



*Live*WELL

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UI Human Resources.*

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I love the feeling of embarking on a new year. It is a wonderful opportunity to reflect on the joys and challenges of the previous year and set goals for the year ahead. Many of us are eager to build in habits that will support our mental and physical well-being at a time so many are experiencing languish and burnout. “Make Changes Last by Stacking Good Habits” on page 12 of this newsletter

lists ten strategies that help us build healthful habits into our routine in a way that will stick around past February! The new year is also a great time to reflect on our work. The pandemic has been the ultimate test in how we work, where we work, and how we manage our work and life boundaries. In an interview on page 4, UI's very own Dr. Beth Livingston tells us about her research on individual preferences for work and life integration. As we continue to slowly transition back into some sort of normalcy, let's use this opportunity to identify the boundaries that support our well-being and allow us to do our best work. Dr. Livingston's research is particularly exciting at this time as we embark on phase II of the UI Future of Work Pilot, which will help shape recommendations on the future of how and where UI employees work. As former UI president famously once said, “people, not structures, make a great university.” We believe that when our people thrive so does the University of Iowa.

Cheers to YOU in 2022!

Diana Kremzar, MPH, CHES

Director, UI Family Services

liveWELL™

liveWELL inspires a culture of well-being and campus excellence, providing employees with the opportunity to thrive.

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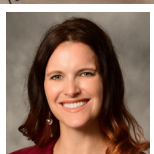
IOWA

University
Human Resources

University Human Resources provides leadership in shaping an equitable and inclusive culture that drives diversity, excellence and innovation by supporting talent, engagement, and the employee work experience.

Exploring Work-Life *Boundaries*

*Q&A with Dr. Beth Livingston
Assistant Professor in Management and Entrepreneurship,
Tippie College of Business*



Dr. Beth A. Livingston

is an Assistant Professor in Management and Entrepreneurship at the University of Iowa's Tippie College of Business. She is passionate about studying gender, stereotyping, discrimination, and the management of work and family. Her research has been highlighted in the New York Times, NPR, and the Harvard Business Review.

When the line between work and home becomes blurred, this can create conflict and stress for some and flexibility for others. The COVID-19 pandemic has encouraged us to evaluate how we work currently and how we want to work going forward. With more options for remote work and hybrid arrangements, it's important to know your own expectations regarding work and home, so you can create boundaries and advocate for the work style and preferences that work best for you.

liveWELL interviewed Dr. Beth Livingston, Assistant Professor in Management and Entrepreneurship at the UI Tippie College of Business and an expert researcher on work and family management, for ways that individuals and leaders can explore work-life configurations that lead to greater well-being and productivity.



Some responses have been edited for space.
SCAN THIS CODE to find the full article, responses, and links to more information.

liveWELL: We know that people often feel conflict between the demands of their work and their life outside of work. Too much conflict is a major contributor to burnout. Your research has focused on individual preferences for work and life integration. Can you share a little bit about what you've learned?

Dr. Beth Livingston: Work and nonwork are domains that have different role responsibilities and expectations. Conflict can occur when the two interfere, and both types of conflict can affect stress and burnout. It is particularly damaging when work conflicts with nonwork contrary to what you want. A friend and colleague, Dr. Ellen Kossek at Purdue, has created an assessment called the WorkLife Indicator to address what people want their work and nonwork experiences to be including what domain you want to “protect” more (work or family), how much control you have over interruptions, and whether you want to keep those domains separate or blend them together. Ultimately what people want is control over their boundaries and over the configuration that works best for them. Understanding how to help people manage their lives in the way that suits their preferences and needs best is good for well-being AND for productivity.

WorkLife Indicator:
shop.ccl.org/usa/worklife-indicator-for-self.html

liveWELL: Do you have any strategies for individuals who are trying to discover what their preferred work style is or on setting boundaries?

Dr. Beth Livingston: The WorkLife Indicator I mentioned before is available in “quiz” form, and I have found it to be immensely helpful when helping people to discover what they want their work and nonwork experiences to be. Many times, organizations (and managers) impose their own desires on their employees. Research has demonstrated that when there is a mismatch between what people want and the policies that are available for them to use, the policies are not helpful. Knowing yourself and what you want is a key component of creating policies that help people to live better, healthier lives.

