Maintaining Wellness Under High Stress

Fifteen to 20 percent of adults report high job stress, but these same employees are less likely to participate in wellness programs. It appears that the more stress you face, the more at-risk you might be to neglect healthy countermeasures. High stress affects physical health, mental health, eating habits, and how you perceive your overall health. Avoid the downward spiral to ill health. Seek inspiration to become proactive in wellness. Experiencing high job stress? Don’t wait to “feel like it” before engaging in a wellness program—go now!

Source: http://newsnetwork.mayoclinic.org [Search: “negative health behaviors”]

Resource: Frontline—Employee Wellness, Productivity & You! Frontline newsletter is courtesy of the New York State Employee Assistance Program.

Take Advantage of EAP’s Stress Less Month Offerings

UAlbany EAP has designated November as Stress Less Month. If you are looking for ways to maintain your wellness, especially in times of high stress like the end of the semester deadlines, impending holidays, and/or personal and professional responsibilities, use your EAP benefit and attend one or more of the program offerings happening throughout the month.

A number of programs will be provided by CDPHP. NOTE: All UAlbany employees are eligible to attend CDPHP programs regardless of your health insurance provider. Giveaways and door prizes will be available as well. EAP hopes faculty and staff will take time to use these opportunities to “stress less” during the month of November and gain tools to use throughout the year! More details about each program outlined in this edition of the EAP ENews.

Dear Stress,
Let’s break up.
Signed,
Feeling lighter already

THE WORLD WITHIN REACH

November 1, 2016
Demonstrating Confidence

Demonstrating confidence communicates the certainty of your positions, decisions, and the reliability of outcomes you say will appear. Confidence is a leadership quality and a soft skill that can help you achieve goals. Showing confidence is not a sign of arrogance or the inability to accept feedback. The power of confidence means other key traits likely exist. These include high self-esteem, the willingness to take risks, the ability to achieve goals, resilience, and knowing how to meet challenges with a “can do” attitude. To build your confidence, seek to remove negative influences in your life that undermine it. These influences can be subtle such as negative self-talk, unsupportive people, or even your immediate work environment (e.g., desk clutter, disorganization).

Valuing Employees with Disabilities

Disability inclusiveness is a workplace responding fully to the needs of employees with a disability, allowing them to maximize their capabilities like other employees. This includes removing employee attitude barriers associated with bias. Thinking a coworker with a disability won’t work as hard and will experience more absenteeism are examples of biases rooted in myths. To overcome bias:

- Increase personal education and awareness about disabilities.
- Avoid defining a coworker by the disability—see the person, not the disability.
- Learn disability etiquette. Download the “Disability Etiquette” booklet from the United Spinal Association for helpful information on how to support a disability inclusiveness workplace.

All in the Family...

Holiday Stress?
Trim the Trimmings This Year.

Are there chores, events, or activities that you can remove from your holiday checklist this year, thereby reducing your stress? If expectations from family and friends pin the success of the season on you every year, it may be time to take care of yourself by reducing the level of magnificence you are accustomed to delivering. Eliminating even one event or simplifying gifts for distant relationships can reduce the sensation of feeling overwhelmed. Examine the checklist that is beginning to form, and give yourself the gift of less. Move some of your “must haves” to the “nice to have” column, and discover whether trimming the trimmings has you enjoying the season more.

Resource for Articles: Frontline—Employee Wellness, Productivity & You! Frontline newsletter is courtesy of the New York State Employee Assistance Program.
Mental Health of College Students

Mental health problems of college students get more media attention in the fall months when grade pressures, anxiety, depression, and relationship issues pile up. How to cope with stress can be learned, but not all students learn adequate coping skills from parents, caregivers, and siblings.

If you have a college student plowing away, be sure to inquire about campus support resources when you hear “how awful everything is going.” Discourage isolation and counsel your student to strive for balance. Discourage substance abuse and never supply medications that have not been prescribed to your student as a way of helping him or her study or cope. Learn about signs and symptoms of depression and anxiety to increase your awareness of these problems. Do not hesitate to ask your student about suicidal thoughts if you see high levels of burdensomeness, the uttering of statements like, “People would be better off without me,” a sense of disconnection (“I don’t belong here”) or commenting about killing oneself, even in jest.

If you are concerned about your college-aged child, contact UAlbany EAP for support and resources.

