



# BRAIN WAVES

VOLUME 7, ISSUE 1

MAY 7, 2010

## KRONOS AND ANATOMY

On Monday May 9, regular (non-temporary and non-student) bi-weekly and monthly employees began to use the KRONOS time clock system currently used by UKHealthCare. This system is designed to allow everyone to keep a more accurate record of their working time. Everyone in the department has been assigned to a group of timeclocks where they will be able to clock-in and clock-out. The department will only be using badges at this time and not the fingerprint pad.

**MONTHLY EMPLOYEES** need to **only clock-in when they arrive** to track attendance as they are not paid hourly.

**BIWEEKLY EMPLOYEES** will **clock-in when they arrive and clock-out when they leave**, including **nights and weekends**, if they have experiments. During your regular working hours you will have a fourteen minute window before (before pay begins) and a seven minute after (before you are late) your start time to clock-in. You will have a seven minute window before (before pay is docked) and a seven minute window after your end time to clock-out (before overtime starts).

**OVERTIME:** KRONOS will keep track of when biweekly employees will need to be paid for overtime. Overtime pay occurs when an employee works over 40 hours before the end of the UK working week (Sunday-Saturday). Overtime must be approved by his/her supervisor. **If the employee has reached 40 hours before the end of the working week he/she is legally not allowed to work without being paid overtime.** **Example:** If you have 40 hours on Thursday, you could, with your supervisor's permission either come in Friday and receive overtime pay. Otherwise you would not need to come in on Friday. (**Note:** Overtime will also require an email from your supervisor, copying Dalene Rice, [darice2@email.uky.edu](mailto:darice2@email.uky.edu).)

**PLEASE NOTE:** If a **biweekly employee with an hour lunch** is taking a lunch that is only 30 minutes he/she **will need to clock-out and clock-in for that 30-minute lunch period** as it is different than the schedule in KRONOS. This also applies to leaving for appointments, classes through the Employee Education Program and off-campus lunches that are not business related or if they have arranged to take a longer lunch with their supervisor's permission.

**MISSED CLOCK-IN/CLOCK-OUT'S:** If you forget to clock-in or clock-out, please send an email to your supervisor stating your arrival/departure time for approval and copy Dalene. This will allow Dalene to manually adjust your time in KRONOS once your supervisor sends his/her approval. **CHECKING YOUR TIME:** You are always able to check your cumulative hours at your timeclock. Web access via myUK is being developed and will hopefully be added soon.

**ABSENCE RECORDS:** ALL MONTHLY and BIWEEKLY EMPLOYEES must be sure to turn **in absence records for sick leave, vacation and travel ASAP** as this is one of the only ways Dalene will be able to know why you have not been using the timeclock. **This is the only way these hours for biweekly employees are now recorded which directly affect hourly totals and pay-check sums.** If your total hours are less than full time your benefits and retirement could be affected.

**In case of emergencies ONLY,** if you are out and have not turned in a record please send Dalene an email at ([darice2@email.uky.edu](mailto:darice2@email.uky.edu)) about the hours that you will need added to your working time.



DON MARSHALL GASH, PH.D.  
CHAIR,  
ANATOMY & NEUROBIOLOGY

### INSIDE THIS ISSUE:

YEAR-END DEADLINES	2
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COMINGS AND GOINGS	5
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### SPECIAL POINTS OF INTEREST:

- The first year-end deadline is **May 28, 2010.** (See page 2.)
- Update your information on the **ANA Staff Directory.** (See page 3.)
- The next **Faculty Meeting** is **FRIDAY, May 28, 2010** at 12pm in Combs 102.

# YEAR-END DEADLINES

## DEPARTMENT REMINDERS

**Documentation:** It is the faculty member's responsibility to ensure all required documentation is provided for purchases made by their lab. For pro-card purchases, these documents typically include a packing slip and invoice. Other items are required for travel. If the purchase is from a retail store you must provide an *itemized receipt*. If Kim or Dalene are contacting you, they are in need of the paperwork to complete the purchasing process. As we approach year-end this becomes even more critical.

**May 28, 2010 (May 31 is Memorial Day):** Cutoff for purchases made utilizing department salary reimbursement and discretionary funds.

