Greeting to All,

Welcome to another edition of the CARE Services Newsletter. CARE Services is the free and confidential Employee Assistance Program for UC Berkeley faculty, staff, post-docs and visiting scholars. The CARE Services newsletter will be an occasional feature, with information related to the mental and emotional health and well-being of those in our campus community.

The theme of this newsletter is *self-care tools for these challenging times*. This issue will feature the Fall ’09 CARE workshops which include the Art of Happiness, our Mind/Body Health Series, and two money management presentations. We’ll also present ideas re: coping with workplace change, some health and wellness tips, and highlight the financial management resources on campus.

As you read through this issue, you can also check out the CARE webpage for more information on all our services and links to additional campus and community resources at http://uhs.berkeley.edu/facstaff/care. Regards,

CARE Services for Faculty and Staff

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Upcoming CARE Workshops: Fall 2009

Each semester, CARE Services offers or sponsors free workshops for UCB faculty and staff to enhance one’s mental and emotional health and well-being. Take a look at this semester’s offerings.

The Art of Happiness
Tuesday, Oct. 27, 12:10-1:30 pm, Tang Ed Center
What is happiness and how do we get there? This workshop will examine how we achieve happiness using some of the latest positive psychology research and strategies on life satisfaction, pleasure, challenge, meaning, character strengths, and gratitude. Enroll at UCB Learning Center. 643-7754
Ethan Schwartz, Ph.D., Psychologist

The Psychology of Money in Difficult Times
Friday, Nov. 6, 12:10-1:30 pm, Tang Ed Center
What does it mean to be wealthy? Tough financial times challenge other aspects of our life. This workshop will explore the relationships we have with money and the connections with personal identity, physical health, social relationships, and more. Enroll at UCB Learning Center. 643-7754
George D. Cohen, LCSW, Private Practice

Mind/Body Health Series:
Yoga for Your Lifestyle
Thursday, Nov. 12, 12:10-1:30 pm, Tang Ed Center
Ever wondered what type of yoga is best for you? Learn how different styles of yoga affect various aspects of your life. Identify the best style for your personality, body type, health goals and lifestyle. Wear loose clothes and bring mat/large towel. Enroll at UCB Learning Center. 643-7754
Carla Koopa, NTS, RYT, NMT, Yoga Specialist

Downsizing Your Debt
Thursday, Dec. 3, 12:10-1:30 pm, Tang Ed Center
Do you find yourself constantly trying to make ends meet? This workshop is for people who despite their best efforts, can’t seem to get out of financial debt. Participants will learn practical tools and steps to help reduce or eliminate their debt. Enroll at UCB Learning Center. 643-7754
Brian Pon, EA, CFA, Consumer Credit Counseling of the East Bay

To Enroll in these workshops, go online to the UCB Learning Center:
Click on UCB Learning Center at the bottom of the Self Service Section. If you have any questions re: these workshops, call CARE Services at 643-7754

“Life...It tends to respond to our outlook, to shape itself to meet our expectations.” - Richard M. DeVos
Coping with Workplace Change

There’s no question that UC budget cuts are having a significant impact on UC Berkeley faculty and staff. Many campus units are experiencing the challenge of organizational changes and staff layoffs. These numerous changes in workload, work roles, and work relationships can cause increased workplace uncertainty and stress. When individuals go through significant workplace change and transition they can respond in various steps and stages. Here are several reminders to help you cope with the transition process:

- Accept and acknowledge that the transition process may include elements of loss, uncertainty, fear, confusion, intense emotions, and feeling out of control.

- Control what you can and take appropriate action in areas where you do have control or influence, e.g., constructive recommendations to management; prioritize work tasks; monitor and manage any emerging signs and symptoms of stress.

- Ask questions and get clarification if you do not understand something. You are probably asking a question about something that others do not understand but are afraid to ask about.

- Talk with others. Find trusted people willing to discuss what is happening at work.

- Establish short-term goals for yourself -- to accomplish them will give you an increased sense of confidence and control.

- Seek information and resources, including self-assessment, feedback from others on values, skills, strengths, and skill building opportunities.

- Avoid making other significant changes in your life at the same time as major work changes, if possible.

- Strengthen your personal and professional support system outside of work.

- Think back to other challenging times in your life and how you managed to get through them successfully.

