

HR Community of Practice

April 5, 2023

2:00 PM-3:00 PM



UNIVERSITY OF
OREGON

Human
Resources

[Building Healthy Relationships
in the Workplace](#)

Thursday, April 6, 12 p.m. – 1 p.m.

[Performance Management –Supervisor Development](#)

Wednesday, April 12, 10 a.m. – 12 p.m.

[Crucial Conversations for Mastering Dialogue](#)

In Person -starting Thursday, April 13,
9:00 a.m. – 4:30 p.m.

[De-Escalation Training](#) (Safety & Risk Svcs.)

Thursday, April 13, 10:30 a.m. – 12 p.m.

[Inclusive Supervision Practices –Enhancing Your
Student Supervision Practice](#)

Monday, April 17, 1 p.m. – 4:45 p.m.

[HR Orientation for New HR Partners](#)

Thursday, May 4, 10 a.m. – 11:30 a.m.

[Lane County HR Assoc. -Anti-Harassment training](#)

Tuesday, April 18, 7:30 a.m. – 9:00 a.m.

Upcoming Academic Impressions Workshops:

[Leading to Create Healthier Workplaces](#)

Thursday, April 13, 9 a.m. – 10 a.m.

[Inclusive Retention Strategies for
Underrepresented Faculty](#)

Wednesday, April 19, 10 a.m. – 12:30 p.m.

[Setting up the Supervisory Relationship:
Understanding and Adapting Your Supervisory Style](#)

[A Five Step Model for Supervision: Cultivating and
Retaining Your Staff](#)

[Identifying and Mitigating Imposter Syndrome](#)

[Privilege & It's Role in Enhancing Equity](#)

Wednesday, May 17, 1 p.m. – 2:30 p.m.



KNOWLEDGE

RESOURCES

ADVOCACY

CONNECTIONS

CUPA-HR Oregon Chapter

15th Anniversary Celebration and Conference

Please join the [CUPA-HR Oregon Chapter](#) for our 15th anniversary celebration and conference, "An Ocean of Possibilities." The conference will be held May 4-5 in Newport, Oregon at the [Hallmark Resort](#). Join us Thursday evening for a networking and celebration event, with conference sessions on Friday.

Early-bird registration ends this Saturday, April 1! The cost of the conference is \$60 for early-bird registrations and \$75 starting April 2. First-time conference attendees will receive a \$10 discount, and the last day to register for the conference is April 21.

To take advantage of group hotel rates, conference attendees must reserve rooms at Hallmark Resort Hotel or The Whaler by April 4. To make reservations, please call 1-855-391-2484 (this number is for both hotels). Please mention CUPA-HR to receive the group rates of \$229 at the Hallmark and \$139/\$149 at the Whaler. All reservation requests must be received on or before April 4 to take advantage of the group rate.

You can find the evolving conference agenda and speaker information on [Eventbrite](#). We look forward to seeing you in Newport in May!

[Register Now](#)

Chapter Board Nominations and the HR Hero Award

Are you interested in joining the CUPA-HR Oregon Chapter board, or do you know someone who is? Make sure to complete the [board nomination form](#) for position terms beginning July 1, 2023. Nominations are also now being accepted for the HR Hero Award, presented annually at the Oregon spring conference. [Nominate an HR Hero](#).

Questions? Email orcupahr@gmail.com.



Welcome New HR Partners



Braydee Stockdale
Recruitment Spec.
PAST



Linsey Bjorklund
Recruitment Spec.
PAST



Serena Jaspera
Associate Director
PAST



Susan Meyers
Executive Support Spec.
English Department



Shane Cadden
Exec. Asst. &
Operations Mgr.
SSEM



Agenda

- Cyber Security Best Practices and updates
Jose Dominguez, Interim Chief Information Security Officer, Information Services
- Employee Recognition
Sandee Bybee, HR Engagement and Communications Manager
- Courtesy, Campus Associate and Emerit Renewal Process
Jen Mirabile, Assistant Director, HR Programs & Services
- Take Our Children to Work Day event
Jen Mirabile, Assistant Director, HR Programs & Services
- Q & A





Cybersecurity Practices

Information Security Office (ISO)

Information Services





THANK YOU



Information Security Plan Components



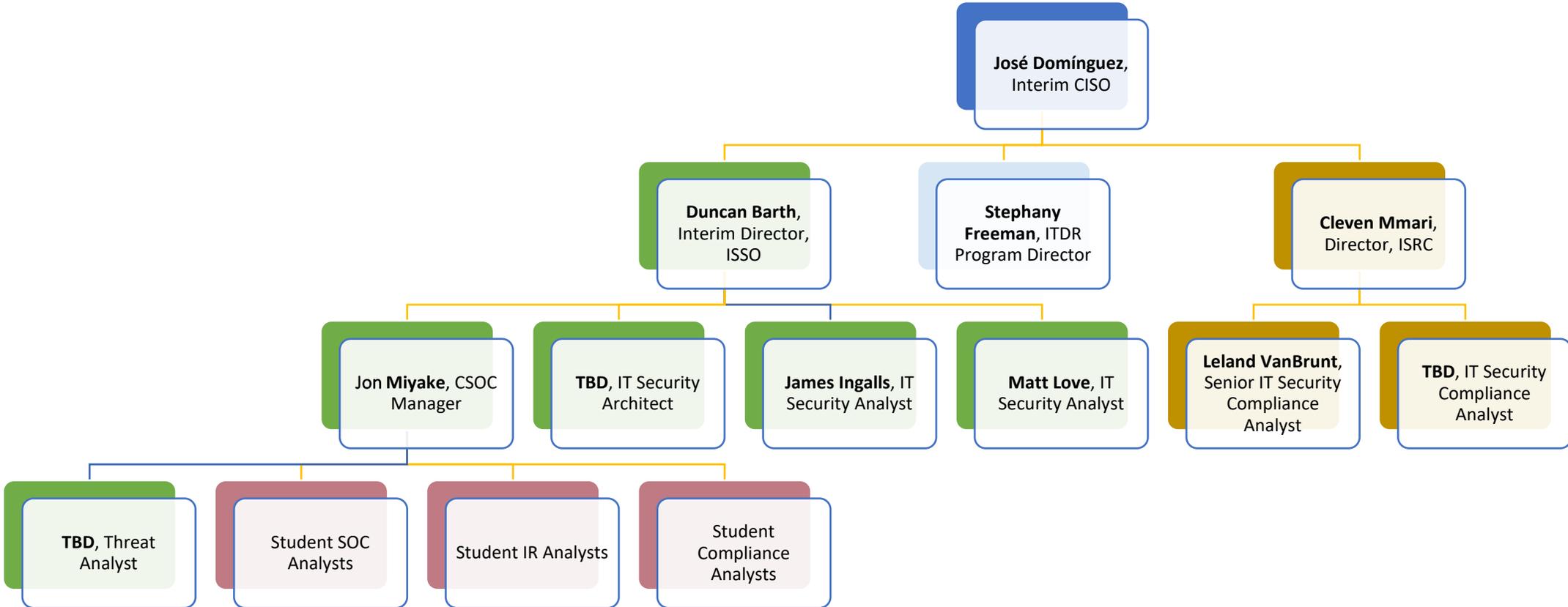
Vision

A knowledgeable and capable UO community working together to safeguard our digital assets and capabilities to empower excellence in research and instruction in a resilient cyber environment

Mission

To empower the UO community to leverage digital assets and capabilities, and defend our cyber environment through proactive measures

Who Are We?



