

Diversity Matters

Asian Pacific American Heritage Month

2012 Asian American and Pacific Islander Heritage Month
Striving for Excellence in Leadership, Diversity and Inclusion

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[http://uthsc.edu/
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Asian Pacific American Heritage Month

(APAHM), officially proclaimed "Asian American and Pacific Islander Heritage Month" by President Barack Obama, is a celebration of the culture, traditions, and history of Asian Americans and Pacific Islanders in the United States. Congress passed a joint Congressional Resolution in 1978 to commemorate Asian American Heritage Week during the month of May (May 1-10). This

timeframe was chosen because two important anniversaries occurred during this time: the arrival of the first Japanese immigrants in America on May 7, 1843, and the completion of the transcontinental railroad (by many Chinese laborers) on May 10, 1869. In 1990 Congress voted to expand it from a week to a month-long celebration and in May 1992, the month of May was permanently designated as "Asian Pacific American Heritage Month."



Please join us for our 2nd Annual Japanese Calligraphy class!

FREE

Friday, May 11, 2012

1:30 p.m. ~ 2:30 p.m.

&

3:00 p.m. ~ 4:00 p.m.

Madison Plaza Conference Room C-1

Instructors: Akemi Sommer, Program Manager, JAST-West (University of Memphis)
Chikako Kamimura, Calligraphy Instructor (University of Memphis)

This Seminar will provide basic instructions needed to begin to write Japanese calligraphy. Starting with tool selection and proper usage, this seminar will guide participants through the fundamentals of Japanese Calligraphy using a combination of text, sample works, etc. Being able to see the rhythm of the brush along with proper hand position and posture is essential to learning good technique.

Mission Possible Through Inclusion



The mission of the University of Tennessee Health Science Center (UTHSC) is to bring the benefits of the health sciences to the

achievement and maintenance of human health, with a focus on the citizens of Tennessee and the region, by pursuing an integrated program of education, research, clinical care, and public service. Contributions from all team members across the institution are important in support of the UTHSC mission. As we celebrate Asian Pacific American Heritage Month, the Office of Communications and Marketing highlights the research, scholarship, and accomplishments of UTHSC faculty:

February 8, 2012

Physiology Professor Rao Gadiparthi Renews Four NIH Grants

October 31, 2011

Kenichi Tokita Receives Grant for Taste Processing Research

October 15, 2011

Dr. Mukta Panda -Laureate Award - University of Tennessee ...

September 28, 2011

Junling Wang Receives Grant for Medication Management Research

April 25, 2011

Pyeongsoo D. Yoon Named Surgical Co-Director, Cardiovascular Institute

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national WOMEN'S HEALTH week

May 13-19, 2012



National Women's Health week is a week-long health observance coordinated by the U.S. Department of Health and Human Services' Office on Women's Health. It brings together communities, businesses, government, health organizations, and other groups in an effort to promote women's health. The theme for 2012 is **"It's Your Time."** National Women's Health Week empowers women to make their health a top priority. It also encourages women to take the steps listed below, to improve their physical and mental health and lower their risks of certain diseases.

Steps:

1. Visit a health care professional to receive regular checkups and preventive screenings.
2. Get active.
3. Eat healthy.
4. Pay attention to mental health, including getting enough sleep and managing stress.
5. Avoid unhealthy behaviors, such as smoking and not wearing a seatbelt or bicycle helmet.

Monday, May 14

National Women's Checkup Day

The day is dedicated to encourage women to visit their health care professionals to receive or schedule checkups, and to promote regular checkups as vital to the early detection of heart disease, diabetes, cancer, mental health illnesses, sexually transmitted infections, and other conditions.

May 14 & May 16

University Health Services will be in the Student Alumni Center Dining Hall to offer free checkups (i.e., blood pressure, glucose, BMI, etc)

May 14: 11:00 a.m. - 1:00p.m.

May 16: 9:00 a.m. - 11:00a.m.

(UTHSC faculty and staff only please)

May 14-18

Co-pay free services

(Pap testing, appointment only)

University Health Services will offer annual preventative care such as pap testing and physicals with no co-pay if you are on one of the campus sponsored medical insurance plans (BlueCross BlueShield or Cigna).

For more information please call

University Health Services @

901-448-5630 or visit their website to schedule an appointment

<http://www.uthsc.edu/univheal/>

Tuesday, May 15

Women's Health week

"Sleep Health" Seminar
12:00 to 1:00 p.m.