Once you know what you want, advocating for that is more complicated as it becomes a negotiation— with yourself, your coworkers, your partner, and your boss. My colleague, Michele Williams, is a negotiation expert, and I know she has a ton of tips on how to be successful when self-advocating, and I recommend her work. In general, boundary management tactics can include using behavioral tactics to manage your boundaries (using away messages or email filters), temporal tactics (removing yourself from time demands or blocking out dedicated work time), physical tactics (building home office spaces to separate work from family), or communication tactics (setting expectations with managers or coworkers or communicating to people who email you on weekends that you do not want them to).

Dr. Michele Williams:
drmichelewiliams.com

liveWELL: What are ways that leaders and managers can support all types of employees with their work and life needs?

Dr. Beth Livingston:

Determine what you want your boundaries to look like and how to configure them the way you want. This is often dependent upon “border keepers” like your coworkers, clients, patients, and managers. Sometimes your manager is the biggest culprit in making you feel like you don’t have control over your work and family boundaries.

The first thing that leaders should realize is that just because one method of managing work and life worked for you doesn’t mean that it will work for everyone. I like to integrate my work and family domains, but I’ve had to recognize that students I manage do not work best in the same ways. I ask them how they like to work, and I respect their boundaries since I’m the leader. At times I must ask them to work outside of what I know they desire, but I am mindful of those consequences, and I help them to manage expectations and to cope with those changes.

Try not to mistake management for monitoring. From my experience, this often comes from anxiety about leaders’ own abilities to lead well in uncertain

situations. Many managers are under their own sources of stress. Our research with the UI Employee Well-Being Survey during the pandemic has shown that remote managers were over-stressed and overlooked. A grant I’m leading with the UI College of Public Health and my colleagues in the Tippie College of Business will help us find ways to help leaders consider both productivity and well-being of their employees as they manage. In the meantime, remember that these two things are related and place your employees’ well-being regarding managing work and family front and center as you help them to develop.

UI Employee Well-Being Survey:
hwc.public-health.uiowa.edu/ui-employee-well-being-survey

The first thing that leaders should realize is that just because one method of managing work and life worked for you doesn’t mean that it will work for everyone.

liveWELL: Can you share any personal well-being strategies that have helped you manage all the demands of your personal and professional roles?

Dr. Beth Livingston: One thing I’ve learned through studying work and family and teaching human resources is that there really is no one “best practice” for anything. So, I am careful to not prescribe what has worked for me for other people. With that caveat, I have found a few things helpful over my career.

I’m honest with myself as to what I really want.

I have thought long and hard about how much my preferred work and family life is what I want versus what other people expect of me. This helps me to prioritize my boundaries. If I am in a situation where I feel that I must adhere to other’s expectations of me, I try not to pretend it’s how I want to work, and I work toward my ideal configuration as often as I can.

I manage my own expectations. I also recognize that I can’t always get what I want, so I manage my own expectations. I once had a mindfulness coach who told me not to “hit myself with a second dart,” meaning, let go of the guilt you have about things not going to plan because it’s



an unnecessary negative feeling. The guilt doesn't make things better, and it doesn't change things.

I set goals and make plans. I appreciate how setting both general large goals ("I will be a leader") and smaller specific goals ("I will get these papers graded by Tuesday") are effective ways of helping to focus my attention. I make a lot of lists—but I have found that sometimes those lists serve to stress me out more. I grant myself the grace to not get something done or to change a timeline if something comes up. I also put personal and family tasks on the same list because I'm an integrator by nature, and it is helpful for me to think about these things together and not separately.

Overall, the only "best practice" I can recommend is to get to know yourself and to communicate clearly with all the boundary keepers in your life. If you're a leader and granting yourself grace, be sure to extend that grace to the people you manage. We have an opportunity to find ways to preserve people's control over their work and nonwork lives and to balance both productivity and well-being.