What Do We Do?

Information Security Services & Operations - ISSO

- Incident Response
- Vulnerability Management
- SSL Certificates Management
- Phishing & Email Security
- Threat Defense
- Monitoring, Alerting, Intel Sharing
- Security Tools & resource management
- Security Architecture & Design Services
- CSOC – threat hunting, dashboards, data analytics
- Attack Surface Management (Pen- Testing)
- Investigations & Digital Forensics

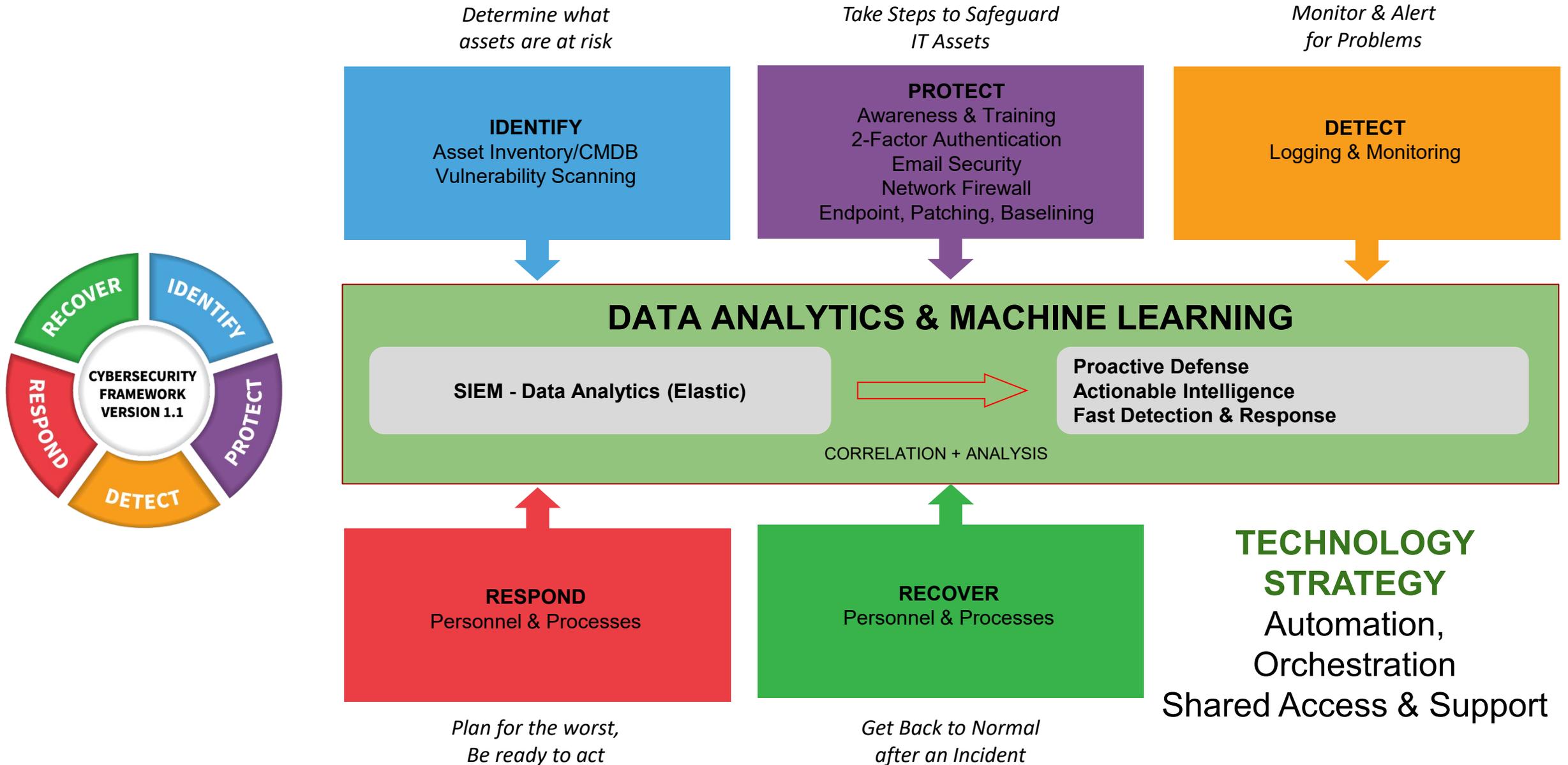
Information Security Risk & Compliance – ISRC

- Policies, standards, guidelines
- Risk Assessments
- Security Awareness & Training Program
- Application security
- Business Process security
- Compliance Management (DFARs, GLBA, GDPR, HIPAA, FERPA, NIST, PCI, Red Flag)
- Metrics program – scorecards, maturity
- Security & Compliance Consulting

IT Disaster Recovery - ITDR

- Assessments
- Business Alignment
- Table-Top Exercises

How Do We Do It?

