



Vitality

Dickinson

HUMAN RESOURCE SERVICES

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Accessibility View: Click on the three dots in the upper right corner, choose Accessibility View.

National Wear Red Day - Friday, February 4



It's a RED OUT Day! Time to get your RED OUT to Support *Go Red For Women* by participating in National Wear Red Day® on Friday, February 4, 2022. Why Go Red? Heart disease and stroke cause 1 in 3 deaths among women each year, killing approximately one woman every minute.

Fortunately, we can change that because cardiac and stroke events may be prevented with education and action. That's why this year we are asking that you wear red on National Wear Red Day®. If you desire to donate¹ to this cause, doing so helps support educational programs to increase women's awareness and critical research to discover scientific knowledge about cardiovascular health.

Source: American Heart Association²

SHOW us your RED! Join the Dickinson Photo Challenges³ Team in Microsoft teams and upload your photo in the "Wear Red Day" file or email it to devwell@dickinson.edu⁴.

2022 Spring Into Fitness Challenge



¹<https://www.goredforwomen.org/en/get-involved/give/wear-red-and-give?form=FUNQSERCCGH>

²<https://www.goredforwomen.org/en/about-heart-disease-in-women/facts/causes-and-prevention-of-heart-disease>

³<https://teams.microsoft.com/l/team/19%3aa4f1974d1ab34d7396b81f26c4ea4a5a%40thread.tacv2/conversations?groupId=196ec6c6-e7dc-4468-a467-e4553698e646&tenantId=6232b055-76b9-4c13-9b88-b562ae7db6fb>

⁴<mailto:devwell@dickinson.edu>



Love Your Body Week: February 7-11



Love Your Body Week⁶ has become a big part of the Dickinson experience for some time now, usually taking place in the beginning of February. The week, which is organized by the Psychology Club and the Love Your Body Week Committee, made up of faculty, staff and students, includes events that focus on the importance of mental health, body positivity and spirituality.

Schedule of Events

LYBW Kickoff Soiree

Monday, February 7 | 7 - 8:30 p.m. | HUB Social Hall C/W

The Kick-Off Soirée is a celebration to inaugurate LYBW 2022. Various clubs and organizations will be gathered to promote and engage in body positive activities and performances and share information about LYBW events. Tables featuring a range of activities will be available and attendees will be able to move freely between groups and activities promoting messages aligned with Love Your Body Week. Organized by Psychology Club/Psi Chi.

Loving Our Queer and Trans Bodies

Tuesday, February 8 | Noon - 1 p.m. | Landis House Living Room

A discussion event for queer and trans people to come together and celebrate the diversity of our bodies. We will be exploring the many ways trans and queer people connect with their bodies through guided discussion and exercises. Our focus will be on building positive consensus and personal experience of our bodies and representation. Organized by the Office of LGBTQ Services.

LYBW Keynote: Boys, Biceps, and Body Image

Tuesday, February 8 | 7 - 8:30 p.m. | Virtual Presentation at ATS

Eating disorders are under-recognized and under-researched in boys and men. In this presentation, Prof. Jason Nagata (UC-San Francisco) will review state-of-the-art research on

⁶https://www.dickinson.edu/news/article/4558/dickinson_hosts_virtual_love_your_body_week

gender differences in the presentation of eating disorders in adolescents and young adults. In particular, he will highlight characteristics of muscle-enhancing behaviors and disordered eating behaviors in adolescent boys and young men. He will present two case examples, discuss the epidemiology of muscle-enhancing and disordered eating behaviors in the US, identify medical complications of eating disorders in boys and men, discuss current treatment guidelines, and identify future areas of research. Sponsored by the Clarke Forum and cosponsored by the WGRC and the departments of psychology and women's, gender & sexuality studies.

- **Let's Eat Reception:** Immediately following the Keynote Lecture. HUB Social Hall The Psychology Club/Psi Chi invites you to a reception where we can come together to informally discuss topics related to LYBW and the keynote lecture. Food will be provided. Sponsored by the Psychology Club/Psi Chi and the Psychology Department.

DTG Open Class

Tuesday, February 8 | 5 - 6:30 p.m. | Social Hall West

This class will be led by DTG and will include stretching, strengthening, and connecting through movement in an inclusive and welcoming environment! No dance experience necessary. Organized by Dance Theatre Group.

Decolonizing Yoga Workshop

Wednesday, February 9 | 5 - 6 p.m. | Zoom

The Office of LGBTQ Services invites you to engage in a humbling discussion about the origins of yoga and its subsequent gentrification, and commodification, and how to decolonize the practice. Shasita Paudel (Pride Coordinator, Office of LGBTQ Services) will be leading us in a short yoga session following our discussion. This event asks us to acknowledge and respect the history and religious significance of yoga while providing a way for folks to take care of their body in today's highly sedentary world! Find the Zoom link on EngageD.

Happy Body Hour

Thursday, February 10 | 5 - 6:30 p.m. | The Site Dance Studio, 25-27 W High

Led by Professor Erin Crawley-Woods, our Happy Body Hour will incorporate Thai Bodywork and a variety of self-care techniques. Come in comfortable clothing and ready to relax. Organized by Dance Theatre Group.

Love at Landis

Friday, February 11 | noon - 1 p.m. | Landis House (Office of Equity and Inclusivity)

Come hang out at Landis to enjoy delicious food and crafting activities.

Employee Highlights



New Hires



November 2021

Stephanie Asper, *Alumni Relations*

Liz Burke, *Environmental Studies*

Erica Guernsey, *Prospect Research*

Mackenzie Moyer, *Psychology*

Jessie Stevick, *Facilities Management*

January 2022

Emma Best, *Psychology*

Karin Bohleke, *French*

Sally Bronner, *Judaic Studies*

Jennie Cable, *Dickinson Fund*

Shayla Conley, *Facilities Management*

Yvette Davis, *Popel Shaw Center for Race & Ethnicity*

Ian Dietrich, *Facilities Management*

Heather Dravk, *French*

Evgeniya Dudina, *Russian*

Slenia Kiner, *Facilities Management*

Wayne Kiner, *Facilities Management*

Erin Markan, *Dining Services*

Morgan Nonnemacher, *Office of the President*

Meera Ramanathan, *Public Safety*

Alicia Ratz, *Financial Operations*

Dale Roberts, *Dining Services*

Yaxiang Song, *Economics*

Teku Teku, *Center for Global Study & Engagement*

Nidia Werner, *Center for Global Study & Engagement*

Aaron Wilf, *Athletics*

Retirements



We wish a fond farewell to following, as they transition to retirement:

- Tonya Thumma, *Dining Services (January)*

Employee Announcements



2021 Employee Appraisals



2021 performance reviews will be activated within the coming weeks via Totara. Unlike previous years, this review is requiring an overall summary and review of goals, if applicable. Employees are encouraged to complete the self-evaluation prior to meeting with their supervisor.

