UC RIVERSIDE
Human Resources
Employee and Organizational Development

PROFESSIONAL
DEVELOPMENT
MONTHLY

(A) CHIEVING RESULTS   **(B)** UILDING RELATIONSHIPS   **(C)** REATING THE FUTURE

November 2020

New Faculty Staff Assistance Program Provider CompPysch

The University of California, Riverside is pleased to announce that it has collaborated with ComPsych®, the new Faculty & Staff Assistance Program (FSAP) provider. ComPsych will provide GuidanceResources® services whose benefits will provide UCR faculty, staff and their household family members confidential support, resources and information for personal and work-life issues. For more information, please visit the UCR Faculty Staff Assistance Program webpage.

Employee and Organizational Development (EOD) is also collaborating with ComPysch to offer no-cost, 60-minute Zoom workshops every month in the areas of:

- Personal Development/Work-Life
- Parenting
- Older Adult Care
- Personal Development

- Resilience
- Legal and Financial
- Behavioral Health and Wellness
- Family and Relationships

Upcoming Programs and Classes

ComPsych – 2020 Personal Development/Work-Life Topics

Our partnership with Compsych will enable us to offer learning and personal enrichment opportunities throughout the year. The following workshops are offered this November:

Workshop	Date	Time	Cost	Campus Coordinator	Registration Link
Coping During Uncertain Times	*11/3/20*	*1–2:00 p.m.*	*No cost*	*Lela Dennis*	*Coping During Uncertain...Link*
Forgiving Yourself and Others	*11/4/20*	*1–2:00 p.m.*	*No cost*	*Lela Dennis*	*Forgiving Yourself...Link*
Talking to Kids About Violent Events with Widespread Media Coverage	*11/5/20*	*1–2:00 p.m.*	*No cost*	*Lela Dennis*	*Talking to Kids...Link*
Being Accountable in Work and Life	*11/10/20*	*1–2:00 p.m.*	*No cost*	*Lela Dennis*	*Being Accountable in...Link*
How to Receive Criticism and Make it Work for You	*11/12/20*	*1–2:00 p.m.*	*No cost*	*Lela Dennis*	*How to Receive...Link*

Communicating Without Conflict with Your Significant Other	*11/17/20*	*1–2:00 p.m.*	*No cost*	*Lela Dennis*	*Communicating Without...Link*
Working Through Mistakes	*11/18/20*	*1–2:00 p.m.*	*No cost*	*Lela Dennis*	*Working Through...Link*
Resiliency: Bouncing Back After a Setback	*11/19/20*	*1–2:00 p.m.*	*No cost*	*Lela Dennis*	*Resiliency: Bouncing...Link*

For questions, please contact Employee & Organizational Development at HRTrainingContacts@ucr.edu.

EOD Programs, Courses and Classes

Course Title	*Description*	*Dates*	*Cost*	*Registrations Link*
Franklin Covey's Leading at the Speed of Trust	*Develop, restore and extend trust*	*11/19-23/20*	*$157*	*FC Speed of Trust...Link*
Franklin Covey's 6 Critical Practices for Leading a Team	*Empowering your team*	*12/2-4/20*	*$161*	*FC 6 critical...Link*
Franklin Covey's 4 Essential Roles of Leadership (for Supervisors and Managers)	*Inspire trust, create vision, execute strategy and coach potential*	*12/7-9/20*	*$161*	*FC 4 Essential roles...Link*

For questions, please contact Employee & Organizational Development at HRTrainingContacts@ucr.edu.

LinkedIn Learning on Demand Courses

Resiliency
- Communicating in Times of Change
- Performing under Pressure

Courses Tailored for Today's Unique Working Environment
- Enhancing Team Innovation
- Managing Organizational Change for Managers

Evergreen Courses Addressing Challenges in Today's Working Environment
- Communicating about Culturally Sensitive Issues
- Skills for Inclusive Conversations

News

Change to LMS Access for Contingent Workers

Contingent workers (CWRs) will now be able to log in directly to the UC Learning Center learning management system (LMS). However, before they may do so, hiring departments may need to take one additional step during the onboarding process to facilitate access, depending on the CWR's student status and SSN status.

This change supports the COVID-19 Prevention training, which the campus must track and enforce for volunteers as well as employees, by ensuring CWRs can access their profiles in the LMS where they are assigned this training, resulting in more accurate compliance records.

This information is available in the Access section of the LMS support website, where you may also download the new UC Learning Center LMS Access Matrix for Departments.

For questions, please contact ucrlearning@ucr.edu.