**June 4, 2010:** Department deadline to turn in documentation (order form, invoice, etc. indicating total purchase plus shipping cost) for items purchased with salary reimbursement and discretionary funds.

## UNIVERSITY DEADLINES

### Requisitions

**June 4, 2010:** Requisitions/Purchase Orders – requisitions for small dollar purchases for commodities where informal quotes (Phone or fax) may be obtained and the items will be delivered prior to July 1.

**June 4, 2010:** Requisitions/Purchase Orders – requisitions for equipment and supplies which are on price contract and will be delivered prior to July 1.

### Pro-cards

At fiscal year-end, the time frame to edit pro-card charges becomes more condensed. We have less time than usual to obtain paperwork and account number information for these expenses.

**We are asking that faculty and their labs provide paperwork BEFORE, or at the latest, by the dates indicated below so we can meet the UK deadlines.**

Transactions with dates of:	Paperwork & account assignment due to ANA staff on:	UK deadline for editing noon on: (Force posting occurs after this time.)
April 1 – April 30, 2010	May 24	June 1
May 1 – May 31, 2010	June 18	July 1
June 1 – June 30, 2010	6/25 or as soon as received	July 7

## FACULTY MEETING HIGHLIGHTS

### March

- As Dean Perman is leaving, Drs. Karpf and Subbaswamy are meeting with faculty members to discuss the attributes that they desire in a new Dean. The possibility of having a PhD versus an MD has arisen.
- IBS will enroll 30 new students for the 2010-2011 school year. Six of these students will be international.
- The IBS curriculum may be changing to allow more flexibility for electives, but this is currently under discussion and has not been formalized.
- **Julie Poole, our department Administrator, will be meeting with all faculty member to retrieve signatures on the certification report for the COM.**
- Plagiarism needs to be addressed formally as there have been some instances at the graduate level. Besides giving a "0" for the assignment, what other consequences should there be? Should we invest in software that can recognize it in papers?

### April

- **From Faculty Council:** Faculty line support has come into question—should UK guarantee 12 months of faculty salary or should there be 9 and 10 month appointments with additional salary dollars being paid by grants? This could cause departmental funding to drop; is not attractive for recruitment; may not be feasible in the current funding environment. Are all the Basic Science Departments needed or could some of them be merged? i.e. Anatomy and Physiology, Biochemistry and Pharmacology, etc.
- The Interim Dean will be Dr. Emery Wilson.
- We have accepted 1 new IBS student (Lifshitz Lab) and 1 new MD/PhD (Gerhardt Lab) student for next year.

# SPRING NEUROSCIENCE DAY 2010

The Bluegrass Chapter of the Society for Neuroscience was held on Wednesday, March 17, 2010 at the new College Pharmacy Building. Over 100 people attended the event. We would like to congratulate the following members of our department who were given awards for their poster presentations. Well done!

### Staff

Presenter	PI	Department	Poster Title
Verda Davis, MBA	Gerhardt	Anatomy and Neurobiology	Resting glutamate levels in the hippocampus are altered in a kindled animal model of epilepsy
Amber Turner	Joseph	Anatomy and Neurobiology	Visual discrimination of linguistic stimuli in rhesus monkeys

### Graduate Students

Presenter	PI	Department	Poster Title
Jonathan Clark	Joseph	Anatomy and Neurobiology	Neural activation for configural and featural face processing in autism spectrum disorder
Jason Hinzman	Gerhardt	Anatomy and Neurobiology	Subsecond glutamate dynamics reveal alterations in glutamate signaling in the rat striatum two days after diffuse brain injury

### Postdoctoral Fellows

Presenter	PI	Department	Poster Title
Dr. Heather Collins	Joseph	Anatomy and Neurobiology	To go or not to go: impulsivity and the sensation seeking brain

# STAFF DIRECTORY UPDATES

Joey Rose, our IT professional, has created a basic staff directory that lists everyone's name, phone number, lab/office room number, PI affiliation and email.

If you would like to have additional information linked to the staff directory from your name such as your credentials, expertise or picture please send it to **Joey Rose** ([joey@uky.edu](mailto:joey@uky.edu)). Pictures should be high resolution .jpg's (300 DPI or higher).

