



December 2018



Please join us for the holiday festivities

**UICOMP Holiday Breakfast**  
December 5 from 7:30 – 9:00 am

**Unit parties**  
December 13 from 11:30 am – 1:00 pm



## CANCER BIOLOGY & PHARMACOLOGY

### INVITED TALKS

**DR. KRISHNA KUMAR VEERAVALLI** was invited to give the following talks:

1. Nov 8, 2018: *“Efficacy of MMP-12 suppression in a rodent model of ischemic stroke”*, University of Wyoming School of Pharmacy, Laramie, WY
2. Nov 14, 2018: *“Discovery of novel targets to treat ischemic stroke”*, University of Illinois College of Medicine at Rockford, Rockford, IL
3. Nov 30, 2018: *“The role of MMP-12 in post-stroke pathogenesis and blood-brain barrier damage”*, Bradley University, Peoria, IL

**DR. ELEONORA ZAKHARIAN** was invited to give a talk at the Department of Biochemistry at Bradley University, Peoria IL, on November 15, 2018. The talk was entitled: *“Roles of TRP channels in rapid testosterone and oxytocin signaling”*.

**DR. KIRAN KUMAR VELPULA** was invited, during his recent visit to India, to give a talk at the Department of Genetics & Biotechnology, Osmania University, Hyderabad, India. His talk on November 15, 2018 was entitled: *“Metabolism in Glioblastoma: Translational Opportunities”*.

### EMPLOYMENT

**DR. STEPHEN LASLEY** welcomes new hire **Jacob Jones** to his lab. Jacob is a Bradley University graduate; he started his position as a Research Specialist at Dr. Lasley’s lab on November 16, 2018.



## HUMAN RESOURCES

Please welcome our new employees:



**Dawn Shadrick**  
Reimbursement Coding Specialist  
in Medical Billing Division)

**Chris McGregor**  
Office Support Specialist  
with Pediatrics (Critical Care



### Sharing....Giving

**Reminder:** The Shared Pool was established to provide assistance to (eligible) employees who have exhausted all accumulated sick leave and, if applicable, vacation leave with the opportunity to receive additional leave days when a disability claim is pending before the State Universities Retirement System (SURS). Please review the details in NESSIE; if you wish to donate a day(s) you must process in NESSIE: <https://www.hr.uillinois.edu/leave/sharedbenefits/>



### FLEX SPENDING PARTICIPANTS

Please review the instructions regarding submitting a claim for reimbursement and obtaining an Explanation of Benefits (EOB) during claim delays.

**University communications on MCAP Reimbursements (during clam delays):**

<https://uofi.uillinois.edu/blog/view/1418/537195?count=1&ACTION=DIALOG&sort=asc>

**Flex spending resources (includes instruction on MCAP reimbursement while waiting for an EOB):**

<https://www2.illinois.gov/cms/benefits/stateemployee/pages/flexiblespendingaccounts.aspx>

**Claim Delay website:**

<https://www2.illinois.gov/cms/benefits/stateemployee/pages/qchpqcdpclaimpaymentdelay.aspx>

For additional questions on submitting MCAP claims, please contact **ConnectYourCare** at 888.469.3363.

### THE UNIVERSITY HOLIDAY SCHEDULE MAY BE FOUND AT:

<https://www.hr.uillinois.edu/leave/holidays/> (click on Chicago on the right side)

Please note, for the bi-weekly payroll: the bi-weekly timesheet deadline for BW1 will be before 12 noon on Wednesday, January 2<sup>nd</sup>. (BW1: 12/16/18 – 12/29/18, pay date 1/9/19).

💰 The 2019 Payroll Schedules are available online: <http://peoria.medicine.uic.edu/hr/> 💰

## SAFETY REVIEW



The UICOMP Safety Committee is asking you to take a few moments to consider what you would do in the event of an emergency on campus. Please take a moment to review these questions and/or equipment locations.

1. Where are the closest exits to your work area, frequently used meeting rooms and labs?
2. Where are the closet fire alarm pull stations and fire extinguishers located?
3. Automated External Defibrillators (AEDs) are located at: 1) first floor A-wing hallway near the double doors to the lobby (Room A118E), 2) second floor A-wing near the cafeteria (Room A215) and 3) first floor C-wing foyer at the bottom of ramp on the right
4. Where are each of the three first aid kits located? 1) at the guards desk, 2) directly across from the mailroom on the first floor, and 3) A-wing first floor near the sink and across from the new student room A100-3.

