

# Vitality

Dickinson

HUMAN RESOURCE SERVICES

April 2019  
Volume XIII | Issue 8

## SAVE THE DATE!

### 2019 Benefits & Wellness Fair

Tuesday, April 30 | HUB Social Hall | 11 a.m.–3 p.m.

Mark your calendars now for this event that happens each year at Dickinson! The Benefits & Wellness Fair provides an opportunity for employees of the college to meet with over 30 new and returning benefits vendors and wellness program providers as well as some local community participants. Free health screenings are offered in addition to a wealth of information about our benefits, health and wellness programs. Please plan to stop by to learn more about benefits and wellness options available to the college community. Many prizes and giveaways are also part of this annual event!

## New Hires for March

Brandin Beck, *Dining Services*

Andrew Calnon, *Annual Fund & Engagement*

Brianna Kemp, *Children's Center*

Braydon Noll, *Dining Services*

Gary Vincent, *Facilities Management*

## Uniglobe Travel Open Session

Wednesday, April 24 | Althouse 106 | noon–1 p.m.

Do you travel as part of your position at Dickinson? Plan to attend this open session to learn about the new Uniglobe Travel Portal designed for ease and integration of the many travel services to meet the needs of Dickinsonians. This new portal may be used for both professional and personal travel to make your trip planning less stressful, more cost-efficient and successful. More details will be shared in the future—but attend this session for an overview and highlights of this wonderful new resource for the campus community.

Enroll and sign-up in Totara now under the Uniglobe Travel course.

## BUILDING COMMUNITY INITIATIVE EVENTS

### Autism Awareness: Inside the Spectrum

Tuesday, April 2 was National Autism Awareness Day. Dickinsonians stopped by Britton Plaza to experience *Inside the Spectrum* and raise Autism Awareness through a simulation experience. It was an opportunity to learn more about neurodiversity. Prizes for interactive games and snacks to celebrate neurodiversity were shared.

### AUTISM SPECTRUM DISORDER

Autism spectrum disorder (ASD) is a group of developmental disabilities that can cause significant social, communication and behavioral challenges. ASD now includes several conditions that used to be diagnosed separately: autistic disorder, pervasive developmental disorder not otherwise specified (PDD-NOS), and Asperger Syndrome. [Health Advocate](#) can help parents and caregivers with many ASD-related services. [Click here\\*](#) to learn more.

*All full time employees have access to [Health Advocate](#), a free service for health advocacy and assistance available to the employee, spouse, dependents, parents and parents-in-law. Click on the embedded link or call 866-695-8622.*

\*Source: Health Advocate

### SEXUAL ASSAULT AWARENESS MONTH AND TAKE BACK THE NIGHT

*Written by Lizzy Parry '21, WGRC student worker*

Every 98 seconds, someone from the U.S. becomes a victim of sexual assault or rape.<sup>1</sup> Although the number of survivors grows by the day, rape and sexual violence continue to be the most under-reported crimes in America. Despite the fact that there are roughly 321,500 new victims of sexual assault or rape in America every year. [Click here to read more.](#)

This year our campaign will champion **the power of ASKING FOR CONSENT**. Ask is the statement by which individuals can demonstrate that asking for consent is healthy, normal, and a necessary part of everyday interactions. We want to empower everyone to put consent into practice!

## SEXUAL ASSAULT AWARENESS MONTH EVENTS

### TABLING EVENTS

**Monday, April 1–Friday, April 5 | HUB | 1 p.m.**

Come speak with students and staff about Take Back the Night and SAAM! Also, feel free to pick up some “I Ask for Consent” palm cards and “I Ask for Consent” stickers and buttons.

### THE BYSTANDER MOMENT FILM SCREENING AND POST-DISCUSSION

**Wednesday, April 3 | HUB Social Hall West | 6 p.m.**

The #MeToo movement has shined a light on the pervasiveness of sexual harassment and abuse and created demand for gender-violence prevention models. This 50-minute film will be followed by a discussion facilitated by Healthy Masculinity Initiatives Coordinators Jason Brode and Dorothy Andrews. TIX Coordinator Kat Matic will also discuss the bystander education model used at Dickinson. Light refreshments available.