Questions should be directed to Dennette Moul⁷ or Carol Shaffer⁸.

All College Formal - Invitation & Volunteer Opportunity

⁷<mailto:mould@dickinson.edu>

⁸<mailto:shaffeca@dickinson.edu>



@DicksonMOB

Saturday, February 26 | 9:00 p.m.-12:00 a.m. | HUB Social Hall

MOB, Dickinson's student programming board, would like to invite all faculty and staff to attend our annual All-College Formal. The event will be taking place on Saturday, February 26 immediately following the Candlelight Dinner sponsored by the Dickinson Club. There will be food and drinks (COVID-dependent), dancing, casino games and it is a free event!

We're also looking for volunteers to help check IDs throughout the night and provide attendees with alcohol wristbands, if you're interested in helping us out please email mob@dickinson.edu⁹. Hope to see you on Saturday, February 26!

Dining Services Volunteer Sign-Up

⁹<mailto:mob@dickinson.edu>



We continue to seek volunteers for two- to three-hour shifts in a variety of capacities, including serving food on the line, helping in the dish room and assembling packaged meals and sandwiches. Rest assured that volunteers will be working side by side with our trained Dining Services staff members, and no prior food-service experience is required. Note that volunteers will need to wear safe, comfortable shoes (closed toe and heel, preferably non-slip) and comfortable, non-flowing clothing (long pants are required) with an eye to food spills and heat. Aprons, disposable gloves and hair restraints will be provided, though volunteers can also choose to wear a hat. And face coverings are required.

Sign-up in Totara¹⁰.

Please check-in at the Dining Services Office prior to the beginning of any shift for which you sign-up to volunteer. All hourly paid employees should report hours worked in your primary position and department as usual. The hours worked in Dining Services will be tracked and reported directly to payroll for the current pay period, these hours should not be reported via your regular time entry method.

Dickinson COVID-19 Resource: Spring 2022 Semester Information¹¹

For the most up-to-date information, visit this resource webpage!

¹⁰<https://totara.dickinson.edu/course/view.php?id=398>

¹¹https://www.dickinson.edu/homepage/1539/spring_2022_semester_information



Did you recently receive your COVID-19 booster? You can upload a copy of your updated vaccination card by logging on to the Gateway and clicking on the COVID-19 Vaccination/Booster Confirmation form¹² link.

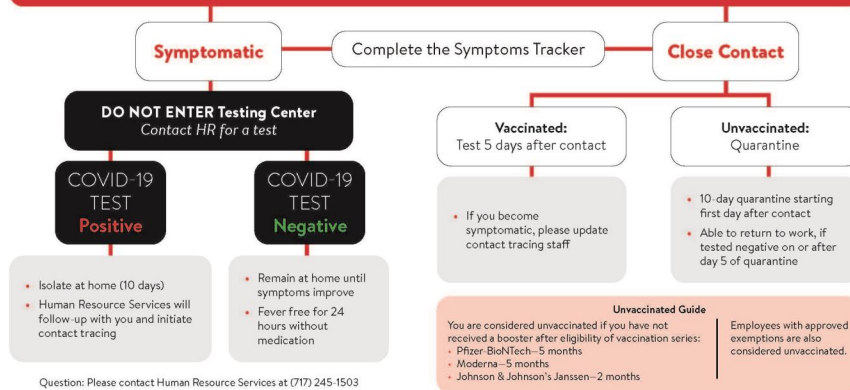
¹²<https://www.dickinson.edu/xfp/form/376>

COVID-19 symptoms include any or all of the following that are not caused by another condition:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

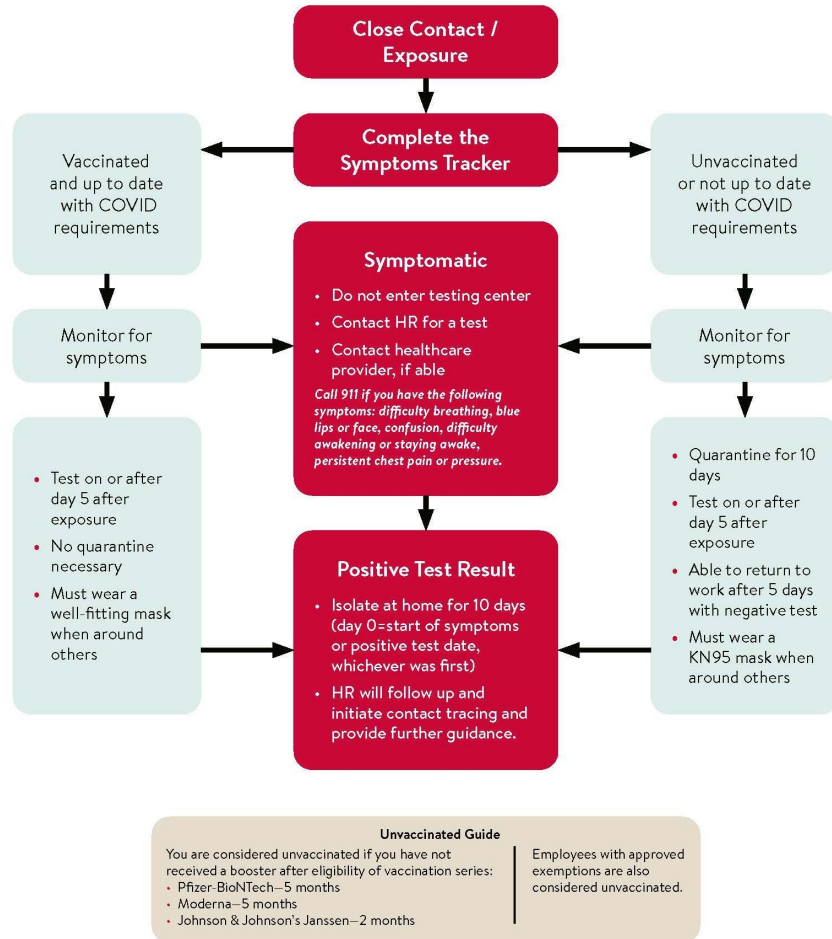
If you notice any of the following symptoms, *please call 911*: difficulty breathing, blue lips or face, confusion, difficulty awakening or staying awake, persistent chest pain or pressure.

