Helpful Resources for New Employees

Human Resources - University of Colorado Denver | Anschutz Medical Campus

- Talent Acquisition & Compensation
- Employee Relations & Performance
- Human Resources Operations
- Learning and Development

http://www.ucdenver.edu/about/departments/HR
General phone: 303-315-2700
General Email: Human.Resources@ucdenver.edu
Training Email: HR.TrainingRegistration@ucdenver.edu

Employee Services - University of Colorado

- Benefits and Wellness
- Payroll
- Retirement Options and Financial Wellness
- Career Advancement and Learning

https://www.cu.edu/employee-services
General phone: 303-860-4200
General Email: employeeservices@cu.edu
University of Colorado – Code of Conduct and Policies/Guidelines

- University Mission, Vision and Values
- Code of Conduct
- Regent Policies

Code of Conduct:  https://www.cu.edu/ope/aps/2027
Policy Link:  https://www.cu.edu/ope/policy/links

Office of Information Technology (OIT)

- Support (Phone, Chat, Portal, Walk-Up)
- Current System Status
- Technology Guidelines
- Software Downloads
- System Alerts and Status

https://www1.ucdenver.edu/offices/office-of-information-technology/
Phone Support:  303-724-4357

Finance Office – University of Colorado Denver | Anschutz Medical Campus

- Provides account support
- Interpretation/compliance of state, federal, and university fiscal rules
- Request a Speedtype

http://www.ucdenver.edu/about/departments/finance/Pages/default.aspx
Phone:  303-315-2250

Risk Management – University of Colorado

- Workers’ Compensation
- Event & Activity Planning
- Certificate of Insurance
- File a Claim

https://www.cu.edu/risk
Contact Information (by campus):  https://www.cu.edu/risk/contact-us

Learning and Development  Rev:  February 2019
University Communications – University of Colorado Denver|Anschutz Medical Campus

- Chancellor Remarks
- Ecomm
- Editorial Style Guide
- Event Promotion
- Marketing and Advertising
- Photography and Video Services

CU Denver: [https://www1.ucdenver.edu/offices/ucomm/about](https://www1.ucdenver.edu/offices/ucomm/about)
Anschutz Medical Campus: [https://www1.ucdenver.edu/offices/anschutzcomm](https://www1.ucdenver.edu/offices/anschutzcomm)

Office of Equity – University of Colorado Denver|Anschutz Medical Campus

- One of our primary functions is to stop, prevent, and remedy discrimination, harassment, sexual misconduct and any related retaliation
- We can work with you to provide a number of interim remedies (no contact orders, alternative arrangements for classes/extensions on assignment, other safety measures)
- We can connect you with resources on or off-campus and offer support to you in any way you wish to utilize

[http://equity.ucdenver.edu/](http://equity.ucdenver.edu/)
Phone: 303-315-2567
Email: Equity@ucdenver.edu

Facilities Management – University of Colorado Denver|Anschutz Medical Campus

- Parking & Maps
- Policies & Guidelines
- Fire & Life Safety
- Events on Campus

[http://www.ucdenver.edu/about/departments/FacilitiesManagement/Pages/FacilitiesManagement.aspx](http://www.ucdenver.edu/about/departments/FacilitiesManagement/Pages/FacilitiesManagement.aspx)
Phone: 303-724-1777
Email: Dispatch@ucdenver.edu
Office of Institutional Research & Effectiveness – University of Colorado Denver | Anschutz Medical Campus

- IR Quick Guide
- Data Requests
- Report Library
- NSSE
- IRB
- Products and Services

http://www.ucdenver.edu/about/departments/InstitutionalResearch/Pages/default.aspx
Phone: 303-315-2840
Email: IR@UCDENVER.edu

Office of Regulatory Compliance – University of Colorado Denver | Anschutz Medical Campus

Regulatory Offices where researchers can find assistance:

- Clinical Research Administrative Office
  - ucdenver.edu/Research
  - ClinicalResearchSupportCenter@ucdenver.edu

- Colorado Multiple Institutional review Board (COMIRB)
  - ucdenver.edu/COMIRB
  - COMIRB@ucdenver.edu

- Institutional Compliance & Privacy
  - ucdenver.edu/HIPAA

- Conflict of Interest (COI)
  - ucdenver.edu/COI
  - COI@ucdenver.edu

- Environmental Health & Services
  - ucdenver.edu/EHS
  - EHS.Compliance@ucdenver.edu

