaf education history.

- **March 13** - 1988 Deaf President Now movement succeeds. King Jordan becomes president of Gallaudet University.
- **April 8** - Gallaudet University founded. President Lincoln signed the charter in 1864 establishing a college for the deaf. This event is known as Gallaudet Charter Day and is usually marked with a luncheon and awards program at Gallaudet University.
- **April 15** - American School for the Deaf, the first public school for the deaf, opens in 1817.



**Shirley Jeanne Allen, EdD**, is the first Black deaf woman in the U.S. to earn a doctoral degree. Born in 1941 in Nacogdoches, Texas, Allen became deaf at the age of 20 following a bout of typhoid fever. At the time, she was studying music at Jarvis Christian College and continued to play the piano for audiences despite her hearing loss. She went on to earn a bachelor's degree in 1966 from Gallaudet University and a master's degree in 1972 from Howard University. She finally earned her doctorate in education from the University of Rochester in 1992.

Information retrieved from <https://www.insightintodiversity.com/national-deaf-history-month/> and <https://www.verywellhealth.com/deaf-history-month-1046528>



**Juliette Gordon Low** was born in 1860 and founded Girl Scouts of the USA in 1912 after enduring multiple ear injuries as a child that resulted in near total hearing loss.

Kindness is a language which the deaf can hear and the blind can see.  
-Mark Twain

# PAYROLL



**Congratulations and best wishes to Kelly Frank in her new position as the Central Business Manager for University Housing!**

The Payroll Team is working from home at this time. Please be assured that we are constantly monitoring emails and voicemails and we will reply as soon as we are able. Thank you, and be well.

For questions regarding payroll, earnings statements, funding, leave reporting, timesheet entry and approvals, etc. please email: [payrollsupport@uww.edu](mailto:payrollsupport@uww.edu)



*Your Warhawk Payroll Team*  
Reggie Brown, Andrea Campbell, Molly Parrish

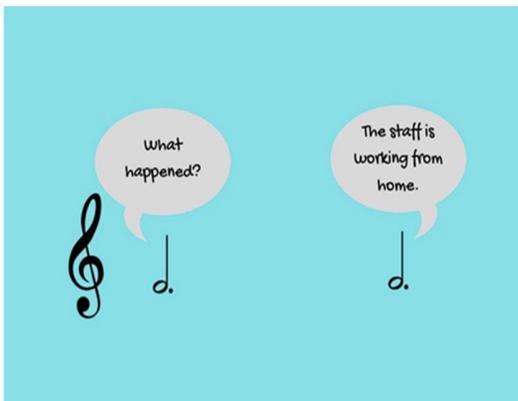
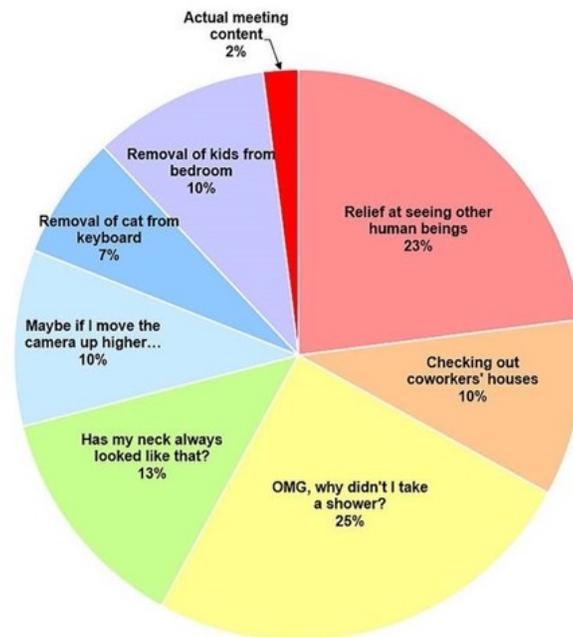


Diagram of Zoom Meeting Attention Span



Fun diagram retrieved from: <https://twitter.com/micronarrative/status/1243888633196580864/photo/1>

## STUDENT EMPLOYMENT

### Student Employment

This spring we will be sending each department a list of their active Student Employees who have an Expected Job End Date this May. We will ask that you indicate which students you expect to continue on into summer 2020 or return to their position in fall 2020. This will help us keep up-to-date records of our student employees as well as your records for time approval.



