

Self-Management, Health & Balance

Values and Directions

What Is Self-Management, Health, and Balance and Why Is It Important?

Graduate school demands a great deal from us. We stretch our minds exploring vast territories of knowledge, we push ourselves physically in managing responsibilities to our academic work, our jobs, and our families and communities. We never get enough sleep or rest... we neglect friends, family, and health... we are distracted by social media... we have too much coffee, guilt, and eyestrain.

To succeed and to flourish, we must ensure that we look after the sources of our motivation and energy. These sources are rooted in the strengths we build in body, mind, and spirit. And so, success demands that we know ourselves, acknowledge our strengths and limitations, seek out ways to nourish these strengths and work through our limitations, and find the resources that can help us do this. In short, finding a balanced approach to wellness lays a strong foundation for sustained work and success.

Directions for Thinking About Graduate Study Skills

In thinking through these questions, you are priming yourself to seek out people and resources at CGU and the Claremont Colleges to help you develop and maintain balance and well-being.

Time. What habits of effective time-management do I bring with me? What are some of my challenges with managing time? How do my expectations for academic and professional development and career planning affect the way I use my time?

Energy and Emotions. What lifts my spirits? What do I do that gives me energy and joy? What are some ways to continue or bring more of this into my work and life as a graduate student?

Health and Abilities. What life habits keep me strong and healthy? What are some challenges to these habits that I might face as a graduate student? Do I have health or ability challenges (both physical and learning challenges) for which I will need support?

Belonging: Community and Identity. What kind of community do I want or need to help me maintain balance and well-being in my graduate student life at CGU? How do I find or create such a community? Which of my peers might share this interest?

Health & Wellness Navigator

Bringing Intentionality Into the Work You Do

“Deep work is when you focus without distraction on a cognitively demanding task ... You work on it as hard as your brain is capable for an extended amount of time without any distractions.”

Cal Newport, Associate Professor of Computer Science at Georgetown University and author of *Deep Work*, 2016

The reality of graduate school mirrors the reality of life and career. It's not about finding a ton of time to get work done, to work without multiple demands on our energy and time. As scholars and professionals working at high levels of excellence, we will always have multiple roles and responsibilities.

Time Management Is About Balance

The number one skill recommended by CGU graduates as they complete their studies is time management.

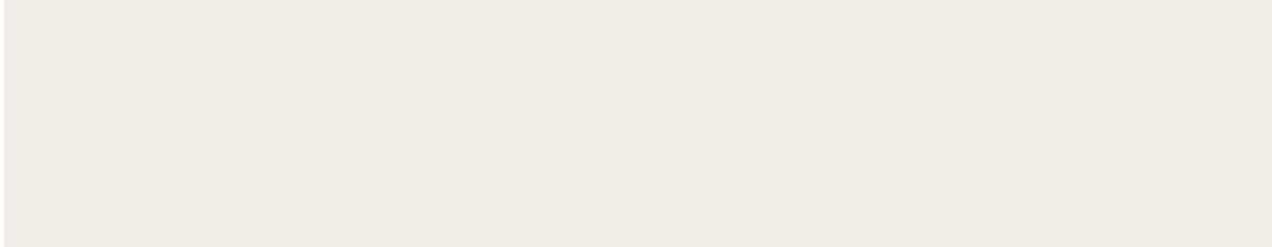
Balance Pairs

Some balance pairs are listed below. How many other balance pairs can you think of from your own life?

now-future
moving-still
work-study
writing-thinking
work-play
routine-surprise
self-others

Making Your Responsibilities Explicit

You are a graduate student. This comes with a set of responsibilities. List what you think they are. Remember to discuss this with your advisor. What roles and responsibilities might you have overlooked?

