



Vitality

Dickinson

**HUMAN RESOURCE SERVICES**

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*Kim Flinchbaugh, Clarke Forum*

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## Kindness Matters



2 - Rebecca Shoemaker, Psy.D,

Staff Psychologist/Counselor

**Why “I’m doing the best I can” is the Anthem of COVID-19**

When was the last time you looked at yourself in the mirror and said, “I’m doing the best I can”? Was it this morning when you woke up early from too little sleep because your mind wouldn’t stop racing with fear and anxiety? Or how about this afternoon, when you completed what feels like the hundredth virtual meeting of the day and the battle to overcome the ensuing emotional fatigue of the “new normal” feels like a lost cause? In these, and countless other moments that have resulted from the COVID-19 pandemic, it is vital to remind ourselves that we deserve kindness and compassion, and to recognize the humanity in those around us.

There is no doubt that COVID-19 has intensified concurrent mental health struggles around the world. Some studies have reported that almost 50 percent of adults surveyed indicated a negative impact on their overall mental health (5). Likewise, recent data demonstrates rises in symptoms of depression, anxiety, stress, PTSD, and COVID-19 fear (2,3,4), with an unequal distribution of suffering. For example, regions with higher densities of confirmed COVID-19 cases reported higher rates of the above symptoms (2), while individuals in more rural areas encountered significant disparities in access to broadband internet (6,7), which has become the primary means of work, school, and access to mental and physical health services.

In the face of such staggering data, you may be tempted to doubt that you are in fact doing the best you can. You may also seriously question the idea that other people are doing the best they can, particularly when confronted with on-going racially-motivated violence and a never-ending stream of judgment on social media platforms. If either, or both, of these doubts resonate with you, I encourage you to take to heart the work of renowned researcher and author, Dr. Brene Brown, who calls us to seek out the “assumption of positive intent” (1). In her book, *Dare to Lead* (1), Dr. Brown explains that we tend to assume the worst in others when boundaries that are important to us are crossed or disregarded. It is in these moments that we are challenged to be compassionate towards ourselves and others despite feeling a range of uncomfortable emotions such as: fear, anger, anxiety, frustration, and shame. If this task sounds nearly impossible to you, rest assured that no one is perfect and even researchers like Dr. Brown struggle with the vulnerability that is inherent in this mental practice (1). Yet, if we can remember to be kind to ourselves as this pandemic continues, we will strengthen our ability to show empathy to the people who seem to fail us in critical ways, and foster hope in those who struggle to believe that yes, they are doing the best they can.

## References

1. Brown, B. (2018). *Dare to Lead*. New York: Random House.

2. Cowan, K. (2020). *Survey results: Understanding people's concerns about the mental health impacts of the COVID-19 pandemic*. London, United Kingdom: Academy of Medical Sciences.
3. Fitzpatrick, K. M., Harris, C., & Drawve, G. (2020). Fear of COVID-19 and the mental health consequences in America. *Psychological Trauma: Theory, Research, Practice, and Policy*, 12(S1), S17-S212
4. Huang, Y., & Zhao, N. (2020). Generalized anxiety disorder, depressive symptoms and sleep quality during COVID-19 epidemic in China: A web-based cross-sectional survey. *MedRxiv*.
5. Kaiser Family Foundation. (2020). *The implications of COVID-19 for mental health and substance abuse*. Retrieved April 23, 2020
6. Leite, H., Hodgkinson, I. R., & Gruber, T. (2020). New development: 'Healing at a distance'—Telemedicine and COVID-19. *Public Money & Management*. Advance online publication.
7. Summers-Gabor, N.M. (2020). Rural-urban mental health disparities in the United States during COVID-10. *Psychological Trauma: Theory, Research, Practice, and Policy*, 12(S1), S224-S224.

Wellness@Dickinson | Fall Into Fitness Challenge - join now and fall into some fun activities!



**Fall** is *virtually* sneaking up on us and the fall semester has already begun...

Since many of us are not on campus, we are planning all activities and programs for FY21 as virtual online options. Through the generosity of alum, **Martha Harris '77**, we are able to offer our Fall Into Fitness Challenge (FIFC) program with the awesome **Fizikaflex app**<sup>1</sup> that she has created and developed.

**Fizikaflex** was originally designed with older adults in mind – but the reality is that it works for anyone, and promotes healthy fitness behaviors through a gentle and supportive design format.

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<sup>1</sup><https://fizikagroup.com/fizikaflex/welcome-to-fizikaflex/>

We will be using this app for automated and/or manual reporting to show our challenge results at the touch or click of a mouse – but also through the option of syncing with a Fitbit device. Mini-teams can also be formed similarly to the way we did this in the spring!

Interested? For details about the 2020 **Fall Into Fitness Challenge & Fizikaflex**<sup>2</sup> – visit the Fall Into Fitness Challenge webpage<sup>3</sup>!

**Sign-up now for the FREE Fizikaflex app**<sup>4</sup> as an employee with your **Dickinson email address** to get started today and learn more with Fizikaflex with the user guide<sup>5</sup> to get all set-up using the **Fizikaflex** registration entry codes shown below:

**Community Name: FALL INTO FITNESS**

**Invitation Code: DC-JD-2020**

Encourage your co-workers/colleagues to join too – to have more fun and camaraderie this fall! Mini-teams will be formed by a post-registration follow-up survey once everyone has registered online. There is the option to use your previous Spring Into Fitness mini-team groupings – or you can decide to go with a totally new team/team name if desired. You may wish to simply forward this email to anyone you wish to invite to join you!