### Staff Information Page



**Verda Antoinette Davis, BS, MBA, RLAT**  
 003 MRISC Building  
 (859) 323-6092  
[verda@uky.edu](mailto:verda@uky.edu)

**Education:**  
 Bachelor of Science - Animal Health Technology  
 Murray State University, Murray, KY

Master of Business Administration  
 University of Kentucky, Lexington, KY

**Lab:**  
 Dr. Greg A. Gerhardt

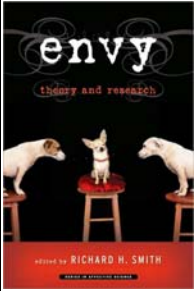
**Research Interests:**  
 Neurotransmitters

**Technical expertise:**  
 Laboratory Animal Science and Welfare  
 Stereotaxic Surgery/Implantation  
 Electrochemical monitoring of neurotransmitters  
 AALAS Certified & Registered Laboratory Animal Technician  
 GLP certified

[BACK](#)

Home	Staff Directory																																																																								
<a href="#">About Us</a> <a href="#">News</a> <a href="#">Faculty</a> <a href="#">Students</a> <a href="#">Research</a> <a href="#">Body</a> <a href="#">Bequeathal</a> <a href="#">Links</a> <a href="#">Contact Us</a>	<table border="1"> <thead> <tr> <th>Phone</th> <th>Office</th> <th>Affiliation</th> <th>E-Mail Address</th> </tr> </thead> <tbody> <tr> <td>3-0031</td> <td>047 MRISC</td> <td>Gash</td> <td><a href="mailto:yiai@uky.edu">yiai@uky.edu</a></td> </tr> <tr> <td>3-0404</td> <td>427 HSRB</td> <td>Bueler</td> <td><a href="mailto:ravi.akundi@uky.edu">ravi.akundi@uky.edu</a></td> </tr> <tr> <td>3-6092</td> <td>003 MRISC</td> <td>Gerhardt</td> <td><a href="mailto:jakeathanas@uky.edu">jakeathanas@uky.edu</a></td> </tr> <tr> <td>3-6477</td> <td>060 MRISC</td> <td>Joseph</td> <td><a href="mailto:sabe226@uky.edu">sabe226@uky.edu</a></td> </tr> <tr> <td>3-5160</td> <td>MA 27</td> <td>Bequeathal</td> <td><a href="mailto:wginn@uky.edu">wginn@uky.edu</a></td> </tr> <tr> <td>3-8260</td> <td>305 MRISC</td> <td>Office</td> <td><a href="mailto:michael.bricken@uky.edu">michael.bricken@uky.edu</a></td> </tr> <tr> <td>3-5242</td> <td>305 MRISC</td> <td>Office</td> <td><a href="mailto:gianna.farley@uky.edu">gianna.farley@uky.edu</a></td> </tr> <tr> <td>3-4852</td> <td>428 HSRB</td> <td>Jennes</td> <td><a href="mailto:apcent0@uky.edu">apcent0@uky.edu</a></td> </tr> <tr> <td>3-4871</td> <td>043 MRISC</td> <td>Gold</td> <td><a href="mailto:secll2@uky.edu">secll2@uky.edu</a></td> </tr> <tr> <td>7-7444</td> <td>059 MRISC</td> <td>Joseph</td> <td><a href="mailto:heather.collins@uky.edu">heather.collins@uky.edu</a></td> </tr> <tr> <td>3-6912</td> <td>424 HSRB</td> <td>Duncan</td> <td><a href="mailto:mrco223@email.uky.edu">mrco223@email.uky.edu</a></td> </tr> <tr> <td>7-7444</td> <td>060 MRISC</td> <td>Joseph</td> <td><a href="mailto:rcorb2@uky.edu">rcorb2@uky.edu</a></td> </tr> <tr> <td>3-6092</td> <td>003 MRISC</td> <td>Gerhardt</td> <td><a href="mailto:emily.cottrell@uky.edu">emily.cottrell@uky.edu</a></td> </tr> <tr> <td>3-6092</td> <td>003 MRISC</td> <td>Gerhardt</td> <td><a href="mailto:yadavi2@uky.edu">yadavi2@uky.edu</a></td> </tr> <tr> <td>3-6092</td> <td>003 MRISC</td> <td>Gerhardt</td> <td><a href="mailto:amanda.dempster@uky.edu">amanda.dempster@uky.edu</a></td> </tr> <tr> <td>3-3148</td> <td>427 HSRB</td> <td>Bueler</td> <td><a href="mailto:jheaso2@uky.edu">jheaso2@uky.edu</a></td> </tr> <tr> <td>7-7344</td> <td>048 MRISC</td> <td>Zhang</td> <td><a href="mailto:ramsey.edwards@uky.edu">ramsey.edwards@uky.edu</a></td> </tr> </tbody> </table>	Phone	Office	Affiliation	E-Mail Address	3-0031	047 MRISC	Gash	<a href="mailto:yiai@uky.edu">yiai@uky.edu</a>	3-0404	427 HSRB	Bueler	<a href="mailto:ravi.akundi@uky.edu">ravi.akundi@uky.edu</a>	3-6092	003 MRISC	Gerhardt	<a href="mailto:jakeathanas@uky.edu">jakeathanas@uky.edu</a>	3-6477	060 MRISC	Joseph	<a href="mailto:sabe226@uky.edu">sabe226@uky.edu</a>	3-5160	MA 27	Bequeathal	<a href="mailto:wginn@uky.edu">wginn@uky.edu</a>	3-8260	305 MRISC	Office	<a href="mailto:michael.bricken@uky.edu">michael.bricken@uky.edu</a>	3-5242	305 MRISC	Office	<a href="mailto:gianna.farley@uky.edu">gianna.farley@uky.edu</a>	3-4852	428 HSRB	Jennes	<a href="mailto:apcent0@uky.edu">apcent0@uky.edu</a>	3-4871	043 MRISC	Gold	<a href="mailto:secll2@uky.edu">secll2@uky.edu</a>	7-7444	059 MRISC	Joseph	<a href="mailto:heather.collins@uky.edu">heather.collins@uky.edu</a>	3-6912	424 HSRB	Duncan	<a href="mailto:mrco223@email.uky.edu">mrco223@email.uky.edu</a>	7-7444	060 MRISC	Joseph	<a href="mailto:rcorb2@uky.edu">rcorb2@uky.edu</a>	3-6092	003 MRISC	Gerhardt	<a href="mailto:emily.cottrell@uky.edu">emily.cottrell@uky.edu</a>	3-6092	003 MRISC	Gerhardt	<a href="mailto:yadavi2@uky.edu">yadavi2@uky.edu</a>	3-6092	003 MRISC	Gerhardt	<a href="mailto:amanda.dempster@uky.edu">amanda.dempster@uky.edu</a>	3-3148	427 HSRB	Bueler	<a href="mailto:jheaso2@uky.edu">jheaso2@uky.edu</a>	7-7344	048 MRISC	Zhang	<a href="mailto:ramsey.edwards@uky.edu">ramsey.edwards@uky.edu</a>
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## PROFESSIONAL ANNOUNCEMENTS

