



## FOR UNIVERSITY STAFF

WEEK COMMENCING 14 JANUARY 2019

ISSUE NO 170



Congratulations to Dr Nikolaos Nikolaou of the Tomlinson group who has received funding for an Early Career Grant from the Society for Endocrinology for his project “ **Hepatic 5 $\beta$ -reductase (AKR1D1) activity as a regulator of adipose tissue biology and function; exploring the liver-adipose endocrine axis**”

Congratulations to Elena Gangitano who has received funding from the European Society of Endocrinology for a short-term fellowship with the Tomlinson Group.

### SEMINARS

There is no Wednesday or Friday seminar this week.

### MEDICAL GRAND ROUNDS

Thursday 17 January from 13:00 to 14:00

John Radcliffe Hospital, Lecture Theatre

**AICU:** "What Becomes of the Broken Hearted?", Dr Chris Andersen

**Oncology:** "Using peripheral blood to predict clinical outcomes from immunotherapy for metastatic melanoma", Dr Benjamin Fairfax

Chair: Prof Hugh Watkins

## TRAINING



### **SPREADSHEETS: START TO FINISH**

This "boot camp" is for those who need to quickly get up to speed working with spreadsheets. It brings together the same topics covered in our separate Spreadsheet courses into an immersive 2-day session including:

- Good practice with spreadsheets
- Charts
- Inheriting spreadsheets
- Designing robust spreadsheets
- Lookups
- PivotTables

Wednesday 23 & Thursday 24 January 09:15 -15:15 each day [Book and pay](#)

Wednesday 20 & Thursday 21 February 09:15 -15:15 each day [Book and pay](#)

Thursday 7 and Friday 8 March 09:15 -15:15 each day [Book and pay](#)

Staff £100/Students £50

### **NEXUS365: SKILLS TOOLKIT**

Come and try your hand with some of the apps and tools that are now available in Oxford's Nexus365. This interactive event gives you a hands-on encounter with apps like OneDrive, Teams and Planner. You can explore ways of communicating and collaborating with colleagues, and start thinking about how you would use these tools in your own work. The format is an informal carousel, so you can focus on those topics which are most relevant to you, and our experienced teachers will be on hand for you to find out more.

#### Objectives

- Find your way around Nexus365 and its apps
- Collaborate with colleagues using typed chat and audio/video conversations
- Store and manage your work in your own OneDrive
- Co-edit Office documents simultaneously with a colleague
- Organise your tasks using Planner

**21/01/2019 14:00 - 15:30**

Free [Book](#)

# *Parent/Carers Group*

## *Next session*

***Thursday 24 January 2019 at 11.00am***

*Do you have questions or want to share information/experiences with fellow parents/carers?*

*The parent/carers group is a useful way for staff to share tips and advice. All staff are welcome to attend.*

**11:00am  
Large Seminar Room**

To sign up contact  
[ocdem.personnel@ndm.ox.ac.uk](mailto:ocdem.personnel@ndm.ox.ac.uk)





## HEALTH AND WELLBEING

**Yoga in the Work Place: January 15<sup>th</sup> & 29<sup>th</sup> 13.00-14.00 Robert Turner Lecture Theatre**

**Dru Yoga with Louise:** The aim of **Dru Yoga** is simple, to help relieve the enormous stresses and pressures of modern-day living. It is designed to be practised by people of all abilities, all fitness levels and all age groups, it is a style of yoga that can be quickly dipped into or learnt in more depth over a lifetime

### PhotOx Photography Society



Are you interested in photography? PhotOx is a photography society for Oxford staff and students, which aims to provide a friendly, creative environment for those passionate about photography to receive inspiration, technical advice and constructive feedback about their images. The weekly classes are for photographers of all abilities. Whether you have a DSLR, a point-and-shoot camera or a smartphone, you will learn how to compose, expose and capture better images.

