



Human Resources News

HR Updates, Initiatives, and Related Resources

Tuition Benefit: The pilot registration process for employees for undergraduate-level courses ran smoothly this past academic year. Therefore, the **Tuition Benefit** Policy has been updated to eliminate the four-day wait before the semester starts for employees to enroll in undergraduate courses. As a reminder, per policy - employee enrollment in all courses remains contingent on available space and employees may be asked to enroll in a different course should their registration necessitate a new course section to be opened.

edHEALTH Walking Challenge: Get your walking shoes ready for the Annual edHEALTH Walking Challenge that will be held **June 2, 2025 – July 5, 2025**. Who will be Salve's top stepper this year? Additional information will be provided prior to the challenge.

TIAA: Kwasi Adutwum, Salve's TIAA representative, is scheduled to be on campus for individual counseling appointments on **Wednesday, June 4 and Wednesday, June 11, 2025**. Employees can sign up for an appointment at www.tiaa.org/schedulenow

Employee Health Hub: Visit pgs. 7 - 8 to explore, engage, and embark on your health and wellness journey with us! New Yoga classes and a Faculty and Staff Lunch and Learn has been added to the schedule!

New Employee Orientation: the Office of Human Resources will be hosting an in-person orientation for new hires on **Thursday, May 8, 2025 from 9am–12pm** in Ochre Court, Library. Newly hired employees and those who were unable to attend the last NEO are encouraged to join. Please contact [Stephanie Beachem](#) to RSVP or if you have any questions.

Explore LinkedIn Learning and Other Learning & Development Opportunities: Employees are encouraged to utilize LinkedIn Learning to assist with learning and development needs. Follow these simple [steps](#) to setup your LinkedIn Learning account, explore course content and take advantage of all LinkedIn Learning has to offer. Visit [pgs. 9 - 10](#) for more information and access additional learning and development opportunities available through LinkedIn Learning, United Educators, and The Chronicle.

Performance Evaluations: May marks the beginning of our annual performance evaluation process. Employees are encouraged to begin completing their self-evaluations; which can be found on the [HR Forms and Request Page](#) under the Performance Management Forms section.

For more information, refer to the memo that will be sent by the Office of Human Resources or email humanresources@salve.edu.



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Welcome New Hires!



Joseph Dwyer,
Media Services Specialist II,
IT/Technology Services
Center



Daniel Monte,
Campus Minister for Music and Worship,
Center for Spiritual Life



Emily Dayalji,
Circle of Scholars
Program Specialist,
Circle of Scholars



Clara Maurer,
Social Media Manager,
Marketing and Communications



Sarah J. Kraus,
Advancement Assistant
University Advancement

You're Invited!



You're Invited
to the

**Years of Service and Retiree
Ceremony!**

Date: Wednesday, May 21, 2025

Time: 11:30am

**Location: Ochre Court State Dining
Room**

All employees are welcome!



Volunteers Needed - Class of 2025 Graduation Ceremonies

Volunteers Needed



Planning is under way for our Class of 2025 graduation ceremonies, which will be held on **Thursday, May 15 (graduate students)** and **Sunday, May 18 (undergraduate students)**. Many volunteers are needed to make these milestone days special for our students and their families and we encourage faculty and staff to [sign up here](#) to lend a hand during Commencement Weekend.



Salve Community Gratitude BBQ

Following the Years of Service
and Retiree Ceremony please
join us at the
Salve Community Gratitude
BBQ.

Date: Wednesday, May 21

Time: 12pm

Location: Ochre Court, Lawn

The festivities will continue
with a lovely barbecue from
McGrath Clambakes and enjoy
music from a live DJ!

Dress is casual.
Feel free to bring a lawn
chair and/or picnic blanket.



Congratulations

Congratulations to the following faculty and staff members for reaching a significant milestone in service at Salve! On behalf of the entire Salve community, we want to extend our sincere thanks for all of your hard work and dedication to the University over the years.

