Sharing Gratitude this Thanksgiving.

In celebration of the Thanksgiving Holiday, several UNT World faculty and staff shared what makes them grateful when it comes to working at a UNT System institution.

"I am grateful that we get to make a difference each and every day in the lives of our students. I am thankful for the passion and dedication of our faculty and staff across UNT World as we work together to make that difference." – Lesa Roe, Chancellor, UNT System

"During this Thanksgiving holiday, I am most grateful for my fellow colleagues in the College of Information Dean’s Office – for their willingness to always lend support during a busy day or week. Whether it’s taking a phone call or carrying tote bags of A/V equipment, I am very appreciative of their thoughtfulness to assist." – Adam Chavez, Web Content Manager, College of Information, University of North Texas

“I am grateful for the opportunity to work in such a diverse environment. The staff and students reflect such a diverse population. It is a breathe of fresh air.” – H. Kent West, Office Support Associate, Health Information Management, Student Health and Wellness Center, Chestnut Hall, University of North Texas
"I am grateful for our student-athletes and their dedication and manner in which they represent UNT every day. Their experience and success could not be realized without the wonderful and consistent support of our coaches, staff members, alumni and fans! I am very thankful for the entire Mean Green family!" – Wren Baker, Vice President/Director of Athletics, University of North Texas

“I am grateful to be in a department that encourages my personal and professional growth and development.” – Tiffany L. Bromfield, Community Director, Department of Housing & Residence Life, University of North Texas

“I am grateful for the entire team at IT Shared Services at Discovery Park. This team is focused on working together to create a strong and supportive culture. I am proud to be a part of this team!” – Celina Saavedra, ITSS Digital Product Owner, UNT System

“I am so thankful for the people I work with in the Graduate School. Hard working dedicated to academic excellence. All three are exceptional leaders to be commended for taking on this task/work of creating UNT Dallas Graduate School. It is my pleasure to work with such a dynamic and determined group of people. I am blessed and thankful. For all the work you do, thank you: Dr. Shaqlaih, Dean, Graduate School. Alounda Joseph, Director of Graduate Recruitment & Admissions. Shanice Miller, Assistant Director, Graduate School” – Veronica Ewing, Processor, Graduate School, UNT Dallas

“I would like to express my sincerest appreciation and gratitude for Resident Life Office Manager, Christopher Vickery. Chris has been incredibly helpful and kind to me since day one. Chris always has an overflowing plate, but Chris handles everything seemingly without effort while remaining approachable, professional and friendly. Chris is a wonderful listener and gives even better advice as Chris has been a vital part of UNT Housing for several years. Chris’ expertise, professionalism and thoughtfulness continues to add value to all of UNT. I would like to take this time to thank Chris for all the things, both grand and small, that Chris does for me and our department daily.” – Josette Francis, Administrative Specialist II, Housing and Residence Life Crumley Hall, University of North Texas

“I am grateful for a wonderful supervisor, who is kind, patient, and understanding and always has
my back, who values my feedback and challenges me to keep growing. I am thankful for an outstanding work environment with great colleagues, who are becoming great friends as well. Finally, I am grateful for the Rec Center across the street with free classes at lunchtime, and cafeterias with delicious and healthy options for when I am too tired to cook.” – Mafalda Chandler, Sr. Administrative Coordinator of Music Awards at College of Music, University of North Texas

“I am incredibly grateful for the amazing staff within UNT Student Financial Services. They consistently provide exceptional service to our UNT community. I am grateful to all of the faculty and staff at UNT who demonstrate care for students each day.” – R. Joey Saxon, Associate Vice President, Student Financial Services Division of Finance & Administration, University of North Texas

“In regards to the UNT System I am grateful for our students and their passion to change the medical field. I am to the people in my department for the exceptional care they provide patients.” – Natasha Bahr, Social Services Coordinator, UNT Health Science Center