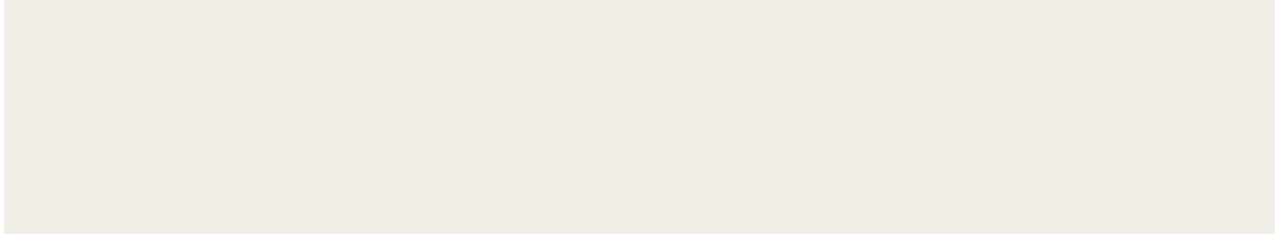


What are your other roles in life? Consider roles in your workplace, in your family, among your friends, and in your community. Fill in this space with your different roles and responsibilities.

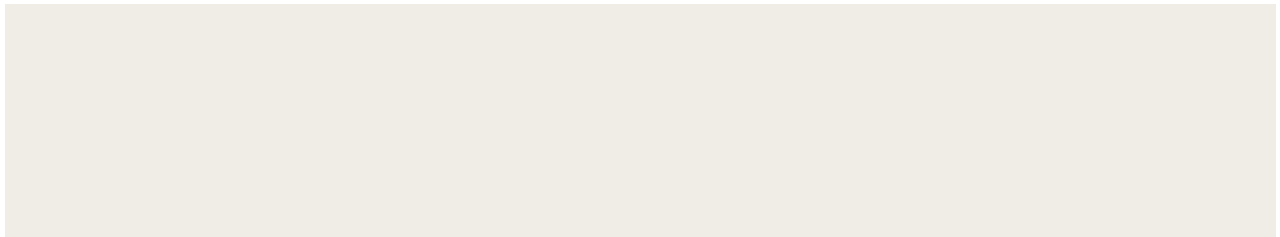
employee
student
neighbor
friend
parent

Becoming Aware of Your Time and Energy Patterns

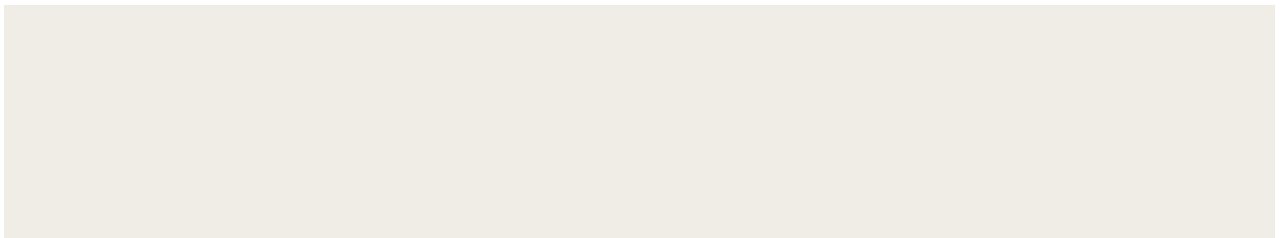
Think about your undergraduate days, as well as how you do things at home, socially, and at work. Recall instances when you found the time and energy to work effectively and get things done on time. What strategies, circumstances, and support made that possible?



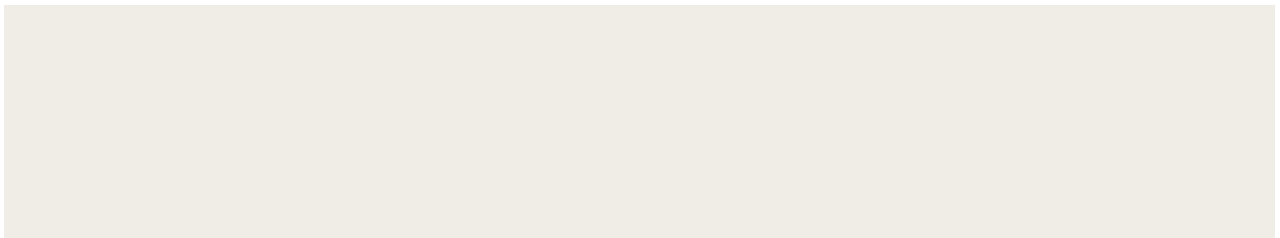
List your three biggest distractors. What gets in the way of doing your best, most focused work?