Helping an Alcoholic Family Member

Alcoholism has existed for thousands of years, as has advice for family members seeking help for an alcoholic in the home. This help has come from friends, coworkers, next-door neighbors, professionals, clergy, self-help groups, and books. Although much advice is misguided, there is a common dynamic for successful intervention—insisting the alcoholic accept responsibility for getting help and not making them feel guilty for having the disease. The better approach emphasizes using every crisis as an opportunity to motivate the addict to accept help. In contrast, the “guilt or shame” approach concerns itself with controlling the addict, dispensing blame, and monitoring the time, amount, and place of drinking. The idea is to shame the alcoholic into exercising more willpower. The American Medical Association proclaimed alcoholism a chronic disease nearly 60 years ago. So did the World Health Organization. If you struggle with accepting the chronic disease model, you likewise will struggle to make this revolutionary shift from guilt to insistence on treatment. The guilt approach makes you a watcher, controller, and enabler. The accountability approach for treatment makes getting help non-negotiable. Helping an alcoholic requires the right mind-set—the one derived from understanding alcoholism as a disease without reservation.

If you are concerned about your use of alcohol or that of a loved one, contact UAlbany EAP for a confidential conversation to access support, resources, and referrals.

Resource for Articles: Frontline—Employee Wellness, Productivity & You! Frontline newsletter is courtesy of the New York State Employee Assistance Program.

“Life is like a camera: focus on what’s important, capture the good times, and develop from the negatives.”

~ Unknown
The Safety Corner...

National Teens Don't Text and Drive Week...

Have the conversation about this important safety concern.

Situational Awareness

Situational awareness is knowing what is going on around you. It is an easy mindset to lose during a high stress situation. It can also be diminished or lost when someone is focusing on distracting items such as a computer or cell phone.

If you are observant and anticipate bad situations before they happen, you will better your odds of escaping a potentially disastrous incident. Here are some tips that you can use in your day-to-day activities:

⇒ Know your exits and avenues of escape, especially in an unfamiliar environment.
⇒ Be aware of people around you and their demeanor.
⇒ Practice “worst case scenarios” in your mind (mental scripting).
⇒ Identify any potential threats or hazards around you.
⇒ Don’t be afraid to let someone know if something does not look right to you.

The University at Albany Police Department is staffed 24/7, 365 days a year. Please make sure you note our emergency numbers and store them in your phone. 518-442-3131 or 911 from any campus telephone. Be sure to visit our website at police.albany.edu
Are you finding yourself struggling with any of the following?

- Family, parenting, and relationship issues
- Work stress and conflict
- Substance abuse or dependency
- Elder care
- Mental health concerns (e.g., depression, anxiety)
- Legal and/or financial concerns
- Grief and loss
- Or anything else related to work or home that is causing you undo stress and affecting your ability to be as productive as you once were?

You don’t have to deal with it alone. Support is available through UAlbany’s Employee Assistance Program (EAP). The mission of UAlbany EAP is to provide services to support a healthy, productive workforce. Available to all employees is the voluntary, confidential Information, Assessment, and Referral Service provided by UAlbany EAP Coordinator, Brenda Seckerson. Take advantage of this confidential assistance available to you as an employee benefit.

A bend in the road is not the end of the road... unless you fail to make the turn. ~ Unknown

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

Brenda Seckerson, EAP Coordinator
442-5483
bseckerson@albany.edu
EAP Website: http://www.albany.edu/eap

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

Early intervention is the key! Contact EAP.
Smokers, Mark Your Calendar for Thursday, November 17

Contributed by Seema Mathura, EAP Office Work Study Student

Every year on the third Thursday of November the Great American Smokeout occurs. It’s the date that many smokers make a plan to quit. Sponsored by the American Cancer Society, this yearly event highlights the importance of making the decision to kick the use of tobacco.

As we all know, smoking is detrimental to our health. But did you know that if you quit smoking, that in as little as 20 minutes your body will start to feel the benefits? Your heart rate drops to a normal rhythm. That’s a pretty amazing immediate result of making this kind of change! Remember, you don’t have to make this change alone. Research shows that smokers are the most successful in kicking the habit when they have support such as:

- Telephone smoking-cessation hotlines: NYS Smoker’s Quit Line 1-866-NY-QUITS
- Stop-smoking groups like the “The Butt Stops Here” program
- Online quit groups: There are plenty of forums and groups that you can join. Some groups focus on the withdrawal period (first two weeks) and help with the withdrawal symptoms, especially irritability, cold sweats, and headaches.
- Counseling/guide books
- Nicotine replacement products
- Prescription medicine to lessen cravings

Encouragement and support from friends and family members:

- Offer encouraging words of advice but don’t nag. Ask the quitter what you can do to help.
- It may take multiple attempts for you, your family members or friends to quit. Don’t judge or call it a failure. Try to help the person and think about what you can do differently next time.
- Offering healthy distractions, such as going outside to take a walk, when you or someone you know has the urge to smoke can be beneficial.
- Commit to a smoke-free house and ask visitors to smoke outside.
- Celebrate milestones each day, week, and each month that smokers go smoke-free!

