

FOR UNIVERSITY STAFF

WEEK COMMENCING 20 May 2019

ISSUE NO 188

SEMINARS

WEDNESDAY SEMINAR

This week's Wednesday seminar will be hosted by Professor Raj Thakker and the speaker is Professor Tim Meyer of University of London.



The title of his talk is "***What can circulating tumour cells tell us about neuroendocrine tumours***". The talk will begin promptly at 1pm in the Robert Turner Lecture Theatre, and sandwiches for those attending will be available from 12:45pm.

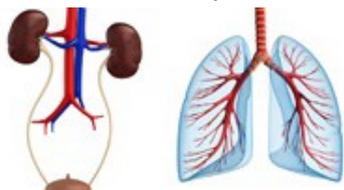
FRIDAY SEMINAR

This week's Friday seminar organised by the OCDEM Senior Academic Faculty will be a talk by Miss Anna Gluck on "**The role of the G-protein alpha 11 subunit in calcium and glucose homeostasis**". The talk will begin promptly at 1pm in the Robert Turner Lecture Theatre and sandwiches for those attending will be available from 12:45

MEDICAL GRAND ROUNDS

Thursday 23 May from 13:00 to 14:00

John Radcliffe Hospital, Lecture Theatre



Renal: "Sweet Victory", Dr Doreen Zhu and Dr Will Herrington

Respiratory: "Rough hands, dense lungs..sick patient", Dr Rachel Hoyles

Chair: Prof Chris Conlon



CO-DIRECTOR OF DTU/HEAD OF DTU CLINICAL TRIALS UNIT

E82: £77,913 - £105,042 p.a.

OCDEM has an extraordinary opportunity for a research leader of the highest calibre, as we seek to appoint a Co-director for the Diabetes Trial Unit (DTU). This is a senior academic research leadership position providing vision and direction for research collaborators and colleagues in the DTU, the Oxford Centre for Diabetes, Endocrinology and Metabolism (OCDEM), and the wider University. Working closely with the other co-director of DTU (to be appointed) you will further develop the DTU as an internationally renowned and highly successful clinical diabetes research group.

Your particular responsibility will be to lead large scale clinical trials in the diabetes area, which involves all key roles from initiating, running and concluding such trials. You will contribute to the fulfilment of the DTU's vision by strengthening its research culture, developing new research initiatives, and representing the DTU in print and in person. You will be a member of the OCDEM Management Board, the governing body of the OCDEM.

You will have a medical degree and relevant research experience in clinical diabetes research. You will have clinical practice experience and full GMC registration. You will have proven experience in designing and conducting trials in diabetes and or/cardiovascular disease including a track record of successful publications in these respective areas. You will also have experience of teaching medical, MSc or DPhil students.

This is a full-time appointment and the post is funded for 5 years in the first instance.

Owing to the nature of this position, any offer of employment with the University will be subject to a satisfactory disclosure report from the Criminal Records Bureau and an honorary contract with the NHS.

Informal enquiries can be made to Fredrik Karpe, email: fredrik.karpe@ocdem.ox.ac.uk.

You will be required to upload a CV and supporting statement.

The closing date for applications is 12.00 midday on 7 June 2019



CLINICAL RESEARCH TRAINING FELLOW

Grade E64: £32,569 - £52,200 p.a.

The Oxford Centre for Diabetes, Endocrinology and Metabolism (OCDEM) has an exciting role in the group of Professor Thakker, FRS, for an experienced and qualified clinician to undertake a laboratory based DPhil project identifying novel epigenetic drug targets for pancreatic cancers.

The work will be focused on performing basic science techniques to examine the epigenetic landscape of exocrine and endocrine pancreatic tumours. This will identify common or inverse signatures regulating the expression of proliferation-associated genes that can subsequently be targeted using epigenetic modulating drugs. This role offers the postholder the opportunity to develop an understanding of pancreatic cancer biology, and learn diverse state-of-the-art scientific laboratory techniques, in an academic environment.

