



Vitality - *August 2022*

Dickinson 

HUMAN RESOURCE SERVICES

1 - Volume XVII | Issue 1

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

National Wellness Month



August is National Wellness Month...a time to focus on self-care, stress management and developing healthy behaviors. Challenge yourself to create healthy habits all month long and enjoy the result of feeling better!

Be kind to yourself: Research indicates that self-care helps with stress management, while also positively influencing your mood. Whether you challenge yourself to try a new fitness activity, explore mindfulness, or add meatless Monday to your meal planning --- these small changes impact your health in a multitude of positive ways.

Try some of these simple self-care options to feel better:

- Drink more water

- Add more fruits and vegetables to your meals
- Use a fitness device to monitor your sleep habits and make adjustments - turn off the TV sooner or stop viewing your phone before or while in bed
- Join a fitness class (virtual or in-person).
- Try meditation! This is a great way to reduce stress and increase your focus.

These small changes can lead to a healthier lifestyle overall.

Source: <https://nationaldaycalendar.com/national-wellness-month-august>^{1/}

Mindfulness & Meditation

Are you looking for a way to manage stress and move your body? The Wellness Center and the Alliance for Aquatic Resource Monitoring (ALLARM) developed special workshops focused on mindfulness and yoga. During this 75 minute workshop, explore grounding techniques as well as a gentle yoga practice. The class will start with guided breath work, move into gentle movements to warm up, head into a flow of yoga poses (with cues and modification suggestions) to build heat and flexibility, and end with a closing meditation and relaxation.

Previous yoga knowledge is not necessary.

Presented by Julie Vastine and Dr. Megan Nesbitt, this previously recorded session is available through Totara².

¹<https://nationaldaycalendar.com/national-wellness-month-august/>

²<https://totara.dickinson.edu/course/view.php?id=307>

Employee Highlights



New Hires



June

Elizabeth Mihmet, *Planned Giving*

Rachel Vaughn, *Public Safety*

Timothy Vogel, *Kline Center*

Caitlin Walker, *Facilities Management*

July

Benjamin Basile, *Psychology*

Anthony Becker, *Organic Farm*

Wande Benka-Coker, *Environmental Studies*

Amy Boone-McCreesh, *Art and Art History*

Campbell Breithaup, *Office of Admissions*

Vince Champion, *Office of General Counsel*

Robin Crigler, *History*

Andrew Dufton, *Archaeology*

Nancy Farber, *Psychology*

Megan Green, *Athletics*

Mohala Kaliebe, *Library Services*

Paul Kinlaw, *Mathematics and Computer Science*

Matthew Lambert, *Mathematics and Computer Science*

Lena Leson, *Music*

James Malone, *Office of Admissions*

Mark Perry, *Facilities Management*

Jim Rego, *Chemistry*

Crystal Reynaga, *Biology*

Lauren Sauriol, *Office of Admissions*

Derek Spanellis, *Athletics*

Frances Taylor, *Trout Gallery*

Abu Thomas, *Mathematics and Computer Science*

Colleen Unroe, *Environmental Studies*

Wade Wade, *International Business & Management*

David Walker, *Office of the Treasurer*

Forrest Watson, *International Business & Management*

Eric Weinhold, *Office of Admissions*

Mallory Wishard, *Parents Program*

Mengnan Zhu, *International Business & Management*

August

Renida Brolin, *Dining Services*

Danielle Cook, *Athletics*

Jennifer Hanks, *Athletics*

Meghan Lazzari, *Athletics*

Linda Miller, *Office of the President*

Cory Snyder, *Dining Services*

Brian Strunk, *Facilities Management*

Marc Vandyke, *Facilities Management*

Amy Ward, *Library Services*

Retirements



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

- Linda Darhower, *Print Center*
- Zair Ulsh, *Mail Center*

Employee Announcements



Welcome Back Celebration



Thursday, August 18 | 2 - 4 p.m.

John Dickinson Campus/Academic Quad (*rain location: Rector Atrium*)

All Dickinson employees are invited to a Welcome Back Celebration to mark the start of the new academic year.

Come and enjoy time together with colleagues from across the campus. We'll hear from President John E. Jones III '77, P'11, on plans for the year ahead, celebrate Spring into Fitness winners, recognize milestone years of service and enjoy yard games and a performance by children enrolled at the Dickinson College Children's Center. Snacks will be provided by B&L Dogz, Leo's Ice Cream, Jack & Joan's Kettle Corn and pizza from the Dickinson College Farm.



The annual Benefits and Wellness Fair³ is still available. Go to Totara⁴ via the Gateway to learn more about core benefit solutions or to find special discounts and promotional offerings with local vendors. Search for key word: Benefits.

2022 United Way of Carlisle & Cumberland County Pacesetter Campaign



Dickinson College is a *Pacesetter* for the United Way⁵ of Carlisle & Cumberland County's annual campaign⁶. Our campus campaign will begin in August and wrap up in early September—to help set the pace for the larger community's fall campaign. You will soon receive information to contribute via payroll deduction or directly to United Way of Carlisle & Cumberland Cumberland County.

New COVID-19 Employee Information Page

³<https://totara.dickinson.edu/course/view.php?id=351>

⁴<https://totara.dickinson.edu/>

⁵<http://carlisleunitedway.org/>

⁶<http://carlisleunitedway.org/campaign/>



Faculty and staff can find up-to-date information within the COVID-19 Employee Information⁷ page. We asked that you continue to monitor your health and test if you believe you have symptoms of COVID-19. At home test kits are widely available. Click here⁸ to find available resources.

If you test positive, please complete the at-home COVID testing form⁹. A member of Human Resource Services will be in touch to provide general guidance.

Please refer to the flow charts below to guide you if you are symptomatic or you are considered a close contact of someone who tested positive.

⁷https://www.dickinson.edu/homepage/1579/covid-19_employee_information

⁸https://www.dickinson.edu/download/downloads/id/13900/covid-19_testing_resources.pdf

⁹<https://www.dickinson.edu/xfp/form/374>

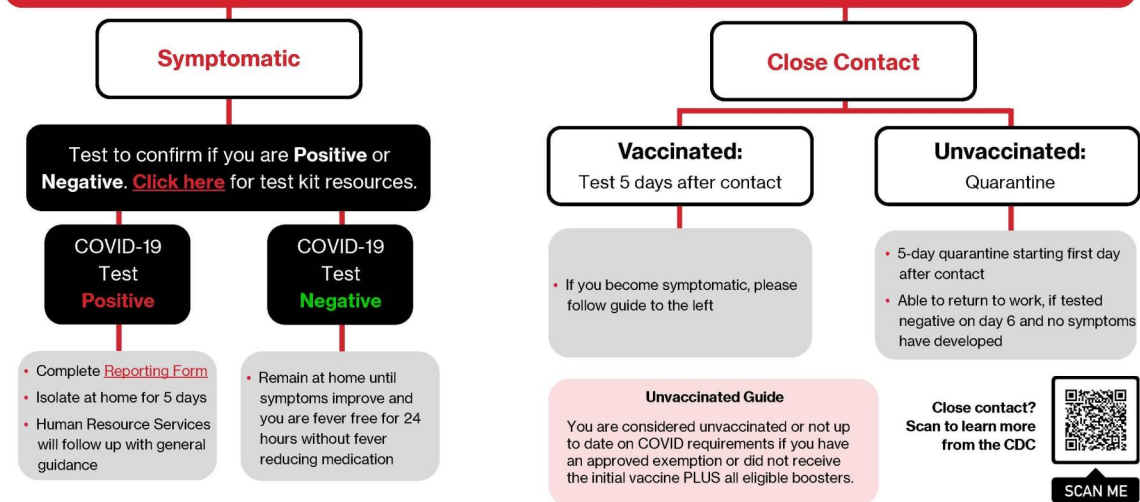
COVID-19 symptoms include any or all of the following that are not caused by another condition:

- 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.