*Your Warhawk Human Resources  
Student & Camps Specialist  
Kai Instefjord*

### Note from our Library:

#### Ask a Financial Expert Webinar

Curious about how to increase your credit score? Intimidated by investing? Wondering why you need a will or trust?

Learn more about each of these financial wellness topics from local financial experts by viewing this 100% FREE, no-obligation webinar, on **April 9, 2020** during **Money Smart Week 2020**. No personal information will be shared with the presenters or outside parties without your consent.

Complete [this survey](#) if you would like to have specific questions answered (or would like to submit questions anonymously); or if you would like to receive a recording instead of attending the event. Use this link to access the webinar on **Thursday, April 9, at 1:00-2:00: [bit.ly/mswUWW2020](https://bit.ly/mswUWW2020)**.



### Talent & Acquisition Trivia Questions

1. **What's the average percent of Americans who work from home on a regular basis (may be occasionally)?**
  - A. 55%
  - B. 60%
  - C. 43%
  - D. 27%
2. **With Spring finally here, what is Wisconsin's state flower?**
  - A. Blue Violet
  - B. Tulip
  - C. Yellow Daisy
  - D. Snow Lady's Slippers
3. **The average employee spends 20 minutes a day looking for lost files.**
  - A. True
  - B. False
4. **2:16 pm is the time of day that employees lose focus the most.**
  - A. True
  - B. False

Answers: 1(c) 2(a) 3(False) 4(True) (50 minutes)

## TALENT & ACQUISITION

### Dear campus colleagues,

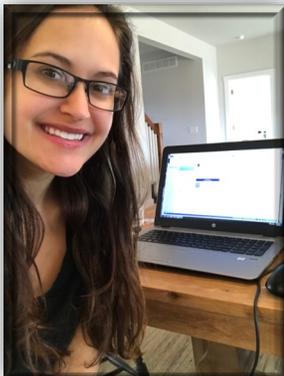
The HR recruitment and contracting team wants you to know we are available to assist you!

We understand there is so much going on right now with the start of second semester and now working remotely without all our usual tools and collegial support nearby. At this time of year, in addition to all that and any current recruitments that are underway (in an unusual format due to remote interviewing), we ask for you to:

- Ensure COS are completed for this semester/fiscal year;
- Think about and begin processing summer course contracting via Carrie Lencho;
- Initiate rehires for next fiscal/academic year or fall semester

We acknowledge this is a lot and welcome your outreach with questions or for assistance. Together we will get through this!

Sincerely,  
Amy Sexton, Victoria Johnson and Abby Dunkleberger



### Working From Home Tips

1. **Build a Permanent Workspace** – Establish an area of your home where you will work, and commit to working in that space daily.
2. **Get up! Get “dressed”.** Go to your workspace. Create a routine.
3. **Use a Planner/Outlook Calendar** – Use a planner/outlook calendar to log all tasks and activities. By organizing tasks into projects you can attack them one by one.
4. **Effective Communication** – Work with your supervisor directly to determine the best way to communicate on progress, workload and daily tasks. Determine the best time of day to connect and the frequency of check-ins.
5. **Avoid Work Creep**– At the end of your workday shut down your laptop and try to avoid reading/responding to emails late into the evening. You, your coworkers and family will appreciate this!
6. **Allow yourself breaks** – Take time to step away from your desk. Take a walk around the block or refill your water bottle.

If you know of someone who has worked from home successfully in the past, reach out to them to find out their keys to success.

Abby provided the following link from her previous supervisor from *Blain Supply* and it is funny! Enjoy this brief clip that is a humorous take on a conference call in real life: [https://www.youtube.com/watch?v=DYu\\_bGbZiiQ](https://www.youtube.com/watch?v=DYu_bGbZiiQ)



Your Warhawk Human Resources Talent team:  
Amy Sexton, Victoria Johnson, Abby Dunkleberger

## TITLE IX

### Title IX Updates: The 3 R's Recognize, Respond & Report

#### Recognize

Whether or not you are physically on campus or working remotely, it doesn't mean Title IX violations can't happen. As stated on the University of Wisconsin Whitewater Title IX page, "In accordance with its mission and institutional values, the University of Wisconsin-Whitewater is committed to creating and maintaining a community environment that is free from any form of gender discrimination, including sexual harassment and sexual violence."