The post would suit trainees specialising in endocrinology, oncology, pathology, gastroenterology or endocrine surgery, interested in pursuing a clinical-academic career.

Applicants must be qualified with an MBBS level or equivalent, fully registered with GMC and permitted to practice medicine in the UK. Applicants will ideally have commenced or completed Core Medical Training or a medical specialty equivalent, with MRCP (or equivalent). Motivation to complete a DPhil, excellent communication skills, and the desire to pursue a career in academic medicine are essential for this post.

The post is fixed-term for 3 years full time.

Please quote vacancy number 140696 in all correspondence.

Only applications received before 12.00 midday on 4 June 2019 can be considered.

WELCOME



Anastasia Zargogianni has joined the admin team through the Temporary Staffing Services and will be providing PA support to Professor David Ray and Professor Jeremy Tomlinson



Nathan Appanna a student has joined the Tomlinson group and will be working with Dr Nikolaos Nikolaou



The department said goodbye to Hannah Nixon who had been providing PA support to Professor David Ray and Professor Jeremy Tomlinson via the Temporary Staff Services. Hannah has taken up a position in London.



STATA: DATA MANIPULATION AND DESCRIPTIVE STATISTICS

This course covers many of the most commonly used and most useful commands for more complex (and more realistic) data manipulation and analysis. Some previous experience of Stata is necessary - equivalent to '[Stata: Data access and management](#)'. Participants will be guided to work in .do files, and will be expected to follow closely and replicate the work of the Stata instructor.

Wednesday 22 May 14.00-17.00 [Book and pay](#)

Staff £30/ Students £15

STATA: STATISTICAL ANALYSIS AND GRAPHS

This module covers a number of key areas in Stata. You will learn about the analysis of how to make graphs. How to perform common statistical analyses is also covered, although the emphasis is on the Stata commands and interpretation of output rather than on teaching statistics. The two previous Stata courses ([Stata: Data access and management](#) and 'Stata: Data manipulation and descriptive statistics') would be a good starting base, however broader statistical and methodological knowledge is also expected.

Wednesday 29 May 14.00-17.00 [Book and pay](#)

Staff £30/ Students £15

RESEARCH PROFESSIONAL: FINDING FUNDING

Find out how to use Research Professional to find and keep abreast of research funding opportunities and news in your area of interest, and how to share these with others. We will look at how to get the most out of the search and how to set up email alerts.

Tuesday 4 June 14:00-14:45 [BOOK](#)

RESEARCH PROFESSIONAL: HANDS-ON

Practise using Research Professional with the help of an instructor. Set exercises will be provided for you to work through, or you can bring your own questions about using the system.

Tuesday 4 June 15:00-15:45 [BOOK](#)

HEALTH AND WELLBEING



YOGA IN THE WORK PLACE:

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.

Please bring a mat to these classes as I will be introducing some postures where we will sit or lie on the floor.

13.00-14.00 Robert Turner Lecture Theatre

28th May, 4th June, 11th June, 18th June & 25th June

May 21st the lecture theatre is not available, if the sun is shining we will practice outside.

OCDEM Gazebo design Competition

We are looking for 3 designs to add to a Gazebo that will be used for various OCDEM public engagement events. The purpose of the Gazebo will then not only be to shelter and contain the public engagement activities but also to act as an educational tool itself.

