

What can you give that you can't buy and what can you have that you can't sell?

**GRATITUDE.** We often think of gratitude as something we do for others rather than something that happens to us. In a world where our wells can run a little dry it seems counterintuitive to give more of ourselves; however, [research](#) tells us showing gratitude can lead to "...increased intrinsic motivation, positive emotions, less stress, and improved relationships." For employees, this translates to more engagement, loyalty, and happiness at work.

Sadly, in all the spaces we occupy, gratitude seems to be the most scarce in the workplace. The [Wall Street Journal](#) reported we are more likely to receive appreciation at home, from people in our neighborhoods or places of worship. Considering we spend a huge portion of our lives at work this is certainly concerning. This month we want to challenge you to examine the gratitude culture you've created for your team. Is it one where efforts are valued, regardless of the outcome? Is it personalized for each employee? Are team efforts appreciated as much as individual efforts? When was the last time you showed appreciation for someone at work?

Gratitude is simple but it doesn't happen by accident. It is something we not only have to think about but also act upon. If this is difficult for you then read on to see how you can improve in this area. For now, we leave you with this special message from President Nook:

"Great universities like UNI have outstanding faculty and staff who are committed to our student success and our mission. Your commitment, passion, and talent are an inspiration to me, and I am honored to be a part of the Panther community. Your dedication to our work and to one another are remarkable. I encourage you to take the time in the upcoming days to express gratitude and appreciation to your teams. You all make our campus a very special place.

With gratitude for each of you and for the collective impact we have - Mark A Nook"

Until next month!

**HRS Employee Relations**

*This newsletter is for YOU, so feel free to reach out with any questions, comments, suggestions, thoughts or concerns you may have that can address in upcoming issues.*

**STARTER BITES**

"As we express our gratitude, we must never forget that the highest appreciation is not to utter words, but to live by them."  
- John F. Kennedy

"Gratitude and attitude are not challenges; they are choices."  
- Robert Braathe

"Without appreciation and respect for other people, true leadership becomes ineffective, if not impossible."  
- George Foreman



**FEATURE BITES**



**5 Easy Ways to Show Gratitude in the Workplace**

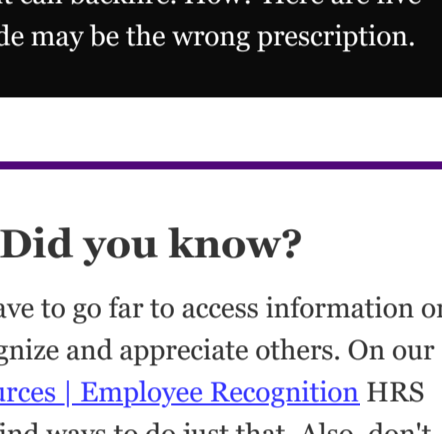
- Greet your employees when they arrive each morning
- Surprise your team with lunch, coffee or another treat
- Be respectful of each other's time
- Recognize efforts even when things go wrong
- Say 'thank you' often

Click on the graphic above to learn more!

**Need some ideas on how to engage employees working remotely?**

Here are some ideas from Forbes to do just that!

[13 Clever Ways to Show Appreciation for Remote Workers](#)

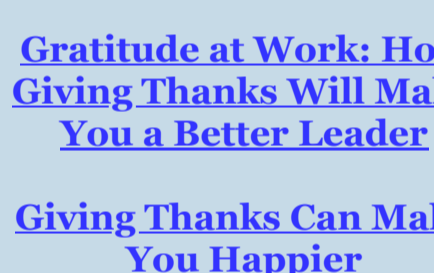


**Five Ways Giving Thanks Can Backfire** by Amie M. Gordon



Gratitude is good. Mostly. Good for your health and well-being and relationships... usually. But research finds that gratitude isn't *always* good. Although appreciating what you have instead of lamenting what you have-not is generally good advice, it can backfire. How? Here are five instances when gratitude may be the wrong prescription.