Article resources and for more information on how you can help yourself or help support a loved one, please visit:

http://www.cancer.org/healthy/stayawayfromtobacco/greatamericansmokeout/history-of-the-great-american-smokeout

https://www.nysmokefree.com/default.aspx

https://www.cdphp.com/members/wellness-treatment/common-health-topics/quit-smoking-resources

If you can dream it, you can do it.

~Walt Disney (1901-1966)
EAP Wellness Calendars Are Now Available!

We are just two months away from a new year. That means it’s time to start handing out the annual EAP wellness calendars! This colorful calendar offers an array of tips for your health and well-being that will help you throughout 2017 and beyond. To request a copy be sent to you via campus mail, call the EAP Office at 442-5483 or click on the “Special Promotions” icon on the EAP website’s home page.

http://www.albany.edu/eap

One per employee while the supply lasts.

Become an EAP Ambassador

“You’ve never attended an EAP event?
Would you like to join me at the next EAP Lunchtime Wellness Program?”

To encourage UAlbany employees to take advantage of their EAP benefit, the EAP Committee invites employees to become an “EAP Ambassador” by inviting a co-worker who has never attended an EAP Lunchtime Wellness Program to join them.

Throughout the 2016-2017 academic year, “ambassadors” who bring first-time attendees will be entered into a drawing for an EAP wellness giveaway. A drawing will be held at the end of the fall AND the spring semesters. Ambassadors will fill out an entry form when they bring the first-timer to the EAP Lunchtime Wellness event. So, keep a lookout for an EAP program topic of interest and send out an invite to a co-worker!
All employees are eligible to attend programs provided by CDPHP.

Guided Relaxation for Stress Management

Thursday, November 3rd
12:00 pm—12:30 pm
Assembly Hall, Campus Center

Join Judi England, RN, licensed massage therapist and certified Kripalu yoga instructor as she facilitates this stress management program that incorporates breathing exercises, guided visualization, progressive relaxation and/or meditation.

Open to all UAlbany employees!

CDPHP members can earn up to 10 Life Points® for attending.

Please contact Brenda Seckerson, EAP Coordinator to register:
bseckerson@albany.edu • 442-5483
Or register online at: http://www.albany.edu/eap/event_sign-up.htm

ALSO HAPPENING!
Stop by to visit with the therapy dogs from Therapy Dog International.
12 p.m. — 1:30 p.m.
Fireside Lounge/Assembly Hall

Therapy dogs on campus, too!
All employees are eligible to attend programs provided by CDPHP.

Employee Assistance Program

How to Maintain and Not Gain during the Holiday Season (3 sessions)

Thursdays • 12:00 p.m. – 1:00 p.m.
Standish Board Room • Science Library
November 10th, 17th & December 1st

Sometimes it’s not about losing weight, but about maintaining it! This 3-week program will provide tips, tools, and support to fend off holiday weight gain. The sessions will help participants create a plan for success by addressing ways to eat healthy, manage stress, stay active, and practice mindful eating, all while still enjoying the season!

Connect with other UAlbany employees in a supporting effort to maintain, not gain!

Open to all UAlbany employees!

Please contact Brenda Seckerson, EAP Coordinator to register:
bseckerson@albany.edu • 442-5483
Or register online at:
http://www.albany.edu/eap/event_sign-up.htm

CDPHP members can earn up to 10 Life Points® for attending.
Helpful Holiday Hints for Caregivers

With the holidays fast approaching, family and friends who care for or interact with a person with some type of dementia or Alzheimer’s disease might be looking for some hints that could help make time together less stressful. Join us for this discussion provided by the Northeastern New York Chapter of the Alzheimer’s Association on how to better manage responsibilities during the busy holiday season so that the experience can be as positive as possible for you and your loved one. Bring your questions!

**Presenter:** Maura Fleming, Capital Region Program Manager with the Alzheimer’s Association of Northeastern NY. The Alzheimer’s Association provides: information and referral services, care consultations, support groups, education programs and safety services.