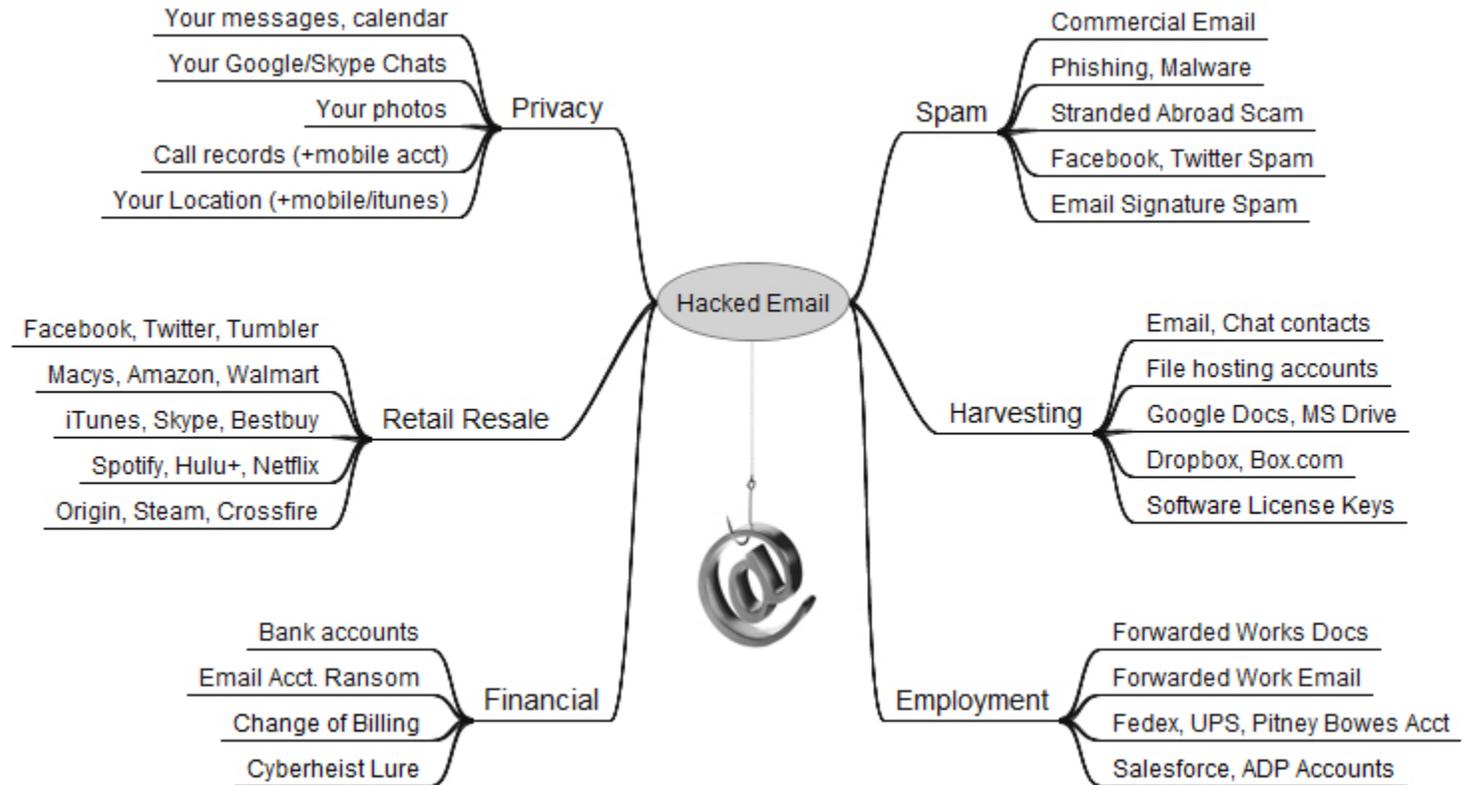




Work environment
Basic protections built on awareness!

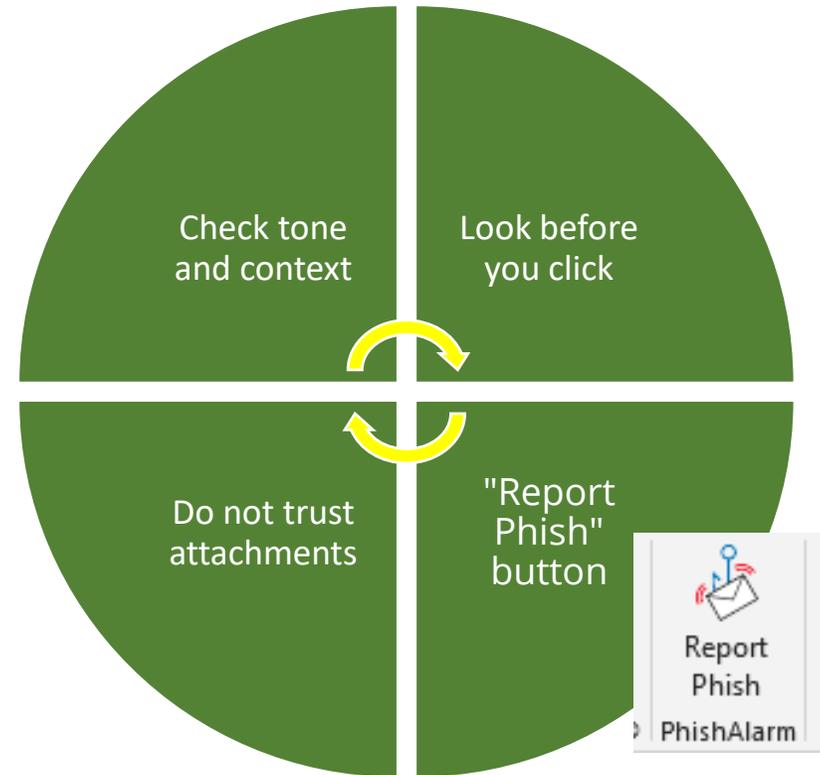


What Happens if you Lose Control of your Account?





Work environment
Basic protections built on awareness!



You Are A Target



Phishing

WHAT YOU NEED TO KNOW

SCAMMERS ARE AFTER YOUR

-  Passwords
-  Financial Info
-  Identity
-  Money

WHY DO WE FALL FOR THESE SCAMS?

- Urgency
- Curiosity
- Desire to please
- Complacency
- Greed
- Fear



PROBABILITY THAT A PHISHING MESSAGE SUCCEEDS
1 out of 10!

WATCH OUT FOR

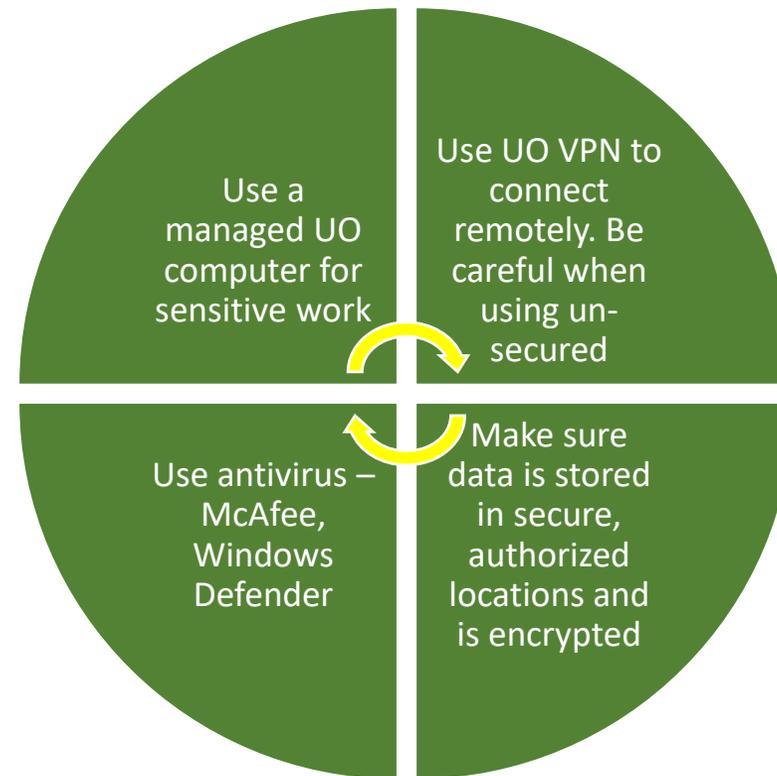
- Spelling & Grammar Errors
- Sender Address
- Things That Sound Too Good to be True