PUBLICATIONS

Duncan, M.J., J. M. Hester, J.A. Hopper, K.M. Franklin (2010). The effects of aging and chronic fluoxetine treatment on circadian rhythms and suprachiasmatic nucleus expression of neuropeptide genes and 5-HT1B receptors. *Eur. J. Neurosci*, in press.

Shin EJ, **Bing G**, Chae JS, Kim TW, Bach JH, Park DH, Yamada K, Nabeshima T, Kim HC. (2009) Role of microsomal epoxide hydrolase in methamphetamine-induced drug dependence in mice. *J Neurosci Res*. 2009 Dec;87(16):3679-86.

Shin EJ, Jang CG, **Bing G**, Park DH, Oh CH, Koo KH, Oh KW, Yamada K, Nabeshima T, (2009) Kim HC. Prodynorphin gene deficiency potentiates nalbuphine-induced behavioral sensitization and withdrawal syndrome in mice. *Drug Alcohol Depend* 104(1-2):175-84. Epub

Nguyen, XV., Liu, L., Kim, HC., and **Bing, G.** (2009) Effects of prodynorphin deletion on striatal dopamine in mice during normal aging and in response to MPTP, *Exp Neurol*. 219(1):228-38. Epub

Jung, BD., Shin, EJ., Nguyen XT, Jin, CH., Bach, JH., Park, SJ., Nah, SY., Wie, MK., **Bing, G.**, and Kim, HC. (2010) Potentiation of methamphetamine neurotoxicity by intrastriatal lipopolysaccharide administration, *Neurochem International* 56:229-244.