### HOW TO BE AN ALLY LUNCH & LEARN

**Monday, April 8 | HUB Mary Dickinson Rm | noon–1 p.m.**

Have you ever wondered what to say after someone discloses that they are in an unhealthy or abusive relationship? Advocates from the YWCA Sexual Assault/Rape Crisis Services & Domestic Violence Services will discuss and provide information on how to support and be an ally when someone you know has or is experiencing relationship abuse or sexual violence. All Dickinson students, faculty and staff are welcome at this event.

### TAKE BACK THE NIGHT

**Sunday, April 10 | Allison Great Hall | 6:30 p.m.**

Take Back the Night is an event that honors all who are impacted by sexual and relationship violence. We will have student speakers who will share their stories and experiences and guest speaker and alum Maria Amato Acker, who will share how she was impacted by an incident while at Dickinson College, which led to a journey of self-healing and a career working at the U.S. Dept. Office of Justice Programs. A candlelight vigil will follow. Counselors will also be available.

### COPING AND COMFORT

**Sunday, April 10, Landis House | 8–10 p.m.**

After Take Back the Night events, the student leadership of *Don't Conceal to Heal* will provide quiet art activities to offer supportive space and comfort to individuals.

### THE TALE FILM SCREENING AND POST-DISCUSSION

**Tuesday, April 16 | Stern Center, Rm 102 | 7 p.m.**

*The Tale* is a film written and directed by Jennifer Fox and based on Fox's own survival of sexual abuse as a young teenager. Jennifer Fox, the film's protagonist, searches her memory to investigate her first sexual relationship. The film showcases dialogue between the adult Fox and the 13-year old version of herself. This film will be introduced by Psychology Club students and we will have a post-discussion facilitated by Psychology Professor, Michelle Ford. Light refreshments available.

### HOW TO NAVIGATE THE LOVE LABYRINTH LUNCH & LEARN

**Tuesday, April 23 | HUB Side Rm 202 | noon–1 p.m.**

The video, *Love Labyrinth*, shows us how not all abuse is as obvious as physical abuse, and that there are other behaviors that are just as abusive. Come watch and help us start the conversation about unhealthy red flags in relationships. Once again, we will have advocates from the YWCA Sexual Assault/Rape Crisis Services & Domestic Violence Services lead conversation using the One Love Foundation's Love Labyrinth program. To learn more about One Love visit: [www.joinonelove.org](http://www.joinonelove.org). All Dickinson students are welcome.

### DENIM DAY

**Wednesday, April 24**

For the past 20 years, Peace Over Violence has run its Denim Day campaign. The campaign began after a ruling by the Italian Supreme Court where a rape conviction was overturned because it was determined the victim was wearing tight jeans and must have helped the respondent remove her jeans, implying consent. The next day, women in the Italian Parliament came to work wearing jeans in solidarity with the victim. To learn more, [www.peaceoverviolence.org/denim-day](http://www.peaceoverviolence.org/denim-day). Join people from across the world and wear jeans with a purpose to support survivors. To register for Denim Day 2019, go to: [www.denimdayinfo.org/register](http://www.denimdayinfo.org/register).

### #METOO EPISODE OF WE ARE MAN ENOUGH

**Tuesday, April 30 | Althouse 206 | 4 p.m.**

How can we learn from #MeToo to shape the next generation of men? We will watch the *We are Man Enough* episode which brings together some of the most recognizable faces from Hollywood to have deep conversations about what it means to be a man today. The episode will be followed by a post-discussion facilitated by Healthy Masculinity Initiatives Coordinators Jason Brode and Dorothy Andrews.

# Benefits and Compliance

## Summary Annual Reports

Summary Annual Reports for the following have been completed:

- “Hospitalization & Medical,”
- “Accidental Death & Dismemberment & Life Insurance,”
- “Flexcomp Program,”
- “Group Long Term Disability” and
- “Travel Insurance.”

These reports reflect the financial conditions and transactions from July 1, 2017 to June 30, 2018. You may print and/or view a pdf version of this report at:

[www.dickinson.edu/healthbenefitplan](http://www.dickinson.edu/healthbenefitplan)

Printed copies will also be posted on the Facilities Management and Dining Services bulletin boards.