**\*As part of the registration process, please add the email group @fizikagroup.com to your safe-senders email list to be sure emails from Fizika do not land in your junk email area.**

*Please note: Your individual information entered in Fizikaflex is confidential to you – but you will be able to see in aggregate form how our FIFC participants as a group are doing as a team or community!*

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***Jump start your Fall Into Fitness goals with organized walks. Check out the Community | For the Greater Good section of this Sway for more information.***

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<sup>2</sup>[https://www.dickinson.edu/info/20314/professional\\_development\\_and\\_wellness/2927/spring\\_into\\_fitness\\_challenge/5](https://www.dickinson.edu/info/20314/professional_development_and_wellness/2927/spring_into_fitness_challenge/5)

<sup>3</sup>[https://www.dickinson.edu/info/20314/professional\\_development\\_and\\_wellness/2927/spring\\_into\\_fitness\\_challenge/5](https://www.dickinson.edu/info/20314/professional_development_and_wellness/2927/spring_into_fitness_challenge/5)

<sup>4</sup><https://enroll.fizikaflex.com/registration>

<sup>5</sup>[https://www.dickinson.edu/download/downloads/id/11918/fizikaflex\\_user\\_guide.pdf](https://www.dickinson.edu/download/downloads/id/11918/fizikaflex_user_guide.pdf)

## Employee Announcements



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*Questions related to the Fall 2020 semester are updated frequently on the COVID-19 Dashboard<sup>6</sup>.*

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- *COVID FAQs for Faculty and Staff<sup>7</sup>*
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### **New Hires**

#### ***August***

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<sup>6</sup>[https://www.dickinson.edu/homepage/1380/covid-19\\_dashboard](https://www.dickinson.edu/homepage/1380/covid-19_dashboard)

<sup>7</sup>[https://www.dickinson.edu/homepage/1383/covid-19\\_faqs\\_faculty\\_and\\_staff](https://www.dickinson.edu/homepage/1383/covid-19_faqs_faculty_and_staff)

Alexander Bygrave, *Center for Advising, Internships & Lifelong Career Development*

Micala Hotra-Schubert, *Library Services*

J. Cody Nielsen, *Center for Spirituality & Social Justice*

Georgina Robinson, *Library Services*

### ***September***

George Gilbert, *Library Services*

Nicole Magloire, *Center for Advising, Internships & Lifelong Career Development*

Mary Nolte, *Office of Admissions*

Jessica Seretti, *Center for Advising, Internships & Lifelong Career Development*

### **Retirement**

*We wish Tim Spahr, Kline Center, a fond farewell as he transitions to retirement.*

### **Welcome Kits and Daily Symptoms Tracker Reminder**

Welcome Kits were distributed to students and employees on campus. Employees who haven't received theirs yet should contact their supervisors. Each kit contains a Dickinson mask, hand sanitizer, thermometer, touchless door opener, and an information card. The card, as pictured below, has important reminders about healthy hygiene habits and symptom tracking.

As a reminder, all employees working on campus – including those coming to campus only intermittently – are asked to complete the symptoms tracker each day. Even those working 100% remotely should get in the habit of checking in daily. Completion takes about a minute, and simple directions for using the tool can be found here<sup>8</sup>.

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<sup>8</sup>[https://www.dickinson.edu/download/downloads/id/11812/wellness\\_center\\_covid-19\\_clinic\\_portal\\_access\\_instructions.pdf](https://www.dickinson.edu/download/downloads/id/11812/wellness_center_covid-19_clinic_portal_access_instructions.pdf)

## Guidelines for Employees Working on Campus

Your health and safety are our top concerns. This information is an abridged version of our COVID-19 safety protocols. More detailed information is available at [dickinson.edu/fall2020](https://dickinson.edu/fall2020).



Monitor your health and symptoms daily using the **Medicat** online symptoms tracker on the Dickinson Gateway or at [dickinson.medicatconnect.com](https://dickinson.medicatconnect.com).

Employees should take their temperature each day. Contact your healthcare provider if any COVID-like symptoms should occur. See the CDC's website for a complete list of COVID-19 symptoms: [www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html).

### WHEN EMPLOYEES ARE SYMPTOMATIC

1. Employees who are symptomatic will be advised to **ISOLATE AT HOME** and follow their healthcare provider's recommendations while awaiting test results. Employees should follow their usual call-off protocol and the appropriate person from their department will inform Human Resource Services of their illness.
2. Human Resources staff will ask the employee for a list of **CLOSE CONTACTS** in the Dickinson community, who may need to self-quarantine.

Any employee who has had close contact with someone who has symptoms of COVID-19 (and/or who has tested positive for COVID-19) will be advised to quarantine at home and contact a healthcare provider if they become symptomatic. **The identity of the employee who is symptomatic will not be disclosed.**

### 3 STEPS While Waiting for Your Test Result

- Stay home and monitor your health.
- Think about the people you have recently been around.
- Speak with the health department when contacted.

**IF AN EMPLOYEE TESTS POSITIVE FOR COVID-19,** The Department of Health may follow up with the employee who tested positive to advise about next steps and engage in contact tracing.

### Confused about Quarantine vs. Isolation?

**QUARANTINE** keeps someone who was in close contact with someone who has COVID-19 away from others. **ISOLATION** keeps someone who is sick or tested positive for COVID-19 with or without symptoms away from others, even in their own home.

### Unsure who is a close contact?

**CLOSE CONTACTS** consist of individuals within 6 feet for 15 minutes or more within the 48 hours prior to symptom onset, regardless of whether face coverings were being worn.

Dickinson Strong  
#COVIDStopsWithMe

Dickinson

## Monitor your health and symptoms daily.

Use the Mediat online symptoms tracker on the Dickinson Gateway or at [dickinson.medicatconnect.com](https://dickinson.medicatconnect.com).



Call your healthcare provider if your temperature is 100.4°F (38°C) or above.

Find more resources at [dickinson.edu/fall2020](https://dickinson.edu/fall2020) or [cdc.gov/coronavirus](https://cdc.gov/coronavirus).



## Flu Vaccine Clinic

***We are happy to offer flu vaccinations to students and employees of the college.***

As previously announced, flu vaccinations are required this year for students and employees living and/or working on campus. Medical experts agree on the likelihood that flu viruses and the virus that causes COVID-19 will spread this fall and winter. Healthcare systems could easily

be overwhelmed treating both flu patients and COVID-19 patients. In addition, the flu and COVID-19 can bring similar symptoms, people who think they have COVID—but really have flu—could lead to more testing shortages, unnecessary alarm on campus and massive healthcare emergencies.

The college will host a number of flu clinics, beginning on Sept. 22, as we continue to receive vaccinations from our supplier. Appointments will be prioritized for those living and/or working on campus. The next available appointments are as follows:

- October 7 | 10 a.m.-2 p.m.
- October 8 | noon-4 p.m.