Dr. Beth Livingston's Recommended Resources on Creating Boundaries

Tippie Women Summit Series: Integrating work and life – What does the future look like for work life management: youtu.be/G_MW2CcaMbY

Management mistakes in a time of COVID-19: youtu.be/ZVUDwSKE3Xc

Setting boundaries when working from home: youtu.be/8n8fDb6Azok

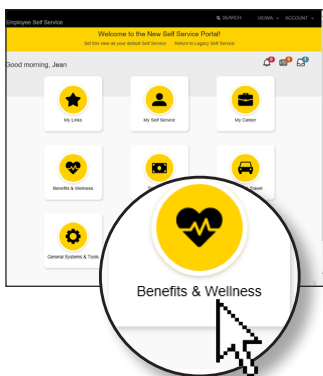
Take Your 2022 PERSONAL HEALTH ASSESSMENT

Taking your personal health assessment each year is a great way to stay up to date on your current health, and you can also tell us how we can best support you.

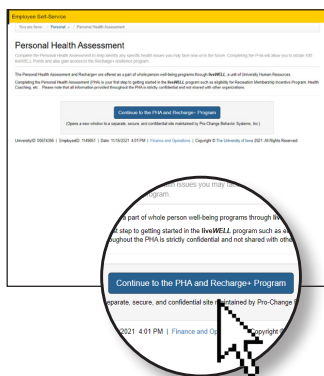
New for 2022! After you complete your personal health assessment, sign up for text messages to receive tips tailored to your health and well-being.

Access your 10-minute survey at your [Employee Self-Service](#) website.

STEP 1



STEP 2



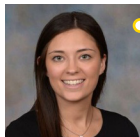
STEP 3



Learn more about taking your personal health assessment and the benefits:

→ [HR.UIOWA.EDU/EMPLOYEE-WELL-BEING/LIVEWELL/PERSONAL-HEALTH-ASSESSMENT](https://hr.uiowa.edu/employee-well-being/livewell/personal-health-assessment)

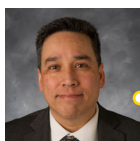
PHA \$250 WINNERS!



Nicole Wietstock

Staff Nurse, UIHC Nursing Service

"I donated the \$250 to GLSEN, an organization whose mission is to ensure that every member of every school community is valued and respected regardless of sexual orientation, gender identity, or gender expression. This organization was cherished by a dear friend of mine."



Wade Aldous

Clinical Lab Director, HYGN-Hygienic Laboratory Bdc

"This is a pleasant surprise. Thank you so much. I'd like to use the money towards the purchase of a new Apple watch."

It's time to RECHARGE+

Recharge+ is a new resilience program for 2022. This program uses the resiliency evaluation measure (REM), a validated assessment, to provide you a snapshot on your current level of resilience and immediate feedback on how you can improve. Opt-in to receive tailored text messages in three key domains (reset, rethink, reconnect).

1

Reset
your life's meaning
and purpose

liveWELL Tip

Take an inventory of your time. What distractions are keeping you from the things that really matter?

2

Rethink
your mindset

liveWELL Tip

Being in nature or even viewing scenes of nature (think screensaver), reduces anger, fear and stress and increases pleasant feelings.

3

Reconnect
through strong
social connections

liveWELL Tip

We all want someone to lift us up in times of trouble. Who can lift you up?

How to access Recharge+

STEP 1 Visit Employee Self Service > Benefits & Wellness > Personal Health Assessment and Recharge+. *Note: You must have completed the Personal Health Assessment at least one time during your employment to access Recharge+.*

STEP 2 Complete Recharge+ and opt-in for text messages.

Note: You must confirm your first text message to continue receiving messages from Recharge+.

STEP 3 Complete Recharge+ again after 30 days to see how your resilience has improved.

The screenshot shows the liveWELL website interface. The top navigation bar includes links for Home, Wellness Profile, My Account, and Log out. A sidebar menu on the left lists options: personal health assessment, recharge+, policies, and contact us. The main content area displays a welcome message: "Welcome to your Personal Health Assessment and Recharge+ Homepage". Below this, there is a section titled "Take your Personal Health Assessment (PHA)?" with instructions to select the button on the left side of the screen. A circular callout with a mouse cursor points to the "recharge+" link in the sidebar menu.