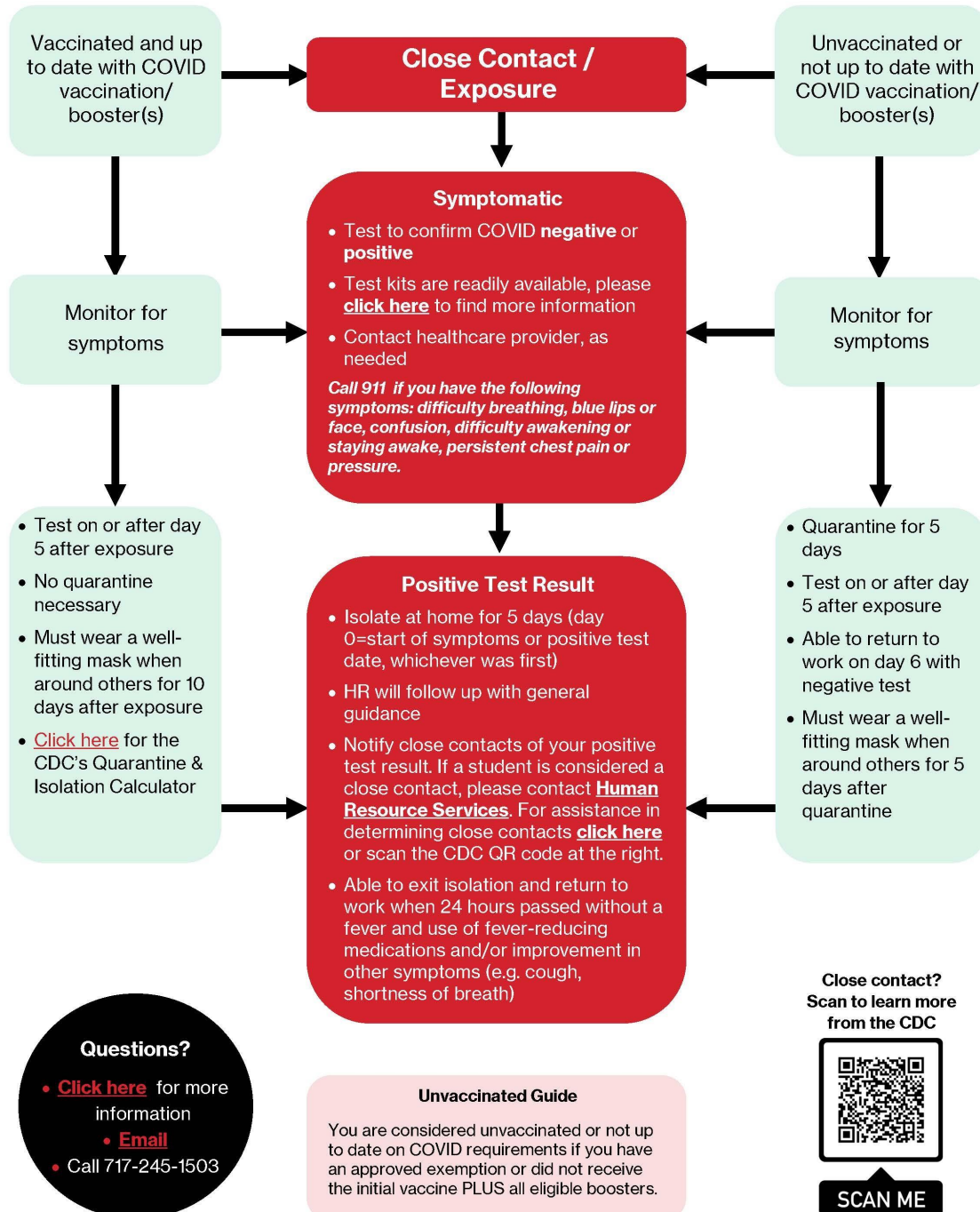
Vaccinated or Unvaccinated* Employees Who Are Symptomatic or Identified as a Close Contact

**Individuals who have an approved medical or religious exemption or vaccinated individuals who have not received a booster when eligible*



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Working on Campus



Dining Services Volunteer Sign-Up



We will be seeking 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.

We will continue to offer \$35 per 2-hour shift and \$50 per 3-hour shift for exempt staff and faculty (to be paid at the end of the semester) who work in the evenings and on the weekends. *If you choose to decline the incentive, please indicate this by entering "decline" in the Requests for Session Organizer box upon signing up.*

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.

Sign-up in Totara¹⁰.

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

Please check-in at the Dining Services Office prior to the beginning of any shift for which you sign-up to volunteer.

Get the Most Out of Your Benefits



2022-2023 Benefits Overview¹¹

This video provides an overview of the benefits for the 2022-2023 fiscal and academic year to help share information about benefit options available to you as an employee.

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Benefit Category ¹	CONCORDIA FLEX PLAN	
	Low Option Plan Pays	High Option Plan Pays
Class I - Diagnostic/Preventive Services		
Exam		
Biting X-rays		
All Other X-rays	100%	100%
Cleanings & Fluoride Treatments		
Sealants		60% ²
Palliative Treatment		
Space Maintainers		
Class II - Basic Services		
Basic Restorative (includes Posterior Composite Fillings)		
Simple Extractions		
Endodontics	80%	80%
Non-surgical Periodontics		
Complex Oral Surgery		
General Anesthesia		
Surgical Periodontics	50%	
Class III - Restorative Services		
Repairs of Crowns, Inlays, Onlays, Bridges & Dentures		80%
Inlays, Onlays, Crowns	50%	50%
Prosthetics (Bridges, Dentures)		
Orthodontical for dependent children to age 19		50%
Diagnostic, Active, Retention Treatment	Not Covered	
Maximums & Deductibles (applies to the combination of services received from network and non-network dentists)		
Contract Year Program Deductible (per person/per family) (July 1 - June 30)	\$50/\$150	\$75/\$225
Contract Year Program Maximum (per person) (July 1 - June 30)	Excludes Class I	Excludes Class I & Orthodontics
Lifetime Orthodontic Maximum (per person)	\$1,000	\$1,500
In-Network Reimbursement ³	N/A	\$1,000
Non-Network Reimbursement ⁴	Advantage ⁵ /80 ⁶ Percentile ⁷	Emp ⁸ /75 ⁹ Percentile ¹⁰

<https://sway.cloud.microsoft/ZLxqXivBpYH9cCVX#content=Y7TExDkJGKut0>

¹¹<https://vimeo.com/707943277/a7d5546cde>

Meritain Health (an Aetna company)



As a reminder, on July 1, 2022, we transitioned our medical insurance third-party administrator to Meritain Health (an Aetna company). There was no change to the plan itself – deductibles and co-pays remained the same – and the network of providers is still Aetna Choice POS II (Open Access).

New *updated* insurance cards were issued during the month of June from Meritain Health, which replaced your Aetna and CVS Caremark cards. Members can now use their new Meritain Health card, with new member ID #, for both their Meritain Health medical and CVS Caremark prescription drug insurance coverage needs. Visit Meritain Health's website, <https://www.meritain.com/>, to register for a Meritain member account, view your member ID card, request a new card be sent to you, find a doctor, and view claims and coverage information.

Meritain information is available on our insurance benefits webpage¹². Smart phone users can install the Meritain Health Mobile App to gain access to their member account and zoom in on the small print of their member ID card for better viewing at their fingertips. You may also call Meritain Health customer service at 800-925-2272 for assistance. ***If you did not receive your updated card, please contact*** hrservices@dickinson.edu¹³.

