

Diversity Matters

ASIAN ~ PACIFIC AMERICAN HERITAGE MONTH

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[http://uthsc.edu/
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May is Asian-Pacific American Heritage Month (APAHM). Asian-Pacific American Heritage Month is an opportunity to recognize the diverse culture of Asian Americans and the accomplishments and contributions they have made.

EVENTS:

Tai-Chi Classes

Wednesday and Thursday (scheduled weekly)
12:00-1:00 p.m.

Documentary Showing

"Dances of Life"

Thursday, May 9, 2013

and

Tuesday, May 28, 2013

Taste of "Asian/Pacific American Heritage"

Enjoy Lunch with SODEXO

Friday May 10: East Asia (China/Japan)

Friday May 17: Pacific Region (Hawaiian)

Friday May 24: South Asian (India)

Thursday May 30: East Asian (Thai)

VISIT THE
[OED](#)
[EVENTS](#)
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2013 EMPLOYEE OF THE YEAR AWARD

Chancellor's Exempt Staff Award

The Office of Equity and Diversity in conjunction with the Chancellor's Office and the Chancellor's Exempt Staff Award Selection Committee present the Fifth Annual Chancellor's Exempt Staff Award. The Chancellor's Exempt Staff Award evolved during the UT Family Campaign in 2007. This award was created to recognize one deserving non-faculty exempt employee who has demonstrated outstanding service and/or who has made a significant contribution to the university community beyond that normally expected for his/her position. The awardee will receive a plaque and a \$1500 award.



Nomination Process:

May 15, 2013 - July 15, 2013

The nomination form and any other pertinent information relative to this award can be found at:

<http://uthsc.edu/oed/exemptstaff.php>

BREAKING NEWS ALERT!

The Office of Equity and Diversity (OED) has moved from **920 Madison Ave., Suite 420** and relocated at **910 Madison Ave., Suite 826**.

For directions please call 901-448-2112.

Thank You!

NATIONAL WOMEN'S HEALTH WEEK

National Women's Health Week is a week-long health observance coordinated by the U.S. Department of Health and Human Services' Office on Women's Health. It brings together communities, businesses, government, health organizations, and other groups in an effort to promote women's health.

The 14th annual National Women's Health Week kicks off on Mother's Day, May 12, 2013, and is celebrated until May 18, 2013. National Women's Checkup Day is Monday, May 13, 2013.

As we celebrate Women's Health, it is encouraged that women take the following steps to improve their physical and mental health:

- Visit a health care professional to receive regular checkups and preventive screenings
- Get active
- Eat healthy
- Pay attention to mental health, including getting enough sleep and managing stress.
- Avoid unhealthy behaviors, such as smoking, not wearing seatbelt or bicycle helmet, and texting while driving.

For more information visit: <http://womenshealth.gov/nwhw/>

HIDDEN DISABILITIES



Some disabilities are not obvious. In fact, "hidden disabilities" are common and can affect one's work or academic life. A hidden disability can be any impairment causing

limitations that are not easily discerned by others, and are not noticeable in one's speech, behavior or mobility. Hidden disabilities occur in many forms. The following is a non-exhaustive of some hidden disabilities:

- Anxiety Disorders
- Arthritis
- Attention Deficit Disorder (ADD)
- Attention Deficit-Hyperactivity Disorder (ADHD)
- Autism Spectrum Disorders
- Bipolar Disorder
- Brain Injury
- Cancer
- Chronic Fatigue Syndrome

- Chronic Pain
- Depression
- Diabetes
- Epilepsy
- Fibromyalgia
- Learning Disabilities
- Lupus
- Migraine Headaches
- Multiple Sclerosis
- Post-traumatic Stress Disorder
- Respiratory Disorders
- Sleep Disorders

There are several myths surrounding hidden disabilities. One myth is that hidden disabilities are not as severe as other disabilities such as mobility impairments. Another myth is that people with hidden disabilities do not need accommodations at work or school. Hidden disabilities can affect many different elements of one's work and academic life. Under the Americans' with Disabilities Act, the federal law that protects qualified disabled individuals from discrimination, disability is

defined as a mental or physical impairment that substantially limits one or more major life activities. For hidden disabilities, these major life activities could include: working, learning, thinking, speaking, concentrating, performing manual tasks, and interacting with others.

Qualified individuals with disabilities may obtain reasonable accommodations. Students seeking accommodations based on the impact of a disability should contact Student Academic Support Services. Please refer to the [SASS webpage](#) for information regarding the documentation guidelines and procedures for officially requesting services. If you are a UTHSC employee and have questions, concerns or would like to request a reasonable accommodation, please contact the Office of Equity and Diversity at (901) 448-2112.