Your safety and wellbeing are very important to us! Please be aware of your surroundings and commit important locations to memory!

As you know, winter is well upon us and with it comes additional safety concerns. We encourage all students, staff and faculty to be extra careful on snowy days! Please take a moment to review the Winter Safety Tips listed below.

## WINTER SAFETY TIPS

1. Plan ahead. Give yourself extra time and plan your route.
2. Wear appropriate footwear. Wear shoes or boots with rough (waffled, ridged or heavily textured) soles to work and change into dress shoes once there.
3. Be particularly careful of slippery conditions in the morning and early evening when melt water may be frozen. Be aware that black ice can look like wet pavement.
4. Be especially cautious when new snow may have hidden icy patches beneath it.
5. When getting out of your vehicle, look down at the surface. If it's coated with ice you may want to park in a different place. Test potentially slick areas by tapping your foot on them. Step down - not out of vehicles.
6. Use your vehicle for support. Where practicable, brace yourself with the vehicle door and seat back before standing. This will give you some stability.
7. Although your hands might be cold, don't put them in your pockets when you are navigating wintry stretches. If you slip, you will need your arms to restore balance.
8. Don't carry large loads while walking on snow or ice. If you begin to fall, toss your load so that you can break your fall with your arms. Protect yourself instead of the objects being carried.
9. Place your full attention on walking. Digging in your backpack or purse or using a cell phone while walking is dangerous. Concentrate on the path ahead.
10. Do the penguin shuffle – take small, slow, careful steps. Use handrails where provided.
11. To the extent possible, avoid climbing over snow banks and look for an alternate route.
12. Clean your shoes when you go inside. Caked snow and ice on shoe soles can be treacherous and make for slippery floors indoors.
13. If you do slip, try to roll with the fall if you begin to fall forward or sit down if you begin to fall backward. When a falling person relaxes, an injury is less severe than when he/she



tenses. Fighting a fall on the ice can cause twisting or bending which may be worse than the bump produced by the fall.

**Should you experience a fall on campus** please notify your supervisor and seek medical attention if necessary. Please make sure to complete page 1 of the First Report of Injury Form and forward it the Human Resources within 24 hours. The form may be found at [https://www.treasury.uillinois.edu/UserFiles/Servers/Server\\_338/File/riskWorkersComp/FirstReportInjuryIllness.pdf](https://www.treasury.uillinois.edu/UserFiles/Servers/Server_338/File/riskWorkersComp/FirstReportInjuryIllness.pdf).

Supervisors must notify Human Resources of all falls and complete pages 2 and 3 of the First Report of Injury Form within 24 hours.

Please remember that prevention is the best way to stop slips and falls during the winter on icy conditions! Be safe out there!

---

## December Birthdays



Diana Warnke

Donna Hazelman

Mary Jo Montgomery

Andrew Darr

Diana Farrar

Stephanie Hornbuckle

Nicole Bohnker

Shauna Larson

Cheryl Perry

Joellyn Doty

Ginger Light

Stephanie Sampson

Tanisha Lewis

Richard Tapping

Barb Staggs

Chris Johnson

Jan Fiscus

Marti Sokolowski

Mary Jean Dzurisin

Tracey McCormick

If your birthday is not listed, and you wish to have it added, please contact Shannon Doerr.

**The deadline for submission of information for the January issue is January 4 – send to Shannon at:**

[sdoerr@uic.edu](mailto:sdoerr@uic.edu)

---

## Happy Holidays

*“This is my wish for you: peace of mind, prosperity through the year, happiness that multiplies, health for you and yours, fun around every corner, energy to chase your dreams, joy to fill your holidays!” ~D.M. Dellinger*



# Civil Service Employee Council News

December 2018



## CSEC Class of 2018-2019

Michelle De Sutter  
Shannon Doerr  
Diana Farrar  
Terry Flynn  
Kira Healey  
Josefina Martinez  
Shelby Miller  
Kim Montgomery  
Christie Perry  
Marti Sokolowski  
Meg Tomlins  
Debby Tucker  
Tina VanYzendoorn  
Marcia Vincent  
Stacey Webb  
Karen Wyman