All members of OCDEM are welcome to provide one or more designs, which will be judged by a panel: the best design for each category will receive a £25 Amazon voucher. **Entry Deadline Friday 7th June**

Designs should be simple and informative to the general public*. There are 3 categories (see Gazebo possible layout below):

- 1) An image of the human body, possibly with detachable organ images that can be placed in position (maybe with Velcro) as an interactive exercise as part of the Gazebo where the public can learn about the different endocrine organs, what they look like and where they are on the body.
- 2) Some simplified **Metabolic Pathways** to help graphically explain energy balance, where our food metabolites go and what we are researching.
- 3) An **OPEN** category for anything inspiring and reflecting OCDEM

*Final images need to be high enough resolution to be blown up onto the Gazebo surface

Please send enquiries and design entries to Matt Neville at matthew.Neville@ocdem.ox.ac.uk

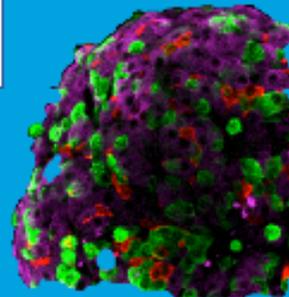


Oxford Centre for Diabetes, Endocrinology & Metabolism



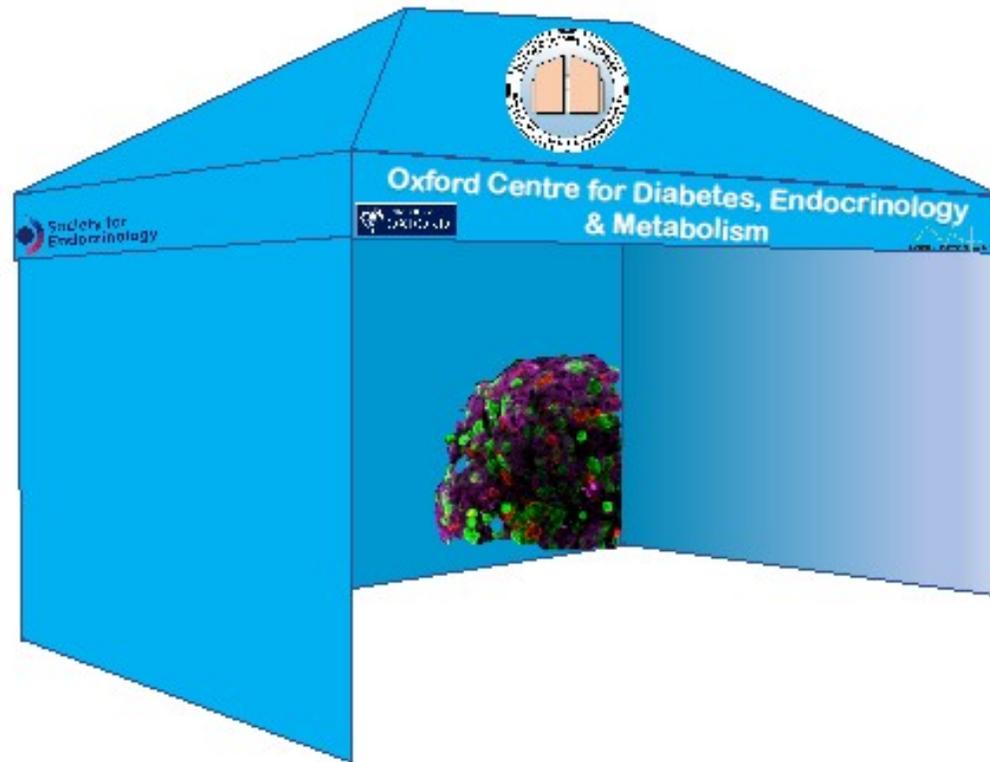
A Diagram of the human body with attachable organs