Xing, B., Xin, T., Zhao, LL., Hunter, RL., Chen, Y., **Bing, G.** (2010) Glial cell line-derived neurotrophic factor protects mid-brain dopaminergic neurons against lipopolysaccharide neurotoxicity in the striatum-midbrain organotypic culture, *J Neuroimmunology*, in press.

Bhatt, R. S., Hayden, A., Kangas, A., Zieber, N, & **Joseph, J. E.** (in press). Part perception in infancy: Sensitivity to the short-cut rule. *Attention, Perception, & Psychophysics*.

Harnish, S. M., Neils-Strunjas, J., Eliassen, J., Reilly, J., Meinzer, M., **Clark, J. G.**, & **Joseph, J. E.** (in press). Visual discrimination predicts naming and semantic association accuracy in Alzheimer's Disease. *Cognitive and Behavioral Neurology*.

PUBLICATIONS

**Bradley LH, Fuqua J, Richardson A, Kelps KA, Ai Y, Turchan-Cholewo J, Glass J, He X, Zhang Z, Grondin R, Littrell OM, Gash DM, Gerhardt GA.** (2010) "Dopamine Neuron Stimulating Actions of a GDNF Propeptide" *PLoS ONE* 5(3): e9752.

**Deane, AS.** and DR. Begun (in press) Pierolapithecus locomotor adaptations: A reply to Alba et al.'s comment on Deane and Begun (2008). *Journal of Human Evolution*.

**Hinzman J, T Thomas, JJ Burmeister, JE Quintero, P Huettl, F Pomerleau, GA Gerhardt, J Lifshitz.** (in press) Diffuse Brain Injury Elevates Tonic Glutamate Levels and Potassium-Evoked Glutamate Release in Discrete Brain Regions at Two Days Post-Injury: an Enzyme-Based Microelectrode Array Study. *J. Neurotrauma*.

Hall, KD, **J Lifshitz.** (in press) Diffuse Traumatic Brain Injury Initially Attenuates and Later Expands Activation of the Rat Somatosensory Whisker Circuit Concomitant with Neuroplastic Responses. *Brain Research*. doi: 10.1016/j.brainres.2010.01.067.

McNamara, KCS, A Lisembee, **J Lifshitz.** (in press) The Whisker Nuisance Task Identifies a Late Onset, Persistent Sensory Sensitivity in Diffuse Brain-Injured Rats. *J. Neurotrauma*. doi:10.1089/neu.2009.1237.

PRESENTATIONS

**Dr. Marilyn Duncan** presented a seminar entitled: "Neural and environmental regulation of the circadian clock" to the Dept. of Psychology, University of South Carolina on January 25, 2010.

**Dr. Andrew Deane** had the following presentations at the 79th annual meeting of the American Association of Physical Anthropologists, April 14-17, 2010 Albuquerque, New Mexico:

- Deane, AS., MN. Nargolwalla and DR. Begun. Who's in and who's out? Re-evaluating the proposed congeneric status of *Afropithecus turkanensis* and *Morotopithecus bishop*.
- Kiser, ZM., DB. Stephens and AS. Deane. Platyrrhine incisor curvature and diet: An independent test of the incisor morphological correlates with dietary proportions reported for extant hominoids.

ANNOUNCEMENTS

**Michael Bricken**, an undergraduate with the department has been awarded a summer research grant from eUreKa!, The Office of Undergraduate Research & Creativity, to work with our very own, **Dr. Luke Bradley** on April 16. Congratulations!

**Dr. Brian MacPherson** has been elected to membership in the Omicron Kappa Upsilon Dental Honor Society as an Honorary Inductee. The induction ceremony will be during the Annual OKU Awards Dinner to be held at Malone's Banquet Hall on Tuesday, April 6.