5 Years of Service

- **Leah Palazzo Anesta**, Academic Center for Excellence
- **Kelli Armstrong**, Office of the President
- **Erin Barry**, Pell Center for International Relations
- **Annemarie Bartlett**, Office of Institutional Research and Effectiveness
- **Joyce Botelho**, Office of Academic Affairs
- **Robyn Buck**, Office of Graduate and Professional Studies
- **Gregory DeLade**, Office of Athletics
- **Elizabeth Galvin**, Office of Health Services
- **Kirsten Harvey**, Office of University Advancement
- **Gillian Letendre**, Office of University Advancement
- **Irene McKiernan**, Office of Health Services
- **Lauren Neary**, Office of Health Services
- **Steven Rodenborn**, Office of Academic Affairs Office
- **David Roy**, Office of Public Safety
- **Connie Brilhante Rybacki**, Business Office
- **Kate Ryffranck**, Office of University Advancement
- **Taylor Smith**, Office of Information Technology
- **Regina Dublin**, Department of Nursing
- **Emma Grauerholz-Fisher**, Department of Psychology
- **Paul Joyce Jr.**, Department of Criminal Justice and Criminology
- **Hyoyeun Jun**, Department of English, Communications and Media
- **Sharon Keating**, Department of Nursing
- **Gabriella Papale**, Department of Chemistry
- **Heather Rockwell**, Department of Cultural and Historic Preservation

Years of Service and Retiree Ceremony Continued

10 Years of Service

- **Bethany Blycker Koll**, Office of Library Services
- **Stacey Carter**, Department of Business and Economics
 - **Jared Coleman**, Office of Facilities
 - **Peter Dugan**, Office of Mail Services
 - **Nancy Escher**, Office of Human Resources
 - **James Fowler Jr.**, Office of Admissions
- **Gregory Jones**, Office of Information Technology
 - **Anne McDermott**, Office of Financial Aid
 - **Danielle O'Rourke**, Business Office
 - **Laurie Reilly**, Office of Admissions
- **Kathleen Rendos**, Center for Community Engagement and Services
 - **Esther Alarcon-Arana**, Department of Modern Languages
 - **Elizabeth Bloom**, Department of Nursing
 - **Peter Colosi**, Department of Philosophy
- **Anne Reid**, Department of Biology and Biomedical Sciences
 - **Louise Sullivan**, Department of Nursing

15 Years of Service

- **Kiyomi Donnelly**, Center of Global Education and Fellowships
- **Laura Kcira**, Office of Student Accessibility Services
 - **Mary Pelletier**, Office of Admissions
 - **Diane Nichols**, Office of Facilities

20 Years of Service

- **Marcus Canulla**, Office of Facilities
- **Stephanie Dupuis**, Office of Admissions
- **Tiffany McClanaghan**, Office of Graduate and Professional Studies
- **Jameson Chace**, Department of Biology and Biomedical Sciences
 - **Timothy Neary**, Department of History
- **Steven Symington**, Department of Biology and Biomedical Sciences



25 Years of Service

- **Jennifer Jensen**, Center for Advising, Career and Life Design
- **Myra Edelstein**, Department of Business and Economics

30 Years of Service

- **Bert Emerson**, Department of Art and Art History

35 Years of Service

- **Peter Davis Jr.**, Office of Public Safety
- **Daniel Titus**, Office of Information Technology

40 Years of Service

- **Ralph Paiva Jr.**, Office of Facilities

Retirees

- **Ronn Beck**, Office of Admissions
- **Estelle Dubuc**, Office of Financial Aid
- **Roselinda Hambley**, Office of Registrar
- **Mike Semenza**, Office of the President
- **Donna Harrington-Lueker**, Department of English, Communications and Media
- **Gregg Johnson**, Department of Business and Economics
- **Tina Wray**, Department of Religious and Theological Studies



Employee Health Hub !

Wellness encompasses several key pillars that are interconnected and contribute to overall wellness.

The pillars are: **physical, intellectual, mental, emotional, social, spiritual and financial.**

Taking care of each aspect helps create a balanced and fulfilling life!