## CSEC OFFICERS

**President:** Kira Healey,  
[kira@uic.edu](mailto:kira@uic.edu)  
**Vice-President:** Meg Tomlins,  
[mtomlins@uic.edu](mailto:mtomlins@uic.edu)  
**Treasurer:** Marti Sokolowski,  
[martisok@uic.edu](mailto:martisok@uic.edu)  
**Secretary:** Shelby Miller,  
[smille59@uic.edu](mailto:smille59@uic.edu)

TO GET THE NAME OF YOUR  
CSEC REP, CONTACT  
Shelby Miller, [Smille59@uic.edu](mailto:Smille59@uic.edu)



## Be Santa's Helper!



On December 16, 2:00-5:00, you can go to the Stocking Stuffer Store in the Grand Prairie Mall to have fun assisting children as they purchase Christmas gifts for family members. This is an event to benefit the Crittenton Center. Contact Shelby Miller, [smille59@uic.edu](mailto:smille59@uic.edu) or 655-7712 to sign up. You'll have a blast and help a good cause.

## LET'S GO BOWLING!

Our CSEC-sponsored league starts up in January at Landmark Lanes, 3225 N. Dries Lane, Peoria, 61604. Talk to your co-workers and send Joe Newcomb an email at [josephln@uic.edu](mailto:josephln@uic.edu) to get your team lined up for awesome good times and a pizza party at the end! Details:

- We bowl every Wednesday @ 5:30 for 8 weeks
- January 9 – February 27
- \$10/week or \$80 total
- Bowling ball and shoe rental included in the weekly cost
- At least 3 people needed per team



## Thank You!

**Thank you** to all who purchased Turkey Grams for your fantastic co-workers! Together, we raised \$377.08, which will contribute to community needs, CSEC functions and future CSEC events.

*And* Marcia Vincent delivered towels & wash clothes to the Dream Center following our Halloween Social; the folks at the Dream Center say **thanks!**

## Community Chest



The **Community Chest** is a fund that supports civil service staff members facing any kind of hardship. You may nominate yourself or a co-worker by sending an email request to Shelby [smille59@uic.edu](mailto:smille59@uic.edu) or Kira Healey [kira@uic.edu](mailto:kira@uic.edu). If we can help pay your electric bill or buy the tire that blew because all your money has gone to medical bills, for example, then the fund can assist.

## WHO'S WHO IN THE CSEC

### Meet Debby Tucker



I joined UICOMP in the newest academic department Health Sciences Education in May of 2017 and am located on campus in the B-wing. HSE is a talented group of faculty and it has been rewarding to support their mission.

My previous experience had been in the corporate environment supporting a wide range of projects and processes, including employee development, training and safety. I've enjoyed working on CSEC events and took on the role of graphics manager to grow my creative skill set.

Outside of the office, I enjoy cooking, home improvement projects, handbell choir, spending time with family and friends, and during the holidays - candy making (chocolate truffles). I enjoy partaking of the many culture and food fests offered throughout the year, it is an opportunity to support community groups and try new cuisine. Looking forward to meeting others at upcoming CSEC events.

## This 'N' That

- **DID YOU KNOW?** When you buy a bag of popcorn from the CSEC, for just 50¢ a bag, you have a delicious popcorn treat AND help raise funds for a good cause!
- **Your Council** is making plans for next year's *Staff Appreciation Week*. Your theme ideas and suggestions are welcome. Email them to [CSEC@uic.edu](mailto:CSEC@uic.edu) before December 7!
- **Volunteer opportunities** will be announced in these pages throughout the year.



## Class Act Nominations



Who has gone "above and beyond" to help you with a work project or has done something that made your day? Recognize that special co-worker's contribution with a statement of appreciation published in the newsletter and a certificate that will be sent to them on your behalf. Nominate your special co-worker by sending the details about why they are a "Class Act" to Shelby Miller at [smille59@uic.edu](mailto:smille59@uic.edu).



### Check out the CSEC Webpage:

Stop by the Civil Service Employee Council (CSEC) Webpages to see who your CSEC Representatives are, and to learn about CSEC activities at <http://peoria.medicine.uic.edu/csec/>



**Think Green!**

**Only Print When  
Necessary.**