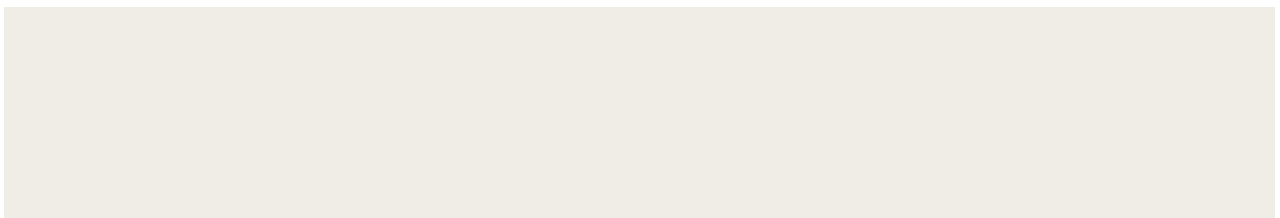
What makes it possible for you to do your best, most focused work? List three strategies you use.



Talk to other graduate students about their best strategies for focused work and avoiding distractors. Write some ideas you think will work for you here.



Ask your advisor for his/her best strategies for managing a graduate workload in balance with your other roles and responsibilities. Write some ideas here that you think will work for you.



Ideas for Self-Management

“A goal without a plan is just a wish.”

Antoine de Saint-Exupéry

Managing Time and Workload

I have a study or work group of peers I meet with regularly.

- I know where on campus I can focus to do deep work. List at least three places:

- I am able to do focused work at home.
- I make “appointments” in my calendar to block out and protect time for deep work.
- I log the work I have completed to keep track of what I have done.
- I work with my advisor to set goals for moving ahead in my program.
- I have both short- and long-term goals toward completing my degree.

Taking Care of Physical and Spiritual Health

- I have a regular practice to unwind and relax that does not include social media.
- I spend time each week doing something active outdoors (walking, gardening, hiking).
- I have hobbies that absorb my attention.
- I regularly engage in creative activities (cooking, art, movement, making stuff).
- I have ways to recharge emotionally and spiritually.
- I know about and have sought accommodations for my physical and mental health learning needs.

Making Connections for Wellness

- I have a supportive network of peers at CGU.
- I have a supportive network of friends outside of CGU.
- I know at least one person outside of my immediate family who I can talk to.
- I have explored the different sources of mentoring at CGU.
- I have a peer-mentor at CGU.
- I have explored wellness and self-management resources at CGU and the Claremont University Consortium.

Proactivity: Checking Out Health, Wellness, and Time Management Resources

I have a study or work group of peers I meet with regularly.

- I know about the dining halls and cafeterias at the Claremont Colleges and have visited them to try them out. *Check out the resource booklet in your ASK Binder.*

What are your favorite dining and coffee places on campus outside of Hagelbarger's? Name three places you have visited:

- I have visited Student Health Services to check out what they can offer me at cgu.edu/health.
- I have read about the support programs offered by the Monsour Counseling and Psychological Services at cgu.edu/monsour.
- I have explored the Student Life, Diversity & Leadership (SLDL) office for sources of mentoring and wellness support at cgu.edu/sldl.
- I have visited McAlister Center and explored the Office of the Chaplains website to understand how they serve both religious and secular spiritual needs at cgu.edu/chaplains.
- I understand the role of the Office of Disability Services at CGU and at CUC and have checked it out in relation to my needs. Visit cgu.edu/disabilityservices for more information.
- I have found out what recreation spaces and centers at the Claremont Colleges are open to me and can serve my recreational and physical health needs.
- I understand the Title IX policy at CGU and have visited the webpage at cgu.edu/titleix.
- I have browsed the 7C Violence Prevention and Advocacy website and understand the resources available at cgu.edu/empower.