LIFESTYLES PREVENTION PROGRAMS

These programs are for individuals who are serious about getting healthy now. With focus, determination, and expert guidance and support, you can eat healthy, add physical activity to your routine, manage stress, and achieve a healthy weight.

Both the CDC's National Diabetes Prevention Program and the 10-Week Weight Management platform (powered by Wondr Health) have shown that engaged participants reduce their risk for chronic health conditions such as diabetes, stroke, and heart disease.

Whether you are looking for group support and accountability or prefer quick information you can access anytime anywhere, these programs can help you build healthy habits for life.



DIABETES PREVENTION PROGRAM

- Year-long program
- Receive group support and accountability
- Connect with your fellow Hawkeyes
- Participate in live in-person or Zoom meetings

10-WEEK WEIGHT MANAGEMENT PROGRAM

- Access to online and app-based platform
- Receive weekly lessons on the go
- Complete on your own schedule
- Participate using your computer or mobile device

New groups launching soon!

The spring 2022 group will meet on Wednesdays from 3:30-4:30 p.m. at UIHC from January 26 to December 7, 2022.

Attend an info session and register by January 14, 2022.

The application period opens on Monday, January 24 and closes on Sunday, February 6, 2022.

The program begins on Monday, February 21, 2022.

Space in each program is limited. Learn more and how to register at:

➔ [HR.UIOWA.EDU/LIVEWELL/LIFESTYLES](https://hr.uiowa.edu/livewell/lifestyles)

Mindfulness Resources

Mindfulness is learning to be fully present in the moment with awareness, curiosity, kindness, and without judgment. Through the practice of mindfulness, we can learn to train our attention and awareness, and observe ourselves and our situations with calmness and ease, even amidst the busyness of daily living or the challenges presented by physical or mental health limitations. We can learn to choose how to respond to stressors and become less reactive. All these things may contribute to improved health and well-being.



Mindfulness Based Stress Reduction Program

- 8-week program with weekly meetings and an extended Saturday retreat
- In-depth exploration and practice of mindfulness
- Spring 2022 program starts February 8. Register by January 28!

→ [HR.UIOWA.EDU/LIVEWELL/MINDFULNESS-BASED-STRESS-REDUCTION](https://hr.uiowa.edu/livewell/mindfulness-based-stress-reduction)



Other Mindfulness Resources

Explore additional resources for mindfulness, including videos, meditations, and apps:

→ [HR.UIOWA.EDU/LIVEWELL/MINDFULNESS](https://hr.uiowa.edu/livewell/mindfulness)

HEALTH COACH *Spotlight*



Welcome Jacob Frederick!

Jacob joined the **liveWELL** team in September 2021. He is a certified health coach (ACE Fitness), providing one-on-one health coaching for UI employees. Jacob can meet with employees at the University Employee Health Clinic, 1st Floor, Boyd Tower at UIHC and the Campus Recreation and Wellness Center (CRWC). He also supports the delivery of family caregiving resources and financial well-being, resilience and mindfulness programs. Helping employees take on a growth mindset and using each opportunity to move forward stronger is something he is truly passionate about. He strongly believes improving at everything in life starts by taking care of your own well-being first.

Make Change Last by STACKING GOOD HABITS

The new year always inspires motivation for new personal and professional goals. Some common pitfalls that we all get into are 1) our goals are often too big, 2) they lack specificity in how they will be achieved, 3) we rely too much on motivation, 4) and it can be hard to continue once the novelty wears off.

However, we are not doomed to fall short. The best way to make lasting lifestyle change is to take those goals or resolutions and break them down into small habits that become engrained in who we are and what we do.

10 Strategies to Build Healthy Habits

Start tiny. When you start small, your ability to do the habit is high regardless of motivation. The easier it is for you in the beginning, the more likely it is that you will continue. You are training your brain to do the habit, and every rep counts.