BEWARE OF UNSOLICITED MESSAGES

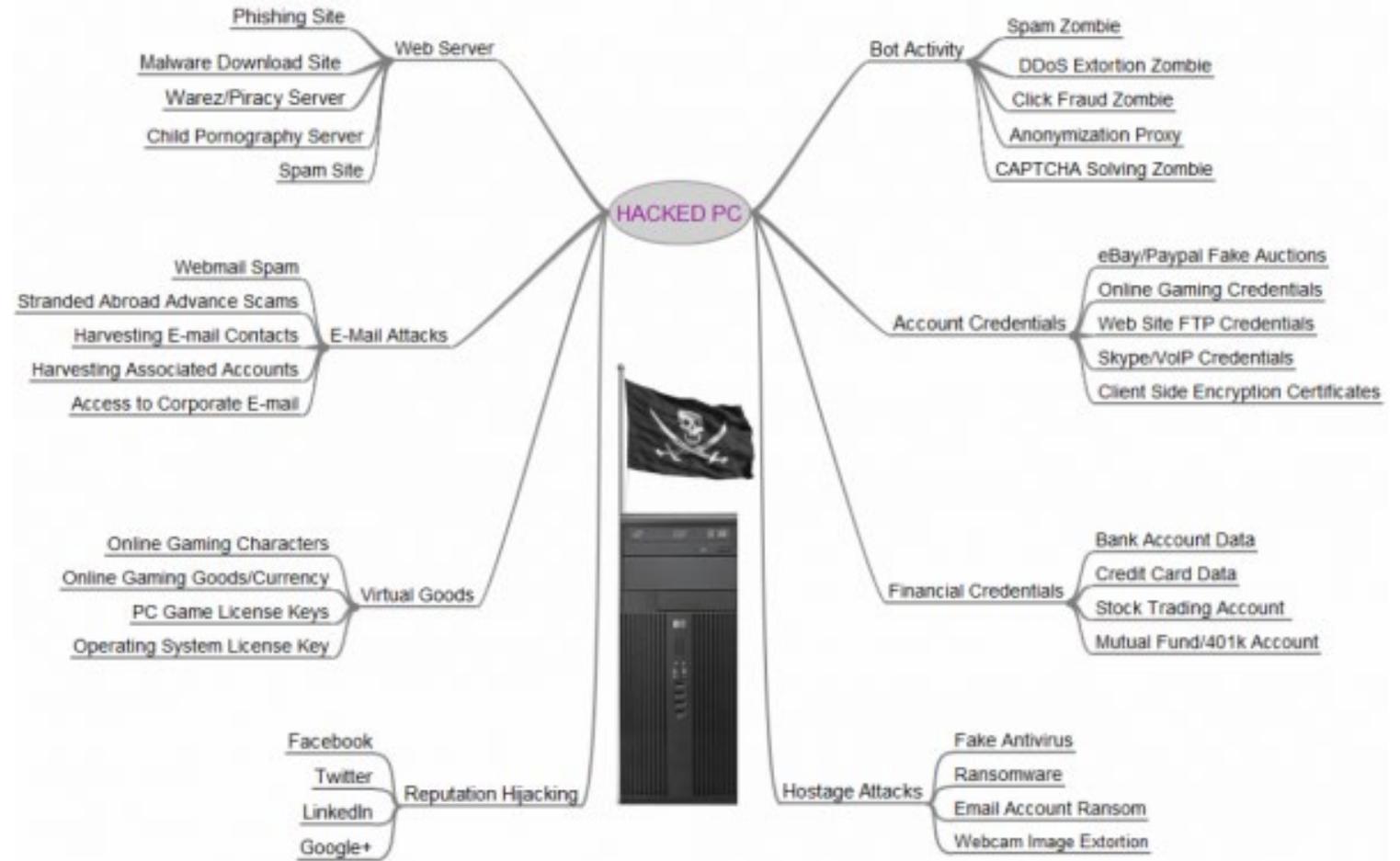
- Attachments
- Links
- Login Pages



Work environment
Basic protections built on awareness!



What Happens if you Lose Control of your PC?



Ransomware as a Service



Ransomware

Wana Decrypt0r 2.0

Ooops, your files have been encrypted! English



Payment will be raised on
5/15/2017 15:58:08

Time Left
02:23:58:59

Your files will be lost on
5/19/2017 15:58:08

Time Left
06:23:58:59

[About bitcoin](#)
[How to buy bitcoins?](#)
[Contact Us](#)

What Happened to My Computer?
Your important files are encrypted. Many of your documents, photos, videos, databases and other files are no longer accessible because they have been encrypted. Maybe you are busy looking for a way to recover your files, but do not waste your time. Nobody can recover your files without our decryption service.

Can I Recover My Files?
Sure. We guarantee that you can recover all your files safely and easily. But you have not so enough time. You can decrypt some of your files for free. Try now by clicking <Decrypt>. But if you want to decrypt all your files, you need to pay. You only have 3 days to submit the payment. After that the price will be doubled. Also, if you don't pay in 7 days, you won't be able to recover your files forever. We will have free events for users who are so poor that they couldn't pay in 6 months.

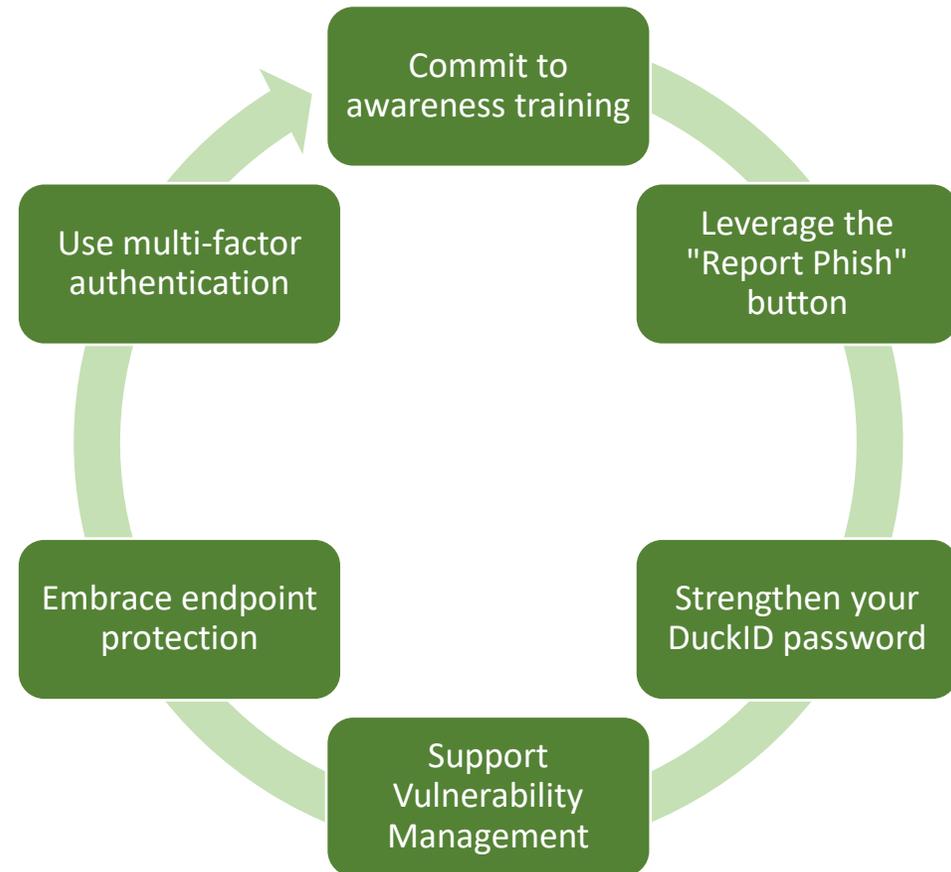
How Do I Pay?
Payment is accepted in Bitcoin only. For more information, click <About bitcoin>. Please check the current price of Bitcoin and buy some bitcoins. For more information, click <How to buy bitcoins>. And send the correct amount to the address specified in this window. After your payment, click <Check Payment>. Best time to check: 9:00am - 11:00am GMT from Mondays Friday.