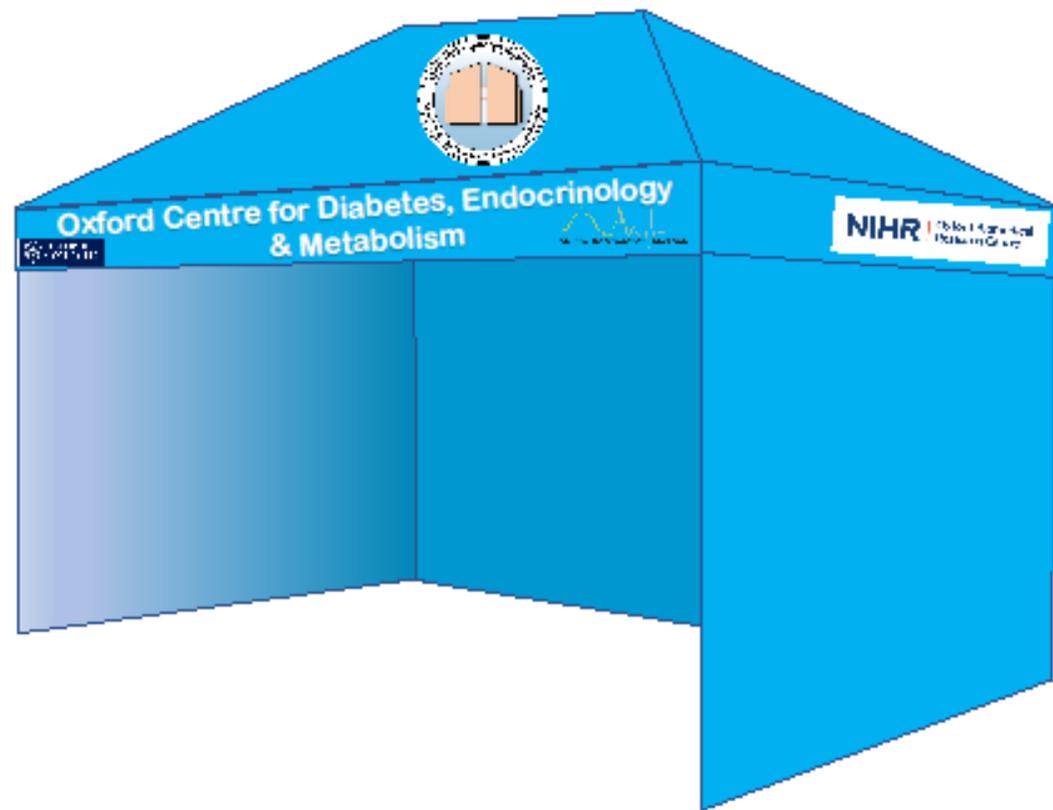
Possibly some Biochemical pathways accessible to general public or diagrams as visual aids to explain metabolism



Picture or diagram designed by OCDEM member









Oxford Metabolic Health

~ Symposium 2019 ~

**Monday 1 July 2019, Medical Sciences
Teaching Centre, South Parks Road**

Don't miss a day of talks, posters and networking, showcasing Oxford's breadth and strengths in *metabolism-related* research

Topics include circadian clock control of metabolism, cancer metabolism, health sensor data mining, diet and metabolic health, and more

Speakers include David Ray (OCDEM), Deborah Goberdhan (DPAG), Robin Choudhury (CV Med) and Bill Haynes (Head of NNRCO), with keynote address from John O'Neill (LMB, Cambridge) on how eating feeds into the body clock



Submit your abstract for poster presentation (plus 'lightning' talk) by 10 June and have a chance to be selected to give an oral presentation

Register at <https://www.medsci.ox.ac.uk/omh>

For more information contact jane.itzhaki@medsci.ox.ac.uk



New Head of Equality and Diversity

Adrienne Hopkins was appointed as Head of Equality and Diversity at the beginning of the year, after heading the Equality & Diversity Unit on an interim basis since May 2018. Adrienne has worked in the EDU since October 2012, where the focus of her previous role as Senior Equality Advisor was on taking forward projects to address gender equality issues, co-ordinating the institutional Athena SWAN application and working with divisional colleagues to support department-level Athena SWAN applications.

Prior to joining the University, Adrienne worked at Oxfam GB for 12 years where she supported teams around the world to design, implement, monitor and evaluate programmes on gender equality and governance.

'I'm delighted to be appointed to the Head of E&D role and, after nearly six years of focusing on gender equality, I'm enjoying working across a broader range of equality issues.