**To Register***

Contact: Brenda Seckerson, EAP Coordinator

bseckerson@albany.edu

442-5483

OR REGISTER ONLINE:

HTTP://WWW.ALBANY.EDU/EAP/EVENT_SIGN-UP.HTM

**Monday, November 14**

12 noon—1:00 pm

Assembly Hall

Campus Center

*A minimum of 10 registrants needed to conduct this program*
All employees are eligible to attend programs provided by CDPHP.

Tools to Manage Stress

Wednesday, November 30th
12:00 p.m. – 1:00 p.m. • Room 375 • Campus Center

Gain a better understanding of how stress can impact your psychological and physical health. During this program, participants will:

- Practice two relaxation techniques
- Learn tools and techniques to prevent, manage, and relieve everyday stress by:
  - Addressing the stressor
  - Adapting to the stressor
  - Practicing healthy living
  - Relaxing and recovering

Open to all UA/bany employees!

Please contact Brenda Seckerson, EAP Coordinator to register:
bseckerson@albany.edu • 442-5483
Or register online at:
http://www.albany.edu/eap/event_sign-up.htm

CDPHP members: please bring your member ID card.

10 | CDPHP members can earn up to 10 Life Points® for attending.
Looking for Reading Ideas?  
Check the EAP Office Lending Library.

Contributed by Seema Mathura, EAP Office Work Study Student

There may be days in your life that you feel so overwhelmed with stress that you can’t seem to remember how to breathe. We all have those days, and we all have different ways about how we deal with them. However, accepting fatigue as our daily companion and our busyness as inescapable are not healthy approaches to living a healthy life. There are many things that can be done to bring back fun, a sense of control, and relaxation into your day without increasing demands on your time. Incorporating new habits into your life is one way to achieve this. Check out the EAP’s library listing on some ways to de-stress and enjoy life a little more.

Inner Peace for Busy People is the perfect book for anyone who feels overwhelmed by the pressures of work, finances, children, and other modern day stressors. Joan Borysenko delivers the one thing every busy person longs for, namely simple strategies to reduce stress and create a more peaceful mind. Within this book are 52 inspirational yet practical essays that can help you create and maintain a sense of inner peace. With a little common sense, you can learn to understand and tame the busy workings of your mind, live a life filled with compassion and love, and develop more wisdom and creativity. For more information about the author’s philosophy, visit [http://www.joanborysenko.com/](http://www.joanborysenko.com/)

If you prefer to tap into your creative spirit as a way of relaxing, then check out Visual Chronicles by Linda Woods. It’s a no-fear guide to creating art journals, creative manifestos, and altered books. These visual chronicles are all about you: your dreams, your memories, daily routines, greatest loves, and secret pet peeves. It’s about getting to know yourself better, savoring the wonderful ebb and flow of your everyday life, and celebrating it all in visual mementos of your life journey. The best part? Not only will you be able to get a clearer idea of who you are as a person visually, but mentally and emotionally you will find some peace and a way to de-stress.

Maybe you’re not too much of a fan of reading. Maybe you prefer to be up and moving around as a way to de-stress. Why not check out Qigong for Stress Relief (DVD). Francesco and Daisy Lee-Garripoli help you approach stressful situations with a sense of peace and possibility. As a result, your immune system will be stronger, which is vital for helping prevent both the common cold and future diseases. With clear, detailed 30 minute instructions, the Garripolis will guide you through an insightful session to promote the free flow of your Qi (your physical, mental and spiritual energy.)
Did You Know?

As a University employee, what do you know about the history of UAlbany? The EAP Committee members invite you to check out this section of the EAP ENews throughout 2016 to discover historical and fun facts about the University. So, test your knowledge each month to see how much you know about UAlbany, this place where you work!

The Season of Giving at UAlbany...

When the month of November comes around, what usually comes to mind? Typically we think of Thanksgiving, friends/family, thankfulness, and the art of giving. At the University at Albany, we try to give back in various ways.

The University at Albany’s traditional Thanksgiving Dinner for international students draws well over a hundred students each year. It is one way UAlbany takes care of its international students and helps them to feel at home when their own home may be thousands of miles away. On Thanksgiving Day, many students from foreign nations will share in the American tradition with a host family.

Not only do students get involved by hosting dinners for international students, but they also give back to the local community. In November 2015, approximately 100 care packages assembled by UAlbany transfer students and led by the University’s Transfer Transition Leaders (TTLs) were delivered to local residents through the Senior Services of Albany’s Meals on Wheels program. UAlbany students involved with the program spent several months hosting food drives across campus. The students filled care packages with various types of donated food, along with personal items.