## GET THE MOST OUT OF YOUR BENEFITS!

### Breathe Easy—Helpful Tips from HealthAdvocate

Spring is here! Warmer weather and gentle breezes are a welcomed change as we put the cold, snowy days behind us. However, spring also brings on an unwelcomed season of allergies for some. [Click here](#) for some helpful tips to help reduce your exposure to allergens.

### Aetna Individual Consultations

*Aetna Representative: Jean Enders*

**Tuesday, May 14**

**HUB Mary Dickinson Room**

**12:30–4:30 p.m. *walk-in or by appointment***

Do you have medical questions regarding your Aetna insurance plan? How does this insurance plan work? What is deductible and coinsurance? Our Aetna representative will be available on campus to help answer your claims questions or inquiries regarding your medical and mental health services. Please bring any documents pertaining to your questions such as explanation of benefits, bills etc. Aetna’s enrolled members can log into Aetna Navigator at [www.aetna.com](http://www.aetna.com) to access Aetna’s broad network,

pharmacy information and resource tools. To schedule an appointment with Aetna, please register through [Totara](#) through the [Aetna Medical Consumerism course](#).

### Medicare 101

*Presented by Aetna*

**Monday, April 8, 2019**

**HUB Social Hall West**

**noon–1 p.m. and 6–7:30 p.m.**

Retirement and healthcare are two topics that we all face as we grow older. Many of us find healthcare coverage and decisions as one of our biggest challenges and are confused or concerned about making the right decisions. So many choices to make - and not necessarily having the tools or answers needed to make the right decision—cause this to be quite stressful. If you are approaching retirement or if you need to help a friend, family member or loved one navigate these challenging decisions, please [enroll in the Aetna Medical Consumerism course in Totara and sign-up to attend](#) one of these informative sessions on Medicare presented by Aetna. This program is open to the entire Dickinson community.

## RETIREMENT PLANNING SESSIONS

### TIAA Individual Counseling Sessions

A TIAA representative will be on-campus during the spring semester in **HUB side room 203** on:

- **THURSDAY, APRIL 11**
- **TUESDAY, MAY 7**

To schedule a personal meeting with TIAA, please visit [www.tiaa.org/moc](http://www.tiaa.org/moc) or call 1-800-842-2010. Appointments may be scheduled with TIAA between 9 a.m.–5 p.m. on the date listed above.

### April TIAA Educational Webinars

Would you like to learn more about saving or retirement or planning for the future, but don’t have the time to attend a live

information session? TIAA offers free on-demand, online webinars on a variety of topics. All employees are welcome to attend and can register at [TIAA.org/webinars](http://TIAA.org/webinars).

- **APRIL 16, NOON–1 P.M.**  
Special Topic Series 1: Tax Planning in 2019
- **APRIL 16, 3–4 P.M.**  
Tomorrow in Focus: Saving for Your Ideal Retirement
- **APRIL 17, NOON–1 P.M.**  
Special Topic Series 2: Quarterly Economic and Market Update with TIAA’s Chief Investment Strategist
- **APRIL 17, 3–4 P.M.**  
The Starting Line: Beginning to Save for Retirement

- **APRIL 18, NOON–1 P.M.**  
Within Reach: Transitioning from Career to Retirement
- **APRIL 18, 3–4 P.M.**  
Special Topic Series 2: All About IRAs
- **APRIL 25, NOON–1 P.M.**  
Special Topic Series 2: Millennial Financial Literacy and Fin-tech Use

### VIEW AVAILABLE TIAA WEBINARS

If you are not a TIAA account holder, you may register as a guest-user to view these webinars online.



# Tech Tip

Andrew Connell, User Services

## Multi-Factor Authentication is Coming Soon THE INNATE DANGERS OF CRIMINAL PHISHING ATTACKS

In these times of constant malicious phishing email attacks, password authentication to vital College resources is simply not enough. Should a Dickinson employee or student fall prey to a phishing scam and unwittingly give away their password to a criminal, that criminal has full access to the employee or student accounts. Many Dickinson faculty, staff, and students have already been the victims of this criminal activity which has resulted in:

- the loss of paychecks and personal funds,
- the re-issuance of those paychecks by the College,
- interruptions in access to College-related services,
- potential loss of job opportunities for rising seniors,
- potential adverse effects on employee and student reputations in professional and social areas of influence, and
- placing peers, colleagues, family, and friends at risk due to propagated phishing attacks from one's Dickinson email account.