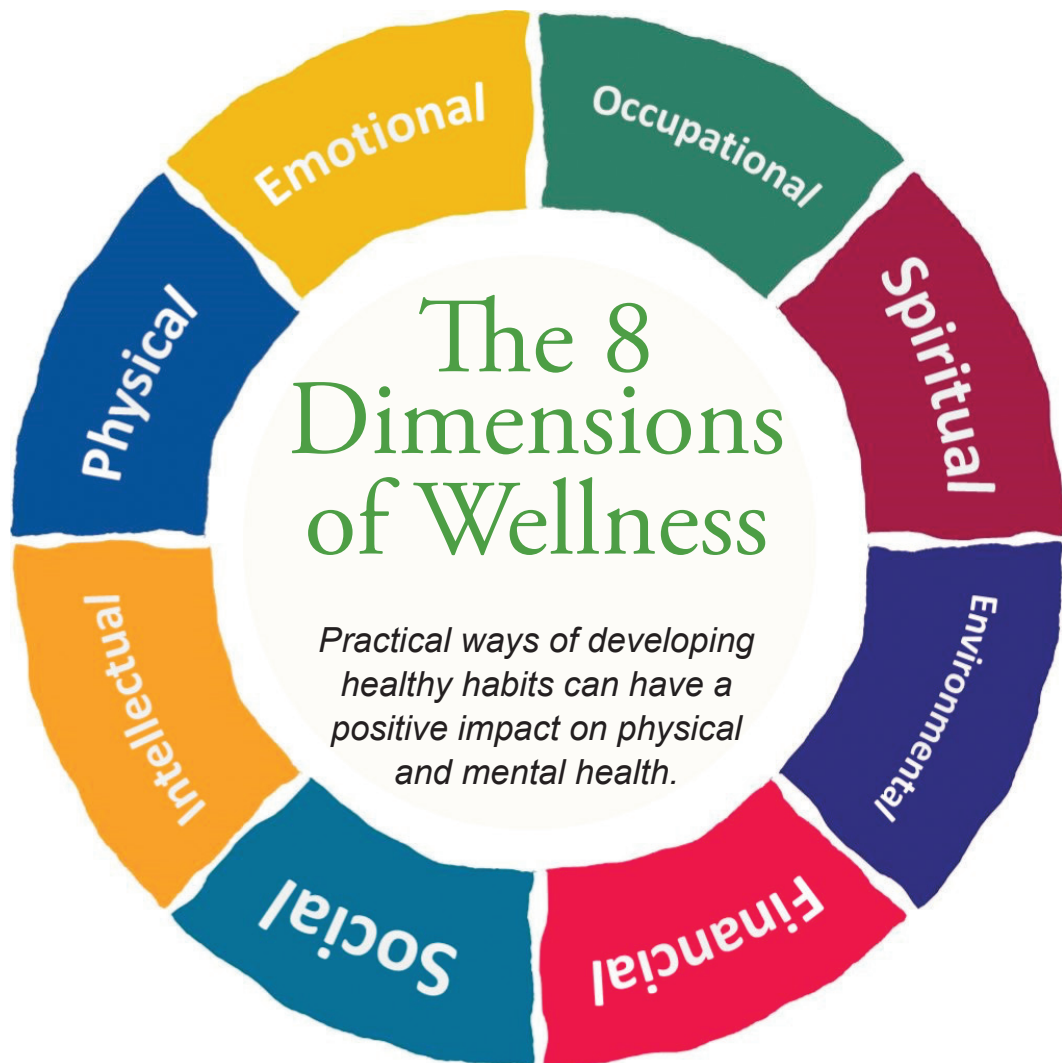
Proactivity: Checking Out Events at the Claremont Colleges

Being a member of the Claremont University Consortium gives you a wide range of opportunities for events such as talks, workshops, art shows, dance, drama, and music performances. Many events are free.