The University at Albany places a high value on giving back to the community. Each year UAlbany students complete thousands of hours of service in the Capital Region. Currently, over 7,400 UAlbany students contribute to the local region through volunteer work, courses, and internships annually. We can be proud of UAlbany students and their efforts to make a difference in the community.

For more information about how UAlbany gives back, visit: http://www.albany.edu/involvement/communityservice.shtml

Employee Assistance Program

6-Hour Defensive Driving Class

This 6 hour class can help to reduce your insurance fees or deduct points from your license. NYS requires attendance for the full 6 hours to receive credit.

Course Fee: $22
Paid at the time of registration
Make check payable to: NTSI
Drop off at the EAP Office MSC #200

To Register Contact:
Brenda Seckerson,
EAP Coordinator
bseckerson@albany.edu
CALL 442-5483 OR REGISTER ONLINE
http://www.albany.edu/eap/event_sign-up.htm

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

Health Sciences Campus
formerly the East Campus
Friday, December 9*
9:00 am—3:30 pm
Conference Room 110A
School of Public Health Building
*Includes a 30-minute lunch break.

NOTE: Supervisory approval and accrual charge necessary to attend.

Registration deadline: December 6
Gratitude can transform common days into thanksgiving, turn routine jobs into joy, and change ordinary opportunities into blessings.


Happy Thanksgiving

Apple Maple Cream Pie

**CRUST:**
Two cups all-purpose flour  
One teaspoon salt  
Two-thirds cup vegetable shortening or butter-flavored shortening  
Five-to-seven tablespoons ice water  
Two tablespoons milk  
Two tablespoons sugar

**FILLING:**
Five to six cups sliced cooking apples  
One cup sugar  
One-half teaspoon salt  
Three to four tablespoons cornstarch  
Three-quarters cup maple syrup  
One-half cup heavy cream

**DIRECTIONS:**
Combine flour and salt in a mixing bowl. Cut in shortening with a pastry blender or two knives until mixture is uniform. Sprinkle in ice water one tablespoon at time, toss lightly with a fork until mixture forms a ball. Wrap in plastic wrap and chill.

For filling, combine apples, sugar, salt and cornstarch in a mixing bowl. Toss lightly until apples are well coated with dry ingredients. In a separate bowl, combine maple syrup and cream. Pour over filling and mix well. Set aside.

Remove dough from refrigerator and divide into two equal parts. On a lightly floured surface, roll dough into a circle one-eighth of an inch thick and three inches larger than an inverted pie plate. Gently ease dough into pie plate, being careful not to stretch it. Trim edge even with pie plate.

Spoon filling into unbaked pie shell. Put top crust on the same as bottom and gently lift onto filled pie. Roll crust edges under and flute. Cut vents on top to allow steam to escape. Brush on milk and sprinkle sugar over entire top of pie. Bake at 400 F, for 50 to 60 minutes or until apples soften. Cool and serve.
Health and Wellness Tips - Compliments of Personal Best Publications

MAKE A GREAT PLATE.

Delicious whole grains provide long-lasting energy.

**OVERNIGHT MUESLI**

**INGREDIENTS**
- 2 cups rolled oats
- 1/4 cup raisins
- 1/4 cup pumpkin seeds
- 1 tsp ground flax seeds
- 1 cup plain 2% Greek yogurt
- 1 cup skim milk
- 1 cup mixed berries

**DIRECTIONS**
In a large bowl, mix together oats, raisins and seeds. Add yogurt and milk. Stir to combine. Refrigerate overnight or for at least 1 hour. Divide into 4 bowls. Top with berries.

Makes 4 servings. Each: 275 calories • 14g protein • 4g fat • 48g carb • 7g fiber • 78mg sodium

NOVEMBER 2016

REACH YOUR BEST:

Did you know? When you work on a mobile device, avoid eye strain with the **20-20-20 rule:** Every 20 minutes, take a 20-second break and focus on something more than 20 feet away. Don't forget to blink – lack of blinking, which can happen when you stare at a screen for a long time, can lead to dry eyes. And get your eyes checked every year. Take care of your eyes, and they'll work smarter, not harder.

NOVEMBER 2016

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

EAP is a joint labor/management program and is part of the NYS Employee Assistance Program - Contact Info: 1 Airline Drive, Albany, NY 12235. 518.486.9769

Disclaimer: Material presented in this newsletter is intended for educational or informational purposes only. It is not intended to replace the advice of a qualified health professional.