Check out the wellness activities related to these pillars right here in the Employee Health Hub.



Fitness Class for Faculty and Staff

YOGAFLOW with Hilary Flanagan

Wednesday's, March 24—May 14

12:30pm – 1:30pm in Antone 126



Interested in a fitness break during the workday? Join us for YOGAFLOW ! Classes start March 26 and runs for 8 weeks! This mindful, rejuvenating practice will offer something for those brand new to yoga, returners to yoga, or seasoned yoga practitioners. A perfect blend of energizing and relaxing, each week you will have the opportunity to work at your pace through a series of poses that will hone both body and mind.

Our instructor & Salve employee, Hilary Flanagan, trained under IYENGAR Yogi, Richard Schachtel. After discovering the benefits of power yoga after graduating college, Hilary has sought out different practice styles and credits yoga with both mindfulness and injury prevention in her continued pursuit of podiums and PRs for all distances of triathlon. She enjoys sharing her knowledge and love of practice with clients of all ages and abilities.

If you are interested in participating, a new waiver for 2025 must be signed and submitted.

Waivers can be submitted during or before your first class to Caitlin McNulty at

caitlin.mculty@salve.edu.



Reminders:

Shoes can only be worn in the studio if they are clean and have not been worn outdoors.

Please bring your own mat.



Faculty and Staff Wellness Event:

Massage Therapy

Tuesday, May 13 from 11am—2pm

Ochre Ct Library

For many people, everyday stresses build up in the form of tension in the back, neck, and shoulders. At this worksite event, a licensed massage therapist will help relieve that tension. During your 12 minute chair massage, you will sit in a special chair that supports your entire body. You will remain fully clothed as your massage therapist works on your shoulders, neck, arms, back, and hands. With less stress, you will be able to return to work feeling refreshed and ready to conquer the rest of the day!

Registration will be required in order to attend. If you are interested in a chair massage with one of the three therapists, please register [HERE](#). If you register and can no longer attend, please remove your name so other employees may sign up.

Water and tea will be provided to employees who register and attend. Please arrive a few minutes prior to your scheduled time slot to sign in as well as read and sign the consent form before meeting with the therapist. Any questions or concerns can be directed to caitlin.mculty@salve.edu or X2165.



WELL WITHIN REACH|||

Podcast Corner

Hope Starts With Us: Mental Health is Health **with Daniel H. Gillison, Jr & Elliott Connie**

In this episode, NAMI CEO Daniel H. Gillison, Jr. is joined by Elliott Connie, a psychotherapist and advocate for mental health. This discussion focuses on Elliott Connie's solution focused therapy practice, men's mental health, and opening up conversations about mental health within Black communities. *You can find additional episodes of this NAMI podcast and others at nami.org/podcast.*

Employee Health Hub !

Health and Wellness activities offered by our trusted vendors!



Harvard Pilgrim
HealthCare

Free Webinar Series!

Whether you are looking to shake it up, stretch it out, or get centered, we've got you covered with Zumba®, yoga, guided mindfulness, wellness sessions, which are now available to everyone through the [Living Well at Home](#) programs. All classes are at no cost to you and easy to access via Zoom.

Click the links below to explore each webinar's details and join in!

[Wellness Wednesdays | 1:00—1:30pm](#)

- **May 7:** Building Resilience - The Power of Food for Mental Wellness
- **May 14:** Micro-dosing Joy: Small Shifts for Big Impact
- **May 21:** Healthy & Delicious - Chicken Dumpling Cooking Demo
- **May 28:** Stress and Heart Health

[Fitness Thursdays | 1:00—1:30pm](#)

May 1, 8, 15, 22, & 29 - Fingers and Toes

Access past well-being webinars any time by visiting the [Living Well YouTube Channel](#).



Life & Work Resources

Each month, Health Advocate highlights a new wellness topic and provides additional resources, including webinars, for your benefit! Our website with [Health Advocate](#) will need to be visited before you can click and check out the [Life and Work Resources page](#).