**Dr. Diane Snow** received the 2010 Sarah Bennett Holmes

**award.** The Sarah Bennett Holmes award recognizes a female faculty member and a female staff member for their contributions to issues that affect women at UK and across the Commonwealth and who promote the growth and well-being of other women. Snow, winner of the faculty award, said she is privileged to be recognized in this way. "Of all the awards I have received, I think this is the most valuable. In all I do, I have kept women as the central theme." (<http://uknow.uky.edu/content/two-outstanding-uk-women-honored>)



**Dr. Jonathan Lifshitz** received an R01 from NIH/NINDS beginning February 2 for 5 years totaling \$1,602,237 to study Neural Circuit Disruption by Diffuse Brain Injury: Basis for Morbidity & Therapy.

**And this, our life,  
exempt from public haunt,  
finds tongues in trees,  
books in the running brooks,  
sermons in stones,  
and good in everything.**

**~William Shakespeare~**

DEPARTMENTAL BIRTHDAYS

COMINGS AND GOINGS



**FEBRUARY**

**PLEASE CONGRATULATE OUR 2009**

EMPLOYEE OF THE THIRD QUARTER

GIANNA CALABRO

EMPLOYEE OF THE FOURTH QUARTER

ERIC FORMAN

EMPLOYEE OF THE YEAR

GIANNA CALABRO

- Stewart Surgener ~ 2-5
- Kim Wilkirson ~ 2-6
- Dr. Brian Gold ~ 2-11
- Dr. Guoying Bing ~ 2-13
- Dr. Kathy Franklin ~ 2-14
- Joey Rose ~ 2-19

Jennifer Moorehead ~ 2-19

Dalene Rice ~ 2-25

**MARCH**



- Dr. Jadwiga Turchan ~ 3-6
- Dr. Hans Büeler ~ 3-6
- Robin Lindsay ~ 3-10
- Ramsey Edwards ~ 3-21
- Ranjana Singh ~ 3-23
- Katie Mattinson ~ 3-30

Dr. Heather Collins ~ 3-25

Gianna and Eric have exemplified dedication and hard work. Gianna is a great asset for the Administrative Team who serves as our Team Lead and Contracts Specialist. She seeks answers until the are found—she will not give up. Eric works in the Zhang Lab and serves as a great Research Analyst for the group. He has strong coordination skills and is an excellent team worker and trainer. Well done, you two!

A FAREWELL

This week we will be saying good-bye to Dr. Jennifer Brueckner. Jennifer will be leaving us for the University of Louisville to join her future husband. We will miss her greatly, but we know where to find her and make her visit! Best of luck, Jennifer!



**APRIL**

- Dr. Bruce Maley ~ 4-1
- François Pomerleau ~ 4-4
- Dr. Ayman Mustafa ~ 4-7
- Dr. Yi Ai ~ 4-7
- Laura Peters ~ 4-8
- Leif Magnuson ~ 4-25

Dr. Valeriya Adjan Steffey

**MAY**

- Dr. Richard Grondin ~ 5-13
- Dr. Jane Joseph ~ 5-14
- Verda Davis ~ 5-18
- Nathan Johnson ~ 5-19
- Sara Cilles ~ 5-23
- Dr. Lothar Jennes 5-27
- Angel Schumacher ~ 5-29
- Matthew Congleton ~ 5-31



Chelsie Benca ~ 5-30

EMPLOYEE OF THE QUARTER



THE EMPLOYEE OF THE  
QUARTER  
COMMITTEE NEEDS YOUR  
NOMINATIONS FOR



EMPLOYEE OF THE FIRST AND SECOND  
QUARTER !!

Please submit your  
nominations to either

Gianna Calabro ([gianna.calabro@uky.edu](mailto:gianna.calabro@uky.edu))

or

Avalon Sandoval ([avalon.sandoval@uky.edu](mailto:avalon.sandoval@uky.edu))

The nomination form is located on the following page.

# Employee of the Quarter Nomination Form

The Quarterly Employee Awards are will be announced in May (for nominations submitted January through March); August (April through June); October (July through September) and December (October through December). The Employee of the Year Award will be selected from the winners throughout the year and will be announced the following January.

**Please submit nominations to Gianna Calabro or Avalon Sandoval ASAP.**

When considering someone for the award, think of the individual who has made your job easier or assisted you in performing your job. To complete the nominations please complete the following questions. Use additional paper or the back of this if necessary.