[Continue Reading >](#)



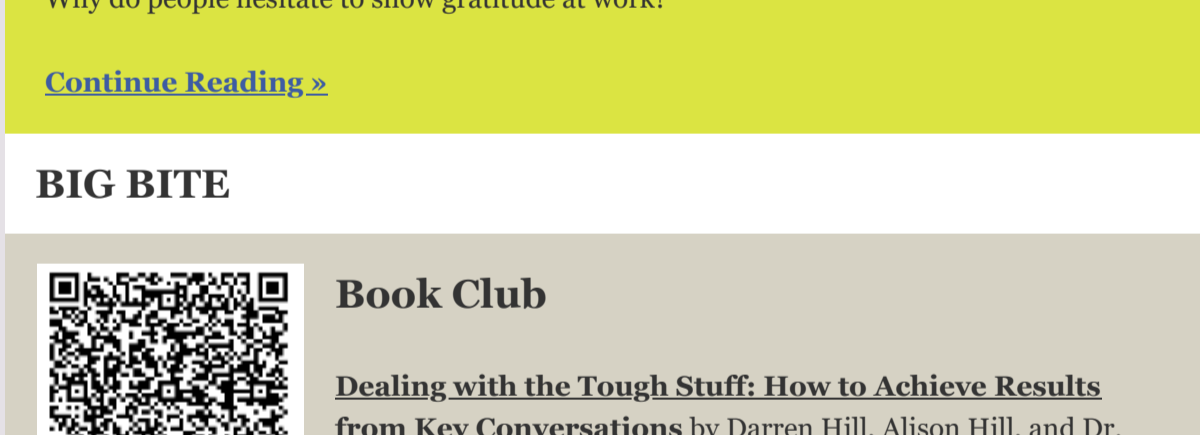
**Did you know?**

You don't have to go far to access information on how to recognize and appreciate others. On our [Other Resources | Employee Recognition](#) HRS page you'll find ways to do just that. Also, don't forget to check out our template to create your own personal [UNI thank you notes](#). How will YOU demonstrate your gratitude today?

We want to feature YOU! Do you have any supervisory tips/tricks you'd like to share? Burning questions about supervision you'd like to ask? Are you a new UNI supervisor? Do you have a cool or unique workspace? If so, reach out to be featured in our upcoming issues.

**SMALL BITES**

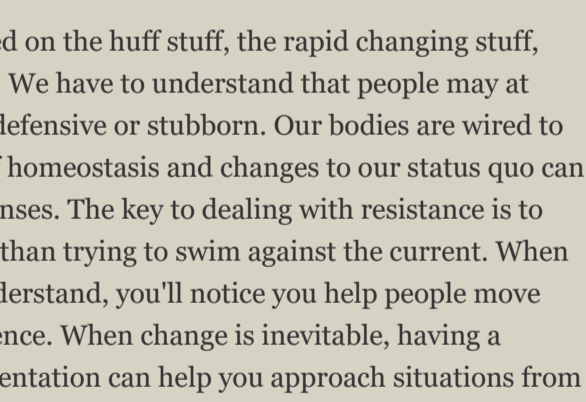
**The Power of Appreciation: Mike Robbins**



**ARTICLES OTM**

[Gratitude at Work: How Giving Thanks Will Make You a Better Leader](#)

[Giving Thanks Can Make You Happier](#)



**LinkedIn Learning**

**The Power of Changing Your Perspective: Practice Gratitude**

WATCH this video by Madecraft & Lia Garvin

To access this video, click on the purple button above and enter your UNI email address when prompted. If your personal email address populates, please ensure you click on the "change" link first to update your email address. Once entered, click on "Continue to the University of Northern Iowa LinkedIn Learning account" to access content.

