Good morning, USC!

Here are your updates for the week of March 25-29, 2019

Important Dates

Mar 26   3:00 p.m. March Birthday Celebration in the Lunchroom
Mar 29   Next HR Orientation Session

General Updates

OHM Fashion Show: Here is a look at the OHM Fashion Show that took place in the Mustang Lounge last week. All decorations were sourced and designed in house by Andy!
https://drive.google.com/drive/folders/1UK2sTHO3Jtw71uE0oHqAwc5Hxg0fkgRO?usp=sharing

Incoming Exec: Your 2019-2020 Incoming Executive is finalized! Here are their email addresses they will use until they take over the positions officially:
          Bardia Jalayer (USC President): bardia.jalayer@westernusc.ca
          Catherine Dunne (USC Vice president): catherine.dunne@westernusc.ca
          Cecilia Liu (USC Student Programs Officer): cecilia.liu@westernusc.ca
          Declan Hodgins (USC Secretary Treasurer): declan.hodgins@westernusc.ca
          Nico Waltenbury (USC Communications Officer): nicholas.waltenbury@westernusc.ca

Departmental Updates

<u>PEOPLE AND DEVELOPMENT</u>

Health and Safety
HR Orientation Sessions: The dates for the first part of next year have been booked:
          March 29   May 31
          April 26   June 28
These dates have also been posted on the Staff Hub calendar. All sessions will be held in Room 369 at 2:00 p.m. Please contact Andrea or Kate with your attendee numbers before each session and also if you would like to book a dedicated for your staff.

Enviro Program, Weekly Tip:
WEEKLY TIP: NATURAL PLANTS AT WORK
According to Toronto Public Health, poor indoor air quality is linked to health problems like allergies, asthma, lung cancer and infections. Indoor potted-plants have been shown to remove airborne pollutants including volatile organic compounds, carbon monoxide, and carbon dioxide, which all contribute to poor air quality. Aside from these benefits, plants can also reduce stress, fight toxins, and even boost creativity (source). Field experiments indicate that placing plants in the work environment increases the overall health and well-being of employees (source).

Wellness:
The hours that the USC has available to use the WEC will remain the same. Please see the Wellness and Development Calendar for more details: Wellness Calendar

WEC Schedule and use of space: All WEC open gym times are listed in the Wellness Calendar. Just a reminder for anyone who is interested in participating in the Wellness program (including intramurals), must sign the Wellness waiver.

FINANCE

Keep that March information coming in. Any questions or concerns let us know. Month end entries due April 1st (no foolin'). Please remind new PT staff they can access their emailed pay statements by using the last 3 digits of their SIN #. If needing coin/cash please plan ahead. We have to work with the bank and Brinks schedules to get it to us.

INFORMATION SYSTEMS

Two-step vs two-factor authentication.

In an effort to protect your credentials and their resources, many companies are now requiring more from you than just a username / password combination. At its simplest, this may merely be typing the answer to a security question you were asked when you first set up the account.This is known as two-step authentication.

Two-factor authentication also involves two steps, but requires a response in two different ways. Commonly, these involve something you know and something you have. You know your password (usually) and you have your phone with you (probably). So you might be challenged for your password and then prompted to enter a code sent to your phone. Overall, there are five factors that can be used for two-factor authentication: knowledge (your password, mother's maiden-name), possession (your phone or a USB token generator), biometics (your fingerprint), location (often via the IP address of your computer or cell tower), and time (complex algorithms are used to determine if it is a real person clicking the "I'm not a robot" checkbox -- I'm not sure what it means that I often fail these the first time!) Some resources now make use of Multi-Factor Authentication, where three or more combinations of the above are used for validation.

Turning on two-factor authentication is usually optional at the moment, but many companies are making this type of security mandatory to access their services. Google and Western in particular are both moving this way, so don't be surprised if in the near future you will be required to set up TFA to access your @westernusc.ca and @uwo.ca email accounts.