Since I started working at the University, we've made a lot of progress on equality and diversity. Of course, there's still a long way to go – institutional change is never a quick process – but I'm pleased to be taking on leadership of the team at a time of strong momentum and genuine will to change, at all levels of the institution.

On a more personal note, as someone who lives with an inherited heart disease (ARVC), I hope that I can use my position to speak openly about my experience and raise awareness of hidden disabilities.'

Annual Equality Report, 2017/18

The University made significant progress towards its equality objectives in 2017/18, including:

- Achieving a Race Equality Charter award at bronze;
- Joining the Stonewall Top 100 Employers Index;
- Meeting most of our female leadership targets; and
- Exceeding our access targets for UK undergraduates.

We are on track to meet our target of 20% women statutory professors although we are making slower progress on the overall representation of women among academic staff.

Other key achievements across the university include:

- Ambitious commitments on E&D in the new Strategic Plan;
- Biennial Vice-Chancellor's Diversity Awards launched;
- Annual £240,000 Returning Carers' Fund;
- Annual £70,000 Oxford Diversity Fund;
- Joining the Mindful Employer network;

- New student Sexual Harassment and Violence Support Service;
- New flexible working options for staff with caring responsibilities;
- Expanding the UNIQ and Target Oxbridge undergraduate access programmes;
- Signing the Stand Alone Pledge to support estranged undergraduates;
- Distributing 4,500 Oxford-branded rainbow lanyards across the University;
- Commemorating the centenary of women's suffrage; and
- Providing forced migrants with volunteer opportunities at University museums.

Download the report: www.admin.ox.ac.uk/eop/policy/data/report



Disability Lecture 4 June – *The Triple Cripples*

This year's annual Disability Lecturers are Jay Abdullahi and Kym Oliver, a team of two black disabled women determined to reclaim the word 'cripple' in their fight against three layers of discrimination. Jay is a 29 year old Nigerian Londoner with polio and scoliosis, and Kym is a 32 year old African and Caribbean Black woman who lives in London and has multiple sclerosis. Jay and Kym, *The Triple Cripples*, aim to increase the visibility and highlight the narratives of women, femmes and non-binary people of colour living with disabilities. Expect hard truths and lots of laughter in a wide-ranging discussion of unconscious bias, racism, and the lived experience of physical disabilities.

Mark your diaries for an evening with *The Triple Cripples* – creators, educators, rule breakers, and the personification of empowerment.



Date: 4 June 2019

Time: 6pm to 8pm

Venue: Magdalen College Auditorium (Longwall Street entrance)

Booking recommended: oxunidisability2019.eventbrite.co.uk

5 top tips for working with a blind/visually impaired person

- DO identify yourself when initiating a conversation. You shouldn't assume the person will recognize your voice. Just as you identify yourself when conducting a phone conversation, it's helpful to quickly identify yourself when speaking to someone who is visually impaired. You don't need to formally introduce yourself each time. A quick, "Hi there, it's Mary" is fine. Similarly, when working with a group, it's often helpful to go around the room and have everyone state their names so the individual who is blind knows who's attending the meeting.
- DON'T censor your language. It is perfectly okay to use words like watch, look and see when talking to someone who is blind. For example, asking, "Did you see that show last night?" won't offend most individuals who are blind.
- DO describe the layout of large rooms. When entering a meeting or conference room with someone who is blind or visually impaired, a brief description of how the furniture is arranged can make it easier for that person to navigate his or her surroundings. Generally, an extended description is not needed. A description such as "The table is U-shaped and we're at the open end" or "The room is set up classroom style" works well.
- DON'T be afraid to ask questions. If you're curious about the technology a person is using or if you want to know what they can or can't see, don't be afraid to ask. Most people with a disability would rather have you ask questions than just make assumptions.
- DO give a verbal indication when you walk away from a conversation or leave the room. If the individual to whom you're speaking can't see you, they may not know you walked away. A quick word that you need to leave will eliminate any awkward moments.