### IF PASSWORDS ARE NOT ENOUGH, WHAT IS?

How do we keep the criminals out when phishing is so hard to avoid?

Enter Multi-Factor Authentication (a.k.a. 'MFA', '2-Factor Authentication', '2FA'). MFA provides a way to limit the impact of these attacks and help ensure that the data and reputations of Dickinson employees and students, and the College as a whole, are as safe as possible.

### WHAT EXACTLY IS MULTI-FACTOR AUTHENTICATION (MFA)?

MFA is a security feature in Office 365 which helps you verify who you are by adding a step in the log in process between entering your username/password and being granted access to the service or application you are trying to access. This added step is an 'action' you must take to verify that you are logging in and not someone else (for instance, a phishing criminal). The 'action' is as simple as either a phone call you receive, entering a code from a text message or mobile app, or tapping a confirmation alert on your Apple/Android smartphone/tablet.

Dickinson users will use MFA when accessing anything in Office 365 (ie. email, OneDrive, other Office 365-based services. etc.)

while using a non-Dickinson network. For your convenience, MFA will NOT require login verification while using a device or computer connected to a Dickinson wired or wireless network.

### WHEN IS MFA HAPPENING?

ALL current employees and students will be offered a self-enrollment process wherein you may turn on the MFA security feature for your account when it best suits you.

#### STUDENTS:

- **Self-enrollment begins:**  
Tuesday, March 19 (an email will be sent with instructions)
- **Self-enrollment ends and MFA will be REQUIRED:**  
Tuesday, April 16

#### EMPLOYEES:

- **Self-enrollment begins:**  
Tuesday, April 2 (an email will be sent with instructions)
- **Self-enrollment ends and MFA will be REQUIRED:**  
Tuesday, September 17

#### We are Here to Help!

The following open help sessions will be held in the HUB between April and September—feel free to stop by for assistance in setting up MFA on your account.

DATE	TIME	LOCATION
Tuesday, April 2	Noon–2 p.m.	HUB Side Room 202
Wednesday, April 3	11 a.m.–Noon	HUB Social Hall West
Tuesday, April 16	11 a.m.–Noon	HUB Social Hall West
Wednesday, May 1	11 a.m.–1 p.m.	HUB Social Hall West
Thursday, June 19	11 a.m.–Noon	HUB Social Hall West
Monday, July 23	11 a.m.–Noon	HUB Social Hall West
Thursday, Aug. 6	11 a.m.–Noon	HUB Social Hall West
Friday, Sept. 6	11 a.m.–1 p.m.	HUB Social Hall West
Thursday, Sept. 12	11 a.m.–1 p.m.	HUB Social Hall West

Naturally, you may always contact the Help Desk for assistance at any time.

For more information regarding MFA, feel free to view the [MFA Frequently Asked Questions \(FAQ\)](#) (this link does NOT require login).



# Down on the Farm

## CAMPUS SUPPORTED AGRICULTURE (CSA) REMINDER

Dickinsonians are invited to join the CSA each spring, and this is a great way to access local organic foods. CSA members are invited to participate in the many social and educational events that take place year-round or to wander the fields at the College Farm with family and friends. There is a lot to explore out at the farm—from pick-your-own fruits and veggies to cut flowers, picnics and more. We hope that you will consider joining us this year!

*New this year!* The Dickinson College Farm CSA has gone digital! CSA Applications can be found online [here](#). Some exciting new features of our new Harvie system include:

- Weekly payment plans
- Fully online system that will streamline communications between members and farmers
- Fully customizable boxes for Friday CSA members. Choose exactly what you want, every week! Reduce food waste and ensure that your box meets your needs every week
- Vacation holds

Do you have questions about our new Harvie system? Find answers to FAQs [here](#).

To learn more about signing up for a CSA share, please go to: <http://blogs.dickinson.edu/farm/csa>

# Community Events & Announcements

## AMERICAN CANCER SOCIETY'S RELAY FOR LIFE

Friday, April 5 at 6 p.m.–Saturday, April 6 at 6 a.m. | Kline Center Concourse

Join Team Dickinson at the Relay for Life in the fight against cancer while we celebrate the participants and survivors, remembering those we have lost to the disease and honoring those who are still fighting. All members of the campus community are invited to register and participate in any part of the event, that begins with an opening ceremony at 7 p.m., a survivors' lap (7:30 p.m.) and luminaria ceremony (9 p.m.), ending at 6 a.m. on Saturday morning, with plenty of family-friendly food, games, contests and entertainment in between.

