We are pleased to present The HR Insight Newsletter for the Clinical Neuroscience Administrative Center and its Departments. The goal of this newsletter is to keep all Faculty, Staff, and Students updated on HR processes, policies, and upcoming events.

**HR PROFILES**

**WELCOME**

**JEREMY MARSHALL!**

**CNC ADMIN CENTER DIRECTOR**

We are excited to have Jeremy Marshall back in the Clinical Neuroscience Admin Center as our new Center Director.

Jeremy is a familiar face to many as he has been at the University for over 15 years! He has previously worked in the CNC in the areas of finance and operations, and was most recently the Department Administrator for the department of Ophthalmology.

Initial key initiatives as the CNC Center Director are:

- Transition
- Listen
- Communicate
- Efficiency and organization

Jeremy’s office is located in Mayo D-610A
You may contact him at mars0247@umn.edu or 612-625-8681.

**EVENTS**

**FARMERS MARKET (July 9th – October 8th)**

The University of Minnesota Farmers Market is back! Join local vendors every Wednesday from 11am – 2pm on the Church Street pedestrian mall. Vendors will be offering a wide variety of locally grown produce, berries and flowers.

**Discover the U at the MINNESOTA STATE FAIR**

The Clinical Neurosciences will be hosting an exhibit at the State Fair on Sunday, August 31st.

Volunteers and clinical experts representing the Departments of Neurology, Neurosurgery, Psychiatry and PM&R will be providing information and live demonstrations showcasing a variety of topics related to the brain, including stroke, epilepsy, neuromodulation and more. All this, along with children’s activities and games are sure to be a popular stop at the U of M Building!

**MAROON & GOLD DAY**

*Sunday, August 31st* is also Maroon and Gold Day. Show your spirit by wearing school colors as you watch the U of M Marching Band in the State Fair Parade at 2 p.m.
EARLY INTERVENTION PROGRAMS

Early intervention is key in supporting employees who are experiencing challenges in the workplace.

Did you know that the University of Minnesota supports more than a dozen offices that can assist employees in developing balance in their work life?

Some of the Early intervention Programs offered at the U:

- The Department of Environmental Health and Safety (DEHS) 612-626-6002
  Health and safety concerns

- Employee Assistance Program (EAP) 612-625-2820
  Free professional consultation and referral services

- Employee Career Services 612-626-0774
  Coaching, consulting and career planning

- Ergonomic Health 612-626-5338 or 612-626-5714
  Workstation evaluations

- Office of Conflict Resolution 612-624-1030
  Provides formal and informal conflict resolution services

- Office of Equal Opportunity and Affirmative Action 612-624-9547
  Assists employees with concerns about possible discrimination

- Office of Risk Management and Insurance
  http://policy.umn.edu/policies/hr/benefits/WORKERSCOMP.html
  Manages workers’ compensation program

- Paratransit 612-282-6619
  A free curb to curb, on campus transport service for individuals with permanent or temporary disabilities

- Disability Services 612-624-3316
  Assists and supports employees who experience illness or injury that affects their ability to work.

WORDS TO LIVE BY

“Every accomplishment starts with the decision to try.”
PLEASE WELCOME OUR NEWEST EMPLOYEES

**NEUROLOGY**
Amundsen, Sommer  
Brekke, Julia  
Christnovich, Anthony  
Dhruv, Parth  
Higashimori, Takamasa  
Horta, Erika  
Kunecka, Paulina  
Robertson, Jetter  
Rulau, Alex  
Seletska, Alina  
Serviol, Maria  
Shamseddine, Khadijah  
Smith, Kyle  
Van Lengerich, Jessica  
Vetruba, Chase

**NEUROSURGERY**
Dixson, Alana  
Khan, Adam  
Krevitt, Leah  
Swaminathan, Preethi  
Truong, Vincent

**PSYCHIATRY**
Arrell, Sunita  
Atkinson, David  
Dirlam, Carly  
Donoghue, Anna  
Edvenson, Anne  
Egbert, Elizabeth  
Elbasher, Ali  
Garg, Aditi  
Genchanok, Anna  
Gupta, Nihit  
Jose, Michael  
Laschen, Maureen  
Lynn, Sonja  
Merriman, Lindsay  
Miiller, Jason

**PSYCHIATRY, Cont.**
Nwankiti, Chiamaka  
Patty, Connor  
Shankland, Emma  
Taylor, Sarah  
Thorsness, Katie  
Unruh, Amanda

**PM&R**
Kesha, Ranjit  
Lamb, Shannon  
Vonderhaar, Kathleen

**PT**
Cabelka, Christine  
Masessa, Kayla  
Montalto, Elena  
Van de Winckel, Ann

HELPFUL WEBSITES

**Enterprise System Upgrade Program (ESUP):**
Stay up to date with important information regarding the Enterprise Systems Upgrade Program for the Student, HR and Finance systems.  
[http://upgrade.umn.edu/](http://upgrade.umn.edu/)

**Employee Self-Service:**
Links to enroll in benefits, edit direct deposit information, pay statements, vacation and sick leave balances and more!  
[www.hrss.umn.edu](http://www.hrss.umn.edu)

**Training and Organizational Development:**
Enroll in compliance, HRMS training, orientation and more!  
[www.umn.edu/ohr/training/index.html](http://www.umn.edu/ohr/training/index.html)

IMPORTANT REMINDERS
Are you going on a leave of absence?  
Is one of your employees leaving the University?
If you are taking a leave of absence or are putting in your letter of resignation, please ensure that you are copying your Human Resources contact on your emails to your supervisor.  
The Human Resources department needs to be informed of any kind of leave or resignation in a timely manner before the leave or end date occurs.  
This will ensure that you will be properly paid and your leave or resignation is recorded correctly.

COMMENTS OR SUGGESTIONS
We value your input, if you have any comments about, or suggestions for our Newsletter please feel free to email us at mmpeters@umn.edu