Send \$300 worth of bitcoin to this address:
 **bitcoin** ACCEPTED HERE
115p7UMMngoj1pMvvpHijcRdfJNXj6LrLn Copy

Check Payment **Decrypt**



What we ask of you ...





What we ask of you ...

Incorporate Cybersecurity Awareness into your Human Resources Onboarding practice



Visit the [UO Cybersecurity Awareness Training Program](#)



Cybersecurity Practices

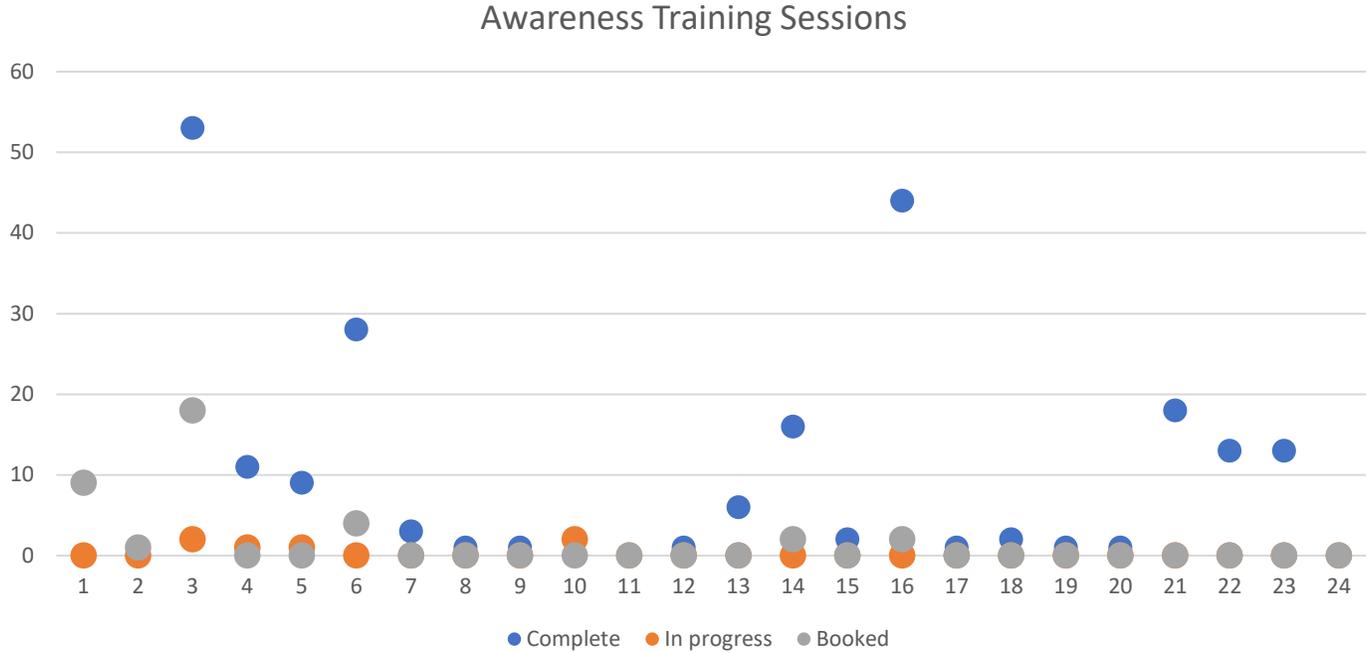
By The Numbers



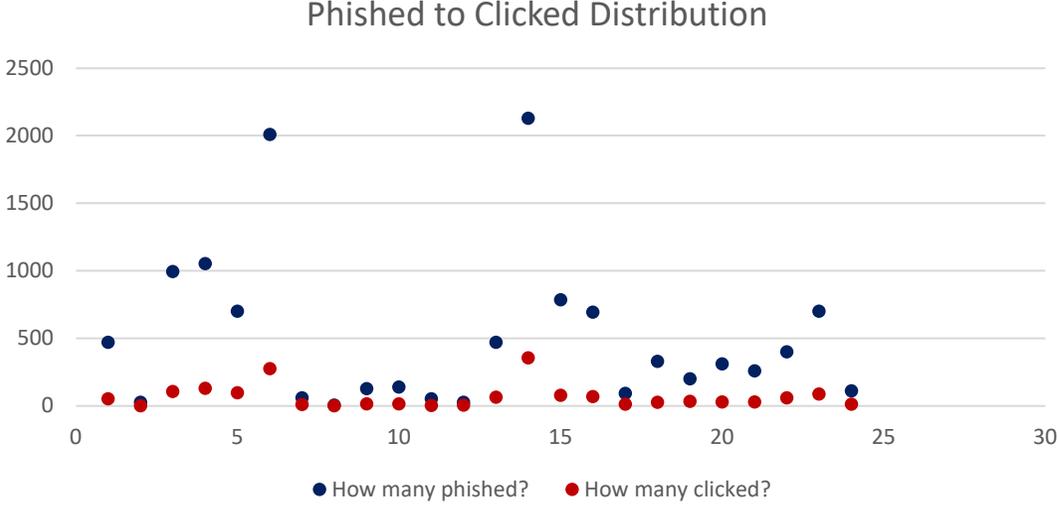
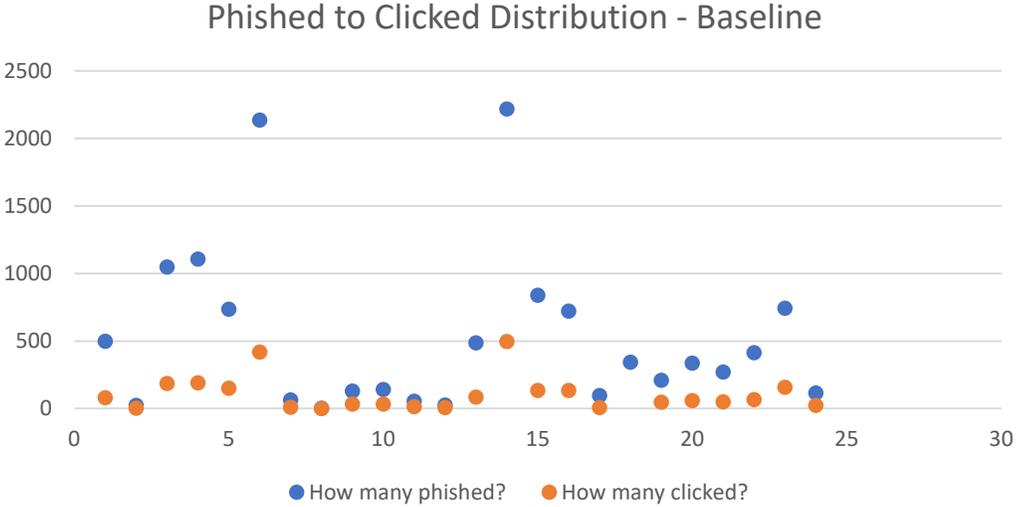
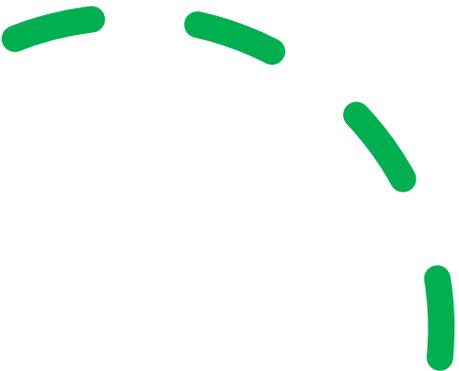
Awareness Training – Sessions