¹²https://www.dickinson.edu/info/20083/human_resource_services/537/insurance_benefits/2

¹³<mailto:hrservices@dickinson.edu>

Sample ID card

Card front



Customer Service and Eligibility Inquiries
800.925.2272
www.MERITAIN.com

Member

SAMPLE GROUP

Group #: 11378
Member: **FIRST NAME LAST NAME**
Member ID: **1234567891**
Division: AA1
Dependent(s):
DEPENDENT NAME 1
DEPENDENT NAME 2
DEPENDENT NAME 3

Medical Plan

Coverage:
Aetna Network
Plan: Aetna Choice POS II

Deductible and Out of Pocket (Ind /Fam):
INN Ded: \$XXXX/ \$XXXX INN OOP: \$XXXX/ \$XXXX
OON Ded: \$XXXX/ \$XXXX OON OOP: \$XXXX/ \$XXXX
OV \$XX Spec \$XX UC \$XX ER \$XXX Hosp \$XXX

Pharmacy Plan
RXBIN: 004336 
RXPCN: ADV Member: 866.475.7589
RXGRP: RXZ738 Pharmacy: 800.364.6331

Deductible and Out of Pocket (Ind /Fam):
INN Ded: \$XXXX/ \$XXXX INN OOP: \$XXXX/ \$XXXX
OON Ded: \$XXXX/ \$XXXX OON OOP: \$XXXX/ \$XXXX

Card back

Medical Claims Submission

Mail ALL Claims & Correspondence to:
Meritain Health
PO Box 853921
Richardson, TX 75085-3921
EDI: Change Healthcare 41124 or
McKesson/Relay Health 1708 or 4561

NY Electing

Aetna participating Doctors and Hospitals
are independent providers and are neither
agents nor employees of Aetna.

Contact 800.343.3140 for assistance in
locating an In-Network Provider.

Eligibility

Call 800.925.2272 or visit
www.MERITAIN.com for inquiries
regarding eligibility, claims and plan
benefits.

Utilization

For Precertification call: 800.242.1199. Failure
to comply with your plan's precertification
requirements may result in a reduction of
benefits.

24-Hour Automated Customer Service:
800.566.9311 or www.MERITAIN.com

Printed:

SELF-FUNDED INDEX #: 009



Additional Health Plan Coverage Information

Health Plan Coverage

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Medical Plan Overview

- ✓ Introducing Meritain effective July 1, 2022
 - ✓ Independent company of Aetna
 - ✓ Members will continue to use the Aetna Choice POS II Network
- ✓ No Change in Plan Design
- ✓ Insurance premium changed due to increase in market
- ✓ Visit providers without referral & PCPs are not required (but recommended)
- ✓ Preventative Services Covered by the Plan
 - ✓ Well-Child Visits, Adult Physical (One/Contract Year)
 - ✓ Screening Mammography, Pap Tests,
 - ✓ Immunizations
- ✓ Teledoc telemedicine program - \$20 Copay for Acute Illnesses & Mental Health
- ✓ Dependents Covered to Age 26



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JULY 1, 2022 - JUNE 30, 2023 INSURANCE RATES

MEDICAL: Meritain Health (An Aetna Company)				
Annual Salary ↓	Employee	Employee + Child(ren)	Employee + Spouse	Employee + Spouse + Child(ren)
Employee Per Pay Premium - Bi-weekly 26 Pay Cycle				
< \$30,000	\$27.71	\$73.52	\$102.85	\$137.23
\$30,000 - \$34,999	\$30.35	\$80.53	\$112.65	\$150.30
\$35,000 - \$39,999	\$33.65	\$89.28	\$124.89	\$166.64
\$40,000 - \$44,999	\$37.60	\$99.78	\$139.58	\$186.24
\$45,000 - \$49,999	\$41.56	\$110.29	\$154.28	\$205.85
\$50,000 - \$59,999	\$49.48	\$131.29	\$183.66	\$245.05
\$60,000 - \$69,999	\$57.40	\$152.30	\$213.05	\$284.27
\$70,000 - \$89,999	\$65.31	\$173.31	\$242.44	\$323.47
\$90,000 - \$109,999	\$69.27	\$183.81	\$257.13	\$343.08
>= \$110,000	\$73.23	\$194.31	\$271.82	\$362.68
Employee Per Pay Premium - Semi-monthly 24 Pay Cycle				
< \$30,000	\$30.02	\$79.65	\$111.42	\$148.67
\$30,000 - \$34,999	\$32.88	\$87.24	\$122.03	\$162.83
\$35,000 - \$39,999	\$36.45	\$96.72	\$135.30	\$180.53
\$40,000 - \$44,999	\$40.74	\$108.10	\$151.22	\$201.76
\$45,000 - \$49,999	\$45.03	\$119.48	\$167.14	\$223.00
\$50,000 - \$59,999	\$53.60	\$142.23	\$198.97	\$265.48
\$60,000 - \$69,999	\$62.18	\$164.99	\$230.81	\$307.96
\$70,000 - \$89,999	\$70.76	\$187.75	\$262.64	\$350.43
\$90,000 - \$109,999	\$75.04	\$199.13	\$278.56	\$371.67
>= \$110,000	\$79.33	\$210.51	\$294.47	\$392.91
Employee Per Pay Premium - Non-12 month 17 Pays				
< \$30,000	\$42.38	\$112.45	\$157.30	\$209.88
\$30,000 - \$34,999	\$46.41	\$123.16	\$172.28	\$229.87
\$35,000 - \$39,999	\$51.46	\$136.55	\$191.01	\$254.86
\$40,000 - \$44,999	\$57.51	\$152.61	\$213.48	\$284.84
\$45,000 - \$49,999	\$63.57	\$168.68	\$235.96	\$314.83
\$50,000 - \$59,999	\$75.67	\$200.80	\$280.89	\$374.79
\$60,000 - \$69,999	\$87.78	\$232.93	\$325.84	\$434.76
\$70,000 - \$89,999	\$99.89	\$265.06	\$370.78	\$494.72
\$90,000 - \$109,999	\$105.95	\$281.12	\$393.26	\$524.71
>= \$110,000	\$112.00	\$297.19	\$415.73	\$554.69



Aetna Choice POS II No Plan Changes for July 1, 2022

Service	In-Network	Out-of-Network
Deductible	\$350 Single \$1,050 Family Tiers	\$800 Single \$2,400 Family Tiers
Coinsurance	Member pays 10%, after deductible	Member pays 30%, after deductible
Medical Out-of-Pocket Max	\$1,300 Single / \$3,900 Family Tiers	\$1,950 Single / \$5,850 Family Tiers
Primary Care	\$20 copay, deductible waived	Deductible & Coinsurance
Specialist	\$25 copay, deductible waived	Deductible & Coinsurance
Mental Health Office Visit	\$25 copay, deductible waived	Deductible & Coinsurance
Diagnostic Labs	Deductible & Coinsurance	Deductible & Coinsurance
Inpatient Hospital	\$200 copay, then 10% coinsurance after deductible	Deductible & Coinsurance
Urgent Care	\$40 copay, deductible waived	Deductible & Coinsurance
Emergency Room	\$125 copay, deductible waived	\$125 copay, deductible waived



NEW Meritain ID Cards

Members will receive Meritain ID Cards prior to July 1, 2022

Covered dependents are now included on all cards

CVS RX information will now be included on the Meritain ID Card



Please update all providers with new ID Card information for July 1, 2022

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Meritain Member Portal

Website available to all enrolled members – Register once Meritain ID card is received!