- Maintain or enhance self-care strategies -- good nutrition, sleep, exercise, relaxation, time with loved ones, and time for yourself.

Each of us has a varying capacity to cope with and manage change. If you are experiencing persistent stress-related problems that may be impacting your health and well-being, see your medical provider or contact CARE Services for assistance.

“You can’t stop the waves, but you can learn to surf.”  
- Jon Kabat-Zinn
Did you Know...?
Health and Wellness Tips

1) Carrying a tune may be good for you.
Do you like to sing with a choir or just in the shower? According to an article in the UC Berkeley Wellness Letter, singing has many health and stress reduction benefits. Studies have found that singing can help people who have asthma or bronchitis because singing requires using a variety of muscles that help with breathing. In a German study about singing and the immune system, researchers found when singing, choirs members stress hormones decreased, and their stress antibodies increased.

2) Laughter can be the best medicine.
Nothing breaks up the seriousness of a stressful or difficult situation like a good chuckle. Like exercise, laughter can trigger the release of endorphins and serotonin in your body, which help relieve tension and reduce levels of negative stress hormones like cortisol and epinephrine. So take time out to laugh at a good joke, watch a silly movie, or find a sense of humor in your current predicament.

3) There are foods that can help you sleep.
According to Dr. Ronald Stram, founder of The Center for Integrative Health and Healing, ingesting certain foods can be good bedtime snooze-inducers. Foods like turkey, chicken, bananas, dates, warm milk, tofu and dairy products contain tryptophan, a natural tranquilizer. Smoked meats, aged cheeses, cocoa products, eggplant, and potatoes are foods to avoid – they contain amino acids that stimulate the release of epinephrine, which can disrupt sleep. Remember to eat in moderation as part of a healthy diet, and eat these sleep inducing foods several hours before bedtime to allow for digestion.

4) Accentuating the Positive really does help.
Researchers from the Mayo Clinic in New York have found that having a positive attitude and demeanor can have a huge impact on your quality of life. Some of their studies found that certain personality traits, like positive thinking and optimism, held health benefits such as increased life span, lower levels of depression and distress, and increased immune system (greater resistance to the common cold). They recommend putting a positive spin on negative self-talk, being open to humor, following a healthy lifestyle, and surrounding yourself with positive, supportive people. For more information on the Mayo Clinic article on “Positive Thinking: Reduce Stress, Enjoy Life More,” go to:
http://www.mayoclinic.com/health/positive-thinking/SR00009

“The first wealth is health.” - Ralph Waldo Emerson
Introducing the UCB Financial Portal

With ongoing budget cuts and uncertain financial times ahead, gathering resources to better manage your finances or retirement savings can be a vital part of taking care of yourself and your family. To that end, UC Berkeley has launched a Financial Portal page that will list financial education resources on campus available to UCB faculty and staff. These resources and classes will be offered by Human Resources, The Retirement Center, Fidelity, and University Health Services.

The link to the Financial Portal: http://hrweb.berkeley.edu/resources/financialeducation.htm

In addition to CARE Services, Eldercare and Work/Life will also offer the following financially-related workshops at UHS this fall:

- **Financial Management for Elders**
  Tuesday, Sept. 22, 12:10-1:30 pm
  Tang Ed Center
  This workshop will provide information about how you and your elder can plan for financial management of assets and property, both now and when your elder is no longer able to make these decisions.
  Enroll at UCB Learning Ctr. 643-7754
  Sara R. Diamond, Ph.D, Attorney

- **Estate Planning for Baby Boomers**
  Wednesday, Sep 23, 12:10-1:30 pm
  Tang Ed. Center
  Get an overview of the different types of trusts, issues involved with blended families, tools to map out your estate plan and how to communicate them with family members, and most importantly find out whether or not your revocable trust has gone stale.
  Enroll at UCB Learning Center. 642-7883
  Mark Cornwall, Attorney and Author of Law

- **Finding Balance in Your Budget**
  Tuesday, Nov. 17, 12:10-1:30 pm
  Tang Ed Center
  This seminar will show participants how to set up a budget that works for them by understanding loans, borrowing, and the importance of managing credit and debt. The seminar materials include detailed budget worksheets to help you get started easily.
  Enroll at UCB Learning Ctr. 642-7883
  Jerry Ostrander, Edward Jones Financial Services

To Enroll in these workshops, go online to the UCB Learning Center;
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