We are growing!

Just as the heat of an Atlanta summer begins to settle in, the Office of Staff Development is happily growing, planning, and doing — for you, the SOM staff.

What a busy year it has been. So far this year we have we’ve held three staff orientations – welcoming 194 new SOM staff, produced three newsletters (four counting this one!), conducted department specific training for 9 departments, provided computer training to over 300 staff, and much more. If you haven’t had a chance to check out our new webpage, go to www.med.emory.edu/staff/index.html to catch up on the latest staff development news. You’ll find upcoming training information, current and past issues of Staff Matters, training resources, and more. This site is a work in progress and gets updated as there is information to add…. To help accomplish all this, I am delighted to welcome to Christie Nichols Kuropatwa. Christie will be working with the Office of Staff Development part time. Read more about Christie on page 5.

The Office of Staff Development is here to serve you—the staff in the School of Medicine. If you have ideas or suggestions, feel free to contact me. My contact information can be found in the box to the right.
New Staff Orientation Update

The next School of Medicine New Staff Orientation is scheduled for July 22nd. All new hires between April 28th and July 22nd should attend, as well as any temporary employees with intended assignment length of 3 months or longer. Register in PeopleSoft Self Service. (It is not necessary for Post-Docs to attend this Orientation, as there is specific on-boarding/orientation for Post-Docs.)

HR Learning Services

Summer Class Offerings 2010

Emory University Human Resources Learning Services offers a wide array of learning opportunities open to all staff. Below you will find some of their offerings for the summer. All classes require registration in PeopleSoft Self Service. Registration details can be found on their website: www.hr.emory.edu/learningservices. All sessions held at 1599 Clifton Road, unless otherwise noted.

- Building Trust
  Thurs, July 22nd, 8:30 am-12:30 pm, $60

- Situational Leadership
  Fri, July 30, 8:30 am-4:00 pm, $125

- Networking for Enhanced Collaboration (replaces Leadership Networking)
  Tues, August 17th, 8:30 am-12:30 pm, $60

- Project Management
  Wed, August 25th, 8:30 am-12:30 pm, Free

Web-based Classes:

You can take these classes at your pace; stop and start at your convenience. Each class is $60 for year-long access. Call 404-727-7607 for details.

- Taking Charge of Your Development
- Making Meetings Work
- Developing Others

Mentoring Survey Results

Earlier this year over 270 of you responded to the SOM Mentoring Survey. In general, most people preferred a formal mentoring program with their mentor coming from within the SOM. 84% of you are interested in having a mentor; 62% are interested in being a mentor. The latter statistic is very exciting as it is often difficult to find people to be mentors. 80% of people want a mentor to help with career pathing.

The SOM Staff Development Mentoring Workgroup met to discuss the survey and will be working with Human Resources to see how we can partner or piggy back on existing mentoring programs. To help us get started, please email Christie Nichols Kuropatwa if you are interested in being a MENTOR. Responding does not commit you to ANYTHING—it is a way for us to start to build a pool of potential mentors! No mentoring experience required, simply the desire to share your knowledge and skills with another staff member seeking to grow and learn. Average time commitment for mentors is 2 hours/month.

Contributed by Pam Hancock

Life Getting Too Hectic?

The Emory WorkLife Resource Center has developed the website for you, www.worklife.emory.edu. The website is a virtual, one-stop location for work life programs and services that help strengthen work life at Emory. Emory knows that employees are happier and healthier if they have more balance in their lives and have more quality time for doing the things most important to them. The Emory WorkLife Resource Center has information available in a broad range of topics to assist you in gaining the tools to better manage your work life. The WorkLife Resource Center website is a great tool to learn more about these programs and services, including the new Emory Child Care Network, a program designed to offer discounts and priority admissions on child care services throughout metro Atlanta for faculty, staff, and graduate students of Emory. Other resources include workshops to help employees manage common child and elder care issues such as easy access to day- and elder-care facilities. The center can also be reached at 404-727-8000.

Contributed by Pam Hancock
Radiology Leadership Academy Inaugural Class

The success of the inaugural year of the Radiology Leadership Academy (RLA) was evident through the final presentations of the RLA Fellows at their graduation on June 11. Over the course of the nine month program, which began last October, the RLA fellows refined their leadership skills, read several thought provoking books, participated in elective courses and spent many extra hours working on group projects centered on creating a plan to increase Patient and Family Centered Care (PFCC).