“I am grateful today and every day for the fantastic team of library faculty, staff, and students who care deeply about their work serving the UNT community.” – Diane Bruxvoort, Dean of Libraries, University of North Texas

“The first Thanksgiving was in October 1621; attended by 90 natives and 53 pilgrims. I am both astonished and grateful that 143 people were of the same spirit—all came approachable and kind spirit that day – making it a day in history that we never forget and celebrate every year; Although we too are so different in our department, we can also achieve remarkable results from each deciding to be approachable and kind in spirit.” – Debbie Jones, Facilities Automotive, University of North Texas

“I have been an employee of the UNT World for almost 30 years and have had the pleasure of having great leadership during that time. I am especially grateful for those who have provided guidance and leadership throughout my career. Thankful for many folks here including (but not limited to…lol) Donna Asher, Dr. Linda Holloway, Dr. Neale Chumbler, Nicole Dash, Renaldo Stowers, and Alan Stucky and Melinda Lilly.” – Donna Shell, Director of Benefits, UNT System
“I am a member of the Administrative Services team within the Division of Finance & Administration under Bob Brown’s leadership. I am grateful for my team members. They are diverse, accomplished and caring. It is wonderful to work with such high performers.” – Daniela (Dani) Valdez, Sr. Business Process Analyst, Office of Continuous Improvement at Division of Finance & Administration, University of North Texas

“During this Thanksgiving holiday, I am most grateful for my fellow colleagues in the College of Information Dean’s Office –for their willingness to always lend support during a busy day or week. Whether it’s taking a phone call or carrying tote bags of A/V equipment, I am very appreciative of their thoughtfulness to assist.” – Adam Chavez, Web Content Manager, College of Information, University of North Texas

"Thanksgiving is one of my favorite days of the year, as it’s a time to reflect on all the blessings in our lives. I’m thankful every day for the opportunity to work with extraordinary team members and students dedicated to transforming lives and making a difference in the world around us."– Charles Taylor, Provost and Executive Vice President, UNT Health Science Center

HR Dashboard & Data Security.

HR Dashboard, Reports and Access

We are continuously making improvements to serve UNT World with reliable, accessible and timely data for effective business planning and efficient operations. We are ensuring that the employee data is secure and is accessible to only authorized individuals. Below are frequently asked data, workforce metrics, and security request tools available to all UNT World members to support internal business needs and can be found at the following link.

[MY.UNTSYSTEM](#) and click on HR Dashboard, Reports & Access section.

1. HR DASHBOARD
Want to find helpful HR metrics and trends at your fingertips? Click on the link above. The dashboard information is updated at the end of each quarter.
2. EMPLOYEE ROSTER
Want to access latest employee listing and do not want to wait for days to receive it? Click on the link above. Employee Roster is updated daily at 9:00AM on business days.

3. ELECTRONIC FORM TO REQUEST SECURITY ACCESS
HR & Payroll has launched an electronic form that can be completed to request for system access such ePAR, Timekeeping, etc. The completed form will be routed to the department head for approval. Once the form has been approved by the department head, access will be granted to the requestor as per the request. Click the link above to access the electronic form.

4. HR DATA DICTIONARY
We acknowledge that there is HR terminology and lingo that even HR professionals find difficult to interpret and explain. We have put together some frequently used terms that are common in day-to-day UNT World operations that one will find useful when interpreting UNT World data and reports.

HR/PAYROLL SECURITY ACCESS AUDIT
UNT System HR is committed to protecting access to your human resources and payroll data. We are in the midst of auditing all users' access to this data to ensure that only authorized individuals have access to this data to carry out their official duties. If you have any questions regarding this audit, please contact Human Resources Information Services and Reporting team at hris@untsystem.edu.

The Organizational Development & Engagement (ODE) area of Human Resources provides learning and development opportunities to promote employee engagement. ODE staff aim to help create a productive and successful organization that uses best practices to attract, develop and retain employees.

