RECIPE SWAP COOKBOOK

Now Available on the EAP Website!

We extend a big thank you to all who submitted a recipe for the UAlbany Earth and Wellness Day Recipe Swap Cookbook. We received a variety of recipes that all of us can enjoy! The Recipe Swap table had many visitors and received numerous email addresses for the electronic cookbook.

Anyone who was not able to attend the UAlbany Earth and Wellness Day can also access a copy of the electronic cookbook by clicking this link:

Health Recipe Swap Cookbook

Please keep in mind that we are looking to do a volume 2 Recipe Swap Cookbook for next year’s UAlbany Earth and Wellness Day. Our 2013 edition will need more healthy recipes. So dust off your recipe cards and cookbooks and be ready to share one of your healthy recipes with the UAlbany community next time!

Bon Appétit!

Article: Jessica Healy and Jo-Ann Mosier, EAP Committee Members, Research Foundation and CSEA Representative, respectively.

Are you preparing your summer reading list yet? Let the EAP Office be a resource for you! Take advantage of its lending library which has an array of books, DVDs, and CDs to choose from for your personal and professional growth. Topics include:

- Creativity
- Parenting
- Elder Care
- Relationships
- Finances
- Retirement
- Fitness
- Self Improvement
- Grief and Loss
- Stress Management
- Mental Health
- Workplace

Contact the EAP Office to set up a time to stop by to browse through the EAP library. Or, check the EAP website library page to access a list of titles. Materials can be sent through campus mail. We request that employees return materials within two months.

HERE’S TO SUMMER READING!
In the Workplace

So, You Work With a Difficult Person

No matter where you go, there they are — people we identify as being “difficult.” What makes someone difficult for us to work with? How do we choose to deal with this person? Why are some bosses better at managing difficult employees and some bosses overwhelmed by them? And now for the BIG question: Could WE possibly be considered a “difficult person” by others and not know it?

In his book, *Difficult People: Working Effectively with Prickly Bosses, Coworkers, and Clients*, John Hoover states that, generally speaking, the problems we encounter with a difficult person arise from conflicting expectations and/or unclear boundaries.

Misaligned, unexpressed, or non-negotiated expectations can cause friction among employees. For example, a supervisor may expect us to complete certain tasks yet we’ve never been fully trained on the procedures to complete those tasks. Or, employees may have certain expectations for their peers in regard to workload and responsibilities. When those ideals aren’t met, the identified coworker can get the reputation of being difficult to work with.

Hoover offers some insight into this particular co-worker situation. He states that the problem is no two individuals have the same appetite for work. This variability sets the stage for unrealistic expectations among peers. If you expect all people to invest the same amount of effort in their job as you do, you’re likely to be disappointed. Ultimately, someone standing in the way of any kind of expectation can turn a peer, supervisor, or supervisee into a difficult person.

Unclear or disregarded boundaries can also prompt the designation of being a difficult person. We all have a need to have our physical and emotional “space” respected. The coworker who interrupts us to “ask a quick question” and twenty minutes later we are still trying to disengage from the conversation or the supervisor who regularly cuts us off in mid-sentence at every staff meeting are just two examples of situations in the workplace that can cause great discomfort. A disregard of our personal time and space as well as our need to express ideas and concerns can sometimes trigger a strong response within us. When a coworker or supervisor repeatedly crosses these lines, that person can become difficult for us.

“*To work effectively with a truly difficult person, or to have compassion for someone who does unpopular things, you must come to accept that you are also capable of doing unpopular things.*”

~ Dr. Beth Langhorst, Developmental Psychologist

Hoover observes that difficult people in the workplace can set off a chain reaction of negative consequences that spare no one. So, how do we stop this chain reaction? Initiating some type of a solution to deal with the situation instead of letting things continue on as the status quo or deteriorating even more is important to do. Finding helpful ways to identify and address conflicting expectations and paying attention to the need of an individual’s boundaries will help to alleviate some of the situations that can arise when feeling challenged by a person’s behavior in the workplace.