- Review benefits and coverage
- View and download claims
- View Explanation of Benefits (EOBs)
- Access benefit plan documents
- Find a doctor
- Access member ID cards

Register or log in at
www.meritain.com



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How to Register

Access is as easy as 1–2–3

Step 1

Go to www.meritain.com and click *Register*.

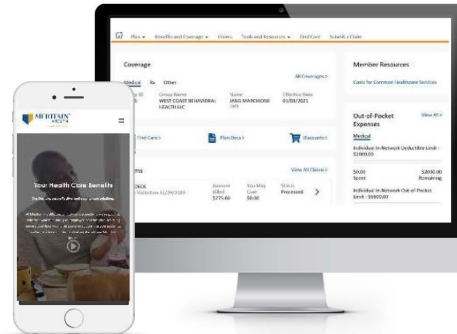
Step 2

Select *Member* under *I am a* and enter your group ID. Then, click *Continue*.

Step 3

You'll need to enter the following information, then select *Submit*:

- Member ID (located on your member ID card)
- Group ID (located on your member ID card)
- First name (employee, spouse or adult dependent)
- Last name (employee, spouse or adult dependent)
- ZIP code
- Email (personal address)
- Date of birth (mm/dd/yyyy)



You can access the portal by computer, tablet or via the Meritain Health mobile app on your iPhone® or Android™.





DocFind Provider Directory

Find Aetna providers online in just a few quick steps

You can use the DocFind directory anywhere you have internet access. Just:

- 1** Visit <http://www.aetna.com/docfind/custom/mymeritain/>.
- 2** Key in the ZIP code, city, county or state of the desired geographical area in the *Enter location here* field. Click *Search*.
- 3** Key in *Aetna Choice® POS II (Open Access)* under *Select a Plan*. Or you can select *Aetna Choice® POS II (Open Access)* from the list of plans. Click *Continue*.
- 4** There are two options available to search for providers. The guided flow search uses some of our most commonly searched terms and easily organizes them for our users to find. To use the guided search flow, choose and click on one of the categories under *Find what you need by category*. Or see **step five**.
- 5** Use the search box, which includes type-ahead suggestions and will present provider, facility, specialty and condition search options based on what is entered. These suggested options will present an exact match or relevant providers. *What do you want to search for near* (will display your chosen location).
- 6** Choose your provider from the list of providers displayed on the results screen. You can learn more about each by clicking on the provider's name.
- 7** Narrow your search results by using the *Filter & Sort* option. Choices include Gender, Languages, Hospital Affiliations, Office Detail, Individual Practice Association Affiliations, Group Affiliations and Provider Type.

***No Change to current provider network**



Teledoc Telemedicine Program

Alternative to receive care by visiting a certified medical doctor right from your home, office or on the go for non-emergency medical conditions. Available 24/7/365

Physicians will diagnose your symptoms, prescribe medications (when appropriate) and send the prescription to your nearest pharmacy.

When to Use:

- Primary care doctor is not available
- Instead of going to the ER or Urgent Care (for a non-emergency)
- Traveling and in need of medical care

Treatable Common Conditions:

Allergies, Asthma, Bronchitis, Cold/Flu, Diarrhea, Ear Infections, Fever, Headache, Infections, Insect Bites, Joint Aches, Rashes, Sinus Infections, Skin Infections, Sore Throat



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Behavioral Health on Teledoc “Confidential therapy on your terms”

Speak with a licensed therapist from anywhere

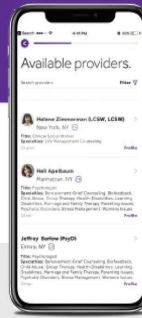
Taking care of your mental health is an important part of your overall well-being. With Teladoc's Mental Health, adults 18 and older can get care for anxiety, depression, grief, family issues, and more. Choose to see a psychiatrist, psychologist, social worker, or therapist and establish an ongoing relationship.

“As a working mom with two small children, finding ‘me time’ is almost impossible. So having easy access to an amazing psychologist through Teladoc has been an invaluable benefit.”
Ade O., Teladoc member

Teladoc doesn't offer a crisis hotline. Appointments must be scheduled.

Why use Teladoc's Mental Health service

- ✓ Confidential treatment
- ✓ Convenience to speak with a therapist from anywhere
- ✓ Flexible scheduling
- ✓ Quick access to the right provider for you



How to schedule a visit

- 1 Register your Teladoc account via web or app or log in to your account if you're already registered
- 2 Request a visit
- 3 Answer a few questions
- 4 Select your therapist
- 5 Request a time for your appointment



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Meritain Precertification

Meritain medical management team will help you get the most appropriate care, when and where you need it.

Precertify before the following:

- Hospital admissions
- Inpatient or outpatient surgery
- IV home infusion therapy or chemotherapy
- Inpatient substance abuse treatment
- Home health care
- Admission to an extended care or rehab care facility



Call before you get care

You or your doctor can call Meritain Health Medical Management to verify which procedures need to be precertified.



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Additional Meritain Member Resources

Pre-Admission and Post-Discharge Counseling

- Provides educations to members receiving inpatient procedures

Maternity Management

- Connecting members with maternity nurse specialist (RN's) for the duration of pregnancy

Institutes of Quality

- Aetna network includes special network of hospitals and facilities known for providing quality care

Product Discounts

- Meritain provides health discounts for healthcare products including blood pressure monitor, electrotherapy,



United Concordia



United Concordia also sent out new member ID information. If you are enrolled in one of the dental plans, you should have received a letter from United Concordia with updated member information. They did not issue "cards" but a paper copy of cards and information on how to obtain your card at any time through their mobile app or online. For more information, please log in to your United Concordia account at: <https://www.unitedconcordia.com/dental-insurance/home/>

Health Advocate makes healthcare easier¹⁴!

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 here¹⁵ for a quick overview.

Complete information about the service is available at Health Advocate's website¹⁶.

All full time employees have access to Health Advocate¹⁷, 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 In-Person Retirement Consultation



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, they'll cover questions like:

1. Am I saving enough?

¹⁴https://www.dickinson.edu/download/downloads/id/12897/health_advocate_highlights_overview_2021.pdf

¹⁵https://www.dickinson.edu/download/downloads/id/12896/health_advocate_brochure_2021.pdf

¹⁶<http://www.healthadvocate.com/>

¹⁷<https://healthadvocate.com>

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

Schedule time today for an IN-PERSON appointment with TIAA financial consultant, *Nigel Stearns*:

- ***Thursday, August 18***
- ***Friday, September 16***

Appointments are available between 9 a.m. and 4 p.m. in the HUB, Mary Dickinson Room. To schedule a personal meeting with TIAA, please sign up online¹⁸ or call 800-732-8353 (remember to ask for the Dickinson College schedule), weekdays, 8 a.m. to 8 p.m. (ET).

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.

TIAA 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)¹⁹. If you are not a TIAA account holder, you may register as a guest-user to view these webinars.

Wednesday, August 10 | 12 p.m. | Lifetime Income: Marketproof Your Retirement

- *You've worked hard to save for retirement. TIAA can help you understand how to create a diversified retirement income plan that protects you against key retirement risks.*

Tuesday, August 16 | 12 p.m. | Gaining Insight: Navigating dept consolidation and understanding the mortgage process

¹⁸<https://shared.tiaa.org/public/publictools/events/meetingatworkplace>

¹⁹<https://www.tiaa.org/webinars>

- *You can understand how to manage and consolidate debt, and get a primer that can help make the mortgage process easier to navigate.*

Wednesday, August 17 | 12 p.m. | The Power of Savings

- *In this webinar you'll learn a number of strategies for better managing your money so you have the knowledge and confidence to pay your bills, save for a rainy day and achieve your financial goals.*

Thursday, August 18 | 12 p.m. | Writing your next chapter - 5 steps to setting your retirement date

- *This webinar takes you through the five steps to deciding when the time is right, including estimating retirement expenses, closing any income gap and understanding key milestones that can impact your retirement finances.*

Thursday, August 18 | 3 p.m. | Hindsight is 2020

- *A look back at 2020 and the lessons learned during this unique time.*

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.com²⁰ or call (603) 213-3523.**

Visit [Fidelity.com](https://www.fidelity.com/)²¹ to view the available investment options with Fidelity, or to explore the financial planning tools available through Fidelity online.