Monthly On-Demand Webinar

[Fostering an LGBTQIA Inclusive Workplace](#)

Even with recent successes in social justice and popular culture, some gay, lesbian, bisexual, transgender and gender non-conforming employees still face bias, homophobia and discrimination in the workplace. The resulting fear and stress not only affect work performance but overall morale in environments that are not accepting or inclusive in varying degrees. This workshop will clarify sexual orientation and gender identity to better prepare all participants to collectively foster an inclusive working environment for all LGBT and gender non-conforming employees.



May—Make time to focus on your mental health

Many people may seem to handle their work, family duties and other day-to-day activities well, but inside they're feeling anxious, sad, stuck, or lonely. Acknowledging these feelings and making your mental health a priority can help you feel happier and more fulfilled in life. Click [here](#) for tips and resources to help you move from "just getting by" to feeling happier, hopeful, and more connected.

TIAA Live Webinars

Virtual & in-person counseling appointments are available to current employees. Salve's TIAA representative, Kwasi Adutwum, will also be available in Stonor Hall for in-person counseling appointments on **June, 4 and 11**. To schedule an appointment, [click here](#) or scan the QR code.

All Salve employees are invited to attend webinars offered through [TIAA's virtual environment](#). Explore TIAA's Webinar Lounge featuring monthly webinars, both pre-recorded and live! These informative, interactive workshops will give you strategies and tactics to help you achieve your financial and retirement goals.

TIAA webinars and virtual 1-on-1 meetings can be logged as 200 points on the [Harvard Pilgrim Living Well portal](#).



Questions? Please contact Caitlin McNulty at caitlin.mculty@salve.edu or ext. 2165

SPRING *is in the air*

Start the season with activating your LinkedIn Learning account; which takes less-than 1 minute to complete from start to finish!



Use the activation code below or the QR code:
<https://lnkd.in/SalveActivation>



MAY MARKS THE BEGINNING OF OUR ANNUAL PERFORMANCE REVIEW PROCESS.

Performance reviews provide employees with an opportunity to document and discuss their achievements, concerns, goals and development plans, reflecting on the last year and looking forward to the next.

So how can LinkedIn Learning support you throughout this process?

During the self-evaluation process, employees are tasked with creating their own development goals. LinkedIn Learning offers “Learner Challenges” tailored to help employees build and/or enhance their skillset, ensuring employees are able to effectively achieve their newly created development goals.

Learner Challenges include a series of bite-sized content you can watch at your own pace and are displayed in an easy to follow calendar format.

Topics include:

Skill Building and Career Progression

Building Productive Habits

Seasonal Learning Challenges

Employee Wellbeing

Diversity and Inclusion

The New World of Work

Improve Your Technical Skills

Boost your people management and coaching skills
Become a leader who builds thriving teams that grow business. Don't worry if you miss a day — you can always catch up tomorrow.

Monday	Tuesday	Wednesday	Thursday	Friday
Day 1 Why has your culture taken some shape? (2m 41s)	Day 2 Build your team's culture (2m 41s)	Day 3 Learn why people follow leaders who lead (2m 27s)	Day 4 Time and develop your selected people (2m 19s)	Day 5 Question: How would you describe your leadership style, and how can you align your leadership to the career aspirations of your teammates? (2m 43s)
Day 6 Connectivity of coaching (2m 52s)	Day 7 The ability of a great coach (2m 53s)	Day 8 Make time for your employees, not vice versa (2m 52s)	Day 9 Challenge: Create a list of ways to build trust with each teammate. (2m 43s)	Day 10 The coaching mindset (2m 43s)
Day 11 Pop quiz: What is one thing you can do for each teammate to encourage growth and build trust? (2m 15s)	Day 12 Your role as a manager is encourage internal mobility (2m 28s)	Day 13 Feedback and a story... It's something to discuss (2m 15s)	Day 14 Make learning opportunities accessible (2m 47s)	Day 15 Task for managers to prioritize self- care (2m 57s)
Day 16 Create conditions to build strategic skills (2m 15s)	Day 17 Pop quiz: How do you coach teams to think more strategically? (2m 15s)	Day 18 Coaching mindset (2m 44s)	Day 19 Coach your employees to reveal their strengths (2m 50s)	Day 20 Challenge: Choose one LinkedIn Learning course on people management to explore next month.