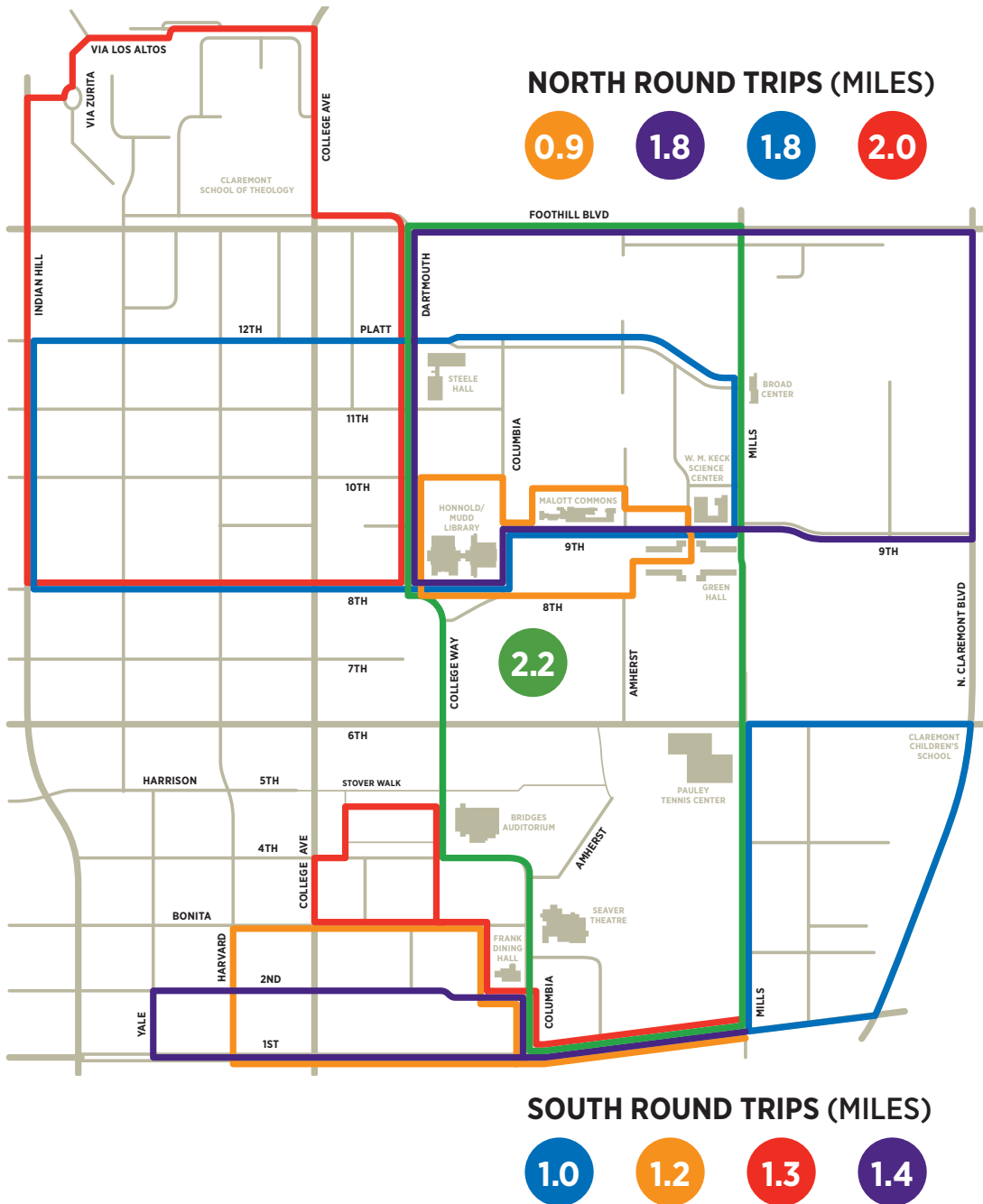
- I have bookmarked the Claremont Colleges event calendar on my browser.
- I have selected events I am interested in attending.
- I have attended events at the Claremont Colleges beyond CGU events. List three events you have attended:

Graduate Wellness

Your guide to 7-College wellness resources



Walk the Colleges



HEALTH EDUCATION OUTREACH
 STUDENT HEALTH SERVICES
 TRANQUADA STUDENT SERVICES CENTER
 757 COLLEGE WAY
 CLAREMONT CA 91711

(909) 607-3602
WWW.CUC.CLAREMONT.EDU/HEO

CUC HEO 100 5/17

Fitness

Pomona College, Rains Athletic Center

Fitness center, pool, basketball/track/tennis courts.