Student -Alumni Center

This course provides an overview of the importance of sleep in health and disease, the mechanisms underlying the regulation of normal sleep and wakefulness, the impact of inadequate and poor sleep, and an overview of common sleep disorders. Don't miss this informative seminar with Susan M. Andrews, PMHN

P-BC (University Health Services)

Wednesday, May 16

Women's Health week

"Menopause" Seminar
12:00 to 1:00 p.m.

Student-Alumni Center

Menopause is a natural biological process, not a medical illness. Even so, the physical and emotional symptoms of menopause can disrupt your sleep and

sap your energy. If you would like to learn more about menopause, don't miss this informative seminar with Diane Todd-Pace,

PhD, FNP-BC, NCMP,

CCD, FAANP (College of Nursing)

Thursday, May 17

Women's Health week "Obesity and Physical Activity" Seminar

12:00 to 1:00 p.m.

Student-Alumni Center

Regular physical activity, fitness, and exercise are critically important for the health and well-being of people of all ages. This session will address the role of nutrition and physical activity in improving women's health and preventing and controlling chronic diseases. Don't miss this informative seminar with

Patricia Cowan,

PhD, RN (College of Nursing)

EAP: Managing Job Stress: "A Guide For Leaders"

10 Tips to Beat Corporate Stress

- Learn to delegate: you can only do so much in a day. Spread the workload and spread responsibility.
- Learn to say "no". Often in a busy work environment you are called upon to do work that you are not experienced in, or in an area where you lack training.
- If you are in a poor physical work environment, perhaps the office is too hot or cold, it will make you stressed.
- Plan your day; nothing causes more stress than unexpected events. Plan each day with prioritized tasks and stick to them.
- Learn to switch off for a 15-minute power break each day.

- Avoid caffeine – it raises your heart rate and anxiety levels. Drink water instead and avoid dehydration, migraines, and lack of concentration.
- Exercise regularly, even if it's 15 minutes, you will increase the oxygen in your blood and be more alert.
- Keep your sense of humor. Smile.
- Introduce monthly stress buster meetings. Sit down with each employee and discuss how things are going.
- Remember, your staff is your best asset. Treat them with respect – the same that you would expect in return – in order to ensure a happy, stress-free working environment.



NOTE FROM THE DIRECTOR



According to University of Tennessee HR Policy 0580 (Code of Conduct), each member of the university community is expected to exhibit a high degree of professionalism and personal integrity consistent with the pursuit of excellence in the conduct of his or her responsibilities. Employee professionalism for some organizations is measured by employee dress and attire in the work environment. Across the United States, the perception of

employee professionalism is challenged during summer months and throughout the calendar year as it relates to what not to wear. For some employees confusion exists regarding the definition of “business casual” versus “casual” and “formal” versus “semi-formal” attire depending on the season or occasion.

We all view the world through different lenses, and in the work environment it is important to be well dressed as well as appropriately attired. Offices and departments across UTHSC are likely to have dress codes that are business-related in support of the institutional image, office culture or position held per visible professionalism. A good rule of thumb is to be practical and consistent in support of diversity and

inclusion in defining dress code standards. This approach will minimize claims of discrimination based on sex or gender, religion, or race. So before adoption of any dress code standards or guidelines check with Human Resources or the Office of Equity and Diversity.

To reiterate, during summer months employees tend to dress more casually, and individual interpretations of “business casual” or “casual” dress will vary based on one’s knowledge, culture, beliefs, and preferences. Moreover, a June 2011 survey of 1,000 adults found that flip-flops, miniskirts and strapless tops were the most inappropriate summer work attire, in that order. Some on-campus considerations during the summer for more casual and informal work dress codes could be when students, parents, and visitors are not on campus, and on most Fridays throughout the year. Consequently, an office or business dress code policy that requires employees to wear work uniforms as a condition of employment may qualify as a reasonable expectation. Just remember accommodations may be warranted by an employee due to religious beliefs, a disability, medical condition or other consideration.

Overall, UTHSC has a general right to support guidelines for appropriate office or business dress/attire as a condition of employment in support of professionalism and inclusion that is not discriminatory.

Resources

<http://www.emilypost.com/everyday-manners/your-personal-image/69-attire-guide-beach-casual-to-white-tie->

<http://insidebiz.com/news/summer-challenges-workplace-dress-codes>

<http://www.apsu.edu/human-resources/business-casual-dress-code>

<http://www.career.vt.edu/JobSearchGuide/BusinessCasualAttire.html>

<http://www.forbes.com/2009/07/22/office-fashion-sexy-forbes-woman-style-clothes.html>

<http://mensfashion.about.com/od/wardrobebasics/a/6rules.htm>

Americans with Disabilities Act/Section 504 (ADA): Compliance Update!

