



OKLAHOMA CITY
COMMUNITY COLLEGE

RESOURCE

HR EMPLOYEE NEWSLETTER

March 2024

Updates & News

REMINDER: Staff Performance Appraisals

Due Before March 31, 2024

[Phase 3: Employee Self-Assessment](#)

Staff members will complete a review of their own progress related to SMART goals and enter it in the system.

CORRECTION: Campus will be closed for SPRING BREAK from March 16-24

Special congratulations to
Dr. Mautra Staley-Jones on
her two-year anniversary
as our President!



New Employees

Deborah Morgan
Director of Career Transitions

Miranda Carlisle
Student Accessibility and Support Assistant

Alex Hines
Campus Police Officer

Jason Weger
Professor of Nursing

Amy Sparks
Police Dispatcher

Danyel Shirley
Administrative Coordinator
for Human Resources

Angelo Cipollone
Executive Director of Auxiliary
Business Services

Professional Development

Emotional Intelligence 2

Now that you understand the personal competencies: self-awareness, motivation, and self-management of EQ, let's learn about the Social competencies. Recognize components of EQ and how to best leverage for workplace success. Initiate, maintain, and strengthen working relationships with confidence.

Participants will learn how to strengthen relationship management and social awareness strategies to improve communication, collaboration, and workplace EQ. Because it takes practice to develop new EQ skills, you will develop an Action Plan to continue strengthening your EQ skills. No one is perfect, learn to pivot with missteps and repair.

NOTE: Pre-requisite is Emotional Intelligence 1

[April 17, 2024: 9-11 a.m.](#)

[April 18, 2024: 2-4 p.m.](#)

[April 23, 2024: 9-11 a.m.](#)

Effective Communication: Practical Application

The benefits of effective communication in the workplace are mitigating conflict, increased employee engagement, productivity, job satisfaction, innovation and more!

This workshop will provide opportunities to practice effective communication skills through activities, scenarios, and applications to improve collaborative processes and interactions in the workplace.

NOTE: Pre-requisite is Effective Communication

[April 17, 2024: 2-3 p.m.](#)

[April 18, 2024: 9-10 a.m.](#)

[April 23, 2024: 2-3 p.m.](#)

Cultivate Belonging

March is Women's History Month and has been observed annually in March by the U.S. since 1987.

It is a [celebration of women's contributions](#) to history, culture and society, as well as recognizing the specific achievements women have made over the course of [American history](#).





National Multiple Sclerosis Education & Awareness Month is a month to raise MS awareness, promote an understanding of the scope of this disease, and to assist those with MS in making educated decisions about their healthcare.

Raising awareness cannot stop until the moment — when [there is a cure MS for every person living with this disease](#).

Explore [the moments of MS](#) shared by people who live with it every day.

We're Hiring

[Executive Assistant - Executive Vice President](#)

[K-12 Partnerships Division Assistant](#)

[Student Business Center Supervisor](#)

[Grants and Contracts Research Coordinator](#)

For other opportunities not listed visit: www.occcjobs.com

March 2024 - Years of Service

45 Years

Edward Williams

20 Years

Alexa Mashlan

15 Years

Susan Bernard

Anthony Tyrrell

5 Years

Harvey Parker

Jason De Leon

1 Year

Jerome Fields Jr.

Janis Cantrell

Layla Dougherty

Yasmin Diaz

WELLNESS





**Coming to you...
For your peace of mind.**

**Oklahoma City Community College Campus
Located at VIP Circle**

April 16TH, 2024

*Call to schedule your appointment today!
800.422.4626 Ext. 49760 or 49761*

Most insurances, including government plans, cover yearly screenings for no out-of-pocket cost for women 40 and older. Most insurance accepted.



Healthy Mouth, Healthier Heart



Brush your teeth at least twice day!
It helps prevent tooth decay and
reduces your risk for heart disease
and stroke.

Source: Oral Health: A Window to Your Overall Health. Mayo Clinic, 2019.
Blue Cross and Blue Shield of Oklahoma, a Division of Health Care Service Corporation,
a Mutual Legal Reserve Company, an Independent Licensee of the Blue Cross and Blue Shield Association

BlueResourceSM - Protecting Your Health - Caring for Your Mouth



Cervical cancer doesn't have early warning signs and most symptoms don't show up until it is advanced. That's why prevention is so important.

[Learn more on how to lower your risk of cervical cancer](#)

Prevent, Treat and Beat Colon Cancer

No one *likes* to talk about colon cancer, and that's okay, as long as you take action! After all, colon cancer is a leading cause of cancer deaths in the United States. You can take steps to detect it early.

[Here are ways you can protect yourself](#)



EMPLOYEE ASSISTANCE PROGRAM

Six free, confidential face-to-face sessions or unlimited phone counseling - for you and your family!

OCCC EAP provider: SupportLinc

Supportlinc@curalinc.com

www.supportlinc.com

Access Code: occc

1-888-881-5462

[Manage](#) your preferences | [Opt Out](#) using TrueRemove™
Got this as a forward? [Sign up](#) to receive our future emails.
View this email [online](#).

7777 South May Ave. | Oklahoma City, OK 73159 US

This email was sent to .

To continue receiving our emails, add us to your address book.