We understand that some employees might not be able to receive a flu vaccination or might prefer to receive it elsewhere. Should this exception apply to you, please complete the Flu Vaccine Exception Form<sup>9</sup>.

As a reminder, employees' health insurance and most other commercial plans cover a flu vaccination at no cost to the member. Aetna members can identify a local participating pharmacy by visiting their Aetna member portal<sup>10</sup>.

The links below provide reliable information about the flu and COVID-19:

- CDC | Benefits of the Flu Vaccination<sup>11</sup>
- Web MD | When Flu Season and COVID Collide<sup>12</sup>
- Inside Higher Ed | A Key Step Toward Safety This Fall<sup>13</sup>

Employees with questions are asked to contact their supervisor or [employeequestions@dickinson.edu](mailto:employeequestions@dickinson.edu)<sup>14</sup>.

Students may contact the Wellness Center with any questions at [studentwellness@dickinson.edu](mailto:studentwellness@dickinson.edu)<sup>15</sup>

**Appointments are required** to receive the flu vaccine this fall. **No walk-ins will be accepted.** *Please schedule your flu vaccine appointment via the* Flu Shots course in Totara<sup>16</sup>.

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<sup>9</sup><https://forms.office.com/Pages/ResponsePage.aspx?id=VbAyYrl2E0ybiLVirn22-xcQB-brcVILowUndgdFaDBUNkxWVFg0OUJTQ1pNM0pITzdOSDBLUTJRNI4u>

<sup>10</sup><https://www.aetna.com/AccountManagerV3/v/login>

<sup>11</sup><https://www.cdc.gov/flu/prevent/vaccine-benefits.htm>

<sup>12</sup><https://www.webmd.com/lung/news/20200810/a-great-unknown-when-flu-season-and-covid-collide>

<sup>13</sup><https://www.insidehighered.com/views/2020/07/23/colleges-should-provide-free-flu-shots-and-consider-making-vaccination-mandatory>

<sup>14</sup><mailto:employeequestions@dickinson.edu>

<sup>15</sup><mailto:studentwellness@dickinson.edu>



## **Building Campus Inclusion Week**

Creating a campus culture willing to interrogate and name exclusion, inequity, and oppression is central to building a genuinely inclusive culture. For fall 2020 the fifth annual campus inclusion week is a virtual experience renamed Building Campus Inclusion Week, to reflect our ongoing commitment to creating an inclusive campus welcoming to all. The ZOOM links for each program is listed individually on Dickinson Today<sup>17</sup> and EngageD<sup>18</sup>.

From September 14-18, 2020 Dickinson faculty, staff, and students, and community partners, will facilitate informed and engaging opportunities to explore the following daily themes:

- ***Monday, September 14 | noon-1 p.m. | What COVID-19 exposed: Insecurities and divides***

*Discussion panel featuring Xiaozhou Ding (Assistant Professor, Economics); Erik Love (Associate Professor & Chair, Sociology) & Sarah Niebler (Associate Professor & Chair, Political Science)*

- ***Tuesday, September 15 | noon-1 p.m.: Intersectionality presentation and discussion***

*Presentation and discussion led by Donna Bickford (Director, Women's & Gender Resource Center and Adjunct Faculty, Women's, Gender, & Sexuality Studies (WGSS))*

- ***Tuesday, September 15 | 7 p.m. | Clarke Forum program: "Race and Policing"***

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<sup>16</sup><https://totara.dickinson.edu/course/view.php?id=165>

<sup>17</sup><https://www.dickinson.edu/announcements>

<sup>18</sup><https://dickinson.campuslabs.com/engage/>

Featuring Raff Donelson (Penn State Dickinson Law); Matthew Guariglia (Electronic Frontier Foundation) & Stephanie Jirard (Shippensburg University), moderated by Vincent L. Stephens (Director, PSC). Virtual program on YouTube Live: <https://youtu.be/RfcmjuaTPi8>.

- **Wednesday, September 16 | 10:00-11 a.m. | Environmental Justice discussion panel**

Join for this discussion panel featuring Heather Bedi (Assistant Professor, Environmental Studies) and Rafiyqa Muhammad (Community Organizer)

- **Wednesday, September 16 | 1:30-2:30 p.m. | Restorative Justice Practices for Personal, Community, and Institutional Transformation**

Presentation and discussion featuring Hakim Mohandas Williams (Associate Professor of Africana Studies & Director of Peace and Justice Studies, Gettysburg College) and Perry (Student, Gettysburg College)

- **Wednesday, September 16 | 5:30-6:30 p.m. | Food justice in the covid and post-covid world**

Featured panelists Jenn Halpin (Director, Dickinson Farm and Contributing Faculty, Food Studies), Brenda Landis (Multimedia Specialist, Academic Technology and Carlisle Borough Councilor), and Robert Weed (CEO, Project SHARE); moderated by Siobhan Phillips (Associate Professor & Chair, English and Contributing Faculty, Food Studies)

- **Thursday, September 17 | 1-2 p.m. | Different angles, shared goals: A presentation and discussion on anti-racism with Dickinson students**

Presentation and discussion featuring Vincent L. Stephens (Director, Popel Shaw Center for Race & Ethnicity and Contributing Faculty, Department of Music) and Christian Perry (Assistant Director, Popel Shaw Center for Race & Ethnicity)

- **Thursday, September 17 | 7 p.m. | Clarke Forum lecture: Winfield C. Cook Constitution Day Address, "How to Be an Antiracist"**

Featuring Ibram X. Kendi, National Book Award-winning historian and author of *Stamped From The Beginning*, moderated by Vincent L. Stephens (Director, PSC). Virtual program on YouTube Live: <https://youtu.be/WTM9U9DQbG4>

- **Friday, September 19 | 11 a.m.-noon | Allyship is a Verb workshop**

Student led workshop featuring Yeslie Barrios '23, Clara Roth '21, Espoir DelMain '21, Jae Chung '23, and Nuhan Abid '22; moderated by Angelica Mishra, Civic Learning Coordinator, CCLA.