[Join Team Dickinson](#), or [register yourself or your team](#) by clicking these embedded links to help support the American Cancer Society and Relay for Life at Dickinson College!

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## BIKE TO FARM POTLUCK

Saturday, April 13 | Meet and Depart at DPS Parking Lot | 11 a.m.–3 p.m.

The Center for Sustainability Education is hosting a 7-mile (each way) group bike ride to the Dickinson College Organic Farm at 11 a.m. on Saturday, April 13. The event is designed to build community, improve rider skills and safety, and introduce students to the Dickinson Farm. Pre-registration is requested for this free, fun, adventure. Ride groups based on ability are organized with experienced ride leaders for each group. Past events have had from 30 to over 100 Dickinson student, faculty, staff, alumni and family participants. Each participant brings a dish to share, and the food is transported to the farm by van. Once at the farm participants share a meal, play games, tour the farm, played music, or simply enjoy time outdoors, before the groups head back. Safety vans and bike transportation will be available for those that can only travel one way.

The Center for Sustainability Education is always looking for co-sponsors, ride leaders, and new participants in this Dickinson tradition. email [biking@dickinson.edu](mailto:biking@dickinson.edu) for more information. **PRE-REGISTER NOW:** [dickinson.edu/biketofarm](http://dickinson.edu/biketofarm)



## TAKE ME OUT TO THE BALL GAME!

It's Dickinson College Days with the Harrisburg Senators. Ticket prices are out of the park—ranging from \$5-\$7! Enjoy an afternoon with friends and family at the City Island/First National Bank Field. Discounted tickets are available to Dickinson employees and their families by visiting the [Harrisburg Senators special ticket pricing page](#). Below is a schedule of Dickinson College Days:

- **SATURDAY, APRIL 20, 1 p.m., vs Reading Fightin Phils**
- **SUNDAY, JUNE 16, 1 p.m., vs Reading Fightin Phils**
- **SUNDAY, SEPTEMBER 1, 1 p.m., vs Altoona Curve**

# Community Events & Announcements

## SPRINGFEST

Saturday, April 27 | Morgan Field | 11 a.m.–2 p.m.



Come join MOB as we celebrate the end of the semester with one of Dickinson's oldest traditions! Springfest will encompass Morgan Field this year with inflatables, live music, food trucks, and various activities hosted by Dickinson clubs. Dining Services will provide a big picnic where faculty, staff, and their families will be able to eat for free. We hope you can join us! Scan in using Corq for a free t-shirt that you can tie dye with the Dickinson Arts Collective!



## CARLISLE DOWNTOWN MILE

Registration is OPEN for the 8th annual Carlisle Downtown Mile! Join us for this one mile run/walk along High Street in downtown Carlisle on Thursday, May 16. For the 8th consecutive year, the Employment Skills Center will host the Carlisle Downtown Mile to raise money for the center and its programs. Children, adults, and groups are encouraged to participate. There will be prizes and a post-race celebration. Race competitively or walk/run just for fun!

[Click here](#) to register. Shirts are guaranteed to all participants who register by May 1!

For more information, please contact **Art Kunst**, Race Director at 717-243-6040 x4430 or email [akunst@employmentskillscenter.org](mailto:akunst@employmentskillscenter.org)

## Professional Development & Wellness Events



WELLNESS  
@ DICKINSON

### 2019 SPRING INTO FITNESS CHALLENGE REMINDER:

We are excited to share the many programs featured during this year's Challenge through Dickinson Today's announcements and events, Totara and online via the Spring Into Fitness Challenge (SIFC) webpages as well as through our Twitter handle @DickinsonHR! Updates to these campus community activity options will continue throughout the Challenge. Please remember to visit the SIFC webpages or Totara to view these highlighted events—don't miss out on the fun and fitness!

**WEDNESDAY, APRIL 3: NATIONAL WALKING DAY HEART HEALTHY WALK** with George Stroud, Vice President of Student Life. *Meet at Britton Plaza at 2:30 p.m.* for a spring day stroll around campus to stretch your legs and enjoy the fresh air of spring!