Paid membership.

Info: <http://www.sagehens.com/information/facilityinformation/rainscenter>

Harvey Mudd College, Linde Activates Center (LAC)

Limited fitness area and equipment.

Free with ID. No guests. 11:30 a.m.–1:30 p.m.

Pitzer College, Gold Student Center

Yoga, pilates, gym, and pool

Free with ID,. No guests.

Info: <http://pitweb.pitzer.edu/student-life/gold-student-center/>

PP & CMS Recreation/Club Sports

<http://sagehens.com/sports/intramural/index>

<http://www.cmsathletics.org/campus-rec/index>

Scripps College, Tiernan Field House

Full fitness center, pool, and group classes.

Paid membership.

Info: <http://www.scrippscollege.edu/campus/tiernan-field-house/>

Scripps only hours, women only hours, co-ed hours.

Walk the Colleges

Eight outlined routes around Claremont—map on back of pamphlet.

Pomona College, The Wash

Enjoy 40-acres of rustic paths with live oaks and native vegetation.

Located east of Seaver Theater, south of Athletics

Wellness Support and Resources

Health Education Outreach (909) 607-3602

Free wellness support and resources, relaxation room, biofeed back, one-on-one wellness and health education, registered dietitian, ongoing stress and wellness programming.

<http://www.cuc.claremont.edu/healtheducation/>

The HIVE @ Pomona College (909) 607-9248

A space to accelerate creative development.

<http://creativity.claremont.edu/>

McAlister Center for Religious Activities (909) 621-8685

Religious and spiritual programming and support for students. Weekly prayers and services.

Eight free sessions per year, 24-hour on-call crisis service.

<http://www.cuc.claremont.edu/monsour/>

Monsour Counseling Center (MCAPS) (909) 621-8202*Brief therapy, Psychiatric medication management.*

Eight free sessions per year, 24-hour on-call crisis service.

<http://www.cuc.claremont.edu/monsour/>**Student Disability Resource Center** (909) 607-7419*Resources and support for students with disabilities.**Assistance with seeking accommodations.*<http://www.cuc.claremont.edu/sdrc/>**Student Health Services** (909) 621-8222*Full-service medical care.*<http://www.cuc.claremont.edu/shs/>

Cafés and Courtyards

The Grove House, North of Mead Hall, Pitzer College*Daily menu of homemade entrees, sandwiches, and cookies.*http://www.pitzer.edu/student_life/grove_house/

Accepts cash and Claremont Cash

Hagelbarger's, McManus Hall, Claremont Graduate University (909) 607-3297*Daily lunch specials, beer, and wine.***Honnold Café, Honnold Mudd Library, South Entrance***Fresh brewed coffee and café drinks.**Grab and go sandwiches, sushi, salads, and desserts.*Hours: <http://www.cuc.claremont.edu/cafe/>**The Motley, Seal Court, Scripps College***Enjoy hand-crafted coffee, the living room, or the relaxing ambiance of Seal Court.*

Accepts cash and Claremont Cash

The Pit Stop, Bernard Hall/Scott Courtyard, Pitzer College*Enjoy coffee, espresso, sandwiches, wraps, and salads. Indoor and outdoor seating.*

Accepts cash and Claremont Cash

**Sagehen Café and Smith Campus Center, Smith Campus Center,
Pomona College** (909) 607-8637*Looking for a restaurant style meal? This is the place.*

Enjoy outdoor seating and a study/relaxing area by the fountain.

Accepts credit cards, cash and Claremont Cash

Margaret Fowler Garden/Rose Garden/Edwards Court, Scripps College*Need a calm, quiet place? Scripps is known for quiet gardens and peaceful courtyards.*<http://www.scrippscollege.edu/about/campus-guide/> (Campus Beauty)