- **Friday, September 18 | noon-1 p.m. | When, Where, And How of LGBTQ Allyship**

Discussion led by Todd G. Nordgren, (Director, Office of LGBTQ Services and Adjunct Faculty, Women's, Gender, & Sexuality Studies

- **Friday, September 18 | 2-3 p.m. | Listening, Learning, LIT: An Allyship Discussion featuring the Library Inclusivity Team**

Panelists: Library Inclusivity Team members, Meridith Brozik (Executive Secretary), Ian Boucher (Information Literacy Librarian), Jessica Howard (E-Resources & Web Services Librarian), Malinda Triller-Doran (Special Collections Librarian), with contributions by Laura Pullin Kearney (E-Resources Technician) and Nidia Werner (Circulation Services Supervisor)



**Drug Free Workplace Session**

**Thursday, October 1 | noon-1 p.m. | Zoom Presentation**

Would you see and understand what was happening if a loved one or friend was challenged with substance use (or abuse)? Participate in this virtual workshop to better identify, comprehend and handle situations at home or at work by learning about this troubling reality for our community.

Enroll and sign-up in Totara<sup>19</sup>, via the Gateway, to receive a link to this Zoom presentation.

### **Retirement Plan Fee Disclosure Information**

In compliance with the Department of Labor regulations, during the month of **August 2020** employees were sent important information regarding the expenses and fees related to retirement investments. This information is provided to ensure employees have all the information necessary to take full advantage of retirement plan options for both TIAA Financial Services and Fidelity Investments. PLEASE NOTE: NO ACTION is required. This information is being provided in compliance with the Department of Labor requirement to provide consumers with more information about fees and expenses related to their retirement investments. For questions, more information or if you do not receive this information, please contact Human Resource Services

### **Sexual Harassment and Misconduct Policy & Drug Free Workplace Policy**

Each year, Dickinson College distributes our policies on harassment, discrimination, and a drug-free workplace. For 2020, our policy notification was sent to all employees on Thursday, September 10 via email. If you missed seeing this email, the notification and links can be found in your Dickinson email by searching on the words “Sexual Harassment and Misconduct Policy & Drug Free Workplace Policy.” For a full review of the **Sexual Harassment and Misconduct Policy**, along with the **Drug Free Workplace Policy**, please access them online via the Campus Policies Manual<sup>20</sup>.

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<sup>19</sup><https://totara.dickinson.edu/course/view.php?id=300>

<sup>20</sup>[https://www.dickinson.edu/homepage/1146/campus\\_policies\\_manual](https://www.dickinson.edu/homepage/1146/campus_policies_manual)

## Staying Connected



**Book Discussion** groups are a great way to expand your mind, discover new topics of interest and explore the world through the art of conversation. If you are interested in joining an informal Book Discussion group, simply click the TEAMS link and join us! TEAMS Book Discussions<sup>21</sup> is a group where books are determined by the membership, and discussions will be scheduled based on participants availability. Send an email to [devwell@dickinson.edu](mailto:devwell@dickinson.edu)<sup>22</sup> for more information or any questions!

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<sup>21</sup><https://teams.microsoft.com/l/team/19%3a27de690cacf14c2ea4d3a8154e4a6c57%40thread.tacv2/conversations?groupId=27caa8da-4819-4213-b8cb-f8261fdb24c4&tenantId=6232b055-76b9-4c13-9b88-b562ae7db6fb>

<sup>22</sup><mailto:devwell@dickinson.edu>

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*Socially-distant, outdoor meeting of the Dickinson Fund team!*

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Get the Most Out of Your Benefits



 **aetna**<sup>TM</sup>

Aetna Individual Consultations (Phone Appointment)<sup>23</sup>

***Friday, September 18 | 11 a.m. - 3 p.m.***

Managing your money and making choices for your healthcare are challenges many of us face regularly. Our representative, Erica Sackler, is available on Friday, September 18, for phone appointments. Take advantage of making an appointment to speak with her to get your questions answered about claims or learning to read your EOB (Explanation of Benefits).

Enroll and sign-up for a phone appointment by searching on course name "Aetna" in Totara<sup>24</sup>. A phone number will be provided once you sign-up for an appointment time. If you have documents pertaining to your questions such as explanation of benefits, bills etc., please be sure to scan these files so you can share through Webex and view together with the Aetna representative.

### ***Resource for Coping with COVID-19***

COVID-19 response is bringing a lot of changes to our lives, including stress and anxiety. Aetna put together these resources to help you cope during this challenging time: Aetna Resources for Living & Coping with COVID-19<sup>25</sup>

### ***Making Social Connections and Friendships***<sup>26</sup>

Did you know that the feeling of loneliness can be associated with serious health conditions, like heart disease? Staying connected with friends and family plays an important role in, not only your mental health, but your overall health. Click on the link above to read more.

### ***Take Control of Your Emotional Health***<sup>27</sup>

MindCheck is an online tool to measure your emotional health. You'll find tips, articles and videos on a variety of topics that include:

- Relationships
- Depression
- Fitness and nutrition
- Stress

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<sup>23</sup><https://totara.dickinson.edu/course/view.php?id=60>

<sup>24</sup><https://totara.dickinson.edu/course/view.php?id=60>

<sup>25</sup>[https://www.dickinson.edu/download/downloads/id/11927/aetna\\_resources\\_for\\_living\\_coping\\_with\\_covid-19.pdf](https://www.dickinson.edu/download/downloads/id/11927/aetna_resources_for_living_coping_with_covid-19.pdf)

<sup>26</sup>[https://www.dickinson.edu/download/downloads/id/11928/aetna\\_social\\_connections.pdf](https://www.dickinson.edu/download/downloads/id/11928/aetna_social_connections.pdf)

<sup>27</sup>[https://www.dickinson.edu/download/downloads/id/11929/aetna\\_mindcheck\\_and\\_emotional\\_wellbeing.pdf](https://www.dickinson.edu/download/downloads/id/11929/aetna_mindcheck_and_emotional_wellbeing.pdf)

- Substance use and more

Go to [mindchecktoday.com](https://www.mindchecktoday.com)<sup>28</sup> to get started.