Vaccinated or Unvaccinated* Employees Who Are Symptomatic or Identified as a Close Contact
*Individuals who have an approved medical or religious exemption or received COVID-19 vaccinations(s)



Dickinson

Working on Campus



Questions: Please contact [Human Resource Services](#) at (717) 245-1503

Face Coverings



KN95s (or N95s) are strongly recommended as they provide the best protection against transmission of COVID-19. The college started distributing five KN95 masks in January to students and employees. Each KN95 mask can be worn for approximately 40 hours. If you are wearing the same mask all day, the CDC recommends you let it rest in a paper bag for 5 days between each use.

If you have not already picked up your masks, locations and times are as follows:

Department of Public Safety (Kaufman Hall): 24 hours/day, 7 days/week

Human Resource Services: Monday – Friday, 8:30 a.m. – 4:30 p.m.

Senior Associate Provost (Old West 2nd floor): Monday and Thursday, 8 a.m. – 4 p.m.; Tuesday and Wednesday, 8 a.m. – noon; Friday, 9 a.m. – 4 p.m.

ADS & SOAR Reception Room (Old West 005): Monday – Friday, 8:30 a.m. – 4:30 p.m.

Student Life (HUB upper level): Monday – Friday, 8:30 a.m. – 4:30 p.m.

- Please bring your smart phone to pick up your masks, as you will need to scan a QR code. Those who cannot do this will be able to provide their information manually.

Individuals who cannot wear a KN95 are asked to wear a disposable mask under a cloth mask.

Compliance | Policies



Sexual Harassment and Misconduct Policy & Drug Free Workplace Policy

Each year, Dickinson College distributes our policies on harassment, discrimination, and a drug-free workplace. Simply stated:

Dickinson College is an intellectual and social community that values justice, free inquiry, diversity, and equal opportunity. It is a fundamental policy of the college to respect pluralism, civility and mutual understanding with its community. The college does not discriminate on the basis of race, color, national origin, sex, disability, religion, age, veteran status, gender identity or expression, sexual orientation, or any other protected class.

Dickinson College recognizes that illegal or abusive use of alcohol and other drugs by members of the college community has a detrimental effect on the college's commitment to excellence in teaching, research and education. Misuse of drugs by students, faculty and staff members poses hazards both to the individual involved and to the community. Students, faculty, and staff share the responsibility for creating attitudes conducive to eliminating the abuse of alcohol and other drugs within the college community.

Resources:

- Sexual Harassment and Misconduct Policy¹³
- Non-Discrimination, Harassment and Retaliation Policy¹⁴
- Drug and Alcohol policy¹⁵
- Drug Free Workplace Workshops¹⁶

Get the Most Out of Your Benefits



Aetna 1:1 Consultations (Phone Appointment)



Tuesday, February 15 | 9 - 11 a.m.

Thursday, March 10 | 3 - 5 p.m.

¹³https://www.dickinson.edu/download/downloads/id/10502/sexual_harassment_and_misconduct_policy.pdf

¹⁴<https://www.dickinson.edu/download/downloads/id/11679/non-discrimination-harassment-and-retaliation-policy.pdf>

¹⁵https://www.dickinson.edu/download/downloads/id/10709/drug_and_alcohol_policy.pdf

¹⁶<https://totara.dickinson.edu/course/view.php?id=300>

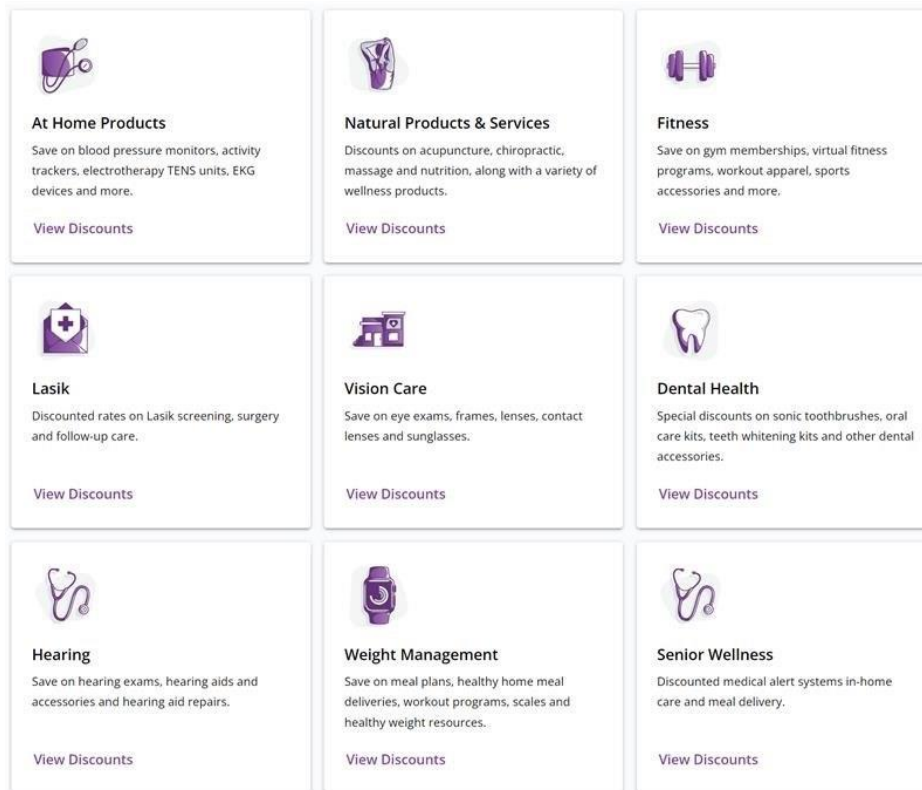
Managing your money and making choices for your healthcare are challenges many of us face regularly. Take advantage of making an appointment to meet with our ***Aetna representative, Jean Enders***, to get your questions answered about claims, learning to read an EOB (Explanation of Benefits), or learn more about online resources available to help estimate costs or save money! Register in Totara ¹⁷to select your appointment for a 1:1 consultation. A phone number to contact our Aetna representative will be provided upon enrollment and sign-up for the session.

Aetna Navigator

With the kick-off of 2022, we continue to fight the battle of COVID-19 that greeted us in spring 2020. Aetna members ... Why not take advantage of some health and wellness discounts offered in the Aetna Navigator¹⁸ platform to help support wellbeing and save yourself some money as you begin 2022?