Questions? Please contact [Tasha Estrella](#) or ext. 2119

DID YOU
KNOW?



LinkedIn Learning

LinkedIn Learning offers a variety of “Learner Challenges” through curated and bit-sized content. Learn more about these challenges by clicking [HERE](#).

A list of challenge topics have been included below:

- [Performance Reviews and AI for Individual Contributors](#)
- [New Year New Skills: Own Your Career Goals](#)
- [Human Durable Skills](#)
- [Building the Right Soft Skills for Today and Tomorrow](#)
- [Boost Your People Management and Coaching Skills](#)
- [Become a More Effective Leader and Manager](#)
- [Master Goal Setting](#)
- [The Gift of Feedback](#)

Need assistance with LinkedIn Learning? Employees can utilize the Help button located on the bottom left-side of the home page; OR you can utilize the “search” feature located at the top middle section of the home page.

THE CHRONICLE OF HIGHER EDUCATION.

Join members of The Chronicle, national experts and leading practitioners on how to chart a course forward in Higher-ed by participating or watching live and/or virtual webinars offered by the Chronicle. A short list of relevant topics has been included [HERE](#).

Additional virtual webinars related to leadership, teaching and learning, finance and operations, and DEI can be accessed [HERE](#).

NEW Releases

LinkedIn Learning offers new training courses weekly, which can be accessed by clicking on the links below or through your LinkedIn Learning [home page](#) under “New Releases”.

New courses include, but are not limited to:

- [Excel: Financial Functions in Depth](#)
- [Boosting Your Time Management with AI Tools](#)
- [Resilience Skills to Navigate Disruption and Uncertainty](#)
- [The AI-Driven Cybersecurity Analyst](#)
- [Building Your AI Awareness Skills: GenAI Tips for Nontechnical Users](#)
- [Tips to Navigate Setbacks with Confidence](#)
- [Looking into the Mirror: Using Self-Awareness to Excel at Work](#)

Searching for specific training?

You can utilize options on the “content” tab to find training relevant to your professional development needs. We have included a LinkedIn Learning video to help you find content that is relevant to you and your learning goals, click [HERE](#) to access.



In addition to pre-assigned training, employees can access Higher-ed specific training through United Educators. A list of trainings can be viewed [HERE](#).

To access training content, [login to UE](#).

Once logged into the main page, navigate to the “User Menu” ≡ at the top left of the page. Select “Course Catalog” followed by “Higher Ed Courses”.

Salve Employee Graduates

Congratulations

*On behalf of the Office of Human Resources,
we would like to congratulate the employees
listed below who will graduate this year!*

Name	Title & Department	Degree
Erin Brandmeier	Enterprise Application Specialist I, Office of IT/Enterprise	MS
Logan Menard	Associate Head Athletic Trainer, Office of Athletics	MS
Julianne Zarrella	Admissions Counselor, Office of Admissions	MBA

BJ's Wholesale Club Membership Discount

BJ's®

Wholesale Club

Join today for only

\$15*

(Reg. \$60)

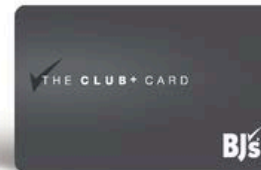
The Club Card Membership for 1 year with BJ's Easy Renewal*
New members only.

To join or renew today, call 800-313-8887 and reference
group promo code: 3 5 0 5 1 5

Or join today: NEW members: use QR Code or link www.bjs.com/salvereginauniversity



The Club Card
Membership
with BJ's Easy
Renewal



The Club+ Card
Membership
with BJ's Easy
Renewal

New members The Club+ Card Membership: \$40*
when you purchase a 1-year The Club+ Card Membership with BJ's Easy Renewal.