The RLA program is a vital step forward in the radiology department’s strategic efforts to grow the talents and skills of our faculty and staff. Dr. Scott Hwang, Assistant Professor of Neuroradiology and RLA graduate, commented, “Getting out of the reading room and gaining an understanding of how the staff functions and how the administrative goals guide our department was eye-opening.”

Several readings enriched the program discussion, including The 7 Habits of Highly Effective People, Getting to Yes and Leading for a Lifetime. These and other readings were incorporated into the discussion of various leadership skills and prompted conversations that bonded the group and inspired leadership growth. The fellows also invested time in elective courses centering on leadership skills through various Emory outlets that are available to everyone, (i.e., Emory Center for Lifelong Learning (ECLL), Healthcare Learning Services (HLC) and Emory University Learning Services.)

Ultimately, the fellows used their refined knowledge and proficiency to work in three groups to create project proposals that could be actionable within the radiology department and to enhance PFCC.

continued on page 7

RLA Inaugural Class of 2010

Michael A. Armstrong – Assistant Director of Imaging Services at EUHM

Chryystal Y. Barnes, RT(R)(CT) - Assistant Director of Imaging Services at EUH

Michael Bowen – Nurse Practitioner & Manager of Mid-Levels

Marcus Foster – Sr. Manager Revenue Cycle

Jane Goldberg, RN – Assistant Director of Imaging Services at EUOSH & WW

Scott N. Hwang, PhD, MD – Asst. Professor & Acting Neuroradiology Fellowship Director

Daniel Lee, MD – Asst. Professor & Nuclear Medicine Residency and Fellowship Director

Dawn Couch Moore, MMSc, RT(R) – Director of the Medical Imaging Program

Ioannis Sechopoulos, PhD – Asst. Professor

Vivian Smith – Associate Clinical Administrator

Mariana Teodorescu – Associate Director of Grants and Contracts

Jane Vitali, RT(R)(CV) – Assistant Director of Imaging Services for TEC

As part of a commitment to positive transformation in the world, Emory has identified sustainability as one of the University’s top priorities.” Sustainability

SUSTAINABILITY MAP of the Emory campus! This new map is interactive and provides different layers of information that you select.

Look for more information on Emory’s Sustainability Initiatives and how you can help at:

http://sustainability.emory.edu/
Diversity Climate Survey

Thank you to everyone who completed the Diversity Climate Survey in January. Approximately 557 people responded for approximately a 24% response rate. I highlighted a couple of findings in the last issue and will share a few more in this issue. Your responses (including comments) were closely reviewed and analyzed by the Dean’s Taskforce for Community and Diversity Planning—Staff Retention and Development and will be used in developing the SOM’s Community and Diversity Plan as well as by the SOM Office of Staff Development in planning on-going development opportunities.

So, what did you tell us?

75% strongly agree/agree that staff in the SOM are accepted and respected regardless of their background.

96% strongly agree/agree that they are comfortable treating patients/interacting with people at work regardless of their status in each category (gender, sexual orientation, religion, ethnicity/race, age, and ability/disability).

76% feel they are knowledgeable about their rights guaranteeing protection under federal law from employer retribution or penalty for reporting a suspected incident of harassment or discrimination.

71% feel they know where and how to report concerns about harassment or discrimination.

What are we doing with the results of the survey? The office of staff development is working closely with other entities of the SOM and campus offices including Human Resources and Equal Opportunity Programs to ensure that staff are educated and informed regarding general diversity issues and Emory-specific polices and resources.

SOM Panel Discussion:
Disabilities at Work

Did you miss it?? Panel members (mostly SOM staff and faculty) shared their experiences of being a person with a disability working at Emory. Learn what challenges they have encountered and what support they have received from colleagues, campus resources, and others.

Listen to the program by clicking here or go to our website: http://www.med.emory.edu/staff/

Safe Space Training

The Office of LGBT Life has announced a summer training session for the new Safe Space curriculum. (Fall dates are also available on their website.)

July 26 (1:00-4:30 p.m.)

To register, visit www.lgbt.emory.edu.