¹⁷<https://totara.dickinson.edu/course/view.php?id=60>

¹⁸<https://health.aetna.com/healthprograms>



Visit the Aetna member website¹⁹ to view and access these options under the health and wellness programs discounts listings!

Health Advocate makes healthcare easier²⁰!

HealthAdvocateSM

Health Advocate is a service available for all full-time employees. Health Advocate is an independent organization which will provide services to you, your children, your spouse, your parents and your spouse's parents. Click here²¹ for a quick overview.

Complete information about the service is available at Health Advocate's website²².

¹⁹<https://health.aetna.com/healthprograms>

²⁰https://www.dickinson.edu/download/downloads/id/12897/health_advocate_highlights_overview_2021.pdf

²¹https://www.dickinson.edu/download/downloads/id/12896/health_advocate_brochure_2021.pdf

²²<http://www.healthadvocate.com/>

All full time employees have access to Health Advocate²³, a free service for health advocacy and assistance available to the employee, spouse, dependents, parents and parents-in-law. Click on the link or call 866-695-8622

TIAA Retirement Consultations



Questions about retirement? Your financial consultant has answers.

Making decisions about your money can feel complicated. TIAA's experienced financial consultants are here to help you plan for your future. One-on-one personal advice and education* about your retirement plan assets is available at no additional cost. During our discussion, we'll cover questions like:

1. Am I saving enough?
2. Am I invested appropriately?
3. Am I on track to meet my retirement goals?

Schedule time today for a virtual meeting or phone appointment with TIAA financial representative, *Fahad Jethwa*:

- **Thursday, February 24**
- **Wednesday, March 16**
- **Tuesday, April 19**

To connect with a TIAA financial consultant, sign up online at <https://shared.tiaa.org/public/publictools/events/meetingatworkplace> or call 800-732-8353 (remember to ask for the Dickinson College schedule), weekdays, 8 a.m. to 8 p.m. (ET).

²³<https://healthadvocate.com>

All appointments must be scheduled through TIAA.

Please have your investment, retirement plan, bank, savings and other financial statements available to help your TIAA financial consultant identify areas where they can assist you.

February TIAA Educational Webinars

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)²⁴. If you are not a TIAA account holder, you may register as a guest-user to view these webinars.

- Wednesday, February 16 at noon - Market Proof Your Retirement
 - Thursday, February 17 at noon - Understanding Health Savings Accounts
 - Thursday, February 17 at 5.p.m. - Strategies For Staying On Track
 - Tuesday, February 22 at 3 p.m. - Estate Planning Considerations
 - Wednesday, February 23 at noon - At Your Fingertips: Manage Your Money From Wherever You Are
 - Thursday, February 24 at 2 p.m. - Discover the Power of Financial Well-Being
 - Thursday, February 24 at 4 p.m. - *Dinero en funcionamiento 1: Las bases de la inversion* (Money in Operation 1: The Basics of Investing)
-

Fidelity Consultations

²⁴<https://www.tiaa.org/webinars>



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.com²⁵ or call (603) 213-3523.**

Visit [Fidelity.com](https://www.fidelity.com)²⁶ to view the available investment options with Fidelity, or to explore the financial planning tools available through Fidelity online.

Medicare Help Team



Dickinson employees have access to a **Medicare Help Team** at HTA. The team looks forward to talking with you to provide education, guidance and to answer any questions.

HTA offers a Client Toolkit²⁷ with details on services provided to guide you through the Medicare process. There is no cost to use HTA and you do not pay a higher premium if you enroll through

²⁵<mailto:daniel.mccarthy@fmr.com>

²⁶<https://www.fidelity.com/>

²⁷http://url3874.send.agencybloc.com/ls/click?upn=vAGS6NgdMoyHr87OfPNgYpwYzajhFtgAc-2FcSkMRula8S6fFw1r98ZdNkK4VOXCq0BrHp-2BczFXRL-2FQYLrcucm9IEwBxWbrsds3U8mYp2MYxqZRlyaNs7T-2FXidg023PT3Nkl-2Bv9rfHXEHqv8aFzLTHEbG-2BuEQHyZPi27NJYwwsLVQ1Cm1DVjcFovZoYcHfz9yHtJwv4EsVdHCr50G2-2Fpmjw-3D-3D1WUp_qtLTTfiHECvtWDv3qB5kqv-2FH9kNP1-2F1ihcocCu6YAKVqhWk-2Bh2A-2F-2F-2Blry-2FpN4QpX95sVy0AZFUW-2Bucwbt0WS-2F7v6-2FODEOaMi8sbk2KrDoncyPrGarHqPxHVQC4guX5FPZpjVt3iobrSjXQgd5ml46ciZjt57tkfpr0fC08TDCulrdIPkKjgKqf6Eo

them, rather than directly with the insurance company. Click the link to watch this short video on **HTA Medicare Services**²⁸ – 4 min.

Scheduling an appointment is easy via phone, email or shown below:

- **Call: 610-430-6650, Option 1**
- **Email: Medicare@HTA-insurance.com**²⁹
- **Schedule Online**³⁰