## Make #TimeForCare

It's been recommended that we continue to keep ourselves healthy by limiting our travels during the pandemic and to wear a mask, if you must go out. It is also important to monitor your health, especially if you have diabetes, cancer, a heart problem or other serious medical conditions.

For more information and to get helpful health tips and connect with specialists and other providers, visit [Aetna.com](https://www.aetna.com)<sup>29</sup>, go to [CVSHealth.com/TimeForCareToday](https://www.cvshealth.com/TimeForCareToday)<sup>30</sup> or the full article may be found at [apnews.com](https://www.apnews.com)<sup>31</sup>.



**Your health is important - now more than ever. That's why Dickinson teamed up with Health Advocate!**

Access personal health and well-being support anytime, anywhere. Visit their website or app to:

- Learn more about your Health Advocate services
- Connect with a Health Advocate expert
- Enter for a chance to win a Fitbit Charge 3

Log into your member website!<sup>32</sup>

Health Advocate can help you and your eligible family members:

- Resolve healthcare and insurance issues, no matter how complex
- Find the right in-network doctors, and even make appointments

<sup>28</sup><https://www.mindchecktoday.com/>

<sup>29</sup><https://www.aetna.com/AccountManagerV3/v/login?identityTransaction=1cb7T1iqZo0h8kA1suihkbYgFWJgvl9%2BuL5Znal2RtvUj2XpCCHKoU%2FE1%2F9ujNzvb%2FWO0o9GGGOv1mx7PGO8frrFoJ%2FOWDVMzL2zjDjmPhr1rf%2BIZIXd3SEn0aSpZnUAoiBuND%2FY4sG9%2FcdxsrUurB4x%2F1kyLY2Ry%2FbVAcOHM%2FN3KeO%2FuyKdpdr8Z4ZNqhJgfaRMYGcdNEJPje8LtIDBYVaOv%2Fh4bw14uQQZaD5UWRbs9IXfeJKh4F%2BAAasc730ymTrrlidBHVbl6%2Ff4Q8Lj1mXlrjB3R%2B1oWIKTcoX3dE%2B90D0oVPeGSn9hWAQqGB4jHz6%2FgggtMGyU5OoWxxBfvMAGQ33GCXBiT0QBvcxT7whiY1Zoi5%2BOM3FGfWl2tSVkE1SLup3Opa8unkAbsZnguAO5hSUqR1U2RtKy6k9pEf9nnODbyRqxifvl%2Fo5dNbymUYsmjsaHwwBbxvYSRIlxqESpu9vPQ7jfeJAY7gA4JZRDQyRKH4nLfjN4xl%2BI4MakrJ9gGSPVfiBWnfJi3E5i8Q%3D%3D&appname=NAV&branding=&skin=&language=&channel=web>

<sup>30</sup><https://cvshealth.com/news-and-insights/articles/its-time-for-care>

<sup>31</sup>[https://apnews.com/direct/?prx\\_t=HV8FAAAAAAniAPA&prx\\_ro=s](https://apnews.com/direct/?prx_t=HV8FAAAAAAniAPA&prx_ro=s)

<sup>32</sup><http://cl.s7.exct.net/?qs=4e34984fb332d62ff2343f7c7907cb048937ed74b466192d1abf7c597149fbab9b9790a330b156db29bc8fe718ebf6cf>

- Review insurance claims and sort through billing issues

Visit their COVID-19 Resource Center<sup>33</sup> to access tips, trusted resources, webinars and more to help you navigate this challenging time. Visit their COVID-19 page on their blog<sup>34</sup> to read articles that can help you improve your well-being during the COVID-19 pandemic.

### ***Start your journey to better health***

**866.695.8622 • [www.HealthAdvocate.com/dickinson](http://www.HealthAdvocate.com/dickinson)**<sup>35</sup>

Your Health Advocate services can be accessed 24/7. Normal hours of operation are Monday – Friday from 8 AM to 10 PM, Eastern Time. Staff is available for assistance after hours and on weekends.

*All full time employees have access to Health Advocate<sup>36</sup>, 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.*



### ***TIAA Individual Counseling Sessions***

Our TIAA representative, Briana Nolan, is available for individual counseling sessions on:

- **Tuesday, October 6**

To schedule a personal session with TIAA, please visit [www.tiaa.org/schedulenow](http://www.tiaa.org/schedulenow)<sup>37</sup>.

Appointments fill up quickly. Schedule your session today!

### ***September and October TIAA Educational Webinars***

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<sup>33</sup><http://cl.s7.exct.net/?qs=4e34984fb332d62f993d5fa29cb6452260f8a78c4daf15f8c0690dd064389221f023ef8367c8c814276c9a586f3d1045>

<sup>34</sup><http://cl.s7.exct.net/?qs=4e34984fb332d62f925c311bdcdbbbc66e9adc2ec3966b4c60b3865f8915ea60fccdb5805061dd832e83860b4debfb78>

<sup>35</sup><http://www.HealthAdvocate.com/dickinson>

<sup>36</sup><https://www.healthadvocate.com/site/>

<sup>37</sup><http://www.tiaa.org/schedulenow>

Would you like to learn more about saving or retirement planning for the future? 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](https://www.tiaa.org/webinars)<sup>38</sup>. If you are not a TIAA account holder, you may register as a guest-user to view these webinars.

- September 16 at noon - 2020 Presidential Election and the Economy
- September 16 at 3 p.m. - Tomorrow in Focus: Saving for your ideal retirement
- September 17 at noon - Looking to turn your retirement savings into a 'paycheck' for life?
- September 17 at 3 p.m. - She's Got It: A woman's guide to saving and investing
- October 13 at noon - Planning with Retirement Assets
- October 13 at 3 p.m. - Understanding Medicare
- October 14 at noon - Quarterly Economic and Market Update with TIAA's Chief Investment Strategist
- October 15 at noon - Understanding health Savings Accounts (HSAs)
- October 15 at 3 p.m. - Cybersecurity



### ***Fidelity Consultations***

Fidelity's investment representatives offer individual counseling for financial planning and retirement. If you have questions or concerns regarding your Fidelity account, please contact Daniel McCarthy, Retirement Planner / Personal and Workplace Investing, at [daniel.mccarthy@fmr.com](mailto:daniel.mccarthy@fmr.com)<sup>39</sup> or call (603) 213-3523.