²⁰<mailto:daniel.mccarthy@fmr.com>

²¹<https://www.fidelity.com/>

Medicare 101



Wednesday, August 31 | noon - 1 p.m. | Stern Center, Room 102

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

Enroll and sign-up for this Medical Consumerism session in Totara²².

Medicare Help Team

²²<https://totara.dickinson.edu/course/view.php?id=60>



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 Toolkit²³ 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 them, rather than directly with the insurance company. Click the link to watch this short video on **HTA Medicare Services**²⁴ – 4 min.

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

- **Call: 610-430-6650, Option 1**
- **Email: Medicare@HTA-insurance.com**²⁵
- **Schedule Online**²⁶

²³http://url3874.send.agencybloc.com/ls/click?upn=vAGS6NgdMoyHr87OfPNgYpwYzajhFtgAc-2FcSkMRula8S6fW1r98ZdNkK4VOXCq0BrHp-2BczFXRL-2FQYLrucum9IEwBxWbrsds3U8mYp2MYxqZRlyaNs7T-2FXidg023PT3Nkl-2Bv9rfHXEHqv8aFzLTHEbG-2BuEQHyZPi27NJYwwsLVQ1Cm1DVjcFovZoYcHfz9yHtJwv4EsVdHCr50G2-2Fpmjw-3D-3D1WUp_qtLTTfIHECvtWDv3qB5kqv-2FH9kNP1-2F1ihcocCu6YAKVqhWk-2Bh2A-2F-2F-2Blry-2FpN4QpX95sVy0AZFUW-2Bucwbt0WS-2F7v6-2FODEOaMi8sbk2KrDoncyPrGarHqPxHVQC4guX5FPZpjVt3iobrSjXQgd5ml46ciZJt57tkfpr0fC08TDCulrdIPkKjgKqf6EoECHCdpW7DML2Plv-2B6gvBwDQ8sBqWk00XLFpKQ282HF1T-2F-2Ff6ThCgrty5DjGv9Bqx3oCmKCsU0cMQP7wwB1FNBEngszABs-2BmN-2F0bzrekAgcb8hHCh4-3D

²⁴http://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-2FqQ01YIRhXfJoFDhKZp-2BRK7IGvwUKAS02MuXcgpRjnBWRUqEkKNP0H82oLBXktTXvrsqoPPN4D15Zkm5s5XIX2U8SHH-2BJhAKw67ni0IH4KaXcR441cCnl4Oukl6MWu9Oie48Exg0y78FKIRk-3D

²⁵<mailto:Medicare@HTA-insurance.com>

²⁶http://url3874.send.agencybloc.com/ls/click?upn=vAGS6NgdMoyHr87OfPNgYpwYzajhFtgAc-2FcSkMRula-2BwiawjqIBpke9eLW15ECV0-2FjKb-2FUCXokEScEtGZnYsGDLukaTif5PxtPo8C7FLZimf73xCigKK3EBITfIrS76mZ0DvUTykj0OYEPH4QONMBAktlPrwgADKQLZ-2FWIQUlu5cmYfcJ3No69EnbQL6tEf5_977_qtLTTfIHECvtWDv3qB5kqv-2FH9kNP1-2F1ihcocCu6YAKVqhWk-2Bh2A-

Community | For the Greater Good



United Way Fundraiser with Rita's Italian Ice

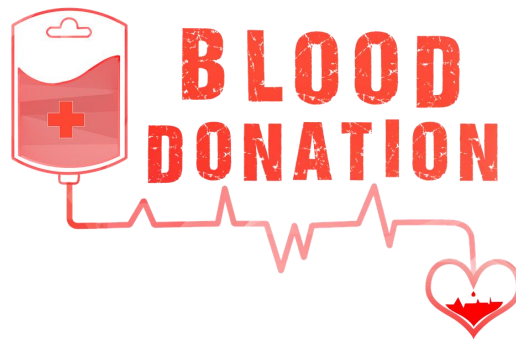
Help Support Dickinson's United Way Pacesetter Campaign by Enjoying a Tasty Treat

On **Monday, August 15**, Rita's Italian Ice of Carlisle will be partnering with Dickinson College to support United Way of Carlisle and Cumberland County. Cool down with a tasty treat and raise

[2F-2F-2Blry-2FpN4QpX95sVy0AZFUW-2Bucwb0WS-2F7v6-2FODEOaMi8sbk2KrDoncyPrGarHqPxHVQC4guX5FPZpjVt3iobrSjXQgd5ml46V97FpMzcOnav1lI3UmZJFA1s1QixL-2BhxZBRqadqcgJetb4NNWtNfqEB0fVatNVbn1SwDK-2F5-2Fjpjffv8mv5IReHgnz3Or-2BFVXqTfu609sb8lVtaFibiPgGog4dDOTZ8AM5cfIVAWYQloLRLjV-2Bg8-2BAk-3D](#)

funds to support community organizations. **Just say “United Way”** when you place your order **on Monday, August 15**. All proceeds from this fundraiser benefit United Way of Carlisle and Cumberland County.

Community Blood Drives



Central Pennsylvania Blood Bank

Click on the links below to see a schedule of the following area blood drives during the month of August:

- **Cumberland County Blood Drives²⁷**
- **Dauphin County Blood Drives²⁸**

²⁷https://www.dickinson.edu/download/downloads/id/12731/central_pennsylvania_blood_bank_cumberland_county_blood_drives.pdf

²⁸https://www.dickinson.edu/download/downloads/id/12738/central_pennsylvania_blood_bank_dauphin_county_blood_drives.pdf

- Chambersburg Grace Brethren Church²⁹
- Lewistown Alliance Church³⁰
- Mifflintown Hose Company³¹
- Perry County Blood Drives³²
- Southampton Township - Cleversburg Community Center³³

American Heart Association: HeartWalk 2022



Sunday, September 18 | City Island | 25 Station Road, Harrisburg PA

Live Registration & Check-in: 12:30 p.m. | Walk Begins: 2 p.m.

Join Team Dickinson at: <http://www2.heart.org/goto/TeamDickinson2022>

Join members of Team Dickinson at the annual HeartWalk scheduled for Sunday, September 18 on City Island in Harrisburg. Stretch your legs and get some fresh air on this fall afternoon with

²⁹https://www.dickinson.edu/download/downloads/id/13913/central_pennsylvania_blood_bank_chambersburg_grace_brethren_church.pdf

³⁰https://www.dickinson.edu/download/downloads/id/13364/central_pennsylvania_blood_bank_lewistown_alliance_church.pdf

³¹https://www.dickinson.edu/download/downloads/id/12736/central_pennsylvania_blood_bank_mifflintown_hose_company.pdf

³²https://www.dickinson.edu/download/downloads/id/12734/central_pennsylvania_blood_bank_perry_county_blood_drives.pdf

³³https://www.dickinson.edu/download/downloads/id/13914/central_pennsylvania_blood_bank_southampton_township_cleversburg_community_center.pdf

your family, friends and colleagues. *Participating in this event is free.* For more information, please visit the website listed above, send an email to diamondj@dickinson.edu³⁴ or call ext. 8084.

