Beware of Income Tax Scams

Beware of income tax scams. Here is one: The caller claims to represent the IRS and knows your name, phone number, street address, and possibly the last four digits of your Social Security number. The thief gives you his or her name and employee ID, and a “case number.”

**Fact:** Real IRS officials also identify themselves this way.

The caller says your income taxes from three years ago are in error. A warrant for your arrest has been issued. You are then asked to pay the overdue amount by wire transfer or credit card to have the warrant canceled.

**Fact:** The IRS will NOT ask you for a credit card over the phone.

For more information on various types of tax scams, check the IRS website at https://www.irs.gov/uac/Tax-Fraud-Alerts

Do I Need Counseling?

Fear, mystery, and stigma often keep people away from professional counseling, but this hesitancy is normal. One question will help you decide whether to go: **Are you fed up with feeling miserable?**

Contrary to what’s portrayed on TV, most people do not attend counseling for very long. Some may go once, feel empowered, experience a “reality check,” and find the strength they have been searching for to finally take charge and overcome a serious problem. Counseling is challenging because personal change rarely is easy; however, it can still be fun, exciting, and life-changing, and give you relief—but above all, not what you expected.

Contact UAlbany EAP to discuss your needs for counseling and to obtain referrals for providers who take your health insurance.

*The way to develop self-confidence is to do the thing you fear.*

~ William Jennings Bryan
American Orator and Politician
(1860-1925)
In the Workplace...

Teams That Eat Together Thrive Together

Employees sharing a meal is a fairly mundane event, but Cornell University researchers see such activities as crucial to enhancing organizational productivity, employee bonding, and team effectiveness. They believe their discovery has implications for any type of organization. Eating as a group is a primal behavior, and researchers believe it naturally creates deeper, more cooperative bonds. How can your team or work group take advantage of this discovery for the benefit of your work organization and your personal job satisfaction?

When Change Comes Will You Adapt?

If “the only thing certain is change,” then a vital life skill is the ability to adapt. Change can come fast, so develop this teachable life skill. Start by asking yourself some questions:

1. When sudden and unexpected change happens, do you quickly consider healthy actions in order to adapt to it with as little delay as possible?
2. Are you willing to be flexible in the choice of actions you must take? (The best choice may not be the easiest or the least stressful in the short run.)
3. Do you decide what you want from the change, which could be something entirely different and not previously considered, in your life? (This puts you in control of the impact change has on your life, so you are less likely to be a victim of it. As the saying goes, “Make lemonade from lemons.”)
4. Do you plan ahead (think upstream) about strategies for coping with change so you can better skirt the rapids when they appear?
5. Do you strengthen and invest in yourself—build relationships, understand effective communication, attend to personal finance and retirement planning, and nurture your physical, emotional, and spiritual self?

With change comes anxiety and trepidation. If you are prepared, you will see the opportunities, reduce fear, and feel more certain about adapting to it.

I'm not afraid of storms, for I'm learning to sail my ship.

~ Louisa May Alcott, American author (1832-1888)
Professional Development Workshop for Faculty and Staff*

Communication Skills to Strengthen Your Ability to Connect

This fast-paced engaging program will provide practical skills and strategies to deal more effectively with the wide range of people and personalities that staff interact with on a daily basis. Some people are easy to connect with, others seem to have a hair trigger or a bottomless pit of complaints. This program will present ways to communicate more successfully and to build better relationships. Participants will discover what makes people difficult to communicate with, and will leave with several key strategies to work more effectively with them.

By the end of this program participants will:
- Understand a model of communication styles
- Learn a new way to read another person’s behavior
- Learn how to adapt your communication style to better connect with others
- Understand what makes people difficult and what causes conflict
- Learn strategies for defusing tense situations and preventing conflict

Presenter: Alan Krieger, trainer, organizational consultant, and leadership coach. Known for his practical approach to training and for providing strategies you can put into use immediately, Alan has been President of Krieger Solutions, LLC, a training and consulting business, for 23 years.