[ECHCdpW7DML2Plv-2B6gvBwDQ8sBqWk00XLFpKQ282HF1T-2F-2Ff6ThCgrty5DjGv9Bqx3oCmKCsU0cMQP7wwB1FNBEngszABs-2BmN-2F0bzrekAgcb8hHCh4-3D](http://url3874.send.agencybloc.com/ls/click?upn=vAGS6NgdMoyHr87OfPNgYpwYzajhFtgAc-2FcSkMRula-2BwiawjqIBpke9eLW15ECV0-2FjKb-2FUCXokEScEtGZnYsGGeidCv-2Fs2EHipf9EMEVhTWev4fwU63leQ2JrJX5tdT0DUYZgBDuHYKrwX-2B4y7dlpzdFHeafDCIJKL-2FPKqajJNtQKy8n-2FVTi5qbkvDhD6HVPwNvy qtLTTfIHECvtWDv3qB5kqv-2FH9kNP1-2F1ihcocCu6YAKVqhWk-2Bh2A-2F-2F-2Blry-2FpN4QpX95sVy0AZFUW-2Bucwbt0WS-2F7v6-2FODEOaMi8sbk2KrDoncyPrGarHqPxHVQC4guX5FPZpjVt3iobrSjXQgd5ml46UFnmRM-2FogQ1YIRhXfJoFDhKZp-2BRK7IGvwUKAS02MuXcgpRjnBWRUqEkKNP0H82oLBXktTXvrsqoPPN4D15ZkM5s5XIX2U8SHH-2BJhAKw67ni0IH4KaXcR441cCnl4Oukl6MWu9Oie48Exg0y78FKIRk-3D)
²⁸<http://url3874.send.agencybloc.com/ls/click?upn=vAGS6NgdMoyHr87OfPNgYpwYzajhFtgAc-2FcSkMRula-2BwiawjqIBpke9eLW15ECV0-2FjKb-2FUCXokEScEtGZnYsGGeidCv-2Fs2EHipf9EMEVhTWev4fwU63leQ2JrJX5tdT0DUYZgBDuHYKrwX-2B4y7dlpzdFHeafDCIJKL-2FPKqajJNtQKy8n-2FVTi5qbkvDhD6HVPwNvy qtLTTfIHECvtWDv3qB5kqv-2FH9kNP1-2F1ihcocCu6YAKVqhWk-2Bh2A-2F-2F-2Blry-2FpN4QpX95sVy0AZFUW-2Bucwbt0WS-2F7v6-2FODEOaMi8sbk2KrDoncyPrGarHqPxHVQC4guX5FPZpjVt3iobrSjXQgd5ml46UFnmRM-2FogQ1YIRhXfJoFDhKZp-2BRK7IGvwUKAS02MuXcgpRjnBWRUqEkKNP0H82oLBXktTXvrsqoPPN4D15ZkM5s5XIX2U8SHH-2BJhAKw67ni0IH4KaXcR441cCnl4Oukl6MWu9Oie48Exg0y78FKIRk-3D>

²⁹<mailto:Medicare@HTA-insurance.com>

³⁰<http://url3874.send.agencybloc.com/ls/click?upn=vAGS6NgdMoyHr87OfPNgYpwYzajhFtgAc-2FcSkMRula-2BwiawjqIBpke9eLW15ECV0-2FjKb-2FUCXokEScEtGZnYsGDLukaTif5PxtPo8C7FLZimf73xCigKK3EBITFlrS76mZ0DvUTykj0OYEPH4QONMBAktlPrwqADKQLZ-2FWIQUl5cmYfcJj3No69EnbQL6tEf5 977 qtLTTfIHECvtWDv3qB5kqv-2FH9kNP1-2F1ihcocCu6YAKVqhWk-2Bh2A-2F-2F-2Blry-2FpN4QpX95sVy0AZFUW-2Bucwbt0WS-2F7v6-2FODEOaMi8sbk2KrDoncyPrGarHqPxHVQC4guX5FPZpjVt3iobrSjXQgd5ml46V97FpMzcOnav1lI3UmZJFA1s1QixL-2BhxZBRqadqcgJetb4NNWtNfqEB0fVatNVbn1SwDK-2F5-2Fjpjffv8mv5IReHgnz3Or-2BFVXqTfu609sb8lVtaFibiPgGog4dDOTZ8AM5cfIVAWYQlLRLJV-2Bg8-2BAk-3D>

Community | For the Greater Good



Free Tax Program

MONEY
IN *Your* **\$**
POCKET

Dickinson College will be partnering with the United Way of the Capital Region "Money in Your Pocket" free tax program. Please see the flyer link below for more information including required documentation and other information.

https://www.uwcr.org/wp-content/uploads/miyp_site_flyer.pdf

Dickinson is scheduled to provide remote tax preparation for the Carlisle area this tax season due to COVID safety concerns. Our students will, however, prepare a limited number of basic returns on campus for Dickinson employees who qualify for the program. (We will not be able to prepare returns needing international or multistate assistance.) If you are a Dickinson employee with family income of \$58,000 or less and would like free tax assistance from our IRS certified student volunteers, please stop by Althouse:

- **Dates:** Mondays Feb. 7, 14, 21, 28; Mar. 7
- **Location:** Althouse 204
- **Short interview and document drop off:** 5:30 p.m. *(a limited number will be accepted each Monday on a first come basis)*
- **Completed returns and document pick-up (same night as drop off):** 7:15 p.m.



Free Bicycle Maintenance Workshop Saturday, February 12th

@Project SHARE's HQ, 5 N. Orange, Carlisle
Learn how to fix and maintain your bicycle (bring it!)
from experienced HBC members.



11am to 12 noon:

Group Training Session -

Learn how to change a
flat tire and repair a
tube.

12—3 pm: **Hands-On
Bike Workstations**
for you to work on your
bike!

Experienced HBC members will assist you
with cleaning chains, checking brakes, general
bike maintenance, and lubrication, general bike
fittings and answer any questions that you will
have. Bicycle Parts are not provided. Coles Bi-
cycle Shop will be here selling select bike parts for your use.



A free event sponsored by the
Harrisburg Bicycle Club



OPEN to the CARLISLE COMMUNITY

Registration Required—Spaces are Limited!

[Register Here!](#)



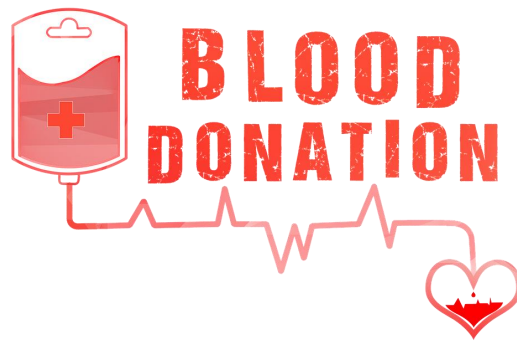
Since this is a free event we encourage you to make a donation to Project SHARE.
Who continue in their vision of "Nourishing Our Community...Awakening Hope!"

TEXT the message "HBCSHARES" to 44321 for information on how you can make
a difference! Or go to their Virtual SHARE Shop to purchase food for the commu-
nity in need at their [Virtual SHARE Shop](#).