2022 Run for Steph 5K | Homecoming Weekend



One of the college's biggest fundraising events for The McAndrews Fund for Athletics is just around the corner—the Run for Steph 5K during Homecoming & Family Weekend. This event celebrates the life of Steph Kreiner '03, who was killed by a drunk driver shortly after she graduated from Dickinson. As Steph was an athlete involved with women's lacrosse and field hockey, all of the proceeds of this event benefit Dickinson athletes.

We ask that you join the Dickinson community and support a great cause! Upon completion of your registration, you will receive a confirmation that will include a link to a liability waiver, which you **must complete to participate in this event** - date to be announced for 2022.

Homecoming weekend happens on September 23-25, 2022.

2022 Run for Steph Registration Link will be available soon. Visit the **2022 Homecoming Weekend** webpage³⁵ for more information.

United Way Day of Caring

³⁴<mailto:diamondj@dickinson.edu>

³⁵https://www.dickinson.edu/homepage/716/homecoming_weekend

Friday, October 14 | 8:30 a.m. to noon

Opening ceremony at Allison Hall - 8 a.m.

The morning will start at 8 a.m. with a kickoff at Dickinson College's Allison Hall located at 99 Mooreland Avenue, Carlisle. During this time, volunteers can meet with their groups and collect their LIVE UNITED Day of Caring T-shirt. Projects will run from 8:30 a.m.-noon.

Are you looking to volunteer? Sign up here³⁶!

The morning of Day of Caring, volunteers will head straight to their volunteer project sites. Volunteer projects will run from 8:30 a.m.-12 p.m.

Day of Caring is an opportunity for people to donate a morning to help local non-profit organizations complete needed work projects and to learn more about the needs of human service organizations in the greater Carlisle area.

Register within Totara³⁷ to let us know of your intent to participate. Jason Maddux³⁸ – community impact director, United Way of Carlisle and Cumberland County – will receive a list of volunteers and make the volunteer assignments. You can also sign up directly with United Way today for yourself, a group, or family at <https://uwcarlisle.org/day-of-caring/>³⁹.

Reminder of Community Service Benefit: All employees must first receive approval from their supervisors before registering for the event. All exempt and nonexempt employees will be allowed to volunteer for up to eight (8) hours of paid time from July 1 to June 30. To indicate your interest in this community volunteer opportunity, please register for this program prior to Friday, September 16.

For specific questions about the Day of Caring, please contact Jason Maddux:

Call 717-243-4805 or email Jason@uwcarlisle.org⁴⁰

³⁶<https://totara.dickinson.edu/course/view.php?id=59>

³⁷<https://totara.dickinson.edu/course/view.php?id=59>

³⁸<mailto:Jason@uwcarlisle.org>

³⁹<https://carlisleunitedway.org/day-of-caring/>

⁴⁰<mailto:Jessica@uwcarlisle.org>

Down on the Farm



Campus Supported Agriculture



From the Farm to your Kitchen – Dickinson Vegetable Shares

The summer season is in full swing at the College Farm with fall crops planted and growing strong! We invite Dickinson community members to join the College Farm CSA (Campus Supported Agriculture) mid-season. Our produce is certified organic and freshly harvested. All shares are customized by the member and pre-bagged by our farm staff for easy and safe pick-up at the College Farm on Tuesdays or at Project SHARE on Fridays. Small and Large shares are available 'weekly' or 'every other week'. Beef, lamb, eggs and other tasty surprises are also offered. Don't miss out on the bounty growing in our fields – you'll be delighted!

To sign up or to learn more about the benefits associated with becoming a CSA member, please go to <http://blogs.dickinson.edu/farm/csa/> or contact Mary Silva at farm@dickinson.edu⁴¹.

September Farm Events

Mark your calendar now for these upcoming College Farm events:

Friday, September 9 | 4-7 p.m. | Trout Gallery Pizza on the Plaza

⁴¹<mailto:farm@dickinson.edu>

- Come to the Weiss Center for the Arts for a very special Pizza on the Plaza sponsored by The Dickinson College Farm and The Trout Gallery. Enjoy free farm pizza, beverages, live music and student-led art chats about the exhibitions *Robert Rauschenberg: Surface Series* and *Bronze*.

Tuesday, September 20 | 5-7 p.m. | Sourdough cooking class with Kent Barrett

- Join us for our first cooking class of the semester! Professor Kent Barrett will be teaching participants how to make classic sourdough, just in time for the beginning of fall when the air is turning crisp. This event is free and open to the Dickinson community. RSVP on EngageD⁴².

Friday, September 30 | 6-9 p.m. | Harvest Fest

- Come on down to the Dickinson College Farm for our annual Harvest Fest! Enjoy live music and contra dancing, warm soups, fresh pressed apple cider, Leo's ice cream, and more! Transportation is available and will leave the Kaufman parking lot every 15 minutes starting at 5:45 p.m. This event is free and open to the Dickinson community. RSVP on EngageD⁴³.

⁴²<https://dickinson.campuslabs.com/engage/event/8156857>

⁴³<https://dickinson.campuslabs.com/engage/event/8026700>

Nutrition Corner



If you're looking to improve your eating habits, you're not alone. Here are some tips for heart-healthy eating.

Source: American Heart Association⁴⁴

Embed://<iframe width="705" height="397"

src="https://www.youtube.com/embed/sRFcyh9AFYg" title="YouTube video player"

frameborder="0" allow="accelerometer; autoplay; clipboard-write; encrypted-media;

gyroscope; picture-in-picture" allowfullscreen></iframe>

⁴⁴<https://www.heart.org/en/healthy-living/healthy-eating/eat-smart>

Heart-Healthy Dinners Under \$100 per Week



Dining for two or four these days and purchasing fresh, healthy food from the grocery store has been increasingly costly. Learn some tips and ideas from the American Heart Association (AHA) - from buying whole foods instead of pre-packaged items to being more selective with snacks; cooking in bulk; freezing prepared food in batches - all of these offer a cost-saving opportunity, while providing healthy dinner for under \$100 per week. Read the full AHA article!⁴⁵

*Source: American Heart Association*⁴⁶

⁴⁵<https://www.heart.org/en/healthy-living/go-red-get-fit/heart-healthy-dinners-under-100-per-week>

⁴⁶<https://www.heart.org/en/healthy-living/go-red-get-fit/heart-healthy-dinners-under-100-per-week>

Wellness Events



Carlisle Family YMCA - Special Discount



The Carlisle Family YMCA offers *discounted memberships (20%) for Dickinson College employees*. The discount is good for employees who are current members of the YMCA and for employees who become new members. Employees interested in the discounted membership rate should contact the YMCA membership desk to request this special rate.

Biometric Screening



Thursday, September 29 | 7:30 - 9 a.m. | Check-in: HUB, Mary Dickinson Room

The Biometric Screening provides a snapshot of your health looking at your fasting total cholesterol and glucose. Blood pressure, height, weight, waist circumference and body mass index (BMI) also should be examined for a fuller picture, and can be done independently for 2022-2023 or as part of your on-campus screening . This is a collective review of your risk factors for developing heart disease, stroke and diabetes known as Metabolic Syndrome. The number of people with metabolic syndrome increases with age, affecting more than 40 percent of people in their 60s and 70s. Several factors increase your risk for developing the syndrome – high blood pressure, high cholesterol, diabetes or high blood sugar, a lack of physical activity, smoking, and family history. Monitoring your blood pressure, blood glucose, cholesterol levels and BMI gives you the ability to stay on top of your overall health. Knowing your numbers provides the information to you for conversations with your personal physician.

Do you know your numbers? If not, please plan to complete this health screening. For 2022-2023, the free biometric screening is available to the first 100 registrants, or complete this screening during your annual well visit for your physical exam with your healthcare provider. Your Biometric screening must be completed on or before Friday, May 26, 2023 to meet the deadlines of the 2022-2023 Wellness Incentive Program Challenge!