**WEDNESDAY, APRIL 10: HISTORIC CARLISLE WAYSIDE MARKERS WALK** with Kendall Isaac, General Counsel. *Meet at the Benjamin Rush Statue for a noon starting time* to explore historic Carlisle!

**FRIDAY, APRIL 19: ANNUAL FUN RUN WALK** (rain date Friday, April 26) with Brontë Burleigh-Jones. *Meet at Britton Plaza at 11:30 a.m. to kick-off this annual fun event* or begin anytime between 11:30 a.m. and 1:30 p.m. to complete this activity on your own.

**THURSDAY, APRIL 25: PHILANTHROPY CHALLENGE** with Kirk Swenson, Vice President for College Advancement. *Meet at Britton Plaza for 1 p.m. starting time.* Go to the Philanthropy Challenge Tour description in Totara to find your first clue.

### Osteoporosis Can Fracture Lives

*Presented by  
UPMC Pinnacle Carlisle  
Thursday, April 25  
Stern Center, room 102  
noon–1 p.m.*

What causes osteoporosis and how can you proactively change your lifestyle to avoid this if possible? Osteoporosis is a disease that gradually weakens your bones to a level of fragility that causes them to break more easily. This session examines the risk factors as well as current diagnostic and treatment options available. Enroll in the **Wellness Info Session** course, and sign up now in Totara via the Gateway.

## Massage Therapy Day

Provided by therapists at Camille Baughman & Associates  
Thursday, May 9

**CHECK-IN:** HUB Mary Dickinson Room

**PRIVATE APPOINTMENTS:** HUB 201-204

**BY APPOINTMENT ONLY FROM:** 9 a.m.–5 p.m.

**LAST APPOINTMENT BEGINS AT:** 4:30 P.M.

*Registration is limited to employees of the college only*

As the spring semester comes to a close, reward yourself by taking a few moments out of your day to participate in a relaxing table or chair massage. Enjoy the benefits of relieving stress, relaxing muscles, improving circulation, and better flexibility, while taking a healthy break from work! The 25-minute appointments have a \$35 fee due at check-in. Registration is limited to one appointment per employee.

Enroll and sign up now in [Totara](#) through the Gateway by searching for course name “**massage**”.

## Humor—It Does a Body Good

Presented by UPMC Pinnacle Carlisle

Wednesday, May 15

HUB Social Hall West | noon–1 p.m.

Humor and laughter are gifts we can give ourselves to help survive our challenging, stress-filled world. They play a vital role in living, learning, working and being healthy. This session explores the physical and emotional effects of humor and laughter and the impact on stress levels and health. Learn easy, fun-filled, practical tips for getting more “smileage” out of your life and work. Enroll in this Stress Management course and sign up now in [Totara](#) via the Gateway.

## College Prep for Parents

**PART I: APRIL 4: High School Counseling and Dickinson Admissions**

**PART II: APRIL 11: Financial Aid and Tuition Benefits**

McCauley Room, Old West | noon–1:15 p.m.

Human Resource Services, Admissions and Financial Aid, in conjunction with local area high schools offer workshops for employees and their families to learn more about the college selection and financial aid process. The program provides guidelines for starting the college search while attending high school, when to apply for college admission and early tuition grants, what is available through Financial Aid, and a summary of Dickinson’s three tuition programs. We encourage parents to attend if your child is a junior or senior in high school and planning to attend college. [Enroll now in Totara via the Gateway to learn more](#) about the college admissions process along with your tuition benefits! Search for keyword college.

## Protecting Our Community

Thursday, May 16 | Althouse 106

Dickinson College is committed to providing a supportive working environment for all employees. As part of this effort, we offer educational programs to assist all employees with recognizing and addressing potential harassing and discriminating behavior. New employees are required to complete three web-based modules and attend Protecting Our Community within the first year of employment. Employees are also required to attend Protecting Our Community once every two years (or complete [two web-based modules](#)).

- **NONEXEMPT STAFF: 9–10 a.m.**
- **EXEMPT STAFF: 2–4 p.m.**

Enroll and sign up now in [Totara](#) through the Gateway by searching for course name **Protecting Our Community**.