Staff Member Recognition

Rebecca Correll began her career at Emory University in 1987. Beckie served as the Office/Accounting Manager and HR Representative for Cell Biology and has been a significant member of the leadership team here providing creative, analytical, and strategic skill. We wish Beckie a heartfelt thank you for her service and dedication, and wish her well in retirement.

Contributed by Dorothy Brown
Staff Member Highlight

Christie Nichols Kuropatwa joined the Dean’s Office in June 2010. She is the Administrative Assistant for the School of Medicine’s Office of Staff Development. You will find her on the 4\textsuperscript{th} floor of the School of Medicine building in cubicle 410. She comes to Emory from a background of small business, entrepreneurship, and teaching. She taught piano for 10+ years and turned the love of creative learning into a successful business employing other musicians. She has a very diverse professional history that is sure to lend to her new position. Christie enjoys spending time with her husband and two young daughters, hiking, reading, volunteering, and learning new things. Christie’s favorite thing about working at Emory so far is its progressive nature in valuing employees and she is proud to be part of that effort.

Contact Christie at 404-727-3407 or Christie.Nichols.Kuropatwa@emory.edu

Making Learning Management Easier

Today, tracking an employee’s training is done differently within and across the University’s various units/divisions. There is no central place where all of an employee’s learning is tracked. This summer that is going to change.

“It is about having all of an employee’s training information in one place,” states Wanda Hayes, director of Learning Services. “Similar to how our students have a single transcript that captures all of their learning during their studies at Emory.”

Targeted to go live later this summer, Phase One of the new Emory Learning Management System (ELMS) will replace the current multiple processes used by the current participating units/divisions with one central system. The ELMS will improve the consistency and efficiency of how training is delivered and tracked for employees. “The biggest advantage of having the new system is that it will centralize employees’ education records,” affirms the School of Medicine’s assistant dean for staff development, Rachelle Lehner. It is also user friendly and will “provide robust e-training in the future,” adds Patty Olinger, director of Environmental Health & Safety.

Once live, the ELMS will provide employees with a single place to sign up for training, monitor their certifications and print a single transcript with their complete learning history. According to Hayes, “Unlike today, your complete training history will be available even if you change jobs across Emory.”

Employees won’t be the only ones to benefit from the ELMS. According to Lehner, “For managers, it gives them an easy to access tool to monitor both required training and professional development that the employee participates in. A natural extension of that is that managers can also use the system to guide employees’ professional development.” Additionally, departments will reduce the hours spent doing manual data entry and have a way to coordinate training with other areas. The University will also have less risk exposure. “From a compliance stand point, our documentation will be easier to maintain and will provide direct access to training records,” acknowledges Olinger.

More communications on the new Emory Learning Management System and training for employees and managers will be available in July.

-excerpt from Emory Report article
CSI, ACTSI, Radiology, the Emory Neurosciences Initiative and Yerkes, hosted an international symposium on April 8 at WCI and the Center for Systems Imaging at Wesley Woods to kick start MR/PET imaging at Emory. There are three other academic centers in the world that have the same scanner as ours: University of Tubingen, Institute of Neuroscience and Medicine at Juelich, and Massachusetts General Hospital. The concept of the symposium was to have leaders from these three Universities, as well as industry visit Emory so that our investigators can gain from their experience and more effectively incorporate MR/PET into their research. The event attracted 150 participants from 14 institutions. This fantastic turnout indicates the extensive interest in this new technology and the excitement of the Emory community to apply it to address their research questions.

The holy grail of MR/PET imaging is to find an application that requires knowing that the brain is in the same state for the MR and PET images. An example is simultaneously recording the functional response to a novel stimulus, such as a drug or mental challenge, with fMRI and a neuroreceptor PET agent. After all, you only have one chance to present a novel challenge! It may be that the convenience (for the patients and investigators) of collecting MR and PET data in a single acquisition will be sufficient to drive this technology into the clinical arena, but the capability to simultaneously collect different functional measures of the working brain could be revolutionary for both basic research and clinical diagnosis.

Comparison of the PET images from the MR/PET to our existing PET scanner is an ongoing project at Emory. Our first study takes subjects who are already having a high resolution HRRT PET scan (as part of a separate protocol) and images them on the MR/PET scanner immediately following. Differences between the two data sets will give us a better idea of where artifacts exist in the MR/PET image and what additional physics development is needed to optimize the MR/PET images.