* Supervisor’s Approval Required to Attend

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

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

Wednesday, March 23
9:00 am - 11:00 am
Room 375
Campus Center

THE WORLD WITHIN REACH
Putting Excitement Back in Your Relationship

If your relationship with a significant other feels too sluggish or routine (a complaint of many couples), research psychologists say the intervention is to plan new activities you both enjoy. Don’t panic—routines occur naturally because we are creatures of habit. One study showed an increase in relationship satisfaction while planning something new, while participating in it, and following the activity. Novel experiences need not be expensive vacations. A new hobby, project, or visiting local attractions, recreation, or picnic spots—nearly anything can do the trick. Shaking up your routine is a life skill. Use it to avoid complacency and stagnation.

Source: http://www.jhsph.edu [search “news,” then “Adderall misuse”]

What Parents Need to Know About Adderall Abuse

Adderall is a stimulant (amphetamine) used primarily to treat attention deficit hyperactivity disorder (ADHD). A 2016 report from Johns Hopkins University shows a continual increase in Adderall abuse by young people (ages 18 to 25) despite a decrease in the total number of prescriptions nationwide. Abuse of Adderall typically originates with medication being stolen or illicitly given to others. Although Adderall is rarely addictive for those who legitimately use it with a prescription, its addiction potential is explained by larger doses typically used by abusers. Serious cardiovascular side effects, including stroke, come with Adderall abuse, and so does the risk of depression, bipolar disorder, and aggressive or hostile behavior. Is Adderall “disappearing” from your home?


How to Interrupt Impulse Eating

If you often peek in the refrigerator when you’re not really hungry—just to check out what’s in there—then you might be keeping on extra pounds because of impulse eating. Experts say you could lose up to ten pounds a month by getting a handle on this practice. Impulse eating is not the same as compulsive eating which is associated with eating disorders. Impulse eating has triggers: boredom, a TV commercial break, snacks in easy reach, late-night hunger, or even too big a plate. To intervene impulse eating, keep a diary for a week. It will motivate you to make corrections. Develop a strategy when these triggers hit you to distract yourself from them. Then, make the distraction a habit. With practice (mind over matter), you will learn how to manage those triggers! For more ideas, read the book Mindless Eating: Why We Eat More Than We Think by Brian Wansink.

Source: Frontline—Employee Wellness, Productivity & You! Frontline newsletter is courtesy of the New York State Employee Assistance Program.
Springing Ahead: Daylight Saving Time

As the days go by, you may have noticed that it’s been getting progressively lighter a bit earlier. What does that mean? SPRING IS ARRIVING SOON!

However, with spring comes the ritual of moving our clocks forward an hour. On Saturday, March 12 be sure to set all of your clocks ahead one hour before heading to bed. When you wake up on Sunday, the 13th, you will officially have entered a new daylight era and will also be on time!

Fun Fact: Daylight Saving Time was established to take advantage of the longer daylight hours of summer and originally suggested by Benjamin Franklin in order to save money on candles!

Here are some tips that will help you prepare for the upcoming loss of losing one hour of precious, valued sleep.

⇒ Go to bed 15 minutes earlier than usual on the Thursday before Daylight Savings begins.
⇒ On Friday go to bed 30 minutes earlier than usual.
⇒ On Saturday try to go to bed 45 minutes earlier than your usual bedtime.
⇒ Eliminate all caffeine after 1:30 p.m. the week prior to changing the clocks in order to make it easier to go to bed earlier.
⇒ Make sleep a priority by keeping consistent sleep (bedtime) and wake schedules—even on the weekends.
⇒ If you feel sleepy after the change to Daylight Saving Time, take a short nap in the afternoon—no more than 20 minutes long.

According to the U.S. Fire Administration, every year approximately 2,600 Americans die in home fires. More than half of these deaths (52%) occur between the hours of 10:00 p.m. and 7:00 a.m., when residents are typically sleeping. The risk of dying from a fire in a home without working smoke alarms is twice as high as in a home with working smoke alarms.

The ritual of changing our clocks is the perfect time to check the batteries of smoke and carbon monoxide detectors:

- Install a smoke alarm and carbon monoxide (CO) detector near sleeping areas, as well as on every level of the home, including the basement.
- Test smoke alarms/detectors at least once a month by using detectors’ “test button.”
- Smoke alarms/CO detectors should not be installed near a window, door or forced-air register where drafts could interfere with their operation.
- To avoid potential CO exposure, do not warm a vehicle in an enclosed garage space. During and after a snowstorm, make sure all vents connected to stoves, furnaces, and fireplaces leading outside are clear.

