Please help us welcome:

Shannon Austin, administrative assistant, institutional advancement
Maria Ayres, payroll coordinator/hr associate
Macey Cozzolino, office assistant, registrar’s office
Chelsea Gell, development and annual giving coordinator

Francesca Guy, administrative assistant, school of pharmacy
Gregory Hill, groundskeeper
Joy Parkey Harris, academic records specialist
David Sibony, operations coordinator/assistant coach
Huilin Wang, webmaster
October Birthdays!

1st  Catherine Goucher, art therapy
3rd  Kelley Kilduff, institutional advancement
3rd  Sherry Moore, school of pharmacy
3rd  Patrice Silver, school of education
3rd  Mark Walker, school of nursing
5th  Anita Ford, a child’s place
6th  Virginia Byer, school of nursing
7th  David Carter, renaissance institute
8th  Raymond Keller, facilities
10th Gary Thrift, school of education
11th Desiree Melton, philosophy department
12th Megan Bowen, school of education
14th S. Mary Paulette Doyas, enrollment management
15th Jim Culhane, school of pharmacy
18th Geoff Delanoy, art department
19th Huilin Wang, marketing
20th Angela Simmons, operation teach
21st Benedette Cuffari, school of pharmacy
21st Helen Kucey, public safety
21st Carol Rabin, school of education
22nd Ryan Schaar, school of education
24th Brinda Angra, registrar’s office
26th Kristyanna Erickson, math/physics department
26th Daniel Weber, school of pharmacy
29th Britt Christensen, communication arts department
30th Mary Ellen Ashton, a child’s place
30th Valerie Hogue, school of pharmacy
30th Calvin Wilder, public safety
31st Donna Howard, a child's place

Healthy Meal of the Month:
Spinach and Feta Quiche with Sweet Potato Crust

Click here for the recipe.

Cigna Wellness Webcast of the Month:
Presenting Your Best Professional Image

Does your professional image stand out? It’s more than just your appearance. Learn ways to be your best at work.

Click here to sign up for the seminar.
Building Bridges Across Maryland

As you are aware, Notre Dame participates in a unique training, networking, and development program for support staff with 4 other area institutions – McDaniel, Towson, UMB, and UMBC. This year’s participants are listed below and I hope you will join me in wishing them much success (and fun) in this journey.

11th Administrative Support Cohort – Sessions run September 20th – January 17th

Stephanie Chervenkov, human resources assistant
Michael Golze, summer events and programs manager
Megan Rivera, student accounts assistant
Elissa Robinson, alumnae and alumni relations associate
Jaclyn Whitley, administrative assistant to the dean, SOP

We are fortunate to have such wonderful, dedicated employees and look forward to celebrating their graduations from the program!

Important Dates for October/November

October
5th  Managing Your Strengths session
12th  Supervisor Training – Session 1 of 5
16th  Social Styles Training Session
25th  Building Bridges – Session 2 of 5
26th  Supervisor Training – Session 2 of 5
31st  Faculty/Staff Halloween Contest

November
3rd  Supervisor Training – Session 3 of 5
5th-16th Open Enrollment Period
9th  Benefits and Wellness Fair
14th  Mission Orientation
15th  Building Bridges – Session 3 of 5
16th  Supervisor Training – Session 4 of 5
20th  Annual Thanksgiving Potluck
30th  Supervisor Training – Session 5 of 5

For more information, please visit www.ndm.edu/human-resources
October is National Breast Cancer Awareness Month

Breast cancer is the MOST COMMON CANCER among American women, after skin cancers.

ABOUT 1 in 8 (12%) OF U.S. WOMEN will develop invasive breast cancer during their lifetime.

More than 3.1 million breast cancer survivors currently live in the United States.

Click here for the full infographic.

OCTOBER 31ST

Employee Halloween Costume Contest

All Faculty and Staff:
Dress up in your favorite Halloween outfits! Employees can dress up in group themes or individually. Human Resources will judge the costumes and the best costume will win a prize!

When: 10:30am, after the Annual Halloween Parade by A Child’s Place

Where: In front of Registrar’s Office

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DEADLINE TO ORDER: THURSDAY, NOVEMBER 8, 2018 AT 12:00 PM NOON EST
How to find a doctor who’s right for you

Choosing a healthcare provider is key to managing your health. You want to find a provider you can trust and a clinic location that’s comfortable and convenient for you and your family. Taking a few minutes to find the right fit may be well worth it, because having a good relationship with your doctor can help you be proactive about your health.

Ask for referrals. Personal recommendations from friends, relatives and other doctors are a good place to start.

Define what’s important to you. Think about whether you prefer to see a male or female doctor. Maybe you’d like someone who speaks Spanish or another language. You can also find a provider who specializes in a particular area of medicine. Or, perhaps you’d be more comfortable with a physician assistant or nurse practitioner. These are all ways to narrow your search for a provider.

Check your health insurance plan. Before making a decision, find out which doctors are covered by your health plan. You can do this by checking the list of providers in your plan’s network by calling the number on the back of your ID card if available, or visiting your health insurance carrier’s website. It’s also a good idea to contact the doctor’s office and ask if they accept your health insurance plan.

Do your homework. Visit or call the office to ask questions about what matters most to you. And, continue your research at your first visit:
- Does the healthcare provider take time to answer your questions or address your concerns?
- Is the office staff helpful?
- Are the office hours convenient?
- Does the approach to healthcare match your expectations?

Review your decision over time. Even if you find the perfect match for now, you may need to search for a new doctor in the future for any number of reasons. Your health needs may change or you may decide to get a second opinion on a diagnosis or treatment plan. It’s wise to review your choice of healthcare providers every year or whenever you have changes to your health or health insurance.

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