Be specific. Write out specific details for your habits. What are you going to do? When are you going to do it? How are you going to do it? Thinking of these details ahead of time removes ambiguity and makes it easier to get started because you know exactly what you are going to do.

Make it convenient. Choose habits that are easy for you to do. Removing barriers increases your ability to perform the habit, so you need less motivation.

Prime your environment. Set up your environment, so it is easy to perform the habit. This enhances your ability. Environmental cues are powerful nudges towards behavior. For example, if you want to start walking daily, lay out your gym shoes, exercise clothes and water bottle in plain sight the night before.

Set up cues or reminders. Cues and reminders help nudge us towards our habits when our brains are learning to make them automatic. Set up a reminder on your smart phone, schedule it in your calendar, or write it on paper, post it note, etc.

Create accountability. Recruit someone in your network to start working on these habits with you and check in with each other. Support from others who are pursuing similar goals can help you stay on track. You can also gain accountability from using tools such as wearable fitness devices or mobile apps.

Make it enjoyable. We are more likely to repeat habits that we enjoy. Often, habits that are enjoyable for us to do are also the ones that are easy and convenient. If the habit is not inherently enjoyable, find a way to add enjoyment to it. For example, if walking on a treadmill is the most convenient physical activity, but you get bored, try walking to your favorite tv show, music, podcast, etc.

Stack your habits. Stack a new habit that you want to do on top of another habit you already do every day. This is a “prompt” that can remind you to complete your habit and creates a stronger connection for the new habit you are practicing. The formula looks like this: “After I do my current habit, I will perform my new habit.”

Avoid the all or nothing mentality. Getting stuck in the mindset that you need to be perfect makes it challenging to keep going. It can be easy to give up completely once we realize we are not on track to complete our habits. However, some is always better than nothing. Remind yourself that the goal is progress and not perfection. Writing out a few daily “wins” or things that went well each week can help your mindset stay positive.

Track your progress. Tracking your progress is a great way to get feedback on your habits and celebrate your progress. Seeing how far you’ve come can be motivating and create a sense of accomplishment and positive feelings associated with your habit. Tracking also helps us keep our goals at the forefront of our mind, so we are less likely to forget about them. Track on paper or your calendar, or use an app.

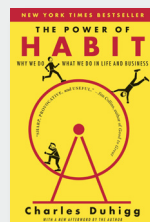


SCAN THE CODE

for a list of habit tracking mobile apps.

Need some additional support and accountability for developing healthy habits? A **liveWELL** Health Coach can help. Contact **liveWELL** at livewell@uiowa.edu or 319-353-2973.

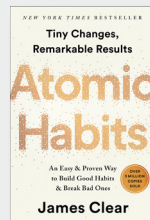
Habit Resources



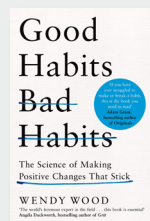
Power of Habit
by Charles Duhigg



Tiny Habits: The Small Changes that Change Everything
by BJ Fogg



Atomic Habits
by James Clear



Good Habits, Bad Habits: The Science of Making Positive Changes Stick
by Wendy Wood

The Dangers of Social Isolation Among the Senior Population

Social isolation among seniors affects both mental and physical health. Some experts say that social isolation is as much of a health risk as high blood pressure, smoking, and obesity. Seniors who experience social isolation are at a higher risk for mortality and may experience more negative health outcomes associated with conditions such as chronic lung disease, arthritis, impaired mobility, and depression.

The COVID-19 pandemic has made social isolation even worse. This is especially true for the “elder orphans” still living at home. They have no support system or anyone they can call for assistance.

Older adults may be at risk for social isolation if they have any of the following warning signs.

- Living alone
- Never leaving the house
- No relatives living nearby

- Not seeing or talking to family and friends
- Being alone for more than nine hours a day
- Boredom, lack of interest, and withdrawal
- Losing interest in personal hygiene
- Disrepair, clutter, and hoarding in the home
- Poor eating habits
- Lack of transportation or not having a phone

Long-term health care services can help connect seniors to support and companionship and reduce social isolation.

