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**[Weekly Relays User Guide](https://ispace.utmb.edu/xythoswfs/webview/_xy-12470404_1)**

**TOPICS LEGEND**

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| C:\Users\krhensle\Desktop\SMALL LOGO (2).jpg | WEEKLY RELAYS | **April 25, 2019** |
| **YOUR DEPARTMENT NEWS** | **UTMB NEWS** |
| **Employee Spotlight****Isaac Ohalete, MS**Information System Team Leader Educational Affairs**What are some of your work responsibilities?**I manage the educational technology support team under the Office of Educational Affairs. Providing technical support for various systems (Blackboard, New Innovations, Peerceptiv, Ensemble Video, PollEveryWhere, EMS, Evaluations Systems, etc) used by medical students, faculty, and staff. I am also responsible for maintaining existing systems as well as developing new web applications for departments under the Office of Educational Affairs. I provide training to staff and/or faculty on the use of educational technology tools and I serve as a Blackboard administrator for the School of Medicine.**Tell us something personal about yourself.**I have been working at UTMB for 19 years. I am originally from the Igbo tribe of Nigeria in West Africa but came to the United States in 1986. I am an associate pastor at a local church in Galveston and Jail Minister at Galveston County Jail. I have been involved with Galveston County Jail Ministry since 1992 and have helped many prisoners transform their lives and become better citizens. I am married to my wife Lonia and we have a daughter Keturah and a son that is on the way.**Fun Fact**I enjoy group bible study, hanging out and playing tableau card games with my family and friends. | **Celebrating 22,000 years of service!** UTMB will hold its annual Employee Service Day ceremony on May 22 at noon in the Levin Hall Main Auditorium on the Galveston Campus. The event will recognize 1,660 employees for their continuous years of service, 624 GEM card recipients and the winner of the 2019 Nicholas and Katherine Leone Award for Administrative Excellence. Remote viewing will be available for those who are unable to attend the ceremony in person. See <https://hr.utmb.edu/tod/serviceday/> for remote viewing options and a complete list of honorees.**Plan to attend—UTMB’s emergency prep meeting May 14:** Storms and other emergencies can happen at any time and can affect every part of the state where UTMB has operations. As part of our annual preparations, UTMB will hold the 2019 Emergency Preparedness meeting on May 14 in the Levin Hall Dining Room on the Galveston Campus. Box lunches will be available at 11:30 a.m.; the presentations run from noon to 1 p.m. The meeting will include general information for any emergency and feature an overview of UTMB’s emergency response plan. On-site seating is limited to 200 and RSVPs are required. RSVP by May 10 to Amanda Simpson at events@utmb.edu or (409) 747-6735. The meeting will be live-streamed and recorded for viewing later. For more information, visit <https://utmb.us/3a5>.**ACTION REQUIRED:****Be prepared—Review UTMB’s Emergency Preparedness Plan:** With the start of hurricane season on June 1, it is important to review UTMB’s emergency preparedness plans (<https://www.utmb.edu/emergency_plan>) and your role during adverse events. Please use this time to: * Complete the [2019 Emergency Classification and Acknowledgement Form](https://webforms.utmb.edu/frevvo/web/tn/forms/user/giflynn/app/_2fXwMBYqEeaPsbyOXGb9YQ/flowtype/_QIqGMaQqEeWwb9eqGmEsIw/popupform) (<https://utmb.us/84>) and have it approved by your supervisor or faculty advisor by May 31
* Speak with your supervisor or faculty advisor about the business continuity plans for your department and your responsibilities before, during and after an adverse event
* Update your personal information, emergency contact information and UTMB Directory information in [Employee Self Service](https://ebizhr.utmb.edu/psp/ps/EMPLOYEE/HRMS/s/WEBLIB_PTPP_SC.HOMEPAGE.FieldFormula.IScript_AppHP?pt_fname=CO_EMPLOYEE_SELF_SERVICE&FolderPath=PORTAL_ROOT_OBJECT.CO_EMPLOYEE_SELF_SERVICE&IsFolder=true) (https://utmb.us/34b)
* Sign up for the [UTMB Alerts emergency notification system](https://www.utmb.edu/emergency_plan/communications/) (<https://utmb.us/2wr>) with a mobile number if you have not already done so

**Latest Pulse video thanks UTMB family for successful Clear Lake Campus opening:** In the most recent Pulse video, President Callender thanks UTMB employees for their contributions and hard work in making the new UTMB Health Clear Lake Campus opening a success. To view this video, visit <https://utmb.us/3a8>. For previous Pulse installments, visit <https://www.utmb.edu/president/pulse/>. |
| TOPICSLEGEND |  PATIENT CARE EDUCATION & RESEARCH INSTITUTIONAL SUPPORT CMC |
| **AROUND UTMB** (Use the legend above to quickly find items of interest to your team) |
| **PeopleSoft HCM outage scheduled for April 26--29:** UTMB is upgrading its PeopleSoft HCM system with a new look and feel. To prepare for this upgrade, a system outage is scheduled from 5 p.m. on April 26 until 8 a.m. on April 29. During the outage, users will not be able to access:* PeopleSoft HCM system
* Talent Acquisition Management (TAM) applicant tracking system
* Employee Self Service
* Manager Self Service

 To preview the system’s new look, please see <https://utmb.us/39l>.  **Drs. Michael Ainsworth and Karen Szauter earn first-place Innovations in Health Science Education Award:** Michael Ainsworth, MD, and Karen Szauter, MD, FACP, achieved the first-place Innovations in Health Science Education Award for their project, “Cultivating a Professional Environment by Addressing Medical Student Unprofessional Behavior: The Early Concept Note Program.” The award was presented at the UT System Innovations Conference, held in Austin Feb. 21–22. Ainsworth is senior associate dean for educational performance in the School of Medicine and professor of Internal Medicine. Szauter is assistant dean for educational affairs in the School of Medicine, medical director in the Office of Clinical Simulation and professor of Internal Medicine.**REMINDERS:****Register to attend UTMB Research Day by May 1:** UTMB Research Day will take place Tuesday, May 7, from 8 a.m. to 3 p.m. at Levin Hall on the Galveston Campus. This year’s theme is “Collaboration, Bioinformatics and Commercialization,” with Sachin Kheterpal, MD, associate dean for research information technology at the University of Michigan, serving as keynote speaker. Breakout sessions, panel discussions, exhibitor tables and core/facility tours are also on the agenda. The event is open to all UTMB faculty, staff, students, residents and fellows. See the full schedule online and register no later than Wednesday, May 1; registration is free and includes lunch. For more information visit, <http://research.utmb.edu/researchday>. | **My Road Ahead:** The institutional deadline for completing the second activity related to your FY19 My Road Ahead development plan is May 31. The My Road Ahead initiative aims to improve the knowledge, skills and behaviors needed to effectively contribute to UTMB’s mission, and any questions regarding your development plan should be directed to your supervisor (Note: Faculty and staff in the Academic Enterprise have until Aug. 31 to complete all My Road Ahead activities.) |
| **DID YOU KNOW?**More than 3,300 UTMB Correctional Managed Care staff handle nearly 10 million medical, dental and mental health patient encounters at prison units scattered all across the state of Texas and at Hospital Galveston on UTMB’s Galveston Campus, the only maximum-security prison hospital on the campus of a major U.S. academic medical center. Responsible for caring for 120,000 of the 145,000 patients incarcerated in the state of Texas, the workforce is dedicated to providing these patients with the best care. Learn more about this group’s work in the March 2019 edition of Impact online at <https://utmb.us/3a4>. |