Visit [Fidelity.com](https://www.fidelity.com/)<sup>40</sup> to view the available investment options with Fidelity, or to explore the financial planning tools available through Fidelity online.

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<sup>38</sup><https://www.tiaa.org/webinars>

<sup>39</sup><mailto:daniel.mccarthy@fmr.com>

<sup>40</sup><https://www.fidelity.com/>

## Nutrition Corner



3 - Courtney Hager, Registered Dietitian

### Life Transitions and Nutrition

Transitions in life, whether it be because of back to school, work from home, returning to health after an illness, or really any life-change can cause some confusion about food. Maybe meal-times look different. Maybe we're challenged because of the ever-available kitchen snack

cabinet is staring us down when we work from home. Maybe it's that our bodies have changed and we need to figure out how to change the way we eat because of that.

It's not easy, that's for sure. But, I have a few tips!

- Making decisions is hard mental work. Ease your load by nailing down a morning and evening ritual that you do the same way every day. Maybe that includes reviewing your schedule, writing out goals, or reflecting on your successes and gratitude. Can you set out the utensils and dry ingredients for your breakfast the night before? What about putting the coffee pot on a timer? I also recommend "packing" a lunch even if you are working or attending school from home. This is another way to make your decision-making easier during the day and makes you feel oh-so-good to be prepared with delicious and nourishing food.
- Set an alarm (and get up with it) even if you don't have to "go" to work because of physical distancing.
- Our gut bacteria are impacted by our stress (and vice versa), so boost the beneficial gut bacteria with prebiotic foods like bananas, oats, flax, and beans.
- Notice when you're about to eat emotionally and use a non-food coping strategy: go for a walk, doodle, teach your dog a new trick – whatever it is that gives you enjoyment and boosts your mood!
- Tap into your intuition: does it make you feel good the morning after you stay up late streaming shows and snacking? Do you have the focus you need for school or work when you're too rushed for a protein-containing breakfast? Remind yourself of that when you're tempted to skimp on your routines!



## **Dickinson Cooks Together<sup>41</sup> | Tuesdays at 3 p.m.**

This is a beginners-level cooking series, focused on getting you into the kitchen. We can strengthen not only our bodies but our communities and relationships when we cook and eat together. Right now, being together looks different but we can make the best of it by joining in together on YouTube Live and bonding over food!

Videos will remain on the YouTube channel after the livestream is over and recipe links will be posted so you can enjoy them on your own. Check out Dickinson Cooks Together on YouTube<sup>42</sup> at your convenience!

## Community | For the Greater Good



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<sup>41</sup><https://www.youtube.com/channel/UCJbZLTNC1HmiQ9JE712ay0w>

<sup>42</sup><https://www.youtube.com/channel/UCJbZLTNC1HmiQ9JE712ay0w>



Join the Capital Region PA Heart Walk Digital Experience, September 1-30, and give support to the American Heart Association (AHA) in the fight against COVID-19. Together, we'll protect the hearts we love that are the most vulnerable during this extraordinary time. *Participating in the HeartWalk is FREE --- but donations of any amount are also welcome and appreciated.*

Join Team Dickinson<sup>43</sup> during the month of September or just visit the AHA HeartWalk site<sup>44</sup> for more information for the "**Walk Where You Are**" **2020 AHA HeartWalk event!**



The **PA Commuter Services Walk Like a Boss**<sup>45</sup> challenge runs the week of September 20-26! Commuter Services invites you to celebrate walking to work! Participate by walking to get to and from work or a variety of other activity options during the week and tracking your walk trips.

*PA Commuter Services* will be selecting a randomly drawn grand prize winner who will receive a \$50 Dick's Sporting Goods gift card and an additional winner will receive a \$25 Amazon gift card.

***Since many of us are working remotely from Home...*** here are some other ways to participate and record walk trips.

- Walk to lunch
- Walk in lieu of going to the gym

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<sup>43</sup><http://www2.heart.org/goto/TeamDickinson2020>

<sup>44</sup><http://www2.heart.org/goto/TeamDickinson2020>

<sup>45</sup><https://pacommuterservices.org/walkchallengestepbystep/>

- Walk to the gym or store. Get started today by downloading the *PA Commuter Services free app online*<sup>46</sup> – and registering to take advantage of the many free benefits they offer related to commuting!

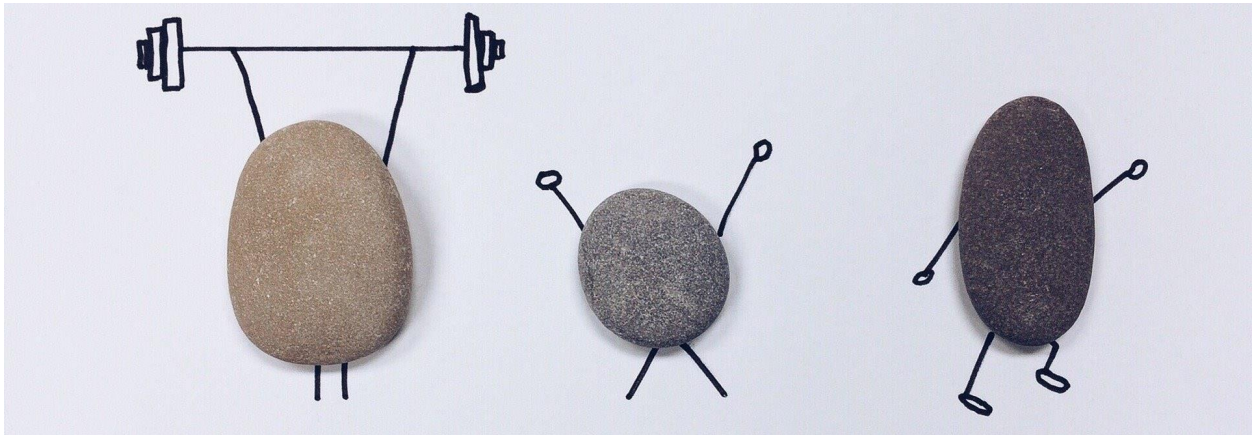


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*Miseno's, located at 1225 Ritner Highway, Carlisle PA, is offering employee and students **20% discount** for all personal orders and/or catering – simply by showing your Dickinson ID to save 20%!*

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## Wellness



Be Well – Be Calm – Be Engaged<sup>47</sup>

***The coronavirus (COVID-19) pandemic has created an atmosphere of unrest and turmoil in our lives. As the environment evolves, we continue to strive for some balance and look for ways to offer support to the Dickinson community.***

Resources are available online via the Human Resource Services *Work Life Balance*<sup>48</sup> webpages.