Security awareness training is an important part of the University of Oregon's IT Security Program meant to increase users' awareness of their information security responsibilities in protecting the confidentiality, integrity, and availability of university information resources.

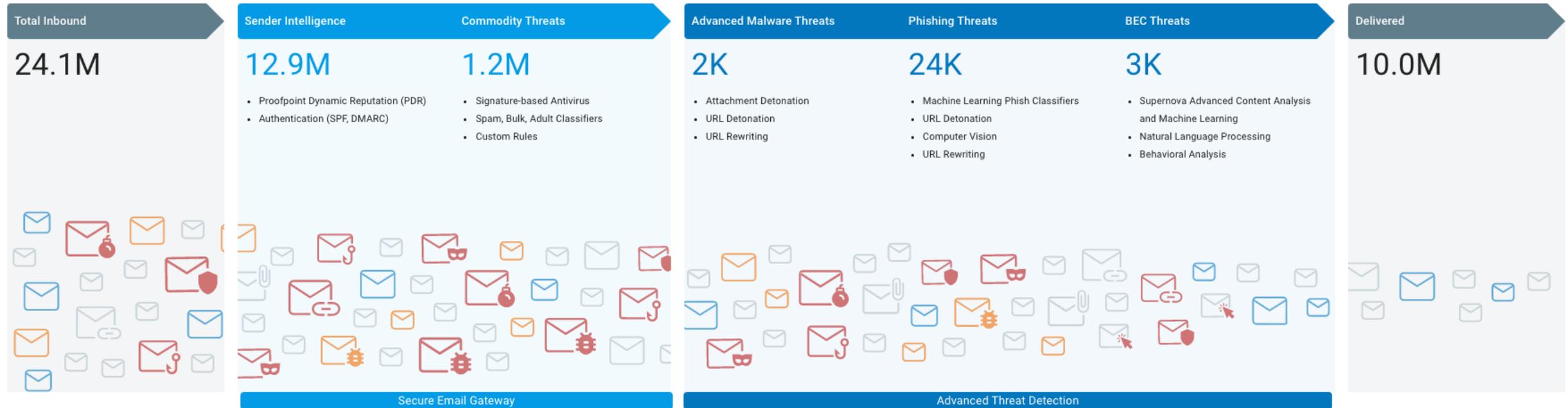


Awareness Training – Phishing Simulation



Email Security – Protection Breakdown

Inbound Email Protection Breakdown

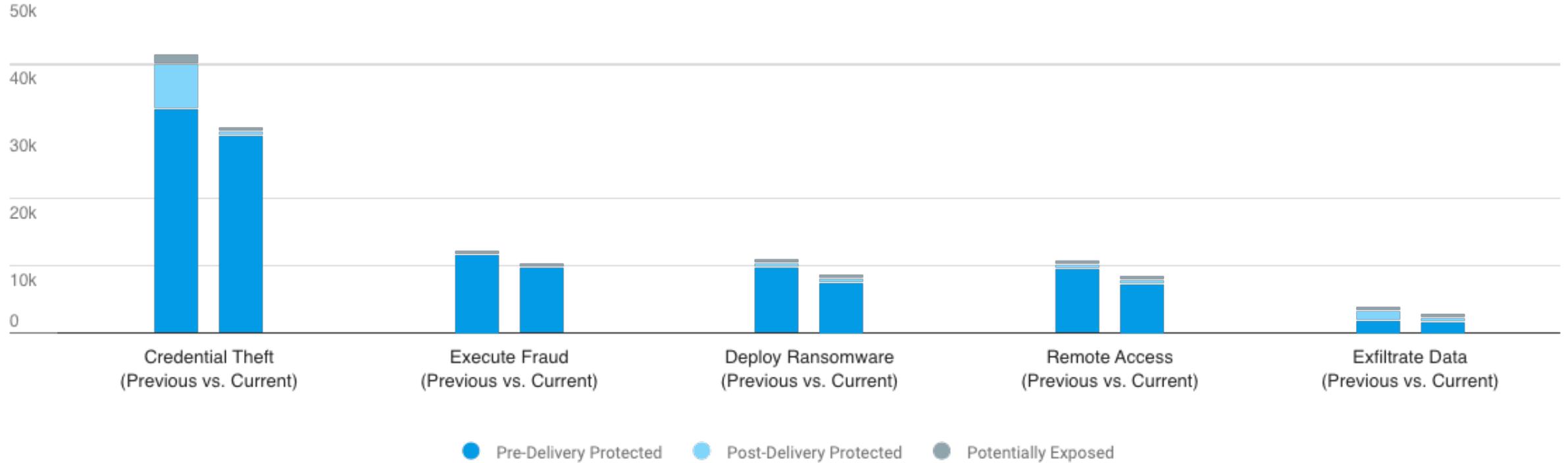


! Message counts for **Advanced Malware, Phishing and BEC Threats** are aggregated across your organization's clusters.

