

Lesley Lynx

From the office of Human Resources

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November 2017

A Message from President Weiss

As you will recall, last year we engaged as a community in defining how we could build on and improve our culture, what we thought a vision for a high performance culture at Lesley should look like, and the kinds of actions we need to take to develop such a culture. This work resulted in creating a vision and establishing a set of critical action items, about which I communicated last spring. As much of this work is now underway, I would like to take this opportunity to briefly highlight just a few of many areas where we are making progress.

We have officially launched the Manager's Training Academy, beginning first with our strategic thinking module. Managers from across the university have been working in teams to learn how best to structure strategic choices based on analytical frameworks, decision-making tools, data, and market insights. The aim for this module is not only to create a common vocabulary and toolbox across Lesley, but also to equip managers with the kinds of techniques that will help as they think, assess, and plan with colleagues around new programs, innovations, and ventures. In the coming months, we expect to deliver modules on: Problem Solving, Giving and Receiving Feedback, and Managing Conflict and Enabling Collaboration. Over time, we will continue to define future modules based on the key needs we hear from managers and others across our schools and functions.

In addition, we have taken steps needed to change our performance evaluation system to a performance feedback system, defining a process for when and how feedback should be shared, and focused soon on building skills in the two-way process of having a learning conversation and effectively providing feedback. We are also continuing to build out capabilities in systems and infrastructure, especially around our uses of data and technology. A working group will be surveying

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November is National Native American Heritage Month



[About Native American Heritage Month](#)

*Information courtesy of the Bureau of Indian Affairs, U.S. Department of the Interior
<http://nativeamericanheritagemonth.gov/about/>*

What started at the turn of the century as an effort to gain a day of recognition for the significant contributions the first Americans made to the establishment and growth of the U.S., has resulted in a whole month being designated for that purpose.

One of the very proponents of an American Indian Day was Dr. Arthur C. Parker, a Seneca Indian, who was the director of the Museum of Arts and Science in Rochester, N.Y. He persuaded the Boy Scouts of America to set aside a day for the "First Americans" and for three years they adopted such a day. In 1915, the annual Congress of the American Indian Association meeting in Lawrence, Kansas, formally approved a plan concerning American Indian Day. It directed its President, Rev. Sherman Coolidge, an Arapahoe, to call upon the country to observe such a day. Coolidge issued a proclamation on Sept. 28, 1915, which declared the second Saturday of each May as an American Indian Day and contained the first formal appeal for recognition of Indians as citizens.

The year before this proclamation was issued, Red Fox James, a Blackfoot Indian, rode horseback from state to state seeking approval for a day to honor Indians. On December 14, 1915, he presented the endorsements of 24 state governments at the White House.

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Sustainability Corner

Greetings Lesley Community,

"Please stop sending us your junk" says China. For decades, China has been receiving shipping containers loaded with America's scrap and waste for China to recycle. China just initiated what they refer to as their "National Sword" ramping up inspections and quality specifications causing loads to be rejected from around the world. These new standards are putting huge strains on MRFs (material recovery facility) as they make changes in an attempt to make an acceptable quality product. Casella Waste Systems is one of the many haulers to reject materials based on the new acceptable contamination standards China instituted. Unfortunately, we are finding an abundance of food waste and other contaminates in our recycling bins. Food waste and liquid ruin recyclables, such as cardboard and paper, therefore it ends up in the landfill. It is important to empty liquid and food into the compost bin (if one is available) before recycling. Remember, if the item is soiled, dispose in waste bin. Also, please be mindful of the following when you sort your refuse:

Zero-Sort Recycling.

Cardboard boxes > please break down & flatten

Papers > dry printed paper, bags & cups

Bottles > empty liquid, compact & re-cap

Cans > empty liquid & compact

Only rigid plastics marked with recycling symbol



Trash.

All foam & packaging, hot drink cups (wax lined), single-serve condiments & packets (sugar, ketchup, coffee creamers, etc.), straws, cutlery, plastic wraps & bags, paper towels & napkins (when compost is not available), & soiled recycling.

Clean Compost.

Meat, vegetables, fruits, grains, paper towels, napkins, tea bags, eggshells, coffee grounds and filters go in composting. The **Office of Sustainability** is located on our Porter Campus at 815 Somerville Avenue.

