

C y b e r B r e a k

March 2, 2007

Coming up next week. . .

Benefits Open Forum

Monday, March 5, 2007

12:30-1:30 PM W335



Do you have suggestions about our benefit plans (health, dental, life insurance, etc.)? Bring your questions, comments, and concerns about Southwestern Benefits to the open forum. Remember, your input will help determine if any improvements need to be made. Contact Bismarck in Accounting for additional information at x6812 or bgarcia@swlaw.edu.

Staff Professional Development Workshop

THE JOURNEY OF CHANGE

Friday, March 9, 2007

1 PM – 3 PM W329

The Journey of Change - It's been said that the only constant is change -- new students, new regulations, new technology, new staff -- yet we all tend to resist. As we move from the known to the unknown, many of us experience a common set of sometimes puzzling emotions. What are they? How do we handle them? Join us as we put the pieces together and explore the steps of transition.



When in doubt, laugh?

There are many misconceptions about laughter and humor at work. Some may view it as inappropriate and a waste of time, but business is not only about supply services and processing work, it is also about the relationships that get built. Ultimately, people are more important than things.

Physical Benefits of Laughter

Laughter has a positive impact on bones and muscles as well as the respiratory, cardiovascular, immune and central nervous system. Laughter increases heart rate and stimulates circulation, helping to clear fatty plaques out of the arteries, which reduces the risk of heart disease. Laughter lowers stress, relieves tension and reduces anger. By laughing, you'll be having a good time and doing your health a favor!

Humor in the Workplace

People develop a mutual trust, respect, and confidence with those they feel comfortable telling jokes. Humor creates a sense of identity as a group making it easier for people to work together and building a stronger, dedicated team. Laughter is also a great way to deal with what is happening around us, especially during difficult times. As stated in Learning to Laugh at Work by Robert McGraw (available in the Personnel Library), laughter "keeps you from moping, helps you start hoping, [and] leads you toward coping."



**"Reap a thought, sow an action. Reap an action, sow a habit.
Reap a habit, sow a lifetime."**

Stephen R. Covey, Author of *Seven Habits of Highly Effective People*
(CDs are available in the Personnel Library.)

FEEDBACK: Have ideas, suggestions, comments or contributions for future editions of CyberBreak? Please email them to Johanna Gan at jgan@swlaw.edu.