To register, go to <https://www.harrisburgbicycleclub.org>

1. Click on NEWS
2. Scroll down to Carlisle Maintenance Clinic

Community Blood Drives



Central Pennsylvania Blood Bank

Click on the link below to see a listing of area blood drives during the month of December:

- **Cumberland County Blood Drives³¹**
- **Dauphin County Blood Drives³²**
- **Lewistown Alliance Church³³**
- **Perry County Blood Drives³⁴**

³¹https://www.dickinson.edu/download/downloads/id/12731/central_pennsylvania_blood_bank_cumberland_county_blood_drives.pdf

³²https://www.dickinson.edu/download/downloads/id/12738/central_pennsylvania_blood_bank_dauphin_county_blood_drives.pdf

³³https://www.dickinson.edu/download/downloads/id/13364/central_pennsylvania_blood_bank_lewistown_alliance_church.pdf

³⁴https://www.dickinson.edu/download/downloads/id/12734/central_pennsylvania_blood_bank_perry_county_blood_drives.pdf

Down on the Farm



Winter Buying Club



The best of Dickinson's organic winter crops and grass-fed beef and lamb

As a way to support our campus community over the winter months, the Dickinson College Farm is excited to offer our Winter Buying Club. We have An online ordering system to purchase organic farm-raised vegetables, grass-fed lamb and beef and canned goods. Easy credit card payment and curbside pick up are available on Fridays at the Farm or on campus! Order every week or as desired. We hope to have the opportunity to supply you with goodies from the College Farm. Don't miss out!

For more details, please visit <http://blogs.dickinson.edu/farm/eat/winter-buying-club/>

To order directly: <https://dcorganicfarm.square.site/>

Nutrition Corner - Healthy Recipe



Warm up with this heart healthy recipe. This beef stew uses baby red potatoes and baby carrots, eliminating the need to peel the vegetables. This recipe can be prepared ahead, by splitting ingredients in half and placing in a freezer bag.



<https://youtu.be/DCOD68uWdMs>

Cozy Beef Stew

Ingredients and Directions:

- 4 pounds boneless sirloin steak, all visible fat discarded, cut into 1-inch cubes
- 4 cups baby red potatoes, halved
- 4 cups baby carrots
- 2 medium onions, chopped
- 2 cups chopped celery
- 1 15-ounce can no-salt-added tomato sauce
- 10 ounces dried lima beans, sorted for stones and shriveled beans, rinsed, and drained
(OR 10 ounces dried black-eyed peas, sorted for stones and shriveled peas, rinsed, and drained)
- 2 tablespoons brown sugar
- 1 tablespoon plus

- 1 teaspoon quick-cooking tapioca
- 2 teaspoons pepper
- 1 teaspoon celery salt
- 1 teaspoon dried parsley, crumbled
- 1 teaspoon dried thyme, crumbled
- 1 cup water

Directions for Cooking

If frozen, thaw the bags in the refrigerator overnight. Pour the contents into a slow cooker. Stir in the water. Cook, covered, on low for 4 to 6 hours, or until the vegetables are tender.

Directions for Freezing

In a large bowl, stir together all the ingredients except the water. Transfer the mixture equally between two 1-gallon resealable plastic freezer bags. Lay the bags flat in the freezer.

Nutrition Facts

Calories: 326

Total Fat: 6.0 g

Saturated Fat: 2.0 g

Trans Fat: 0.0 g

Polyunsaturated Fat: 0.5 g

Monounsaturated Fat: 2.0 g

Cholesterol: 75 mg

Sodium: 182 mg

Total Carbohydrate: 34 g

Dietary Fiber: 8 g

Sugars: 10 g

Protein: 35 g

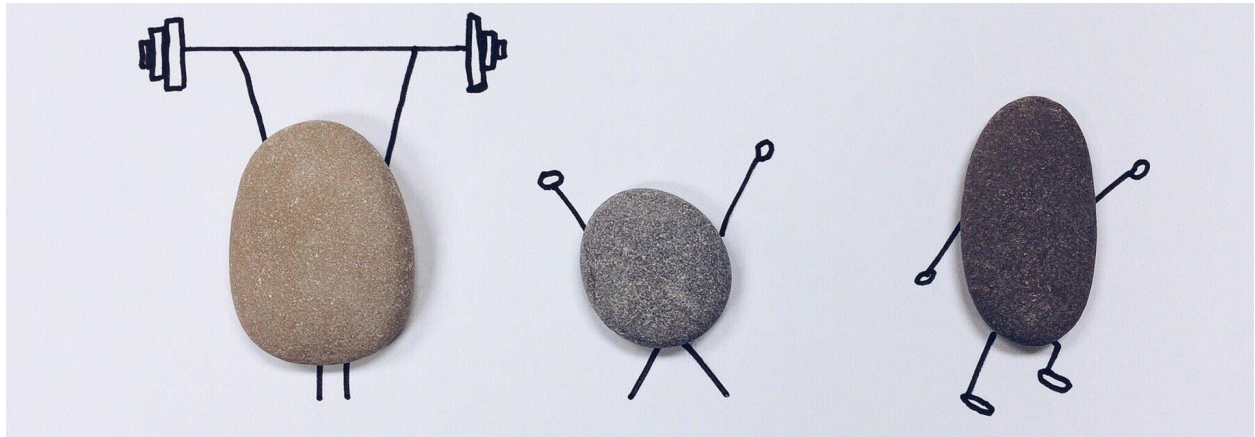
Dietary Exchanges

2 starch, 1 vegetable, 3 lean meat

Source:

- <https://recipes.heart.org/en/recipes/cozy-beef-stew>

Wellness



Wellness Yoga Online with Julie Vastine, 200-hour RYT

Tuesdays beginning Feb 15 through April 26 | 5-6 p.m. | Zoom Fitness Activity

No class March 15 and 22

Wellness Yoga will take participants through a series of asanas that stretch, strengthen, and relax the body and mind. This 60-minute class will start with guided centering breath work, move into gentle movements to warm up your muscles, head into a flow of yoga poses to build heat and flexibility, and end with a closing centering and relaxation. The class will also include a compassionate focus on alignment and the integration of breath with movement.

Previous yoga knowledge is encouraged but is not necessary. Please participate to your own comfort level and ability!

Enroll and sign-up via Totara³⁵ through the Gateway to obtain the Zoom link.



Pilates - Hosted by Student Leadership and Campus Engagement

Mondays | 4:30 - 5:30 p.m.

Tuesdays | noon - 1 p.m.