Date: \_\_\_\_\_ Candidate: \_\_\_\_\_

Nominator: \_\_\_\_\_

Is this individual a regular full-time employee in the Department of Anatomy & Neurobiology? \_\_\_\_\_ Yes \_\_\_\_\_ No

1. Briefly describe the normal job duties of the nominee. Give specifics.

2. Give specific examples of the nominee going above and beyond their normal job duties.

3. How do you see the nominee's impact on the department as a whole? Give examples.

4. How have you seen this individual contribute to the UK and/or greater community? Give examples.

## ANATOMY & NEUROBIOLOGY

MN 225 MEDICAL SCIENCES BUILDING  
LEXINGTON, KY 40536-0298  
PHONE: 859-323-5155 FAX: 859-257-6700  
<http://www.mc.uky.edu/neurobiology/>

Please send comments & submissions to Avalon Sandoval at [avalon.sandoval@uky.edu](mailto:avalon.sandoval@uky.edu) or call 859-257-5036.

**The Next Deadline is May 21, 2010.**

## AVAILABLE TRAINING

### TRAINING FOR THE LABS

The University requires safety training classes to be completed before beginning certain types of work. The requirements apply to all individuals involved in the covered work, including faculty, staff, students, postdoctoral scholars and fellows, visiting researchers and volunteers. To find out what classes you need to take, consult the [Training Checklist](#).

**NOTE:** Anyone who works with chemicals in a laboratory **must** complete the following three classes: **Chemical Hygiene Plan/Laboratory Safety**, **Hazardous Waste**, and **Fire Extinguisher Use**.

**Chemical Hygiene Plan/Lab Safety**  
This class is available [online](#).

**Bloodborne Pathogens** This class is available upon request and [online](#).

**Hazardous Waste** This class is available [online](#).

**Initial Radiation Safety:** Initial Radiation Safety (~ 15 minutes total) is offered every day at 1:30 pm at the Radiation Safety Office, 102 Animal Pathology Building (other times can be arranged). You must bring two completed forms with you: On-Site Radiation Safety Training Form and Radiation Worker Registration Form, both signed by your Authorized User or unit supervisor. If you have questions, contact Tracy Cayson at 323-6777.

**Basic Radiation Safety** You may register by contacting Erica Ray at (859) 323-6276.

**Advanced Radiation Safety** is only available [online](#).

**Fire Extinguisher Use** is available [online](#).

**NOTE:** [Online courses can only be taken using a UK computer.](#)

**Corporate Compliance** training is **MANDATORY** for employees working in the UK hospital or medical center. All HR Temporary Employment employees are required to view the Corporate Compliance video in orientation. For more information, please visit the UK [Corporate Compliance Program](#) website.

**Preventing Sexual Harassment** is also a **MANDATORY** training. This training can be done online at (<http://training.newmedialearning.com/psh/ukentucky/index.htm>). Remember to print your certificate when complete; sign it and turn it in to Dalene Rice (305 Whitney-Hendrickson) to be placed in your personnel file.

Ignoring these **MANDATORY** trainings can result in dismissal from employment at the University of Kentucky

### HUMAN RESOURCES DEVELOPMENT COURSE OFFERINGS

<http://hr.uky.edu/TandD/welcome.php>

- 5-10 ~ Outlook 2007: Managing Email Effectively
- 5-10 ~ Mediating Workplace Conflict
- 5-11 ~ Excel Level 1
- 5-12 ~ PowerPoint 2007: Graphics and Custom Animation
- 5-14 ~ Business Etiquette
- 5-18 ~ Excel Level 2
- 5-19 ~ Facing the Challenge of Change
- 5-20 ~ Building a Climate of Trust
- 5-20 ~ Secure Remote Access
- 6-3 ~ Facilitating Meetings and Teams
- 6-4 ~ Communicating Across Cultures
- 6-7 ~ Personal Decision Making
- 6-11 ~ Conducting a SWOT Analysis
- 6-14 ~ Basics of Leadership
- 6-18 ~ Cliqbook



*All the world is a  
laboratory  
to the inquiring mind.  
~ Martin H. Fischer ~*