If you have concerns that your loved one is socially isolated and may benefit from long-term health care services, LivWell Seniors is available to help you navigate the maze of senior living options and connect you and your family to local senior resources.

LivWell Seniors, in partnership with UI Family Services, provides elder caregiving resources and support

to University of Iowa employees caring for their aging loved ones.

Learn more about elder caregiving resources available through UI Family Services at hr.uiowa.edu/well-being/family-services/elder-caregiving-resources.



LivWell Seniors
SENIOR LIVING SOLUTIONS

LivWell Seniors is more than a referral organization—it is an organization that helps seniors thrive. Our seniors have worked hard to help build our communities and now, it is our turn to make sure they are cared for in the best ways possible. We at LivWell Seniors call it the Freedom to Live Well!

CONTACT US AT:
www.livwellseniors.com
info@livwellseniors.com
319-250-1577

WELLNESS *Heroes*

Nominate your Wellness Hero!

→ [HR.UIOWA.EDU/LIVEWELL/WELLNESS-HEROES](https://hr.uiowa.edu/livewell/wellness-heroes)

Wellness Heroes is a program to recognize faculty and staff members who are practicing healthy behaviors that are inspiring others in the workplace. To acknowledge their efforts, a Wellness Hero will be awarded a certificate and a prize. **liveWELL** hopes to have our pages filled with Wellness Heroes in each newsletter! Any faculty or staff member can nominate any other faculty or staff member.



David Moser

*Professor, Psychiatry
Nominated by Vicki Kijewski*

Dave is a great role model for taking the stairs even though his office is on the 8th floor! I haven't seen him in the elevator for over a year but see him two or three times per day in the stairwell.



Mindy Redlinger

*Admin Specialist,
Intercollegiate Athletics
Nominated by Suzanne Hilleman*

Mindy is one of the most positive individuals I have ever worked with. She incorporates inspirational messaging throughout the office, is a role model for healthy living and wellness activities and is conscientious about how to address visitors or callers that have requests or difficulties in their lives. She goes above and beyond in making this a work environment that is pleasant for all.



Robinn Bardell

*Staff Nurse,
UIHC Nursing Services
Nominated by Sue Donnelly*

I am nominating Robinn as a wellness hero because I feel as though she encourages everyone to get up and move. She is the first one to bypass the elevator and head to the steps. If you walk by her desk at lunch time, she is often eating greens and veggies. She is an inspiration.

See a full list of fall 2021 Wellness Heroes and their inspiration to others at hr.uiowa.edu/well-being/livewell/programs-and-services/wellness-heroes.

Recognizing a colleague or coworker for their wellness efforts is a great way to contribute to a positive culture in your workspace. **Nominate a Wellness Hero today!**



COMING SOON!

liveWELL is running the **5-2-1-0 Healthy Choices Count** program starting February 28, 2022. This four-week program encourages all employees to eat five servings of fruits and vegetables, limit screen time to less than two hours per day, accumulate one hour of physical activity each day, and consume zero sugar-sweetened beverages. Are you up for the challenge? Register now in Employee Self-Service, Benefits and Wellness, My LiveWELL Portal.

Stay tuned for the launch of this program by following **@IowaLiveWELL** on Facebook or Twitter. We will also be communicating the program through our Wellness Ambassador network.

Find **liveWELL** on Social Media

  **@UIOWALIVEWELL**



Reading this online?

You can opt-in to receive a free paper copy at the My LiveWELL Portal in the Benefits & Wellness section of Employee Self-Service.

liveWELL™

University Human Resources
liveWELL Program
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319-353-2973
livewell@uiowa.edu

MY LIVEWELL PORTAL
bonus code

5-2-1-0 Healthy Choices Count

CODE EXPIRES 4/1/2022

Submit Bonus Code in Self-Service at **My LiveWELL** for 50 Points. Learn more about prizes and points: → **liveWELL Store**

WE WELCOME YOU

Individuals with disabilities are encouraged to attend all University of Iowa sponsored events. If you are a person with a disability who requires a reasonable accommodation in order to participate in this program, please contact **liveWELL** at 319-353-2973.

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Human Resources