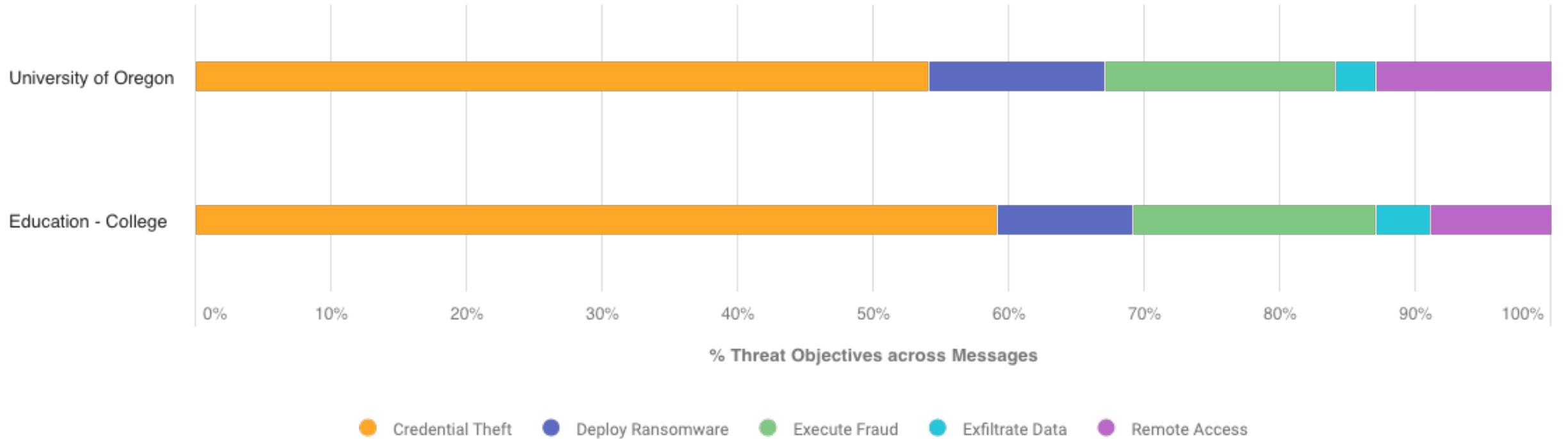
Are you looking for the legacy version? [Click here.](#)

Email Security – Threat Objectives

Total Message Volume

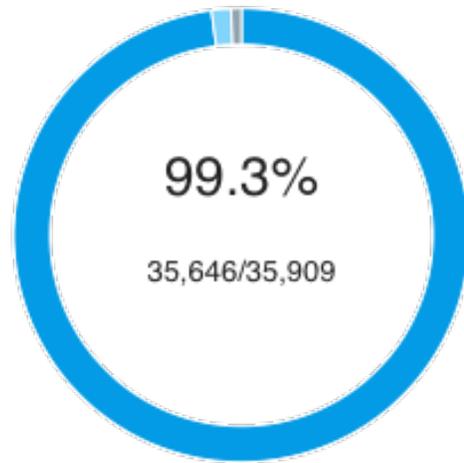


Email Security – Industry Comparison

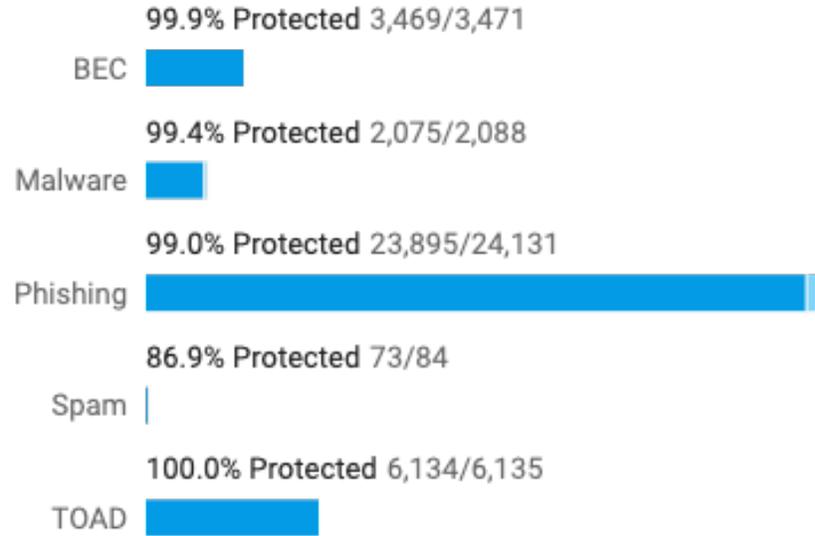


Email Security – Messages Protected

All Malicious Messages



Breakdown by Threat Categories



● Pre-Delivery Protected ● Post-Delivery Protected ● Potentially Exposed

Email Security – Actors

Actor	Category	Objective	Intended Users	↓ Attack Index	Messages		
					Volume	Breakdown by Disposition	12-Month Trend, ending today
TA2536	E-Crime	Remote Access +1 more	All (9)	1810	25		
TA569	E-Crime	Deploy Ransomware	All (41)	999	47		
TA866			All (13)	868	41		
TA542	E-Crime		All (23)	670	32		
TA2725			All (1)	407	1		
TA577	E-Crime	Deploy Ransomware	All (7)	365	8		
TA2540	E-Crime		All (1)	243	1		
TA570	E-Crime	Deploy Ransomware	All (2)	123	2		
TA579			All (2)	123	2		
TA547	E-Crime	Deploy Ransomware +2 more	All (1)	88	1		

● Pre-Delivery Protected
 ● Post-Delivery Protected
 ● Potentially Exposed

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Employee Recognition

*Sandee Bybee, HR Engagement and
Communications Manager
University Human Resources*



UNIVERSITY OF
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Human
Resources

AroundtheO – Awards & Accolades



Celebrates achievements in research, scholarship, teaching, leadership and service that exemplifies individual excellence and delivers on our institutional purpose.

[Submit an Accolade](#)



AroundtheO – Awards & Accolades

UO Sponsored Awards & Recognition Programs



OFFICE OF THE PROVOST

*Teaching and Scholarship
Awards*



OFFICE OF THE VICE

PRESIDENT OF
RESEARCH &
INNOVATION
Research Awards



UNIVERSITY OF OREGON

SENATE
Service Awards



HUMAN RESOURCES

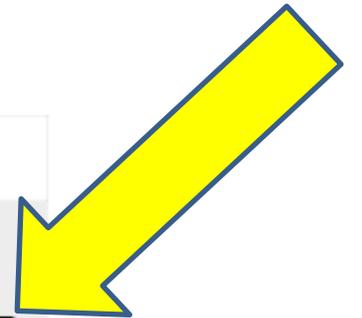
Employee Awards



AroundtheO – Awards & Accolades

Human Resources *Employee Awards*

AWARD	HONORING	ELIGIBLE	DEADLINE
<u>Outstanding Employee Awards</u>	Officers of administration and classified employees who embody the mission of the university, produce quality work, and consistently display characteristics valued and appreciated by coworkers. They are a reliable compass continually pointing the university in the direction of its goals and aspirations.	Anyone can nominate an Officer of Administration or a Classified Employee.	Nominate by April 28



Outstanding Employee Award

Recognizes officers of administration and classified employees who

- embody the mission of the university,
- produce quality work, and
- consistently display characteristics valued and appreciated by coworkers.

They are a reliable compass continually pointing the university in the direction of its goals and aspirations.



Nominate a
Colleague

By April 28



Years of Service Recognition

Recognizes and celebrates officers of administration and classified employees each time they reach a five-year milestone work anniversary.

Years of Service Honorees

Congratulations on your work anniversary! You are a significant part of our team, and we couldn't imagine the UO without you.