You can find out more detail on best practice for working inclusively with a visually impaired person at <https://bit.ly/2D7XP7O>

Meet the new Staff Disability Advisor



Sarah Stephenson-Hunter joined the EDU in March as our new Staff Disability Advisor. Sarah comes to the role having spent the past 17 years within the field of support for disabled students across three Higher Education Institutions, the most recent of which being the University of Nottingham where she has been Disability Advisor since 2009.

"I've found working with disabled students incredibly rewarding however it has become clear to me over the past few years that whilst support for disabled students is excellent across

the sector the same can't always be said for staff with disabilities and/or long-term health conditions."

"I've lived with a range of obvious and hidden disabilities all my life and am committed to enabling disabled people to have equality of access and opportunity in every aspect of life. To this end I have been an active member of Disabled Staff Networks at each University I've worked at and whilst at Nottingham I was Deputy Chair and then Chair. As someone who is part of the LGBT+ community I have also been deeply involved in this area within

Nottingham and beyond and see my intersectional identity as something that gives me a good insight into the issues faced by people with more than one protected characteristic."

"I'm truly excited to have joined the Equality and Diversity Unit and look forward to playing my part in increasing awareness of the issues faced by disabled staff across the University and enabling current and new disabled staff to be able to flourish in their work and careers at Oxford."



Oxford Pride Parade and Festival

Saturday 1 June 2019

Every year the Oxford University LGBT+ Staff Network take part in the Oxford Pride Parade and event afterwards. This is always a fun day out with music, entertainment, stalls and food. If you are LGBT+ and would like to join the network in the parade behind their banner please email equality@admin.ox.ac.uk. If you would like to cheer the parade on along its route it will start at midday from Radcliffe Square OX1 4AJ and travel through the city to the event at Oxford Castle Quarter OX1 1AY.



OXFORD PRIDE

Pride Micro Talks: small victories, big changes

The LGBT+ Staff Network will be hosting an evening of Micro Talks in celebration of Oxford Pride. The umbrella title for the talks is 'small victories, big changes', but each speaker will interpret this in a variety of ways, which always makes this yearly event exciting and thought provoking. The Eventbrite page will be updated with the speakers and the titles of their talks as they are released, but make sure you book a place soon to avoid disappointment.

We are very grateful to Beyond the Binary for providing the venue for the event. Beyond the Binary is a Pitt Rivers project that works with local, national and international partners to explore the global diversity of sexual and gender identities. www.prm.ox.ac.uk/beyond-the-binary

Small victories, big changes

Date: 29 May 2019

Time: 6pm

Venue: Pitt Rivers Museum

To book: 2019microtalks.eventbrite.co.uk



LGBT+

LGBT+ Staff Network



Pitt Rivers

Museum

Diversity Fund 2019-20

Applications to the 2019-20 round of the University's Diversity Fund are now open.

The Diversity Fund provides small grants to initiatives aimed at furthering the University's commitment to equality and diversity, with the aim of delivering a lasting change in culture across the collegiate University.

Total funding of £70,000 is available for the academic year 2019-20 and it is anticipated that around six projects will receive funding. Bids are welcome in respect of any area of equality and diversity, but priority will be given to those that:

- Contribute to the University's equality and diversity priorities outlined in the Strategic Plan.
- Demonstrate breadth of impact and/or the scope for good practice to be applied more widely.
- Address challenges in new ways.
- Demonstrate how the impact of the project will be sustained beyond the initial funding period.

The Diversity Fund is open to all staff at the University, and the application process is simple. Students are also welcome to apply but must have the support of an academic sponsor.

Find out more about the Fund's criteria, see which projects have previously been funded and download an application form on the Diversity Fund webpage: www.admin.ox.ac.uk/eop/inpractice/df

The closing date for applications is **Friday 28 June**.