COMMITMENT TO THE CODE



NOTE FROM THE DIRECTOR

On February 20, 2013, President Joe DiPietro sent an email message to all UT System employees announcing "The Revised UT Code of Conduct" that is accessible at www.tennessee.edu/code. President DiPietro advised a new code of conduct, applicable to University of Tennessee employees, had been revised for two purposes:

- ◆ To better facilitate a UT workplace culture that promotes responsible and ethical behavior
- ◆ To better facilitate University compliance with standards established by federal guidelines

In one portion of UT's Code of Conduct (HR Policy 0580) there is a section that addresses there being an expectation that all employees be committed to creating an environment that promotes academic freedom, diversity, fair treatment, and respect for others. Specifically, the section titled 'Respect for Others' states the following:

"People are the University of Tennessee's most important resource for accomplishing its teaching, research, and public service missions. Accordingly, employees are expected to be committed to creating an environment that promotes academic freedom, diversity, fair treatment, and respect for others. Employees are expected to treat one another, students, and the general public in an honest and respectful manner."

UT employees in management or leadership roles share responsibility for initiating and improving policies and practices that ensures UTHSC's environment promotes diversity, fair treatment, and respect for others. More specifically, UT

administrators (i.e., chancellors, vice chancellors, deans, associate/assistant deans, directors, managers, supervisors) facilitate the University's effort in exercising reasonable care to prevent and correct promptly any harassing/inappropriate behavior. This shared responsibility is coupled with UTHSC's EEO/AA non-discrimination statement that advises:

"The University of Tennessee is an EEO/AA/Title VI/ Title IX/Section 504/ADA/ADEA institution in the provision of its education and employment programs and services."

A comprehensive version of the EEO/AA non-discrimination statement can be found at <http://www.uthsc.edu/oed/aa.php>. The Code and non-discrimination statement prompts one simple question. How does a UTHSC employee demonstrate his/her commitment to creating an environment that promotes academic freedom, diversity, fair treatment, and respect for others? To some extent, this is an expectation outlined in an employee's PDQ (Position Description Questionnaire) based on position title, why the position exist and measures of impact. Having some knowledge and understanding of [academic freedom](#), [diversity](#), [fair treatment](#) and [respect for others](#) is a great starting point for all employees to have an awareness as it relates to "Respect for Others".

Lastly, a UT employee's overall Commitment to the Code is demonstrated through what they say, what they do, and what they are willing to take responsibility for each day. This is critical when you consider an individual employee's measure of impact as it relates to "The Revised Code of Conduct" in its entirety.

HOW TO ASK QUESTIONS THAT GET THE RESULTS YOU WANT:

The Monk's Method



Two monks were praying, walking and talking as they do all day long. The junior monk said to the senior monk. "I'm surprised you're allowed to smoke while walking around and praying here in the monastery my dear brother. When I joined the monastery I asked our Head Monk about smoking and his answer was a resounding no. How come you are able to smoke with no problem?"

The senior monk smiled and said, "Am I right to assume, my dear brother, that you asked the Head Monk whether it was alright for you to smoke while praying?"

"Yes," said the junior monk. "I asked him whether it was alright for me to smoke while praying, and he looked at me disapprovingly and said, "Of course not. I'm surprised you would even ask."

"Ah!," exclaimed the senior monk. "You didn't know how to ask my dear brother. It all depends on how you put it. When I joined the monastery, I too asked the Head Monk about smoking, but in a slightly different manner. I asked him: "Dear Master, is it alright for me to pray while smoking?" And he said, "But of course my son. You can pray anytime."

In asking questions, as well as in all other aspects of communication, it's not what you say that counts, but how you say it.

The Monk's Method is one of the techniques covered in our "Critical Conversations" class offered by the Office of Equity and Diversity.

[Sign up](#) online and receive HR 128 Credit for attending.

2013 Religious Holidays

<http://faithinmemphis.com>

May/June

May 3 - Holy Friday (Orthodox Christian)
 May 5 - Easter (Orthodox Christian)
 May 9 - Ascension Thursday (Catholic)
 May 15/16 - Shavuot (Jewish)
 May 19 - Pentecost Sunday (Christian, Catholic)
 May 23 - Declaration of the Bab (Bahai)
 May 25 - Buddha Day - Visakha Puja (Buddhist)
 May 26 - Trinity Sunday (Catholic)
 May 29 - Ascension of Baha'u'llah (Baha'i)
 May 30 - Corpus Christi (Catholic)
 June 7 - Corpus Christi (American, Roman Catholic)
 June 16 - Martyrdom Day of Guru Arjan (Sikh)

Equity & Diversity Training Classes

Sign up on the HR 128 [Training Calendar](#)

Location of all classes: 930 Madison Plaza Conference Room C-1

May

Sexual Harassment Awareness Training

May 14, 2013; 1:30-2:30 p.m.

Essential Issues in Employment Law for Managers and Supervisors

Part IV: Discrimination

May 21, 2013; 1:30-3:00 p.m.

Drop by Drop: Micro-Inequities

May 7, 2013; 10:00 a.m.-12:00 p.m.

and/or

May 30, 2013 1-3:00 p.m.

June

Listening for Understanding

June 4, 2013 10:00 a.m. -12:00 p.m.

Preventing Workplace Harassment

June 20, 2013; 1:30-3:00 p.m.

Critical Conversations

June 25, 2013 1- 3:00 p.m.

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