The Club+ Card members receive 5¢ off/gal.² at BJ's Gas® every day and earn 2% back¹ in rewards on most BJ's purchases, plus two FREE same-day deliveries on eligible orders of \$50 or more during each annual membership period.⁴

Existing members:

Renew The Club Card Membership with BJ's Easy Renewal for \$50. To renew at this discounted offer, you must call the above toll-free number. (A \$10 savings)

Renew The Club+ Card Membership with BJ's Easy Renewal for \$100. To renew at this discounted offer, you must call the above toll-free number. (A \$20 savings)

BJ's Membership Sales Representative: **Renewing Members: Must Use Call Center** Mon-Fri 9 AM-6 PM

Email: **Debbie Lisonbee** dlisonbee@bjs.com Offer expires: **May 31, 2025**

I agree to BJ's membership terms, available in-club and on bjs.com/terms, and agree to receive membership communications electronically. Membership expires last day of month/year shown on your receipts and bjs.com account. Membership renewed within 2 months of expiration date; otherwise extend 12 months from last day of renewal month.

BJ's Easy Renewal commitment requires you authorize BJ's to charge any payment method on record an annual recurring charge in the amount of the then-current membership fee for all memberships on your account, plus applicable tax, starting the first day of the month your membership expires ("Start Date"), without notice unless required by law. Visit your BJ's.com account, a member services desk, or call 800-855-0188 to manage or cancel BJ's Easy Renewal. Cancel before the Start Date to avoid being charged. Not combinable or redeemable for cash. Sales tax may apply. In order to renew at the Corporate Partnership Program discounted membership offer, you must renew via your BJ's Membership Sales Representative. Expires: 05/31/25.

The Club+ Card members earn 2% back in rewards (up to \$500 membership year) on eligible net BJ's purchases in-club and online. Terms apply — see bjs.com/terms.

*Terms apply — see bjs.com/terms.

¹Each annual membership period, The Club+ Card primary members receive 2 same-day deliveries with no standard delivery fee on eligible net orders of \$50+ placed on bjs.com or in the BJ's app. Same-day delivery is not available in all ZIP codes or for all orders and is not guaranteed. Additional address only. Terms apply, see bjs.com/terms.





Important Dates May 2025

Office of Human Resources
Stonor Hall
Salve Regina University
100 Ochre Point Avenue,
Newport RI 02840

For any questions, please contact
Sarah Trefethen
Phone: 401-341-2137
Email: sarah.trefethen@salve.edu



- May 4 (Sunday 3 - 5pm) **Spring Choral Concert**, Ochre Court
- May 6 (Tuesday 12 - 1pm) **Coffee with the Council**, McKillop Library
- May 8 (Thursday 9am - 12pm) **New Employee Orientation**, Ochre Court, Library
- May 8 (Thursday 12 - 1pm) **Staff Lunch with the President**, McKillop Library, room 116
- May 13 (Tuesday 11am - 2pm) **Faculty & Staff Wellness Event: Massage Therapy**, Ochre Court, Library
- May 15 (Thursday 3pm) **Graduate Commencement**, McAuley Hall, Lawn
- May 15 (Thursday 4pm) **2025 Graduate Commencement Celebration**, Ochre Court
- May 18 (Sunday 10am) **Undergraduate Commencement**, McAuley Hall, Lawn
- May 21 (Wednesday 11:30am - 12pm) **Years of Service and Retiree Ceremony**, Ochre Court, Dining Room
- May 21 (Wednesday 12 - 2pm) **Salve Community Gratitude BBQ**, Ochre Court, Lawn
- May 26 (Monday) **Memorial Day**, University offices are closed
- June 2 - July 5 (Monday - Saturday) **Annual edHEALTH Walking Challenge begins**
- June 4 (Wednesday) **New TIAA Financial Consultant, Kwasi Adutwum, will be on-campus for individual counseling appointments**, Stonor Hall, Conference room
- June 11 (Wednesday) **New TIAA Financial Consultant, Kwasi Adutwum, will be on-campus for individual counseling appointments**, Stonor Hall, Conference room