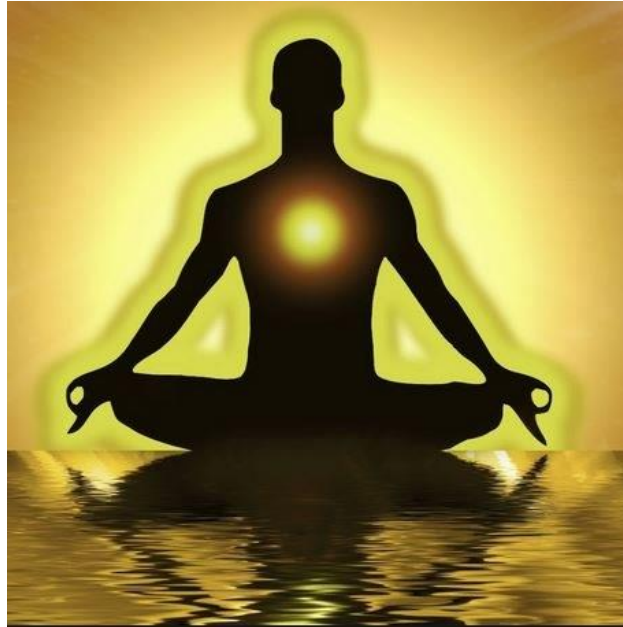
Wednesdays | 4:30 - 5:30 p.m.

HUB Dance Studio with instructor Jenni Moore

Pilates is a non-impact, full-body workout. These classes will improve flexibility, build strength, and develop control and endurance in the entire body. The practice puts emphasis on alignment, breathing, developing a strong core, and improving coordination and balance. This style of Pilates is a blend of resistance training and floor-barre work to challenge and condition

³⁵<https://totara.dickinson.edu/course/view.php?id=341>

the body, all while being down on a mat. This class is appropriate for all fitness levels. Sign-up is available through EngageD³⁶. Registration for each class is required.



Deep Breathing and Relaxation Workshop

Wednesdays, through March 9 | Zoom meeting

with Dr. Megan Nesbitt

Feeling anxious in these unpredictable times and struggling to practice focus and calm? Has it been difficult to interrupt worrying and be present? This group will meet weekly to engage in body-mind techniques for calming anxiety. Each meeting will begin with deep breathing and then focus on a relaxation exercise, a guided visualization, or a therapeutic mindfulness technique. Beginners welcome. No need to attend every week, drop-ins welcome. Students, staff, faculty, all members of the Dickinson community welcome.

Enroll and sign-up in Totara³⁷ to obtain the Zoom meeting link.

³⁶<https://dickinson.campuslabs.com/engage/events?query=Pilates>

³⁷<https://totara.dickinson.edu/course/view.php?id=307>

Avoiding the Trap | Metabolic Syndrome



Wednesday, February 16 | noon - 1 p.m. | HUB Social Hall, West

Presented by UPMC | Dr. Renu Joshi, chief of endocrinology and vice president, chronic disease population health management

Ever feel trapped by the never-ending cycle of craving something sweet, snacking at odd moments, gaining weight and not feeling like you have eaten enough? Gaining weight uncontrollably and feeling hungry, along with excessive thirst could be signs of a more significant health issue than simple cravings of a sweet tooth.

Metabolic syndrome can be a sneaky trickster that leads to the development of diabetes, cardiovascular disease and obesity that insidiously comes upon you and is difficult to combat. Attend this live session to learn more about avoiding the trap of Metabolic Syndrome and tips to turn this vicious monster around!

Enroll and sign up for this **LIVE** Wellness Info session in Totara³⁸.

³⁸<https://totara.dickinson.edu/course/view.php?id=64>



Starting Thursday, February 24 through April 28 | 4:30-5:30 p.m.

****No class on Thursday, March 17 during Spring Break***

Join us ***virtually via ZOOM, or at the Ethos Fitness Studio*** located at 265 Penrose Plaza, Carlisle, PA 17013! Enroll and sign-up via Totara³⁹.

Join us for an energetic and fun, heart-pumping, calorie-burning cardio class.

This aerobic class will tone muscles and strengthen your heart with different aerobic formats such as: Hi/Lo, Strong, cardio-kickboxing, Zumba, and more. All you need is your body and some space to move.

³⁹<https://totara.dickinson.edu/course/view.php?id=379>

Professional Development



RAISE Training for Faculty and Staff



Wednesday, February 17 | noon - 1:15 p.m. | The Stern Center, Room 102

Have you had a student come out to you? Are you uncertain about how to ask your students for their 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)!

Enroll and sign-up in Totara⁴⁰.

⁴⁰<https://totara.dickinson.edu/course/view.php?id=65>

RAISE 2.0

Thursday, February 24 | noon - 1:15 p.m. | The Stern Center, Room 102

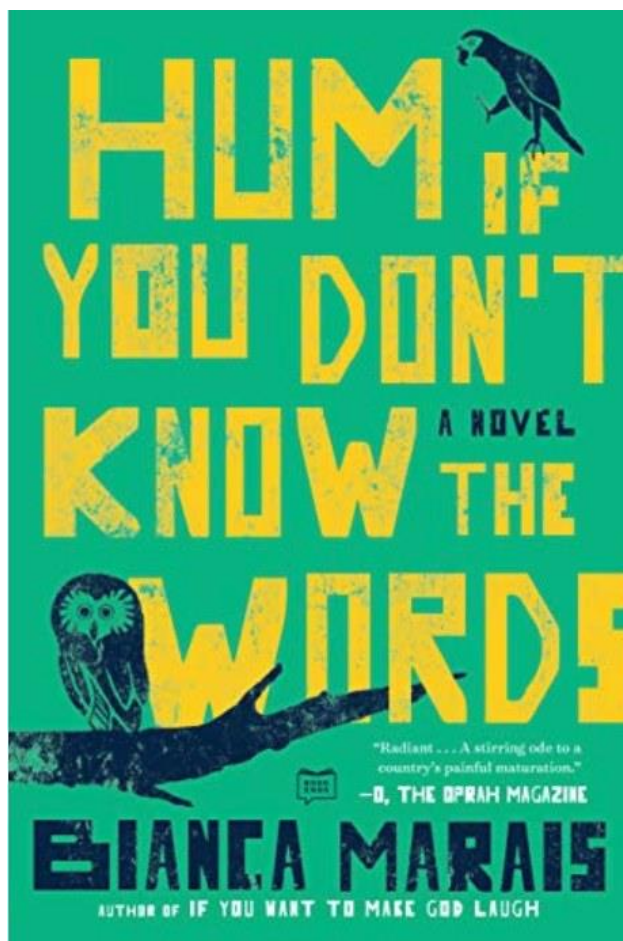
Want to grow as an ally to the LGBTQ+ community? Join us for our new training to engage with other members of the campus community to discuss the implementation of your ally action plans and take the next steps in the RAISE process! This training supplements the prior RAISE training, deepening our discussion and exploring conversations that started during the first training.