While some areas of the University of Tennessee Health Science Center (UTHSC) are still under assessment, there have been other significant access improvements, recently completed. As an ongoing process of compliance with the ADA and Section 504 guidelines, UTHSC works consistently to stay within the legal standard. UTHSC will continue to work on ADA/Section 504 accessibility as needed.

Listed are a few recent ADA- accessible compliant updates:

Completed:

- Push buttons in the Madison Plaza Garage
- Curb cut access on the ground level of the Madison Plaza garage
- Push buttons at the Madison Plaza entrance

In review:

- Accessible restrooms in the GEB
- Accessible restrooms in the Hyman
- Audible signals in the Madison Plaza elevators
- Reflectors on the 930 Madison elevators
- All campus parking lots
- Curb ramps at the SAC



Under New Management: Employee Relations Organizations

Since December 2002, the Office of Equity and Diversity (OED) has chaired the University of Tennessee Health Science Center campus Employee Relations Advisory Organizations (ERAO). These organizations consist of 13 Exempt Staff Council (ESC) members and 28 Employee Relations Committee (ERC) members. The ERAO meets bi-monthly to provide university officials with an effective method of soliciting and disseminating information concerning plans and programs affecting employees.

OED has really enjoyed hosting the meetings and working with the 41 elected employee representatives from various departments on campus. In an effort to mirror the reporting structures across the UT system, Human Resources (HR) will now chair both committees. HR has always been a supporter of these two groups as they partnered with OED in bringing pertinent information to the committee meetings. March 2012 was the first time the committees met in almost 10 years without OED chairing the meetings but it is expected that they won’t “skip a beat” under the direction of Jerry Hall, director (HR) and his team.



Cinco de Mayo (Spanish for "fifth of May") is a celebration held on May 5. It is celebrated nationwide in the United States and regionally in Mexico, primarily in the state of Puebla where the holiday is called El Dia de la Batalla de Puebla (English: The Day of the Battle of Puebla). The date is observed in the United States as a celebration of Mexican heritage and pride, and to commemorate the cause of freedom and democracy during the first years of the American Civil War. Contrary to widespread popular belief, Cinco de Mayo is not Mexico's Independence Day—the most important national patriotic holiday in Mexico—which is actually celebrated on September 16.



2012 Religious Holidays



<http://faithinmemphis.com>

May

Twelfth Day of Rivdan ~ May 1 to 2 (Hindu)
 Buddha Day - Visakha Puja ~ May 6 (Buddhist)
 Declaration of the B'ab ~ May 22 to 23 (Baha'i)
 Shavout ~ May 26 to 28 (Jewish)
 Pentecost ~ May 27 (Christian)
 Shavuot ~ May 27 to 28 (Jewish)
 Ascension of Baha'u'llah ~ May 28 to 29 (Baha'i)

June

Trinity Sunday ~ June 3 (Catholic)
 Corpus Christi ~ June 7 (American, Roman Catholic)
 Martyrdom of Guru Arjan Dev Sahib ~ June 16 (Sikhism)

Equity & Diversity May/June Training Classes

Sign up on the HR 128 [Training Calendar](#)

Location of all classes: 930 Madison Plaza Conference Room C-1

May

May 1	What is Emotional Intelligence? 2:00 p.m. ~ 4:00 p.m.
May 11	Are You In or Out With Management 10:00 a.m. ~ 11:30 a.m.
May 15	Bullying at Work 10:00 a.m. ~ 12:00 p.m.
May 17	Workplace Violence: The Early Warning Signs 10:00 a.m. ~ 11:30 a.m.
May 24	ADA 101 2:00 p.m. ~ 3:30 p.m.
May 25	Using Progressive Discipline in the Workplace 2:00 p.m. ~ 3:30 p.m. (Managers/Supervisors)
May 29	Stress, Health and Happiness 2:00 p.m. ~ 4:00 p.m.

June

June 5	Title VII Compliance and Sexual Harassment 10:00 a.m. ~ 12:00 p.m.
June 8	Manager's Guide to Sexual Harassment 10:00 a.m. ~ 11:30 a.m. (Managers/Supervisors)
June 14	EAP: Promoting a Safer Work Environment 1:00 p.m. ~ 2:00 p.m.
June 19	Rights & Risks: Religious Accommodations 2:00 p.m. ~ 4:00 p.m.
June 20	Conflict Resolution 10:00 a.m. ~ 11:30 a.m.
June 21	Good Telephone Etiquette: Is It In You? 1:00 p.m. ~ 2:30 p.m.
June 22	Basics of Sexual Harassment (All Employees) 2:00 p.m. ~ 3:30 p.m.

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