Enroll and sign-up for your screening in Totara⁴⁷.

The UPMC Biometric Screenings are for EMPLOYEES ONLY. *Students interested in a biometric screening should contact the Wellness Center to schedule their screening at studentwellness@dickinson.edu⁴⁸ or by phone at ext.1663.*

Empowering Yourself: How You Can Be a Catalyst for Change in the Workplace

A HealthAdvocate Webinar



Thursday, August 18 | 10:15 a.m and 4:15 p.m. | HealthAdvocate Webinar

“Be the change you wish to see in the world.” – Mahatma Gandhi

As an employee, how can you apply this quote to your workplace and become a catalyst for positive change? You don’t have to be a leader to ignite change within your work environment.

In this webinar, Sarah Hathaway, LMSW-C, R3 Continuum Associate Director of Strategic Solutions, will share insights on how to advocate for causes you are passionate about, discuss difficult topics with leadership, be a workplace champion, and ultimately become a catalyst for change within your workplace.

⁴⁷<https://totara.dickinson.edu/course/view.php?id=51>

⁴⁸<mailto:studentwellness@dickinson.edu>

Topics to be covered:

- Finding opportunities to make positive change
- Effective communication techniques
- Bridging gaps with colleagues at all levels

Choose the session that best fits your schedule and register:

- Thursday, August 18 at 10: 15 a.m.⁴⁹
- Thursday, August 18 at 4:15 p.m.⁵⁰

Upcoming HealthAdvocate Webinars

Depression, Anxiety and Burnout: Moving Toward Hope and Health

Thursday, September 15

Registration Links: 10:15 am (ET)⁵¹ | 4:15 pm (ET)⁵²

After more than two years of coping with ongoing challenges while in a pandemic environment, it is understandable that feelings of depression, anxiety and burnout have intensified. Those experiencing these conditions are far from alone, but recognizing when we need extra support for our emotional and mental well-being is critical.

Join us for this webinar to understand how to identify and cope with these challenges and how to seek help when needed.

Presenter: Karen Rech, MSW, EAP Program Manager, Senior Trainer, Health Advocate

⁴⁹<https://attendee.gotowebinar.com/register/6518915804112401676>

⁵⁰<https://attendee.gotowebinar.com/register/6119919527067236108>

⁵¹<http://cl.S7.exct.net/?qs=4b2f3887bdecbf5714ef3c79dff6b120f77817dd9a293301f8a92714a02be41e229714758e5838716ee5c4c8c48dbd7>

⁵²<http://cl.S7.exct.net/?qs=4b2f3887bdecbf5740db1f7bd41e34b6d6b40867609eb2f6ae5a4cccf9f40aeb7cfa665a79b645f76b2e46caaf15e1c7>

Mindfulness: An Experiential Workshop

Thursday, October 20

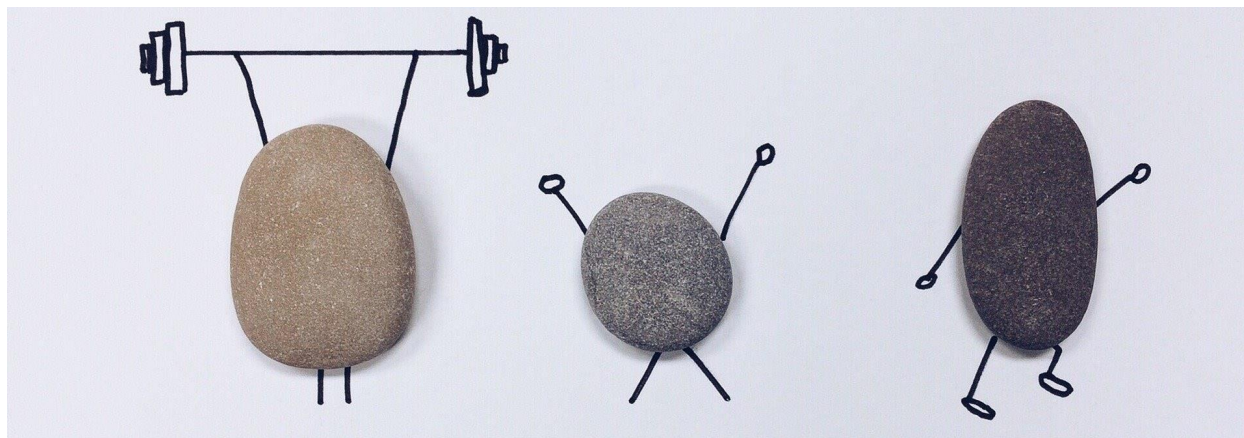
Registration Links: 10:15 am (ET)⁵³ | 4:15 pm (ET)⁵⁴

Mindfulness can reduce stress and improve concentration, focus, health, efficiency and accuracy. When facing tough situations in everyday life, mindfulness can help us to sort through the mental clutter and clear our minds, allowing us to find a new perspective to tackle these challenges.

In this webinar, we will review the key principles of mindfulness and guide participants through real-life exercises that demonstrate its impact on many different stressors, challenges and situations.

Presenter: Karen Rech, MSW, EAP Program Manager, Senior Trainer, Health Advocate

Physical Wellbeing



Wellness@Dickinson Fitness Programs

⁵³<http://cl.S7.exct.net/?qs=4b2f3887bdecbf57b9ab3190291c71acb88b27fb76d0bc8335b3ee65a40eac615e22a9416c6769c306411160ccd407cd>

⁵⁴<http://cl.S7.exct.net/?qs=4b2f3887bdecbf5780c1e27701ac8532417ca0ebb5e5a4f8004f04ceded9b8b202ae31ff8706402147fda8228c675f6b>



Wellness programs offered for 2022-2023 begin the week of September 19, with fitness options collaboratively designed with the office of Student Leadership & Campus Engagement (SLCE) to allow the maximum possible wellness opportunities for the campus community. Camp Cardio with Ethos Fitness and Sports Yoga will return this year, along with a variety of other group fitness classes that can be found online on the student recreation Group Fitness Classes webpage⁵⁵ (***watch for updates on this page for the Fall Semester***).

Fall Semester Fitness Programs – Register NOW!

Register now in Totara for the free fall semester fitness programs that are part of the employee wellness program listed below:

Sports Yoga⁵⁶ | **Tuesdays from 4:45-5:45 p.m. in the HUB Dance Studio**

Camp Cardio⁵⁷ | **Thursdays from 5 - 6 p.m. in the Hub Dance Studio**

For questions or assistance with registrations, please send an email to devwell@dickinson.edu⁵⁸ or call ext. 8084.

Sports Yoga

⁵⁵http://www.dickinson.edu/info/20230/campus_recreation/1799/group_fitness_classes/1

⁵⁶<https://totara.dickinson.edu/course/view.php?id=47>

⁵⁷<https://totara.dickinson.edu/course/view.php?id=379>

⁵⁸<mailto:devwell@dickinson.edu>



Tuesdays, September 20 through November 15 | 4:45 - 5:45 p.m. | HUB Dance Studio

Instructor: Jim Mader

Sports Yoga combines active stretching, breathing techniques and a westernized approach to learning and using Yoga poses. Each class is designed to safely increase flexibility, improve mental focus/relaxation and increase strength. With a regular practice of Sports Yoga all activities, including athletics, become easier.

Enroll and sign-up for these sessions in Totara⁵⁹!

Camp Cardio with Ethos Fitness



Thursdays, September 22 through November 17 | 5 - 6 p.m. | HUB Dance Studio

⁵⁹<https://totara.dickinson.edu/course/view.php?id=47>

Instructor: Tina Salomone

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.