For more information on getting the best sleep, visit: [https://sleepfoundation.org/](https://sleepfoundation.org/)
For more information regarding checking your smoke/carbon monoxide alarms, visit: [http://www.nfpa.org/](http://www.nfpa.org/)
Your Financial Well-Being...

It’s Tax Season!

The Greater Capital Region Creating Assets, Savings, and Hope (CASH) program provides FREE tax preparation services from IRS-certified VITA (Volunteer Income Tax Assistance)/AARP volunteers. All you need to qualify for free tax preparation is an annual household income below $54,000. That’s it!

- To find a VITA location, go to: http://irs.treasury.gov/freetaxprep/
- Or, for FREE tax preparation sites in Albany, Rensselaer, Schenectady, Schoharie, and Saratoga counties, call (518) 694-8900. If you would like further information dial 2-1-1, the United Way Helpline, for all of the details, or check out the United Way website: http://www.cashgreatercapitalregion.org/

FYI ... 2015 Flex Spending Account Claims Deadline Fast Approaching

Employees enrolled in the Flex Spending Account (FSA) for the 2015 plan year have until March 31, 2016 to send in reimbursement requests for eligible 2015 expenses incurred under the Health Care Spending Account and the Dependent Care Advantage Account.

FSA reimbursement requests may be mailed, faxed or submitted online through www.myFBMC.com.
For more information, log on to www.flexspend.ny.gov or call 1-800-358-7202.

Additional Tax Preparation Resources:

- Or, go to the NYS Tax & Finance website to see if you qualify for a FREE tax return this year: http://www.tax.ny.gov/pit/efile/freefile_eligibility1.htm.
- Questions about preparing your taxes? Connect with the IRS Taxpayer Advocate Service at www.irs.gov/advocate.

Have you checked your credit reports?

The Fair Credit Reporting Act guarantees you access to your credit report free of charge from each of the three nationwide credit reporting companies (Experian, Equifax, and TransUnion) every 12 months. AnnualCreditReport.com is the ONLY authorized source for the free annual credit report that you are entitled to by law. A common practice is to check one company every four months to make sure your credit is in order. Take advantage of this opportunity to gain access to your report and look for mistakes or irregular listings. For more information, click on Federal Trade Commission.
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.

“You gain strength, courage, and confidence by every experience in which you really stop to look fear in the face. You must do the thing which you think you cannot do.”

~ Eleanor Roosevelt (1884-1962)

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.
Save the date!
Thursday, April 21
11:00 AM - 1:30 PM
Campus Center Ballroom

This year's theme ...

“The 3R’s: Recreation, Relaxation, and Rejuvenation”

Exhibitor Fair
Demonstrations
Relaxation Lounge
Student Poster Session

Photo Contest
Free Soil Analysis
Refreshments

Sponsored by:

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

http://www.albany.edu/gogreen/

http://www.albany.edu/gsa/

http://www.albany.edu/uas/
PHOTO CONTEST
THE 3 R’S: RECREATION, RELAXATION, & REJUVENATION

OFFICIAL CONTEST RULES

1. This contest is free and open to all University at Albany students, staff, faculty and alumni.
2. Only photos taken with the criteria outlined in the Submission Guidelines are eligible for consideration. No exceptions.
3. Up to three photos may be submitted per person.
4. Photos must be submitted electronically to earthandwellness@albany.edu by midnight on Friday, April 8, 2016. *See submission guidelines for important details.
5. Photographers will retain original copyrights to their photos.
6. Entrants grant the Earth and Wellness Day Committee permission to use photo(s) for display during, and in conjunction with, media and marketing related to the event.
7. Only submissions that adhere to contest rules and submission guidelines are eligible to compete.
8. All decisions by the judges are final.

SELECTION PROCESS

The Earth and Wellness Day Committee will select three photographs in each category (student/alumni and faculty/staff) as finalists.

The top six photos will be displayed at the Earth and Wellness Fair on Thursday, April 21 in the Campus Center Ballroom from 11am-1:30pm. All attendees at the fair will be eligible to cast one vote per category.