**Research Reveals 3 Reasons Why Gratitude is An Important Leadership Quality** by Naz Beheshti

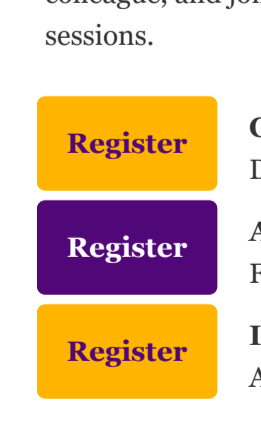
We tend to think expressing gratitude is appropriate at the Thanksgiving dinner table, but not necessarily in the workplace. This notion may explain why, according to [one survey](#), Americans are less likely to express gratitude at work than anywhere else. Such an attitude, however, ignores several research-backed reasons why gratitude can make leaders more effective and improve workplace culture and productivity.

The survey finds that people appreciate the value of gratitude in the workplace, but are hesitant to express it on the job. A majority respond that giving thanks to a colleague makes them feel happier and more fulfilled. Yet 60% said they "either never express gratitude at work or do so perhaps once a year."

Why do people hesitate to show gratitude at work?

[Continue Reading >](#)

**BIG BITE**



**Book Club**

**Dealing with the Tough Stuff: How to Achieve Results from Key Conversations** by Darren Hill, Alison Hill, and Dr. Sean Richardson.

[UNI Rod Library Link](#)

Chapters 7-9 focused on the huff stuff, the rapid changing stuff, and the rough stuff. We have to understand that people may at times be resistant, defensive or stubborn. Our bodies are wired to keep us in a state of homeostasis and changes to our status quo can awaken these responses. The key to dealing with resistance is to "roll with it" rather than trying to swim against the current. When you first seek to understand, you'll notice you help people move from fear to confidence. When change is inevitable, having a mindset of experimentation can help you approach situations from a place of curiosity and see "setbacks as learning, not failure." Finally, when disruptions lead to restructuring or layoffs, rough conversations are inevitable. Know that people grieve differently and that it's a process. Leaders must support remaining staff through the transition and instill a sense of hope for a better future.

**Part II in Tweets:**

- The unknown is scary.
- You can understand someone's point of view and not agree.
- Don't take stubbornness personally - it isn't about you.
- Progress is the goal - not perfection.

**Favorite Quotes:**

"Great leaders help others to see opportunity in adversity."

"Acknowledge grief and emotional difficulties as totally normal, human responses. You don't have to fix personal difficulties - you just have to let the people know that they have your support."

If you would like to read along and share any thoughts or reactions to the final chapters of this book, [Chapters 10-12](#), please be sure to contact us!

**INFORMATIONAL BITES**

HRS has launched the new [Leave of Absence \(LOA\) Request form](#).

This form can be found by clicking on the link above or by visiting the [Family Medical Leave Act \(FMLA\)](#) page on the HRS site. Please feel free to share this resource with all your employees. Questions may be directed to [hrr-leaves@uni.edu](mailto:hrr-leaves@uni.edu).



**UNI named "Best Place for Working Parents"**



**LEARNING & DEVELOPMENT**

HRS is excited to announce we will be partnering with our Employee Assistance Program to host four (4) Lunch & Learn webinars for supervisors this year. All sessions will take place during the lunch hour from 12 p.m. to 1 p.m. If you are able to step away from your desk we highly encourage you to bring your lunch, and maybe even a colleague, and join us to watch in-person at the location noted next to each of the sessions.

- Register** Giving Effective Feedback  
December 1st: GIL 009
- Register** Addressing Employee Performance Issues in a Supportive Way  
February 21st: GIL 009
- Register** Initiating Difficult Conversations  
April 5th: GIL 009

**COMING SOON**

- Supervisor Development Series: Leaves, FMLA and Workplace Accommodations
- Supervisor Development Series: Addressing Performance Deviations
- Supervisor Development Series: Managing Conflict Effectively
- Supervisor Development Series: Fundamentals of Supervision



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**Our Vision**

All employees will be positively engaged in achieving their greatest potential while contributing to the success of the university.

**Our Mission**

Human Resource Services fosters an environment of integrity and collaboration through innovative solutions and communications contributing to the successful recruitment, development, and retention of university employees.