UC Systemwide People Management Series and Certificate

The UC Systemwide People Management Series and Certificate is a program for all People Managers and aspiring managers. The program consists of Core and Elective Courses, which include local and systemwide programs and eCourses, as well as in-person learning. For more information, visit the UC People Management Series and Certificate webpage.

Program cost: **no charge**

Are you a UCR Employee Interested in Sustainability?

The Employee Sustainability Ambassador Program (ESAP) aims to provide a forum for sustainability discussions and regular updates on sustainability at UCR and the community. Through this program, employees will have an opportunity to attend an initial 30-45 minute virtual orientation session followed by short virtual meetings every other month to discuss and raise questions about sustainability. Ambassadors will then be able to share provided materials with their departmental colleagues to enhance sustainability awareness in their workplaces. Please visit the Employee Sustainability Ambassador Program (ESAP): Interest Survey website to complete the interest survey today.

Program cost: **no charge**

SkillSoft eCourses

New eCoures are now available from SkillSoft on Resilience and Virtual Teams. Please click on the following links for the eCourse description and registration:

eCourse	
Managing in a Crisis	Exploring Virtual Collaboration
Forging Ahead with Perseverance and Resilience	Facing Virtual Team Challenges
Organizations Change So Get Ready	Organize Your Physical and Digital Workspace
Take a Deep Breath and Manage Your Stress	Cisco Webex Meetings: Organizing & Hosting Meetings
The Art of Staying Focused	Cisco Webex Teams: Using the Collaboration Tools
Becoming a Successful Collaborator	Google Hangouts Meet: Using Hangouts Meet on the Web
Navigating Challenging Situations with Diplomacy and Tact	Join me for Windows: Organizing, Hosting & Joining Meetings
Contributing as a Virtual Team Member	LogMeIn GoToMeeting: Organizing & Hosting Meetings
Developing Your Resilience as a Healthcare Professional	Microsoft Teams: Communicating via the App
Establishing Effective Virtual Teams	Skype for Business 2016: Getting Started

EOD 2020-21 Course Catalog

The Employee & Organizational Development (EOD) 2020-21 Course Catalog offers tools and resources to help you succeed and excel in your professional role at UCR through engaged learning and focused customer service.

UC Accessibility Guide

In conjunction with the UCOP Accessibility Workgroup and UC Electronic Accessibility Committee, Systemwide Talent Management is proud to introduce a new PDF accessibility training resource – a comprehensive Word-to-PDF and PDF Accessibility Guide.

The Guide centers around two checklists, each of which presents a series of simple yes-or-no questions designed to assist users of any experience level in assessing their documents' accessibility and making improvements where necessary. This incremental approach – tackling one accessibility question and, if necessary, one accessibility solution at a time – should make the process of ensuring robust accessibility less intimidating and more manageable for all.

To register for these courses, please visit Accessibility Training.

ComPysch – Faculty Staff Assistance Program Orientation

FSAP Orientation
Wednesday, November 18 | 11:00 a.m. – 12:00 p.m.

The goal of this session is to educate you about the program and to help you view this resource as a tool available to you and your household family members. Join us to find out more about this great benefit. To register for this orientation, please visit the UC Learning Center (LMS).

FSAP Manager/Supervisor Orientation
Thursday, November 19 | 11:00 a.m. – 12:00 p.m.

The goal of this session is to educate you about the program and to help you view the program as a tool for supporting your employees. Join us to find out more about this great benefit. To register for this orientation, please visit the UCLearning Center (LMS).

Staff Assembly Lunch & Learn

Be kind to Yourself
Wednesday, November 18 | 12:00 – 1:00 p.m.

Learn how to minimize stress, improve your health and wellness, and make better food choices during the holidays. This workshop includes:

- Healthy holiday recipes and menus
- Gratitude-building exercises
- How to stay active with light movement

For more information, please visit: Staff Assembly Lunch & Learn: Be Kind to Yourself.

Need training now? Visit LinkedIn Learning, via R'Space, and take advantage of curated collections

Most enrollments are conducted through the UC Learning Center.

Need assistance with course fees? Apply for a Staff Assembly Professional Development Scholarship. Visit their website for more information: https://staffassembly.ucr.edu/scholarships.

Missed an issue of the Professional Development Monthly?
Visit the Professional Development Monthly webpage.

To subscribe (opt-in) to the Professional Development Monthly, register in the Hrtrainingnews listserv.

For questions, please contact Employee & Organizational Development (EOD) at HRTrainingContacts@ucr.edu.