One winner per category will be selected based upon the highest number of votes at the close of the fair. Winners will be announced on Friday, April 22nd.

SUBMISSION GUIDELINES

CRITERIA: Images will be judged on their effectiveness to convey the topics of recreation, relaxation, rejuvenation, and nature.

PHOTOS: Photos taken with a digital camera must be submitted at a minimum resolution of 1600 x 1200 pixels and in jpeg, bmp, png or tif format. Minor digital enhancement for cropping, red-eye removal, filters, and corrective functions are permitted, but images that have been judged to be significantly altered will be disqualified. Photographers are not permitted to place borders or frames around their images or to place watermarks, signatures, dates, or copyright notices on their images. Images MUST maintain the integrity of the subject as it was photographed.

Please re-name images to include the photographer’s first and last name and a one word description of the photo separated by a period (ie. JohnDoe.stream.jpg)

SUBMISSION FORMAT: All submissions should be e-mailed to earthandwellness@albany.edu. All entrants must include the following in the body of the e-mail PER ENTRY (if submitting more than one photo, please send separate e-mails):

ENTRY FROM A STUDENT/ALUMNI:
First and last name; Status (freshman/sophomore/junior/senior/graduate/alumni); E-mail address; Phone number; Brief description of photo(s) submitted (ie. Squirrel in tree by State Quad)

ENTRY FROM FACULTY/STAFF:
First and last name; Department; E-mail address; Phone number; Brief description of photo(s) submitted (ie. Squirrel in tree by State Quad)

PRIZE: Winning photos will be featured in the EAP and Sustainability newsletters as well as displayed in a prominent campus location.
EAP’s mission is to help support and maintain a healthy and productive workforce. With that mission in mind, this year we’re embarking on what we hope will be a worthwhile, fun endeavor to highlight our connection to the University and our pride in all that we as employees contribute to make UAlbany a unique place to work.

**How does this project work?**

- Each month during the academic year we are asking a question or inviting you to reflect on some aspect of your connection to UAlbany, your workplace. We’re using the *EAP E-News* as a means of sharing some of the comments (and even photos!) that are submitted.

- By providing your submissions, you are giving EAP permission to publish your answers, including provided pictures. Please note that all responses may not be published in the *EAP ENews* due to space considerations. Additional comments/photos may be posted to the EAP website for viewing.

EAP is excited to facilitate this endeavor and provide an opportunity to ENGAGE YOU in this ongoing conversation about your connection to UAlbany—this place where we all work together to keep the University thriving!

**Here’s what we asked you to respond to in February:**

**Share an interesting aspect of your department that others on campus might not know about. Give yourselves a “shout out” about the work you do!**

I think the most unique thing about my department is that it is a new and growing field in higher education. Since August 2014, I have been the Director of Student CARE Services, a unit dedicated to assisting students who may be having difficulties that get in the way of their success as students. I also assist faculty, staff, students and parents who have concerns about a student. I work very closely with a great, multidisciplinary team from different areas of campus. The Campus Assessment, Response and Evaluation (CARE) Team works together to assist students in need and to ensure that our campus is a safe place. I love this work! We really need to get the word out so that all members of this campus know that we are here to help! [www.albany.edu/ualbanycares](http://www.albany.edu/ualbanycares) is our website and where reports can be made. Phone consultations are available at 518-442-5501.

~ Sally D’Alessandro
Engage YOU Albany!

Here’s what we asked you to respond to in February (continued):

Share an interesting aspect of your department that others on campus might not know about. Give yourselves a “shout out” about the work you do!

Did you know that you can take a class here at UAlbany and receive financial assistance through your Union? [http://www.albany.edu/hr/tuition.php](http://www.albany.edu/hr/tuition.php)

Contact the Office of General Studies and Summer Sessions for information on how to enroll! Visit our website for information on enrolling as a non-degree, undergraduate student for summer and/or fall courses!
[www.albany.edu/generalstudies](http://www.albany.edu/generalstudies) or [www.albany.edu/summer](http://www.albany.edu/summer)

~ UAlbany Office of General Studies and Summer Sessions

March’s Topic...