In the July issue of the *EAP E-News*, we’ll explore some possible solutions. In the meantime, notice what triggers you to identify someone as “difficult” and tune in to your expectations and personal boundaries. That’s your homework until Part II is posted in July!

Contact the EAP Office for more information and resources on this topic. bseckerson@albany.edu
EAP just added one more event to its special series called Get to Know Your Campus! Check it out!

The World Within Reach... at the University Libraries

The University Libraries are among the top research libraries in the country. But did you know that we have services for everyone on campus, not just researchers? Join Daryl Bullis, Information Literacy Librarian at UAlbany Libraries, to learn all about the unique information resources available to you as a UA staff member. You’ll find out about classes offered to the campus community, discover all of the interesting items you can borrow from the Library (it’s not just books) and much more!

University Library B-48
Wednesday, June 27
9:00 to 10:30 am
Facilitator: Daryl Bullis, Information Literacy Librarian

This is a professional development session designed for employees to learn what the library has to offer. Find out what new resources are available to help you on the job and gain some tips on how to use the library for personal interests, too!

Supervisor approval needed to attend.

To register for this program:
Brenda Seckerson, EAP Coordinator
442-5483
bseckerson@albany.edu
http://www.albany.edu/eap/event_sign-up.htm
Balcony Herb Garden

*A simple, perfect way to have fresh herbs on hand!*

Last summer, I was constantly running to the grocery store to pick up fresh basil, parsley, and cilantro. Due to the high prices at the store and at the gas pumps this year, I decided to try something new and plant a container herb garden on my balcony. After a few hours of online research and recommendations from the gardener at the nearby gardening center, I dove into this project.

I first traveled to the gardening department of my local big box building and home supply store to purchase the materials needed for my herb garden container. On my shopping list were the following items:

- Miracle-Gro 64 qt. Moisture Control Potting Mix
- Behrens 16-3/4-Gallon Galvanized Utility Tub
- 2 Basil Plants
- 1 Purple Basil Plant (for color)
- 2 Italian Parsley Plants
- 3 Cilantro Plants
- 1 Garlic Chive Plant

I arranged all of materials on the ground and began to get my hands dirty! First, I watered all of the plants so they could soak up some water before planting in the tub. Next, I turned the tub upside down and drilled holes in the bottom for irrigation. I took my plants and arranged them inside the tub to determine positioning, taller plants in the back and shorter plants in the front. The plants came out, and I began to put the soil in the tub. I filled the tub with soil leaving 3 inches from the top free of soil. Next, I gently parted the roots from each plant and then placed them in the tub. I piled another inch of soil around each plant. Lastly, I stuck the plant labels in the soil and watered until the soil was really moist.

It was nice to dive into a new project, get my hands dirty, and hopefully have some fresh herbs this summer! If you are interested in fresh herbs this summer and don’t have space for a garden in your yard, I highly recommend this project. It takes about 2 hours of time (shopping, preparation, and planting). I found it to be a very relaxing project on a nice sunny day!

*Happy Planting!!!*
One of your benefits as an employee of the University at Albany is access to the Employee Assistance Program (EAP). EAP’s mission is to provide services to support a healthy, productive workforce. Available to all employees is the use of the voluntary, confidential Information, Assessment, and Referral Service provided by UAlbany EAP Coordinator, Brenda Seckerson.

Is there a concern that you know you need to address but just haven’t taken the time to do so? Is there an issue at home or work that is having an affect on your ability to be as productive as you need to be? Early intervention is the key! You don’t need to deal with it alone. Support is available through UAlbany EAP. Whether it is family and relationship issues, work stress, interpersonal difficulties, substance abuse or dependency, aging parents, therapist referrals, legal matters and/or financial concerns, employees can take advantage of the confidential assistance available from EAP.

Confidential support, information, and referrals are available to assist you in finding a way to address your concerns.