This means, regardless of whether your coursework environment is in person or online, you still have a right to be free from sexual misconduct. Our reporting options remain in place and we continue to encourage students and staff to reach out if they feel they need assistance.

#### Respond

If you are experiencing a situation that makes you uncomfortable, or you are unsure of how to address the situation, please feel free to contact me at [titleix@uw.edu](mailto:titleix@uw.edu). Emails are received daily and if you prefer that I call you back to discuss a situation, send me an email with a preferred number, and I will get back to you as soon as I am able.

#### Report

To report incidents of sexual misconduct, you can go to our incident report page located at <http://www.uww.edu/dean-of-students/reporting-forms>. You can also send an email to [titleix@uw.edu](mailto:titleix@uw.edu).



Your Warhawk Title IX Coordinator  
Vicki Schreiber, Ph.D.

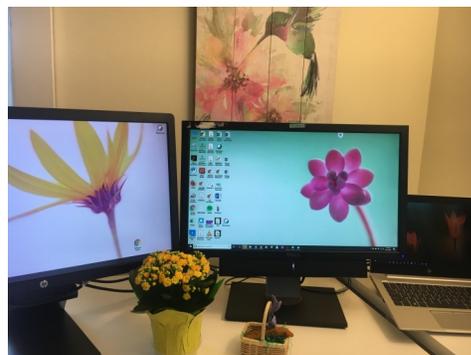
## TRAINING & DEVELOPMENT

### Keep on Learning!

There are multiple ways to still keep learning during these times.

- As a UWW employee, you have access to LinkedIn Learning! Go here to login through your UWW account: <https://www.uww.edu/icit/services/linkedin-learning>. You can brush up on Excel, PowerPoint, Word, or learn a new skill!
- iCIT has been doing a series of trainings on how to use the various tools for us to stay in contact with each other while we navigate working remotely. Training has included Cisco Jabber, Webex, and Webex Teams. Please check their site at: <https://my.uww.edu/signup/Home>
- Our Employee Assistance Provider, FEI, also has many webinars you can access. Go to: <https://www.feieap.com/> and then enter the username: **SOWI**. Register for an upcoming webinar, or view a previous one. Go to tab “Webinar/Training” and go to Video Library or Listen to a Replay.

If you are looking for a training or development opportunity, please contact me at [elmoreg@uww.edu](mailto:elmoreg@uww.edu), or call me at extension 1219.



*Your Warhawk HR & D and Community Engagement  
Center Development Coordinator  
Gina Elmore*



## Human Resources & Diversity Subject Matter Expertise Areas

Subject Matter Expert	Specialty
<b>Janelle Crowley, Ph.D.</b> <i>Chief Human Resources Officer</i>	Leads all training, talent acquisition and career development activities. Promotes inclusion in the workplace and reinforces our position as an equal opportunity employer.
<b>Connie Putland</b> <i>Asst. Chief H.R. Officer</i>	Primary contact for ADA and employee relation matters
<b>Gina Elmore</b> <i>Development Coordinator</i>	Training and Development Coordinator & Community Engagement Center Manager
<b>Vicki Schreiber, Ph.D.</b> <i>Title IX Coordinator</i>	Title IX Resources & Policy contact, trained trauma informed investigator, trained Restorative Justice circle keeper
<b>Reggie Brown</b> <i>Payroll &amp; Benefit Supervisor</i>	Unemployment contact, Absence Management, Int'l student employment
<b>Stephanie Hartmann</b> <i>Benefits Specialist</i>	Benefits, FMLA, campus Wellness contact resignations, and retirements
<b>Kai Instefjord</b> <i>H.R. Assistant</i>	Student Employment & Camps Contracting
<b>Amy Sexton</b> <i>Human Resources Specialist</i>	Human Resources Talent Acquisition & Compensation Specialist

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### FUN STOP ANSWERS

- General Trivia Answers:**
1. Octothorpe
  2. Toque
  3. The pleats are used to signify the chef's level of experience. Most have 100 folds representing the number of ways to cook an egg.
  4. Mars & Murrie. Forrest Mars (son of the Mars Company founder) teamed up with Bruce Murrie (son of Hershey Chocolate's
18. For a full explanation, go to <https://www.youtube.com/watch?v=OLJdnPWr8TY> to see each of them.
- How Many Triangles Do You See?**