Is there someone you’d like to give special recognition to for an act of kindness or for being extra helpful to you? **NOTE:** Before responding to this question, please confirm with the person that they are OK with this type of public acknowledgment.

To submit your response, click on the “Questions and Comments” icon on the [EAP website](http://www.albany.edu/hr/) or [click here](http://www.albany.edu/hr/) to share your comment. Then be sure to read the [April edition](http://www.albany.edu/hr/) of the *EAP ENews* to learn what other UAlbany faculty and staff contributed!
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 now about UAlbany, this place where you work!

Throughout the month, many of us will hear the term “March Madness.” For those who aren’t quite sure of what it means, according to the official National Collegiate Athletic Association (NCAA) website, it is defined as the time of the annual NCAA college basketball tournaments that are held generally throughout March. The NCAA is a non-profit association which regulates athletes of more than 1,200 institutions, conferences, organizations, and individuals. UAlbany’s Great Dane Men and Women’s basketball teams provide great family entertainment to tens of thousands of Capital Region sports fans. Basketball season is always exciting as the Great Danes have been in the thick of March Madness these past few years.

Here are some fun facts about UAlbany Athletics and school spirit:

- In 1999, Albany finally became a Division 1 school. Division 1 schools are the highest ranking school among the 3 divisions and the most intense, according to About.com. As a D-1 school, UAlbany must offer at least 14 sports, seven for men and seven for women, or six for men and eight for women; offer at least two team sports for men and two for women; can guarantee an audience of specific size for football and basketball; offers some athletic scholarships; and offers enough games to fit each sport’s specific requirements. Students must maintain a certain GPA and take at least 16 core courses to be eligible.

- Did you know that “Pedwin” the penguin was the mascot of the New York State College for Teachers, the precursor of the University at Albany? In 1965 the student body chose the Great Dane, nicknamed Damien, to replace Pedwin. A Great Dane was chosen as our mascot due to qualities of strength, courage, stamina, and speed.

- When UAlbany made the move to Division I athletics in 1999, art student Brian Caverly sculpted the larger-than-life Great Dane which is now on display in the lobby of the SEFCU Arena, the University's main sports complex.

- In the spring of 1992, the University opened the SEFCU Arena, an $11 million state-of-the-art facility. The SEFCU Arena is the home for UAlbany’s men’s and women’s basketball teams with a seating capacity of 5,000 and has an .11 mile indoor track.

- Do you know the name of UAlbany’s fight song? It’s called “Purple and Gold.” To learn the words and to hear it being sung, go to: http://www.albany.edu/spirit/fight_song.shtml

Let’s see what March Madness brings to our campus as we watch our men and women Great Danes basketball teams! For more information and stats, visit http://www.ualbanysports.com/
Art Break

It’s time for the spring semester EAP Art Break! This is a great way to get energized during your work day and connect with others who are interested in the arts and in learning about the UAlbany campus! Join us as University Museum Director Janet Riker takes us on a tour of the current exhibits.

- Race, Love, and Labor: New Work from the Center for Photography at Woodstock’s Artist-in-Residency Program
- Keltie Ferris: Body Prints and Paintings
- Gerard & Kelly: Performance Documents

For more information about the exhibits, go to: http://www.albany.edu/museum/index.shtml

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
EAP Lunchtime Financial Wellness Program

Smart Money Moves in Your 20s and 30s

Are you in your 20s or 30s and wondering if you are making the right money decisions? Do you question whether you even know what those “moves” need to be at this stage of life? Join us for this informative session to learn ten relevant tips designed to help you enhance your financial well-being. We’ll explore everything from creating a budget to establishing an emergency fund to making the most of your retirement savings. Bring your questions!

Presenters: Jeffery Jones and Ernie Selke, Financial Advisors from MetLife Empire Group

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

Thursday, March 24
Noon—1:00 pm
Room 375
Campus Center

Deadline to register: Wednesday, March 23
No time to manage your stress? Join us as we learn TEN one-minute techniques to integrate into our lives to help us address stress without stressing about time! Numerous medical reviews document the effectiveness of relaxation techniques for such things as eliminating headaches, settling an upset stomach, lowering blood pressure, improving relationships, increasing memory and recall, just to name a few health benefits. Learn how to create and experience “the relaxation response” to calm the mind and body with these ten techniques that you can do during your day to increase your health, well-being, and productivity.