2023 HONOREES

VIEW DISTINGUISHED DUCKS
20+ YEARS OF SERVICE

SEND A NOTE OF GRATITUDE
TO HONOREE(S)



Employee Engagement - Recognition

Recognition, no matter how big or small, makes employees feel seen and their contributions noticed, and they are more motivated to get involved and engage within their workplace.

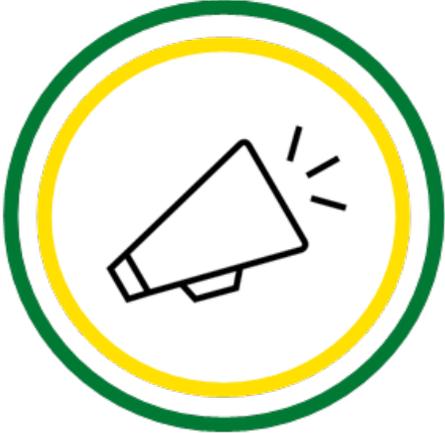


WHO

HOW



Employee Engagement - Recognition



WHO



Organization



Leadership



Supervisor



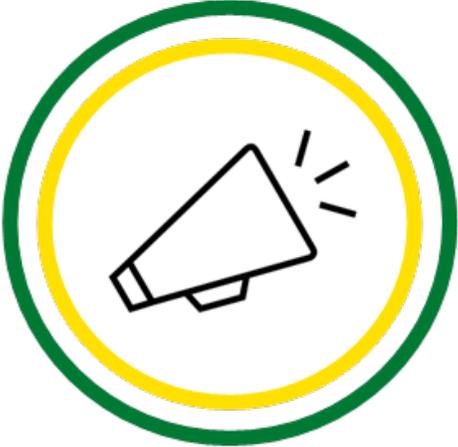
Team



Peer



Employee Engagement - Recognition



HOW



BIG



SMALL



Employee Engagement - Recognition

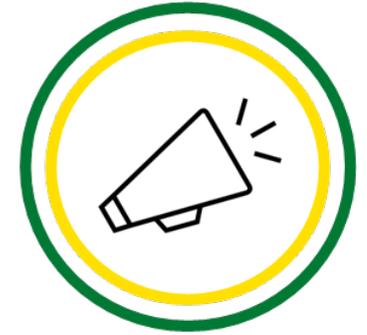


WHO

HOW



Employee Engagement - Recognition

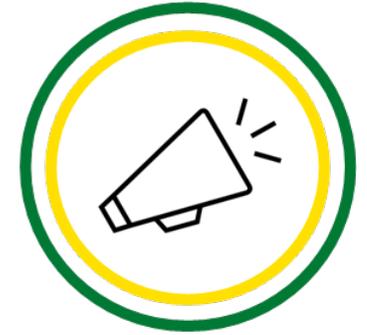


- We/I see you.
- You're work is important.
You are needed.
- You're contributions are valuable.
You are valuable.

You belong.

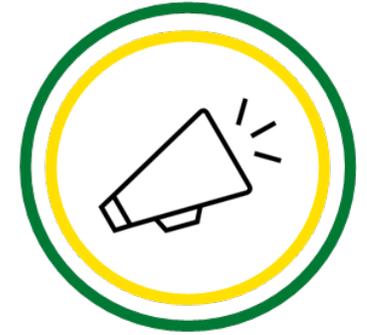


Employee Engagement - Recognition



- **Amplify opportunities.**
 - Forward emails.
 - Create agenda items
- **Have a recognition conversation.**
 - Strategize with leadership.
 - Develop a unit- or team-based plan.
- **Encourage and support others.**
 - Share resources.
 - Exchange ideas.
- **Model recognition regularly.**
 - Submit nominations.
 - Recognize others in big and small ways.

Employee Engagement - Recognition



Bookmark web resources:

AroundtheO - Awards & Accolades

<https://around.uoregon.edu/content/awards-accolades>

Outstanding Employee Award

<https://hr.uoregon.edu/outstanding-employee-awards>

Years of Service

<https://hr.uoregon.edu/years-service-recognition>

Employee Engagement Guide

<https://hr.uoregon.edu/employee-engagement-guide>



Courtesy, Campus Associate and Emerit Review & Renewal Process

*Jen Mirabile, Assistant Director
HR Programs & Services*



Unpaid Appointment Refresher:

- **Courtesy**

These appointments are granted to faculty, researchers, postdoctoral fellows, and others who are spending time on the UO campus, but who are not otherwise affiliated with the University. These affiliations are typically limited and renewed as needed.

- **Campus Associate**

These appointments are for people who are not employed by the University but belong to an affiliate organization or have a business relationship with a University Department. These affiliations should be time limited and renewed as needed.

- **Emerit/Emeritus**

Emerit are retired faculty who have been awarded emerit status based on their eligibility or granted emerit status by the Provost's Office.



Why is this review and renewal process important?

These appointments have access to UO:

- Buildings
- Computer systems – UO network, UO blogs, Duo, MyTrack, UOmail, Service Portal, Office 365, Zoom, and Canvas, Slate, Dropbox and Banner by request.
- Property –laptops –other assigned technology

It is important to renew these appointments to continue their access and to terminate those appointments that have ended.



Courtesy, Campus Associate and Emerit Review & Renewal Process

- Departments with active courtesy appointments will receive their list of courtesy appointments via email with instructions.
- A point person for shared service units will receive their division list of courtesy appointments for distribution.
- Each list includes instructions for completing this review and renewal process along with a renewal template letter.
- Review your report for renewals and terminations. Best practice is to review and complete this process by June 30, 2023
- Reports are available throughout the year by running the Courtesy, Campus Associate, and Emerit Cognos report.
- HR will audit these lists over the summer.



Courtesy, Campus Associate and Emerit Review & Renewal Process

2023-24 Approved Appointment Renewals:

- No action is required for courtesy appointments with no end date – except for a renewal communication to the affiliate.
- Submit an [Unpaid Appointment Form](#) for those courtesy appointments with an end date. Many postdoctoral and research appointments must be renewed this way.
- Termination appointments using the [Unpaid Appointment Termination Form](#)



Take Our Children to Work Day



Thursday, April 27, 2023, 8:30 a.m. – 3:00 p.m.



UNIVERSITY OF
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Human
Resources

Take Our Children to Work Day

- Thursday, April 27, 2023, 8:30 a.m. – 3:00 p.m.
- Children ages 9 through 13 are eligible to attend and must be accompanied by an adult at all times.
- Please share the flyer with your unit's employees with children
- Supervisor approval is required to participate in the event.
- Registration is required, along with completion of a Parent Permission and Liability Release Form.
- Program includes a welcome session at 8:30 a.m. and open houses from 10 a.m. – 3:00 p.m.



Q & A

Please use the chat function in Zoom to submit questions – default to everyone so your questions are visible to all. Thanks!



Thank you for attending today's HR
Community of Practice meeting.

The next HRCP meeting is Wednesday,
May 3, 2023.