- IACUC and Regulatory Committees
  - ucdenver.edu/IACUC
  - IACUC@ucdenver.edu

- Research Information Technology
  - ucdenver.edu/RIT
General phone: 720-724-1010

University Police – University of Colorado Denver | Anschutz Medical Campus

- CU Alerts
- Police Department Information
- Report a Crime
- Active Harmer Information
- Training

CU Anschutz Medical Campus: https://www.cuanschutz.edu/police
CU Anschutz Medical Campus Phone: 303-724-4444

CU Denver: https://www.ahec.edu/services-departments/emergency-preparedness/emergency-notifications
CU Denver Phone: 303-556-5000

Procurement Service Center – University of Colorado Denver | Anschutz Medical Campus

- CU Marketplace
- Concur Travel & Expense
- Suppliers
- AP Invoices

https://www.cu.edu/psc
Contact Information: https://www.cu.edu/psc/contact

Ombuds Office – University of Colorado Denver | Anschutz Medical Campus

- Discuss issues and concerns
- Coach visitor with options
- Explain University policies and procedures
- Provide individualized training

http://www.ucdenver.edu/about/departments/OmbudsOffice/Pages/OmbudsOffice.aspx
Cu Anschutz Medical Campus Phone: 303-724-2950
CU Denver Phone: 303-315-0046
Office of Diversity and Inclusion – University of Colorado Denver | Anschutz Medical Campus

- Center for Identity & Inclusion
- Office of Inclusion & Outreach
- Women & Gender Center
- Undocumented Student Services
- Individualized Training

http://www.ucdenver.edu/about/departments/odi/Pages/default.aspx
Phone: 303-315-2123
Email: ODI@ucdenver.edu
OTHER RESOURCE, EVENTS & ACTIVITIES

- Total Compensation Calculator: https://www.cu.edu/employee-services/benefits-wellness/current-employee/total-compensation-calculators
- Events Calendar: http://www.ucdenver.edu/calendar/Pages/AllEvents.aspx
- Faculty and Staff Resources: http://www.ucdenver.edu/faculty-staff/Pages/default.aspx
- Denver Campus happenings: https://www.cudenvertoday.org/
- Anschutz Campus happenings: https://www.cuanschutztoday.org/
- Office of Research Newsletter Tips: http://www.ucdenver.edu/about/WhoWeAre/Chancellor/ViceChancellors/Research/Pages/default.aspx
- Employee Discounts: http://www.ucdenver.edu/about/departments/HR/resourcesforemployees/employeediscounts/Pages/employeediscounts.aspx
- Anschutz Wellness Center: https://anschutzwellness.com/
- Denver Wellness Center: https://www1.ucdenver.edu/wellness
- Denver Wellness Center Membership information: https://www1.ucdenver.edu/wellness/membership
- FaST – Faculty and Staff Threat Assessment and Response Team: 303-315-0182 | FacultyStaff.Assessment@ucdnever.edu
Parking and Transportation

Visit the Facilities Management Website: http://www.ucdenver.edu/about/departments/FacilitiesManagement/ParkingMaps/Parking/Pages/Parking.aspx

Inter-Campus Bus Schedule: http://www.ucdenver.edu/about/departments/FacilitiesManagement/Documents/Parking/PrintableShuttleSchedule.pdf
Parking Maps
Anschutz Medical Campus
CU Denver

Visit the following website for detailed parking information:

https://www.ahec.edu/services-departments/parking/parking-lot-options
I.D. Access / Badging Information

- CU Denver
  - Appointing Authority is responsible for completing the paperwork
  - You **take** the paperwork to the Tivoli Building – make sure to bring a phot ID
  - Location
    - Tivoli Student Union, Suite 269
    - Phone: 303-556-8385
    - Hours: M-TH 8am-7pm, Friday 8am-5pm (hours subject to change during the summer and break periods)

- Anschutz Medical Campus
  - Appointing Authority is responsible for completing the paperwork
  - The Department HR/Payroll Liaison will submit the paperwork
  - You will receive a **call or email** from the Badging Office – you must make an appointment
  - Location:
    - Fitzsimons Building, Room N1207

**NOTE:** If you need dual access, you must have two badges, one for each campus.