The one-hour classes, run by professional photographer and Ruskin School of Art lecturer David Tolley, take place on Thursday evenings during Hilary term, 17 January to 7 March. The staff cost for the classes, held from 6pm to 7pm in the Collier Room in Regent's Park College (just off St Giles' on Pusey Street), is £65 per term.

To join the society, please email [davidtolley@me.com](mailto:davidtolley@me.com) from your University email account and put 'PhotOx' in the subject box.

**Statement of no smoking policy (including use of electronic cigarettes, or similar devices (vaping))**

Council has approved the following No Smoking Policy which has been circulated to all departments and institutions.

The prohibition on smoking on University premises was implemented on 1 March 2006. Following the introduction of the Smokefree Regulations 2007, Council extended this prohibition to all University-owned shared vehicles. From 7 January 2019 the prohibition has been extended to cover ~~the use of electronic cigarettes or similar devices (vaping)~~.

**Smoking on University premises**

In the light of findings which clearly signal the long-term damage to health to which smokers expose themselves and others, Council has concluded that the University would be failing in its duty to promote the health, safety, and welfare of those on its premises - staff, students, and visitors alike - if it did not seek to minimise the exposure of both smokers and non-smokers to all forms of smoking, by prohibiting smoking in all University buildings and University-owned shared vehicles.

This policy prohibits smoking in all University buildings (including all enclosed and semi-enclosed workplaces, but with the exceptions listed below) and in all University-owned shared vehicles. The prohibition excludes some long-let residential accommodation, which is subject to separate arrangements (for example: (1) farmhouses and cottages on rural investment estates; and (2) unfurnished accommodation let on long-term arrangements).

**Use of electronic cigarettes, or similar devices**

Current evidence suggests that the health risk effects of electronic cigarettes both to users and from secondary exposure is much lower than the risks from tobacco smoke. It is also recognised that using electronic cigarettes can contribute to smoking cessation and have positive effect on smoker health. However, electronic cigarette use can produce aerosols and nuisance odours in enclosed workplaces: in particular people with asthma and other ~~respiratory conditions may be sensitive to 'environmental irritants' such as electronic~~ cigarette vapour. Studies suggest that electronic cigarette use is not without any risk of harm to health: allowing the use of electronic cigarettes inside University buildings and vehicles would therefore be introducing a potential risk to bystanders from secondary exposure to electronic cigarette use. The University therefore prohibits the use of electronic cigarettes, or similar devices, in all the same locations and areas as are covered by the no-smoking rules.

**Provision of alternative facilities for those wishing to smoke or vape**

Departments may wish to consider arrangements for those who wish to smoke or vape outside, whilst discouraging the undesirable practice of smokers or vapers gathering outside the entrances to University buildings. Local measures may be considered, following appropriate consultation with staff which may include an extension of the ban to areas outside of buildings.

Where a designated smoking area is provided those who wish to use electronic cigarettes, or other similar devices, during the working day should not be required to use this designated area. However, devices should not be used near doors, windows or in other locations where vapours could become a nuisance to others.

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This policy should be distributed and appropriate prohibition signs should be posted in buildings, at entrances, and in University-owned vehicles.

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#### **Stopping smoking support**

The NHS has a service to support and motivate people to quit smoking. More information is available on the [NHS website](#).

## RDM Mentoring Scheme



The Radcliffe Department of Medicine offers a mentoring scheme to all its staff and students.

Mentoring is a powerful personal development tool that can help mentees to progress their careers and life more generally; while mentors can 'give something back' and at the same time enhance their own transferrable skills and CV. Mentors are needed from all staff groups and grades and can share personal and/or professional experiences, training will be available.

Launched in February 2014, the RDM Mentoring Scheme continues to be a real success with 130+ RDM staff and students participating, either as mentors or mentees (or both).

If you are interested in joining or want to know more, visit us at [www.rdm.ox.ac.uk/mentoring](http://www.rdm.ox.ac.uk/mentoring) or email [mentoring@rdm.ox.ac.uk](mailto:mentoring@rdm.ox.ac.uk).

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