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<sup>46</sup><https://pacommuterservices.org/walkchallengestepbystep/>

<sup>47</sup>[https://www.dickinson.edu/info/20083/human\\_resource\\_services/1755/worklife\\_balance/2](https://www.dickinson.edu/info/20083/human_resource_services/1755/worklife_balance/2)



**Happiness is an Inside Job** *Presented by UPMC CARES staff*

**Wednesday, September 16 | Noon-1 p.m. | Virtual Online Event**

Life is a building process- a journey, not a destination. This session is about each one of us as a unique individual and our part in that building process as it impacts our personal happiness. Sign-up for this uplifting session in the Wellness Info Sessions<sup>49</sup> course in Totara!



**Health Coaching 101 | What is Health Coaching?** *Presented by Jeanette Diamond*

**Thursday, October 15 | noon-1 p.m. | TEAMS meeting**

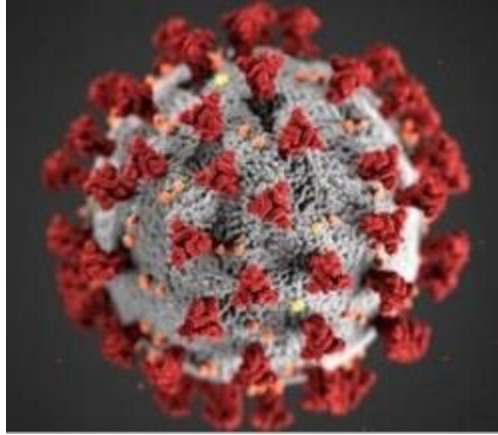
Health Coaching is a relatively recent concept for most people, and some may be wondering what is a health coach and how would health coaching benefit their wellbeing? Sign-up for this roundtable session to learn the answers to these questions and consider whether a health coach may hold the key to your journey to wellbeing. Enroll and sign-up for this wellness session to learn more under Health Coaching 101<sup>50</sup> in Totara!

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<sup>48</sup>[https://www.dickinson.edu/info/20083/human\\_resource\\_services/1755/worklife\\_balance/2](https://www.dickinson.edu/info/20083/human_resource_services/1755/worklife_balance/2)

<sup>49</sup><https://totara.dickinson.edu/course/view.php?id=64>

<sup>50</sup><https://totara.dickinson.edu/course/view.php?id=305>



**COVID-19 | Loved Ones Infected?** *Presented by Lisa Snedeker, MT (ASCP) CIC, Infection Preventionist at UPMC Carlisle*

**Tuesday, October 27 | Noon-1 p.m. | Zoom Presentation**

COVID-19 is a new virus that causes respiratory illness in people and can spread from person-to-person.

The pandemic has impacted all of us in a variety of ways. We wear masks, social distance, wash our hands, and hope for the best. But...what do you do when a loved one becomes infected? Which way do you turn and how do you care for yourself and other family members?

Join us on this ZOOM presentation for tips and information presented by UPMC's Infectious Disease. Enroll and sign-up in Totara<sup>51</sup> to receive the link to this presentation.



**Wellness Yoga Online** with *Volunteer Instructor: Julie Vastine*

**Select Mondays, September-December | noon-1 p.m. | Zoom Online Event**

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<sup>51</sup><https://totara.dickinson.edu/course/view.php?id=64>

The class will start with guided centering breath work, move into gentle movements to warm up your muscles, head into a flow of yoga poses (with cues and modification suggestions) to build heat and flexibility, and end with a closing centering and relaxation. *Previous yoga knowledge is encouraged but is not necessary. Participate to your own comfort level and ability!*

Go to Wellness Yoga Online in Totara<sup>52</sup> for more information and to obtain the Zoom link. Please remember to sign-in a few minutes early, allowing enough time to join the session.

**Wellness online opportunities** will continue to be offered as they become available. Of course taking a WALK is always a fantastic free option and offers a great way to get some fresh air, sunshine and vitamin D to help boost immunity and overall wellbeing. Need more? See a sample list of free online on-demand fitness options currently found below!

- **Capital Blue Health and Wellness Center** offers a variety of fitness classes during the month of September. Check out their schedule<sup>53</sup> online and register for a class.
- **Fitness Blender** is a husband and wife team who are passionate about you reaching your fitness goals. They offer free workout videos<sup>54</sup> for all levels of fitness.
- **Planet Fitness YouTube Home Work-ins** offer the option to select your fitness workout<sup>55</sup> at your convenience.
- **YMCA 360: On-Demand Videos** provides over 100 on-demand videos<sup>56</sup> from Tai Chi to Yoga to Kickboxing and more for all levels of fitness!
- **Yoga with Adriene** on YouTube meets the balance of meditation, yoga, overall movement<sup>57</sup> at all levels in an on-demand platform.

