



OKLAHOMA CITY
COMMUNITY COLLEGE

RESOURCE

HR EMPLOYEE NEWSLETTER

June 2024

Updates & News

Campus Closed Wednesday, June 19, 2024

Please be advised that the campus will be closed on Wednesday, June 19 in observance of Juneteenth.

Years of Service

5 Years

Tiffanie Lusher

Mia Debruyne

Jordan Mannell

1 Year

Sarah Barrow

Taylor Stober

Ethan Baer

Jennifer Sharpe

Dr. Juanita Ortiz

A Warm Welcome to OCCC's Newest Team Members

Danielle DeFries

Lead Circulation Assistant

Michael Freeman

Technology Support Services Coordinator

Kiran Gurunath Naik

Software Engineer

Dakota Elam

Financial Aid Receptionist

Brenda Afilleje

International Student Services Coordinator

Kurt Leftwich

Box Office and Marketing Manager

Keegan Phillips-Roe

Division Secretary for Social Sciences

Amanda Wilks

Administrative Assistant for the Office of Development

Brooke LeForce

Benefits Specialist

Kurtis Pittman

Campus Police Officer



Microsoft®

Excel 2019 Basic

Learn the Excel 2019 basics: Create and format professional-looking spreadsheets; calculate totals, build simple formulas; and more.

This summer, we will be offering a **Basic Excel Training** to OCCC employees. Whether you are just starting out or want to brush up on your skills, join us! Box lunch will be provided. Sign up early as space is limited.

Syllabus Overview

Available Dates & Times

- Navigating Worksheets
- Navigating Quick Access Tool Bar
- Finding & Replacing Text
- Basic Formulas & Formatting
- Inserting Images & Hyperlinks
- Managing Worksheets

- Tuesday:
 - July 9 — 9 a.m. to 4:30 p.m.
- Wednesday:
 - July 10 — 9 a.m. to 4:30 p.m.
- Thursday
 - July 11 — 9 a.m. to 4:30 p.m.

[Sign Up Here](#)

Benefits & Wellness

At-Home Virtual Checkups

Did life get in the way of signing up for your no-cost, at-home checkup?

No worries, we're here to give you a friendly nudge! It only takes a moment to join the many others who are prioritizing their health in the most convenient way. **Plus, there is no cost to you!**

What to expect:

What's included in your Home Kit:

- Complete your secure online registration in less than two minutes.
- Your personal **Home Kit** arrives at your doorstep within 2-3 business days.
- Complete your health test in under 15 minutes from the comfort of your home.
- Send back your kit and receive detailed results in 1-2 business days.
- Book your consultation at a time that works for you.
- Complete your private consultation.



Experience convenience, expertise, and genuine care, all tailored just for you. If you have questions or need assistance ordering your home kit, please reach out to the Benefits Team at ext. 7569.

[Click Here To Get Started](#)

June is Men's Health Month



Prostate Cancer: Know the Risk Factors

One out of every nine men will be diagnosed with prostate cancer in his lifetime. Know the risk factors:

- Age, especially for men over 50
- Race and ethnicity
- A family history
- Exposure to toxic chemicals

Sources: Prostate Cancer Risk Factors: American Cancer Society, 2020. What is Prostate Cancer? Prostate Cancer Foundation, 2020.

Blue Cross and Blue Shield of Oklahoma, a Division of Health Care Service Corporation, a Mutual Legal Reserve Company, an Independent Licensee of the Blue Cross and Blue Shield Association

BlueResourceSM - Protecting Your Health - Getting an Annual Men's Exam



Ward Off Heart Disease: Get Moving

Just 30 minutes of moderate aerobic activity five days a week can lower blood pressure. You don't have to do it all at once. Three 10-minute walks works just as well!

[Learn more about the different ways to move your body here.](#)

Do you know the signs of a silent heart attack?

Symptoms of these may not seem like the classic heart attack. They can easily be confused with indigestion or general aches and pains. Know your risks, try to live a healthy lifestyle, and don't skip preventative care.

[Learn what you can do to keep your heart healthy here.](#)

Employee Assistance Program

Six free, confidential, face-to-face sessions or unlimited phone counseling — for you and your family!

OCCC EAP provider: SupportLinc

Supportlinc@curalinc.com

www.supportlinc.com

Access Code: occc

1-888-881-5462

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