Only individuals who have completed the ally action plan and the first RAISE training at least 6 months ago are eligible for this event.

Enroll and sign-up in Totara⁴¹.

Hum If You Don't Know the Words by Bianca Marais

⁴¹<https://totara.dickinson.edu/course/view.php?id=65>



Wednesday, February 23 | noon-1 p.m. | TEAMS Online Book Discussion

Life under Apartheid has created a secure future for Robin Conrad, a ten-year-old white girl living with her parents in 1970s Johannesburg. In the same nation but worlds apart, Beauty Mbali, a Xhosa woman in a rural village in the Bantu homeland of the Transkei, struggles to raise her children alone after her husband's death. Both lives have been built upon the division of race, and their meeting should never have occurred...until the Soweto Uprising, in which a protest by black students ignites racial conflict, alters the fault lines on which their society is built, and shatters their worlds when Robin's parents are left dead and Beauty's daughter goes missing.

After Robin is sent to live with her loving but irresponsible aunt, Beauty is hired to care for Robin while continuing the search for her daughter. In Beauty, Robin finds the security and family that she craves, and the two forge an inextricable bond through their deep personal losses. But Robin knows that if Beauty finds her daughter, Robin could lose her new caretaker forever, so she makes a desperate decision with devastating consequences. Her quest to make amends and find redemption is a journey of self-discovery in which she learns the harsh truths of the society that once promised her protection.

Told through Beauty and Robin's alternating perspectives, the interwoven narratives create a rich and complex tapestry of the emotions and tensions at the heart of Apartheid-era South Africa. Hum If You Don't Know the Words is a beautifully rendered look at loss, racism, and the creation of family.

Enroll and sign-up⁴² for this discussion through Totara. A Microsoft Teams link will be provided in the calendar invitation upon signing up.

The first 15 to register will receive a complimentary copy of the book. Any additional participants in the discussion will need to purchase or acquire their own book (in any form). The book can be found in libraries or purchased from a variety of vendors (i.e. Amazon, Barnes & Noble, etc.)

Totara Course Catalogue



Through this valuable resource you have access to:

- Required certifications and programs such as *Protecting Our Community* and the student *START* program
- On-line learning modules
- Registration of face-to-face seminars

⁴²<https://totara.dickinson.edu/course/view.php?id=43>

- Current and past performance evaluations
- Management of goals
- Your learning record

For a full course catalog listing click on the “Find Learning” tab on the top ribbon.

After clicking on the "Find Learning" tab, you will be redirected to the course catalogue. From here you can find specific courses, certifications, and programs. You can use the search box by typing in a key word. You can also filter courses by using the following options:

- **Category:** Click on "All" and click on a specific category to see related courses
- **Filter:** Are you looking for a course, certification, or program? Click on one or more to narrow down the choices within the catalogue
- **Tags:** Many courses are "tagged" to fall under a specific grouping to allow users to easily find them. If you choose the Inclusivity tag, all related courses, certifications, and programs will appear.

Signing up for a course or activity:

To view the course activities such as dates and times of sessions, please click the “Enroll me” button. You can then select the “Unenroll me from...” on the left side of the screen if you find the dates and times do not work for your schedule. Enrolling in a course may not be your final step; for courses that have multiple sessions you will have to “sign-up” for the session dates you wish to attend.

OpenSesame:

Are you interested in personal or professional growth? Dickinson employees have access to on-line training programs through a subscription with OpenSesame, via Totara, which offers a wide variety of topics and courses. Click on the OpenSesame "tag" under "Find Learning" to view the course catalog.



I'm required to complete a certification or program but I don't know where to go?

Have no fear! Dashboards are here!

Did you say, "What's a dashboard?"

Dashboards are a unique feature in Totara that allow you to see required certifications, programs, and/or courses. You can use the dashboard feature to easily find requirements and your completion status (a nifty bar that highlights the percentage of completion).

Do you want to see your dashboard? Log into Totara and select "Dashboard" from the top ribbon. Easy! Students have a dashboard. Employees have a dashboard. *Everyone with required courses has a dashboard!*

If you are an employee, who is considered a "Staff Manager", you will see your own dashboard as well as "Staff Manager's" dashboard. The staff manager's dashboard has additional information and reports available to you about your team.

Many employees may also have a "Required Health and Safety Education" dashboard that will include any required education such as the driving certification, Hazard Communications, Bloodborne Pathogens, etc.

You are still able to search for courses, certifications, and programs by typing in a key word. If you have any questions, please email devwell@dickinson.edu⁴³.

⁴³<mailto:devwell@dickinson.edu>

Contact Us



Physical Wellness Program Incentive Prize Winners

Congratulations to Julie Horton (*Office of Admissions*) for being randomly selected as the incentive winner for the month of December. The Physical Wellness incentive prize winner for each month is randomly selected based on their fitness program participation. 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.edu⁴⁴ 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

⁴⁴<mailto:devwell@dickinson.edu>

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 Gateway⁴⁵ 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 policy⁴⁶ 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 Guide⁴⁷

Dickinson Download⁴⁸

Dickinson/Biking⁴⁹

⁴⁵<https://gateway.dickinson.edu/>

⁴⁶http://www.dickinson.edu/info/20314/professional_development_and_wellness/1502/policies_and_procedures

⁴⁷http://www.dickinson.edu/info/20043/about/1562/dickinson_how_to_guide

⁴⁸http://www.dickinson.edu/info/20198/technology_services/3261/the_dickinson_download

⁴⁹<http://www.dickinson.edu/info/20052/sustainability/2317/biking>

Dickinson/College Farm⁵⁰

Dickinson/Sustainability⁵¹

Trout Gallery⁵²

Theatre & Dance⁵³

Campus Announcements⁵⁴

Campus Events Calendar⁵⁵



HUMAN RESOURCE SERVICES

2 - Professional Development and Wellness

PO Box 1773 | Carlisle PA 17013-2896

717-245-1503 | devwell@dickinson.edu⁵⁶

Human Resource Services Website⁵⁷

⁵⁰<http://www.dickinson.edu/collegefarm>

⁵¹<http://www.dickinson.edu/sustainability>

⁵²<http://www.troutgallery.org/>

⁵³<https://www.dickinson.edu/theatreanddance>

⁵⁴<https://www.dickinson.edu/announcements>

⁵⁵<http://www.dickinson.edu/events>

⁵⁶<mailto:devwell@dickinson.edu>

⁵⁷https://www.dickinson.edu/homepage/122/human_resource_services