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<sup>52</sup><https://totara.dickinson.edu/course/view.php?id=341>

<sup>53</sup><https://www.eventbrite.com/o/capital-blue-health-and-wellness-center-30255516400>

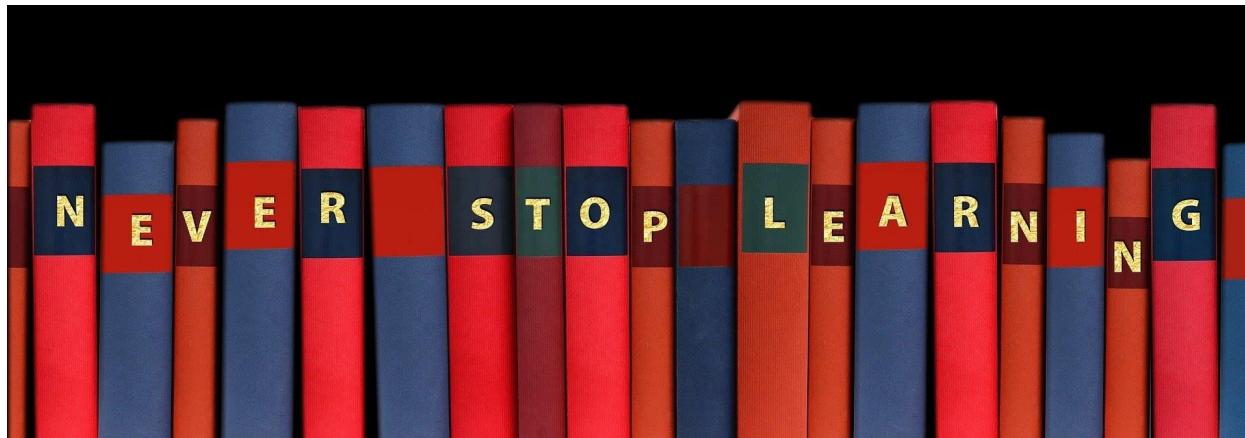
<sup>54</sup><https://www.fitnessblender.com/>

<sup>55</sup><https://www.youtube.com/planetfitness>

<sup>56</sup><https://ymca360.org/on-demand>

<sup>57</sup><https://www.youtube.com/user/yogawithadriene>

## Professional Development



### **RAISE Training for FAS Zoom Sessions<sup>58</sup>**

**Thursday, September 24 | 5-6:15 p.m**

**Thursday, November 12 | Noon-1:15 p.m.**

Have you had a student "come out" to you in class? Are you confused about how to ask someone for their gender pronouns? Perhaps you're hoping to make your departmental policies and procedures more inclusive! No matter your interest or reason, we encourage all aspiring allies and advocates to participate in a session of R.A.I.S.E. (Red Devils Advocating for Inclusive Spaces for Everyone)!

Sign-up for a session in Totara<sup>59</sup>. You will receive a Zoom link with your calendar invitation.

### **Protecting Our Community**

In-person sessions have been suspended. We encourage you to complete your recertification requirements online by watching the modules available to you in Totara<sup>60</sup>. To access these modules please follow the directions below:

1. Log in to Totara<sup>61</sup> via the Gateway
2. Click on *Find Learning* and then click on *Certifications*
3. Click on *Protecting Our Community for Employees...*
4. *Launch* the following modules:

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<sup>58</sup><https://totara.dickinson.edu/course/view.php?id=65>

<sup>59</sup><https://totara.dickinson.edu/course/view.php?id=65>

<sup>60</sup><https://totara.dickinson.edu/>

<sup>61</sup><https://totara.dickinson.edu/>

- a. Mosaic Prevent Sexual Violence Together (and)
- b. Nonexempt Mosaic Prevent Discrimination and Harassment Together (or)
- c. Supervisory Mosaic Prevent Discrimination and Harassment Together (or)
- d. Workplace Harassment Fundamentals

Each module will take approximately 45 minutes to complete. You can start and stop at any time. Once you are finished, close the window and Totara will track your completion progress.

If you have questions, please email [devwell@dickinson.edu](mailto:devwell@dickinson.edu)<sup>62</sup>.

## Contact Us



### Physical Wellness Program Incentive Prize Winner

Congratulations to ***Denise Eichelberger, Human Resource Services***, for being the Physical Wellness incentive prize winner for the month of August. Eligibility for the monthly incentive drawings includes all active/registered employee participants in all physical exercise programs

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<sup>62</sup><mailto:devwell@dickinson.edu>

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)<sup>63</sup> 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 the Gateway<sup>64</sup> 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<sup>65</sup> 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.*

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<sup>63</sup><mailto:devwell@dickinson.edu>

<sup>64</sup><https://gateway.dickinson.edu/>

<sup>65</sup>[http://www.dickinson.edu/info/20314/professional\\_development\\_and\\_wellness/1502/policies\\_and\\_procedures](http://www.dickinson.edu/info/20314/professional_development_and_wellness/1502/policies_and_procedures)

## Campus Resource Quick Links!

How To Guide<sup>66</sup>

Dickinson Download<sup>67</sup>

Dickinson/Biking<sup>68</sup>

Dickinson/College Farm<sup>69</sup>

Dickinson/Sustainability<sup>70</sup>

Trout Gallery<sup>71</sup>

Theatre & Dance<sup>72</sup>

Campus Announcements<sup>73</sup>

Campus Events Calendar<sup>74</sup>



## HUMAN RESOURCE SERVICES

*4 - Professional Development and Wellness*

*PO Box 1773 | Carlisle PA 17013-2896*

*717-245-1503 | devwell@dickinson.edu<sup>75</sup>*

*Human Resource Services Website<sup>76</sup>*

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<sup>66</sup>[http://www.dickinson.edu/info/20043/about/1562/dickinson "how to" guide](http://www.dickinson.edu/info/20043/about/1562/dickinson%20%22how%20to%22%20guide)

<sup>67</sup>[http://www.dickinson.edu/info/20198/technology\\_services/3261/the dickinson download](http://www.dickinson.edu/info/20198/technology_services/3261/the_dickinson_download)

<sup>68</sup><http://www.dickinson.edu/info/20052/sustainability/2317/biking>

<sup>69</sup><http://www.dickinson.edu/collegefarm>

<sup>70</sup><http://www.dickinson.edu/sustainability>

<sup>71</sup><http://www.troutgallery.org/>

<sup>72</sup><https://www.dickinson.edu/theatreanddance>

<sup>73</sup><https://www.dickinson.edu/announcements>

<sup>74</sup><http://www.dickinson.edu/events>

<sup>75</sup><mailto:devwell@dickinson.edu>

<sup>76</sup>[https://www.dickinson.edu/homepage/122/human\\_resource\\_services](https://www.dickinson.edu/homepage/122/human_resource_services)