New Equality and Diversity Unit website

We are currently revamping our website and migrating it to a new platform. We will be launching the new-look website over the summer. Over the past few months we have been evaluating how visitors use the website and as a result the way information is organised might look very different – but we hope it will be more user-friendly. You might also need to update any bookmarks you have set up to our webpages.



www.admin.ox.ac.uk/eop

Design by the University of Oxford Design Studio.

Welcome to the Trinity 2019

edition of HR Updates for Staff. University HR publishes this news bulletin once per academic term to inform staff across the University about current HR issues.

In this issue, you will find information on:

- Pension re-enrolment
- Returning Carers Fund
- EU Settlement Scheme
- Launch of new Mindfulness course
- News from Childcare Services
- Latest Gender Pay Gap report
- Diversity Fund call for applications
- Equality Report 2017-18

To find out more about HR issues, please visit:
www.admin.ox.ac.uk/personnel/staffinfo/.

Returning Carers Fund

The Trinity term call for applications to the University's Returning Carers Fund is now open. The Fund is a small-grants scheme to support women and men who have taken a break of at least six months for caring responsibilities to re-establish their research careers.

The scheme is open to academic and research staff employed by the University, including those holding joint appointments, but excluding those who have achieved full professorial title or who hold statutory chairs. Those currently on leave can apply on their return to work.

The grants will pay for a range of activities, such as short-term administrative or research assistance, teaching buy-outs, conference attendance, visits of research collaborators and training in new research methods.

Please bring this to the attention of any staff who may be eligible. Trinity term applications are due by **Friday 31 May**.

Find out more at:
www.admin.ox.ac.uk/eop/gender/carers-fund/.

A message from the Pensions Team: Re-enrolment in a workplace pension

Every three years, the University has a duty under pension regulations to re-enroll eligible staff who have left one of the University's pension schemes (USS/OSPS/NEST). On **1 June 2019**, the Pensions Team will automatically re-enroll eligible staff who are not currently members of one of these schemes.

To prepare for this, the Pensions Team has been using data on CoreHR, the University's HR system, to assess the earnings and age of staff not currently in a pension scheme. The Pensions Team is also taking into account where these staff ordinarily work.

If the assessment shows that an employee needs to be automatically re-enrolled, the Pensions Team will send the member of staff a formal email confirmation, and will then re-enroll them on 1 June. This will cover most, but not all, of those to be re-enrolled.

Affected staff will have the opportunity to opt-out again if they wish, but there are specific arrangements for each pension scheme.

If you are affected and re-enrolled into OSPS or NEST, you can opt out once you have been enrolled. However, you will have contributions deducted in your June pay, and you will be refunded in the July or August payroll depending on timings.

OSPS members will be enrolled in the defined contribution section (Investment Builder section) and can only opt out by visiting www.legalandgeneral.com/choice and using the enrolment code on your starter letter, or by telephoning 0345 026 8982. The starter letter is sent to your home address; you are therefore encouraged to keep your contact details up-to-date on the CoreHR system (you can do so via HR Self-Service: www.ox.ac.uk/staff/working-at-oxford/hr-self-service).

If you are re-enrolled into USS, you will have a short window between the 1 to 15 June in which you can opt out and therefore avoid having pension contributions deducted in June. After 15 June, you may still opt out before the end of August (3 months) and receive a refund of their pension contributions.

Further information is available at:
www.admin.ox.ac.uk/finance/epp/pensions/auto_enrolment/

For general pension queries, please visit:
www.admin.ox.ac.uk/finance/epp/pensions/.

Looking for more HR updates? Back issues of this bulletin are available online:
www.admin.ox.ac.uk/personnel/news/updatesforstaff/.

EU Settlement Scheme now open

Following a pilot, the Home Office has launched the EU Settled Status scheme for EU citizens and their families.

The scheme is open to all EU, EEA and Swiss nationals living in the UK by 12 April 2019. All EU/EEA nationals should complete a Settled or Pre-Settled application by December 2020.