Enroll in Upcoming Training Sessions Today!
(click course titles to register)

Effective Documentation
Good documentation practices give managers the resources needed to provide meaningful feedback to employees, provide specific examples when trying to correct unwanted performance or behaviors, and to provide a balanced evaluation of employees' performance during review time. Effective documentation also serves as an aid to future managers and HR professionals for historical perspective, audits, and legal claims. The Effective Documentation session explores the importance of managing and developing sound documentation practices.

**When:** Monday, Dec. 2, 2019  2:00 PM-4:00 PM  
**Where:** UNT, SSB-102

**Managing Holiday Stress (EAP)**

Make this year different, with proactive steps that make the season memorable and the stress manageable.
- Evaluating holiday goals and expectations
- Balancing desires with finances and time
- Tips for holiday survival

**When:** Tuesday, Dec. 3, 2019  12:00 PM-1:00 PM  
**Where:** Online

**Art of Successful Coaching**

Grow your coaching skills. Learn how the right coaching conversation can empower and engage your team. Explore how coaching differs from managing, mentoring or counseling. Practice identifying powerful questions that inspire and catalyze new thinking.

**When:** Wednesday, Dec. 4, 2019  2:00 PM-4:00 PM  
**Where:** UNT, SSB-102

**Navigating ADA, FMLA & Workers Compensation**

The Navigating ADA, FMLA & Workers Compensation session will focus on what each law addresses, who is covered, what each law requires, and how these laws apply in different situations.

**When:** Thursday, Dec. 5, 2019  2:00 PM-4:00 PM  
**Where:** UNT Dallas, DAL1-201H

**Using the ePAR System**
Covering ePAR standard functions (hiring, employee changes, transfers, terminations, approving, etc.) and important information regarding budget changes, additional pay items, timely approval, correcting errors, and related EIS functions.

**When:** Thursday, Dec. 5, 2019  10:00 AM-12:00 PM  
**Where:** UNT HSC, CBH-230

**When:** Thursday, Dec. 12, 2019  10:00 AM-12:00 PM  
**Where:** UNT Dallas, DAL1-201D

### Positive Approaches

Many organizations have some sort of goal-setting plan, and many supervisors support and coach their teams. However, when the situation gets sticky with employees not performing up to established goals, some supervisors may become uncertain how to handle the situation effectively. The Positive Approaches session will help managers recognize performance problems and give them skills to address problems effectively.

**When:** Wednesday, Dec. 11, 2019  10:00 AM-12:00 PM  
**Where:** UNT, SSB-102

### Choosing Happiness

This webinar is hosted by our Employee Assistance Program, Alliance Work Partners.

Science tells us the level of personal satisfaction is linked to social ties. Aided by research from the fields of psychology, neurology, biology, and mindfulness, this training will explore techniques to increase joy, regardless of circumstances.

**When:** Wednesday, Dec. 11, 2019  12:00 PM-1:00 PM  
**Where:** Online

### Employee Lifecycle

Change in the workplace, such as hiring a new employee or a team member leaving can present a certain level of stress for supervisors. When those transitions do not go smoothly stress levels can increase, negatively affecting the workplace morale. The Employee Lifecycle session explores key elements to ensure a smooth transition in the employee onboarding and exiting process. This session will focus on a variety of topics, including identifying resources to use in orientating a new employee and also how to create a strategic plan for future employees.

**When:** Thursday, Dec. 12, 2019  2:00 PM-4:00 PM
Benefits of the EAP

The Employee Assistance Program (EAP) is offered to all retirement eligible employees, retirees, household members and dependents. The program offers free, confidential problem assessment, counseling (up to 6 sessions per personal situation, per year) and referrals. In addition, the EAP website offers a wide array of web-based training, assessments, articles, tips, and resources including access to a law library and financial calculators. The Benefits of the EAP session provides an overview of the EAP's online resource databases, as well as customized care options through a national counseling network.

When: Tuesday, Dec. 17, 2019  9:00 AM-10:00 AM
Where: UNT, ESSC-152