The **Fall Sustainability Newsletter** is now available!



Announcements from HR

Vacation Time--USE IT OR LOSE IT

You are allowed to carry over a total of 10 days into the new year, January 2018. Any hours remaining above the 10 days will be forfeited if not used before the end of the **calendar year**.

Emergency Contacts

Please remember to add an emergency contact in the self service portal if you haven't already done so. To access the portal go to <https://portal.adp.com>. Under the personal info tab go to emergency contacts and enter your contacts.

Early Separation Incentive Program Reminder

Eligible employees may apply to participate in the Program and request one of the specified dates of separation; January 2, 2018, June 30, 2018 or December 31, 2018. The University, in its discretion, will approve the separation dates based on operational needs, academic needs, and the financial cost. **All applications must be received by no later than 5:00 pm on November 28.**

TIAA Webinars

Reserve your spot at TIAA's November live webinars.

Tuesday, December 5, 2017

12:00 pm – 1:00 pm

Healthy Numbers: Integrating healthcare into your retirement plan

Thursday, December 7, 2017

12:00 pm – 1:00 pm

Halfway There: A Retirement Checkup

On Demand Webinars that expire 30 days after original telecast

Tuesday, November 7, 2017 (orig telecast)

To and Through: How to replace your salary in retirement

Open Enrollment Ends November 30

Benefits-eligible employees will be able to enroll, waive or otherwise change their participation in many of the Lesley health and welfare benefits.

- You will be able to make changes to your health, dental, vision, life, LTC and flexible spending accounts.
- This enrollment period will be an **active medical enrollment**, this means that your 2017 medical election, if any, will not automatically carry forward into 2018. You must complete a **new medical enrollment or waiver form** for medical coverage in 2018. The medical enrollment form can be completed online, but it will have to be printed so that you can add your social security number.

Porter Café Now Accepting Credit Cards

On the 3rd floor of University Hall

This will be a test for the other Bon Appetit locations
Master Card and Visa Cards only



Message from President Weiss cont from pg 1

institutional data from various sources like Colleague and LOIS so that we can effectively incorporate data analysis into decision making processes. Another working group is focused on building out our use of online platforms, whether using Blackboard to support the distribution of materials during the Manager's Training Academy, or by providing a wide range of software training offerings in the IT/eLIS Knowledge Base section of our website. In the next few months we will also take action on our other priorities, including confirming standard operating procedures and methods for defining initiatives, developing systems and processes that improve workflow and enhance organizational effectiveness, and creating opportunities for cross-school interaction and collaboration.

Our continued work as a community on developing and enabling our high performance culture will be critical as we seek to develop better linkages among us, work and teach in more interdisciplinary ways, make faster and better decisions, reinfuse innovation across Lesley, and most effectively educate and support our students. Doing so involves improving not only our systems, but also enhancing our skills and the ways we work together. I am grateful for everyone's involvement in moving us forward, and in continuing to discuss and plan in and among schools, divisions, and functions about how we can successfully put into practice the **behaviors we defined**. As the year advances, you will hear more from Marylou Batt on high performance culture plans, activities, and progress. Marylou, of course, also welcomes thoughts and feedback any time.

Thank you for all you do for Lesley.

Wishing you and your families a Happy Thanksgiving,

Jeff

Save the Date



Employee Activities Committee (EAC) Annual Holiday Party and Impact Awards Presentation

3:30 pm – 6:00 pm

Thursday, December 14, 2017

McKenna Student Center

Come and celebrate the season with President Jeff Weiss and the Employee Activities Committee at Lesley University's Annual Holiday Party. We will also recognize four faculty and staff colleagues for their outstanding contributions to our community.

Donations to Relief Efforts for Texas, Florida, Puerto Rico and the Virgin Islands

(A) Massachusetts United for Puerto Rico/Massachusetts Unido por Puerto Rico— Governor Baker and Boston Mayor Walsh have partnered with the Boston Foundation to create a fund to support relief efforts, MA United for Puerto Rico. The fund similar to the Boston One Fund will be dedicated to relief and reconstruction efforts, and to support any Puerto Ricans arriving in Boston and the state. For more information and to make a direct donation:

<https://www.tbf.org/puertorico>

(B) Former Presidents' Appeal—

<https://www.oneamericaappeal.org/> Expanded to include relief efforts for Texas, Florida, Puerto Rico and the Virgin Islands.