MR/PET is an exciting addition to our imaging instrumentation portfolio and the symposium generated great momentum that we want to maintain. Researchers (you?) at Emory have the opportunity to be among the world leaders in MR/PET studies. The device offers great potential to aid research, across many fields of study that involves either human neural or whole body small animal applications. Examples include: Alzheimer’s, Parkinson’s, addiction, functional mapping, and cancer studies.

For further information, please call Orman Simpson, CSI senior administrator, at 404-712-1024.

Contributed by John Votaw, PhD
Vice Chair for Research
Dept of Radiology

Did you know?
The Office of Staff Development has created a listserv for Administrative Professionals to network, share knowledge, and support one another. Not on this list? Contact Christie Nichols Kuropatwa to be added to the listserv.

Have Ideas for Staff Matters?
Send ideas and feedback to rlehner@emory.edu
RLA Inaugural Class *(cont’d)*

From the project proposals they developed presentations, which they delivered as part of their graduation process. This year the topics addressed by the groups included: Raising CT Dose Awareness; Enhancing Patient Satisfaction; and Empowerment to Better Communicate Waits and Delays.

The dedication and hard work of the fellows was celebrated with a luncheon including leadership from our department and various program presenters. Dawn Moore, Director of the Medical Imaging Program and RLA Graduate, has been with Emory for 30 years and found that she now understands the department at a deeper level, especially the aspects of clinical and administration.

When reflecting upon her experience Dawn confided, “The best part was getting to know the people from different areas of the department that I never would have known. Building these relationships has already helped to open new opportunities for education with my fellow graduate, Dr. Ioannis Sechopoulos.”

*Contributed by Monica Salama*

Cost Savers

In these challenging economic times, it is always nice to know of useful cost savers.

- Half-Off Depot has great deals on meals and entertainment around Atlanta. [http://halfoffdepot.com/atlanta/](http://halfoffdepot.com/atlanta/)
- For Emory Employee discounts check out: [www.sparkfly.emory.edu](http://www.sparkfly.emory.edu)

MyEmory *(cont’d)*

meetings,” says Smith.

We want to get all who can to participate, to feel and act on the pride of ownership that Emory instills. “You don’t need to be a high-dollar donor to help make a tremendous difference,” says 14-year Emory employee Jeff Lesesne 96M 99MR 00MR Emory School of Medicine.

Lesesne supports the School of Medicine with annual gifts and has included the SOM in his estate plans.

Whatever the amount, whatever fund you choose to designate, your philanthropic support means a bright future for us and promise for our many worthy programs.

For more information about making a gift through the *MyEmory* campaign, please contact Lisa Tillman in the Office of Development and Alumni Relations at [lisa.tillman@emory.edu](mailto:lisa.tillman@emory.edu) or 404-727-5933.

*Contributed by Eileen Murphy*
How Well Do You Know *Your* Emory?

What is the location of the 3 pictures you see here? If you know, email your answers to ckuropatwa@emory.edu. A winner will be drawn from all correct submissions.

Last date for submissions is July 17th.

Congratulations!

The following staff members have served the School of Medicine for 15, 20, 25, 30, 35 or 40 years respectively! Thanks for all you do (and have done) for the School of Medicine!

**15 Years of Service**  
Marilane Bond, GME  
Eric Foston, Hem/Med Oncology  
Patrice Moua, Radiation Oncology  
Susan Raven, Pathology  
James Revennaugh, Pharmacology  
Jane Tapia, Medicine  
Brenda Williams, Pediatrics

**20 Years of Service**  
Joyce Bell, Ophthalmology  
Patricia Davis, Fiscal Affairs  
Donna Martin, Pathology  
Sheila Parks, CME & Bio Media  
Colleen Peach, Neurology

**25 Years of Service**  
Mary Rose Simpson, Human Genetics  
Aimee Poor, Pediatrics  
Linda Jones, Medicine  
Gail Bass, Pathology

**30 Years of Service**  
Vivian Porter, Medicine  
Ruby Halcomb, Pathology  
Patricia Bennett, Ophthalmology

**35 Years of Service**  
Jannie McDonald, Biochemistry  
Vernon Camp, Radiology

**40 Years of Service**  
Lizabeth Andrew, Gynecology/Obstetrics

*Note: individuals listed were 1st quarter 2010 service award recipients per Human Resources*