**Presenter:** Barbara Stevens, is certified by the International Association of Counselors and Therapists in Stress Management, and Single Incident Stress Resolution, Smoke Cessation, Weight Management, and Neuro-linguistic Programming (NLP). She works with national insurance providers to educate the private and corporate sectors on the effects of stress and provide techniques to improve health and well-being.

**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
Looking for Reading Ideas? 
Check the EAP Office Lending Library!

Contributed by Seema Mathura, EAP Office Work Study Student

March is National Nutrition Month! National Nutrition Month is a nutrition education and information campaign created annually in March by the Academy of Nutrition and Dietetics. The campaign focuses attention on the importance of making informed food choices and developing sound eating and physical activity habits. For more information on the campaign visit: http://www.nationalnutritionmonth.org/nnm/. The EAP Library has some resources related to eating right, getting the most physical activity in your busy day, and more. Here are the featured books for the month of March:

When we feel sad or down, we tend to reach for the food that we know may comfort us momentarily— the ice cream, the chips, the cookies. They are what brings us an uplifting moment, no matter how fleeting it is. However, there is an end to the anguish of emotional eating. In her book Breaking Free from Emotional Eating, Geneen Roth explains how to achieve it. She hosts seminars and workshops that outline techniques and strategies which are identified in this book. Her program helps those who want to resolve conflicts at the root of overeating. Roth offers advice from learning to recognize the signs of physical hunger to withstanding family and social pressures in order to help you break the binge and diet cycle forever.

Julia Cameron, who has taught thousands of artists and aspiring artists how to unblock wellsprings of creativity, has noticed an interesting thing. Often when her students uncover their creative selves they also undergo a surprising physical transformation. Invigorated by their work, they slim down. In The Writing Diet, Cameron illuminates the relationship between creativity and eating to reveal a crucial equation: Creativity can block overeating. This weight-loss program directs readers to count words instead of calories, to substitute their writing’s “food for thought” for actual food. The Writing Diet presents a unique plan for being creative and losing weight to keep it off.

In Chi Walking, walking and running coaches Danny and Katherine Dreyer teach techniques they created that transform walking from a mundane means of locomotion into an intensely rewarding practice that enhances mental, emotional, and physical well-being. Chi Walking emphasizes body alignment and mindfulness while strengthening the core muscles of the body. The five mindful steps of the Chi Walking program will get anyone, regardless of age or athletic ability, into great shape from head to toe, inside and out. This is a great read to check out especially during your lunch break where you can implement some of these steps!

Visit the Library page on the EAP website for a full list of topics, books, and DVDs/CDs that the EAP Lending Library has available.
Pickleball is a fun sport that combines elements of tennis, badminton, and ping-pong all into one! It's a great way to destress, exercise, and get outside. Watch this quick video for more info: https://www.youtube.com/watch?v=WLWj2LXecHU.

Campus Recreation will be hosting a series of Pickleball events on Friday, March 25 and Friday, April 1, from 5:30pm to 7:30pm. These tournaments are open to staff and faculty, and will be played on the Tennis Courts behind Dutch Quad. So come join us for some fun right after work! Registration will open on March 1 to sign up for either singles or doubles tournaments. Please visit our Campus Recreation Intramural webpage (http://www.albany.edu/campusrecreation/intramurals.php) for information on how to sign up, as well as tutorials and rules!

Please contact intramurals@albany.edu with any questions!

Spring Cleaning and Organizing

Are you looking to do some cleaning and organizing this spring? Now is a great time to tackle some of those projects. The articles below offer tips to help you get started. Happy Spring!

“10 Ways to De-Clutter, Simplify, and Streamline Your Life”

“10 Things to Do With Spring Cleaning Junk”

Contact EAP to borrow one of these helpful books in the EAP Office Lending Library to assist you with your organizing tasks!

♦ Living the Simple Life: A Guide to Scaling Down and Enjoying More
♦ One Year to an Organized Life
♦ Organizing for the Creative Person
♦ Shed Your Stuff, Change Your Life
No matter how long the winter, spring is sure to follow.

~Proverb

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