Enroll in this course to sign-up now in Totara⁶⁰!

Spring Into Fitness Challenge Highlights



The 2022 Spring Into Fitness Challenge "ROCKED" our world with some outstanding participation results! As a campus, we virtually walked 12,752 miles - far enough to visit *Perth, Australia and some of the outback areas*! Our cumulative exercise minutes totaled over 191,283 minutes as a group. This is simply AMAZING and demonstrates our dedication to wellbeing as a community! And the winners are:

Golden Sneaker Trophy: Finance & Administration with 3,352 cumulative exercise minutes per participant

Weekly Mini-Team Challenge Winners:

⁶⁰<https://totara.dickinson.edu/course/view.php?id=379>

- Week 1 - ***ABS / Admissions Team***
- Week 2 - ***H2GO***
- Week 3 - ***Simply Smashing Six***
- Week 4 - ***H2GO***
- Week 5 - ***Risky Business***
- Week 6 - ***Ketchup If You Can*** (Overall mini-team winner with the highest average cumulative minutes)

Highest Cumulative Exercise Minutes (17,233): *Mary Rhoades, Dining Services*

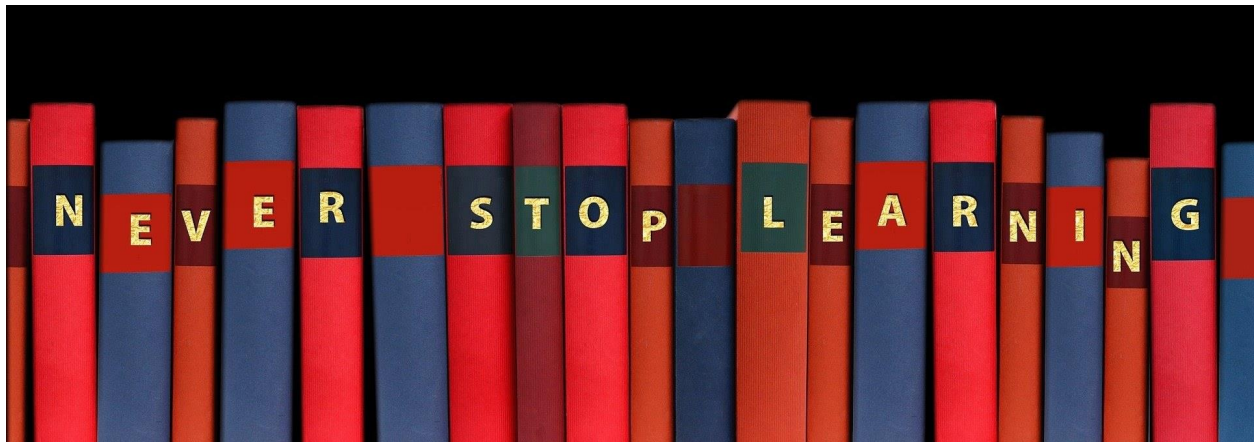
Highest Cumulative Total Steps: *Charlotte Kratovil-Lavelle, Student (324,000); Julie Vastine, ALLARM (572,558)*

10,000 Steps-a-Day Challenge Winner: *Erin Markan, Dining Services*

Marathon-in-a-Month Winner: *Kim Morgan, Advancement*

Most Spirited & Motivated Challenge Participant: *Erin Markan, Dining Services*

Professional Development



Protecting Our Community



Dickinson College is committed to providing a supportive working environment for all employees. In any work environment, there are potential areas for harassment and discrimination based on race, gender, color, disability, age, national origin, religion, sexual orientation, and other legally protected traits.

All employees of the college must complete a facilitator led *Protecting Our Community* training program **or** complete on-line training modules. Both the facilitator-led and online offerings will assist employees to recognize potentially problematic behaviors and provide practical ways to address and prevent workplace harassment.

Below are the options that are available to you:

Facilitator-led session for *Faculty and Staff Protecting Our Community*:

- **Tuesday, August 16 | 1 - 2:30 p.m. | Stern Center, Great Room**
- **Wednesday, August 31 | 9:30 - 11 a.m. | Stern Center, Great Room**

Please register for the facilitator-led session by **clicking here**⁶¹, or send an e-mail to devwell@dickinson.edu, or contact the Human Resource Services office at 717-245-1503.

Online modules – Follow these steps for access:

Log into <https://gateway.dickinson.edu>

- a. select the Totara icon
- b. click on Dashboard in top ribbon

⁶¹<https://totara.dickinson.edu/course/view.php?id=31>

- c. click on the Protecting Our Community Certification. You will be able to launch the required courses from this screen.

Tips for Completing Courses

- Pop-up blocker must be disabled for ue.blackboard.com
- The United Educator modules are accompanied with audio to support the learning. As an alternative, you may select the *Transcript* function and mute the sound on your computer. Each course should take approximately 45 minutes to complete. If you need to stop at any point, you may log back in and the course will resume where you left off. Once you complete the course, close the player window and Totara will track your completion.

Please be reminded the certification process includes the completion of all courses identified in the path. This will include a minimum of two on-line modules or attendance in a live session of “Protecting Our Community.”

If you elect to enroll in the live session you may continue to receive automated messages reminding you of the need to complete the program until you have attended the session and your attendance has been recorded in Totara.

Need Help? For assistance, contact Human Resource Services at devwell@dickinson.edu⁶² or 717-245-1503.

CyberSecurity & Identity Theft Prevention

⁶²<mailto:devwell@dickinson.edu>



Thursday, October 6 | noon-1 p.m. | Althouse, Room 106

Presented by Members 1st

Safeguarding your financial information is an important part of keeping your identity protected. Unfortunately in today's world, there are unscrupulous individuals who are always busy developing new scams for the unsuspecting public. One of the best ways to protect yourself against fraud is to educate yourself about identity theft, scams, and the many ways in which you are become more diligent when online or elsewhere.

Enroll and sign-up for this financial wellbeing course in Totara⁶³.

⁶³<https://totara.dickinson.edu/course/view.php?id=67>

Contact Us



Physical Wellness Program Incentive Prize Winners

Congratulations to Kim Morgan (*Individual Giving*) for being randomly selected as the incentive winner for the month of June. 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.edu⁶⁴ 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

⁶⁴<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 Gateway⁶⁵ 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 policy⁶⁶ 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 Guide⁶⁷

Dickinson Download⁶⁸

Dickinson/Biking⁶⁹

⁶⁵<https://gateway.dickinson.edu/>

⁶⁶http://www.dickinson.edu/info/20314/professional_development_and_wellness/1502/policies_and_procedures

⁶⁷http://www.dickinson.edu/info/20043/about/1562/dickinson_how_to_guide

⁶⁸http://www.dickinson.edu/info/20198/technology_services/3261/the_dickinson_download

⁶⁹<http://www.dickinson.edu/info/20052/sustainability/2317/biking>

Dickinson/College Farm⁷⁰

Dickinson/Sustainability⁷¹

Trout Gallery⁷²

Theatre & Dance⁷³

Campus Announcements⁷⁴

Campus Events Calendar⁷⁵



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PO Box 1773 | Carlisle PA 17013-2896

717-245-1503 | devwell@dickinson.edu⁷⁶

Human Resource Services Website⁷⁷

⁷⁰<http://www.dickinson.edu/collegefarm>

⁷¹<http://www.dickinson.edu/sustainability>

⁷²<http://www.troutgallery.org/>

⁷³<https://www.dickinson.edu/theatreanddance>

⁷⁴<https://www.dickinson.edu/announcements>

⁷⁵<http://www.dickinson.edu/events>

⁷⁶<mailto:devwell@dickinson.edu>

⁷⁷https://www.dickinson.edu/homepage/122/human_resource_services