To schedule an appointment for an Information, Assessment & Referral session, contact

Brenda Seckerson,
UAlbany EAP Coordinator
Call 442-5483
or email
bseckerson@albany.edu

Employee Assistance Program-sponsored events and services are open to UAlbany and Research Foundation faculty, staff, family members, UAS employees, GSEU members, and retirees.

Every day may not be good, but there’s something good in every day.

~ Unknown
By now you’ve heard the buzz about Zumba! This fitness class fuses Latin dance rhythms and easy-to-follow moves to create a dynamic fitness program that provides body sculpting and toning, while giving an effective and FUN cardio workout. The music alone will get your heart pumping! Zumba’s goal is simple - “To want you to want to work out, to love to work out, and to get hooked!”

Instructor: Meighan Carivan-Esmond is a certified Zumba® and Nia instructor.

*Summer Classes*

Tuesdays* (8 weeks), June 12 – August 7
*No class on July 24 – Class fee $32.00

and

Thursdays* (8 weeks), June 14 – August 9
*No class on July 26 – Class fee $32.00

12:00 – 12:45 pm
Location: PAC Lab Theatre - 2nd floor
Make check payable to: Meighan Carivan-Esmond

Registration deadline: Friday, June 8

To Register Contact: Brenda Seckerson, EAP Coordinator
bseckerson@albany.edu  442-5483

Or, register online: HTTP://WWW.ALBANY.EDU/EAP/EVENT_SIGN-UP.HTM
The Summer Olympic Games are just two months away! This year, let’s not just sit and watch these amazing athletes from around the world. Let’s use the “Olympic Experience” as an opportunity to inspire us to make more healthy choices!

The New York State Employee Assistance Program is launching a state-wide initiative to encourage employees to participate in a 16 day wellness event. Here are some basic details to get you started thinking about joining in on the WellNYS Everyday Olympic Experience:

♦ Employees and their families can participate.
♦ Participants will be given a list of 16 healthy behaviors to complete during the run of the Olympics.
♦ Depending on how many of the 16 behaviors are completed, a gold, silver, or bronze certificate of completion will be rewarded. Hopes are we’ll all strive to “Go for the GOLD!”
♦ Special give-away items will be provided.

More details about registration and activities on campus will be coming in the weeks ahead!

Let’s light our own Olympic torch at UAlbany and inspire each other to carry the flame of wellness!
Parents...Looking for summer child care?

As parents, we search for exceptional child care for our children. The Campus Children’s Center, Inc. has over 25 years of providing quality, affordable care for children from birth through pre-k in the early childhood programs and in vacation/summer camp programs for school-aged children. There are two convenient locations: U-Kids Child Care Center, Dutch Quad on the UAlbany campus; and the Campus Children’s Center (CCC) on the adjacent Harriman State Office Building Campus.

Registration is now open for the Summer Fling and also for fall entry to the early childhood education program.

The Summer Fling Camp appeals to every school-aged child with daily field trips, lots of outdoor activities, games, arts and crafts, and tons of fun! In one child’s words, “I like Summer Fling because of all the new friends I meet there, all of the places we go, and all of the fun we have!”

The early childhood programs offer child care with a developmentally appropriate educational program. The staff strives to provide an integrated educational experience for all children with special attention to preparing the whole child academically and socially for the next steps in their education.

The Campus Children’s Center, Inc. is a private, non-profit corporation founded in 1983. The corporation is dedicated to the high quality care and education of children and their families. The programs enroll more than two hundred families each year and have developed a reputation for providing exceptional care to the families supported.

To learn more about the Campus Children’s Center and their programs please visit the web site at: www.campuschildrenscenter.com
Or, call U-Kids at 442-2660 or CCC at 457-3210.

EAP website: http://www.albany.edu/eap

Disclaimer: The material and links in this newsletter are presented for educational and informational purposes only and do not serve as any endorsement by EAP. This information is not intended to replace the advice of your qualified health professional.

The New York State Employee Assistance Program is a joint labor/management program and a negotiated benefit. EAP Coordinators are a confidential and neutral resource for employees. The use of EAP is on a voluntary basis.