## Apply to Become a Leadership Cumberland Fellow

Leadership Cumberland’s mission is to develop, promote, and inspire community-based leadership skills. The organization strives to develop individuals to become effective leaders in the workplace and community. Fellows, as participants are called, represent a diverse group of emerging leaders from banking, the law, healthcare, government, production, education and nonprofits. While differing in age, background and profession they share one common trait—the motivation and desire to take on greater responsibilities in the community and at work.

Leadership Cumberland Fellows have demonstrated emerging leadership and vision through their career experience and community involvement. The personal and professional objectives of prospective Fellows are volunteerism, leadership and an interest in shaping the future of workplaces and organizations that serve Cumberland County. Each year, Dickinson proudly sponsors a fellowship and is pleased to once again extend this professional development opportunity to interested faculty and staff. Leadership Cumberland is a cohort-based program and follows the academic year—begins in August and graduates in May.

All applicants must provide a completed application and letter of support from his or her direct supervisor. Please submit these and any questions regarding the fellowship to Dennette Moul at [mould@dickinson.edu](mailto:mould@dickinson.edu) no later than Monday, May 13.

Please contact Carol Shaffer at [shaffeca@dickinson.edu](mailto:shaffeca@dickinson.edu) for a copy of the application.



# Communication Links, Announcements & Reminders

## PHYSICAL WELLNESS PROGRAM INCENTIVE PRIZE WINNER FOR MONTH OF MARCH

Congratulations to **Cindy Derr, FAS Mail Center**, for being the Physical Wellness incentive prize winner for the month of March for participation in exercise/fitness programs in February. Eligibility for the monthly incentive drawings includes all active/registered employee participants in all physical exercise programs offered through the Wellness program, in addition to the Marathon-in-a-Month. The random drawings are held after the close of business on the fifteenth of each month for the previous month. All physical exercise programs that have registration via [Gateway](#) will automatically be included in the monthly drawings. For more details or to request a form to record your marathon-in-a-month miles, please send an email to [devwell@dickinson.edu](mailto:devwell@dickinson.edu) or call ext. 8084.

## WELLNESS INCENTIVE TAXABILITY NOTIFICATION

We thank you for being an active participant in the wellness programs at Dickinson College. We value all employees and offer a variety of programs throughout the year to encourage wellbeing while offering educational, fun opportunities to engage the mind and body while creating a positive inclusive social environment for the campus community. We hope you enjoy participating in these programs and events throughout the academic/fiscal year.

In recognition and appreciation of your participation in the wellness programs, we offer healthy reward incentives. As a reminder, in accordance with IRS regulations, awards and gifts to employees from the college are considered taxable income and the college is required to withhold taxes.

The value of your incentive(s) will be added to your income through payroll, which could result in a decrease in your net pay because of additional tax withholdings on the value or dollar amount. The tax withholding will coincide with the payroll period closest to the date that you receive your annual incentive reward. Please contact payroll with any questions related to this additional withholding.

## Professional Development & Wellness Program Registrations and Attendance

The college offers many opportunities for professional development and wellness programs throughout the year, providing enrichment of staff and, when appropriate, their families as well. Registration for the majority of the programs offered is available through Totara in the [Gateway](#) or by contacting Human Resource Services. To offer an equal opportunity for all employees to participate in these programs, we request staff members to register after confirming availability with supervisory staff to ensure that scheduling permits attendance.

In the event that you register and find that you are unable to attend, our [policy](#) requests cancellations 48 hours prior to the start time of the program or event so that we can offer the spot to another. This will also allow us to adjust registration counts with CASE and the catering department. Giving advance notice of cancellation allows for the college's resources to be allocated in the best possible way and is a sustainable practice for us all.

## CAMPUS RESOURCE QUICK LINKS!

[How To Guide](#)

[Dickinson/College Farm](#)

[Theatre & Dance](#)

[Dickinson Download](#)

[Dickinson/Sustainability](#)

[Campus Announcements](#)

[Dickinson/Biking](#)

[Trout Gallery](#)

[Campus Events Calendar](#)

# Dickinson

**HUMAN RESOURCE SERVICES**

**Professional Development and Wellness**

PO BOX 1773 | CARLISLE, PA 17013-2896  
717-254-8084 | [devwell@dickinson.edu](mailto:devwell@dickinson.edu)