Further information about the Scheme is available at: www.gov.uk/settled-status-eu-citizens-families.

If you have queries about the scheme please contact James Baker (james.baker@admin.ox.ac.uk) or Tim Currie (tim.currie@admin.ox.ac.uk) in the University's Staff Immigration Team.

Questions about staff immigration?

The Staff Immigration Team is here to help. Contact details for the team are available at www.admin.ox.ac.uk/personnel/permits/.

Mindfulness Course launched by Occupational Health Services



Be Mindful
Online Mindfulness Course

Be Mindful is a 4-week fully online mindfulness course that's evidence-based, reputable and highly effective at significantly reducing levels of stress, anxiety, depression, fatigue, rumination, and improving sleep quality and resilience.

The course is available to all staff free of charge. It can be used to help reduce stress and anxiety, increase mental resilience, or improve mood and every day feelings of happiness, and many more.

For more information and to enroll on the course, visit the Be Mindful webpage on the Occupational Health Services' website:

www1.admin.ox.ac.uk/uohs/mentalwellbeingresilience/bemindful/ (SSO required).

A message from Childcare Services

Offers will soon be on their way for staff who have applied for a nursery place with a start date in the summer of 2019. In order to help us speed up the offering process and to reduce the number of declines that we receive, please check the following:

- Do you still need to be on the waiting list?
- Have you visited your preferred nurseries?
- Have you completed your preferred nurseries' own application forms?
- Are your requested start date, date of birth and booking pattern correct?



If you wish to update any of your details, please do so by amending your application information on our online portal: www.admin.ox.ac.uk/childcare.

If your child is due to leave a University of Oxford nursery place this summer, please could you make sure that you provide us with two months' notice of when their last day in nursery will be? Please note that your nursery will also require notice, and this may vary from the two months that we request.

If you have any queries about your application, please contact Childcare Services at childcare@admin.ox.ac.uk.

OLI course news: New women's development programme

The OLI has also launched its own women's development programme, which has been designed specifically to meet the learning priorities identified by participants. Feedback has been very positive and we look forward to welcoming more women to future iterations of the programme.

Find out more at www.learning.ox.ac.uk/courses/.

Diversity Fund 2019-20

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Find out more at:
www.admin.ox.ac.uk/eop/inpractice/df

Gender Pay Gap Report

As a large employer, the University has a legal obligation to publish its gender pay gap report every year, and the latest report is now available at:
www.admin.ox.ac.uk/personnel/reward/robeval/epa/

The gender pay gap is a measure of the difference between men's and women's average earnings across the University.

The University has a median gender pay gap of 13.7%, which is lower than the national average. The mean gender pay gap has decreased from 24.5% to 22.6%; whilst positive, this remains higher than the national average. The gender pay gaps identified are mainly attributable to the lack of women in senior roles in the University.

There is an uneven distribution of men and women across grades, with women generally accounting for a higher percentage of staff at the lower end of the structure and a higher percentage of men in senior grades.

The University is committed to closing its gender pay gap. Promoting gender equality is a key strategic priority for the University as demonstrated by a number of initiatives including Athena Swan, equality targets to achieve a meaningful increase in the representation of women at senior level, and the provision of comprehensive support for staff with caring responsibilities (eg generous maternity, adoption and shared parental leave, the Returning Carers Fund, and the My Family Care benefit).

Latest Equality Report available now

The EDU has published the [Equality Report for 2017-18](#). The University made significant progress towards its equality objectives over the last academic year, including:

- ✓ Achieving a Race Equality Charter award at bronze
- ✓ Joining the Stonewall Top 100 Employers Index
- ✓ Meeting most of our female leadership targets
- ✓ Exceeding our access targets for UK undergraduates

Download the report at:
www.admin.ox.ac.uk/eop/policy/data/report/



The HR Updates for Staff bulletin will return with a special edition in summer 2019.