If you would like to make a donation to either of the organizations listed above please email hr@lesley.edu

Community Works/United Way Annual Charitable Giving Campaign Online

(November 1, 2017 – November 30, 2017)

https://www.ipledgeonline.org/_lesley/

Choice: By offering two choices for charitable giving—

Community Works and **United Way**—Lesley gives its employees a choice as to how they would like to allocate their contributions. You can give to one agency. You can give to both. It's your choice.

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There is no record, however, of such a national day being proclaimed.

The first American Indian Day in a state was declared on the second Saturday in May 1916 by the governor of New York. Several states celebrate the fourth Friday in September. In Illinois, for example, legislators enacted such a day in 1919.

Presently, several states have designated Columbus Day as Native American Day, but it continues to be a day we observe without any recognition as a national legal holiday.

In 1990 President George H.W. Bush approved a joint resolution designating November 1990 "National American Indian Heritage Month." Similar proclamations, under variants on the name (including Native American Heritage Month" and "National American Indian and Alaska Native Heritage Month") have been issued each year since 1994.

For more information:

<http://nativeamericanheritagemonth.gov/about/>

STAFF MOVES

New Hires (October 21, 2017 – November 13, 2017)

Kelsey Andrade	Strategy & Implementation
Mary Cazabon	EL Parent/Teacher Training Proj
Alexis Dhembe	University Libraries
Samantha Quinon	University Libraries

Welcome To All of Our New Hires!

If you were hired during this time and your name doesn't appear please send an email to hr@lesley.edu. We apologize for the omission.

What's Happening at Lesley?

See how Lesley community members are making a difference day in and day out at www.lesley.edu/news, where you will learn about student news, alumni accomplishments, inspiring faculty, pioneering programs, awards, accolades and more. Share these exciting achievements and their impact with others throughout our community and beyond.

Bookmark the [Lesley News](#) page and follow our [Facebook](#), [Twitter](#) and [Instagram](#) channels; watch your email for weekly stories about Lesley scholars, artists and athletes in the new **In Case You Missed It (ICYMI)** feature; stay up on campus news and happenings with the **CURRENTLYnx** weekly events email; and submit stories we should share with the outside world by emailing the Communications team at news@lesley.edu.

From the Office of Multicultural Affairs & Student Inclusion (MASI)

Wôpanâak Language Reclamation Project

**12:00 pm – 2:00 pm
Tuesday, November 28th
Marran Theater**

The event will consist of a screening of the film *We Still Live Here*, followed by a question & answer session with our guest presenter, Jennifer Weston.

Below is a description of the film:

WE STILL LIVE HERE—Às Nutayuneân tells an astonishing story of linguistic and cultural revival among the Wampanoag of Cape Cod and Martha's Vineyard. Celebrated every Thanksgiving as "the Indians" who saved the Pilgrims, then largely forgotten, the Wampanoag are now saying loud and clear, in their Native tongue, "Às Nutayuneân"—"We still live here." This is the first time a language with no speakers after many generations has been revived in a Native American community.

Commuter of the Month

Each month, the Office of Sustainability interviews a faculty or staff member who demonstrates sustainable commuting choices. Erin Gray is our November Commuter of the Month. Erin is the Recruitment Specialist at Human Resources. Please enjoy the following interview.



Name: Erin Gray

Where do you commute from? Davis Square

Distance? 1 mile

How do you commute regularly? Walk

Time? 20 minutes

What do you like about it? Reliable and convenient

How do you commute on Walk/Ride Day? Walk

What is your favorite way to commute? Walk

What do you like most about it?

- Time it takes is predictable
- I save money
- My method is sustainable
- I hate sitting in traffic
- I love looking around and even smelling the roses

What would you say to others who haven't taken the leap? It is a pleasant way to commute and take time to enjoy a scenic route before starting the day!

Please contact sustainability@lesley.edu and let us know how you commute to work!

