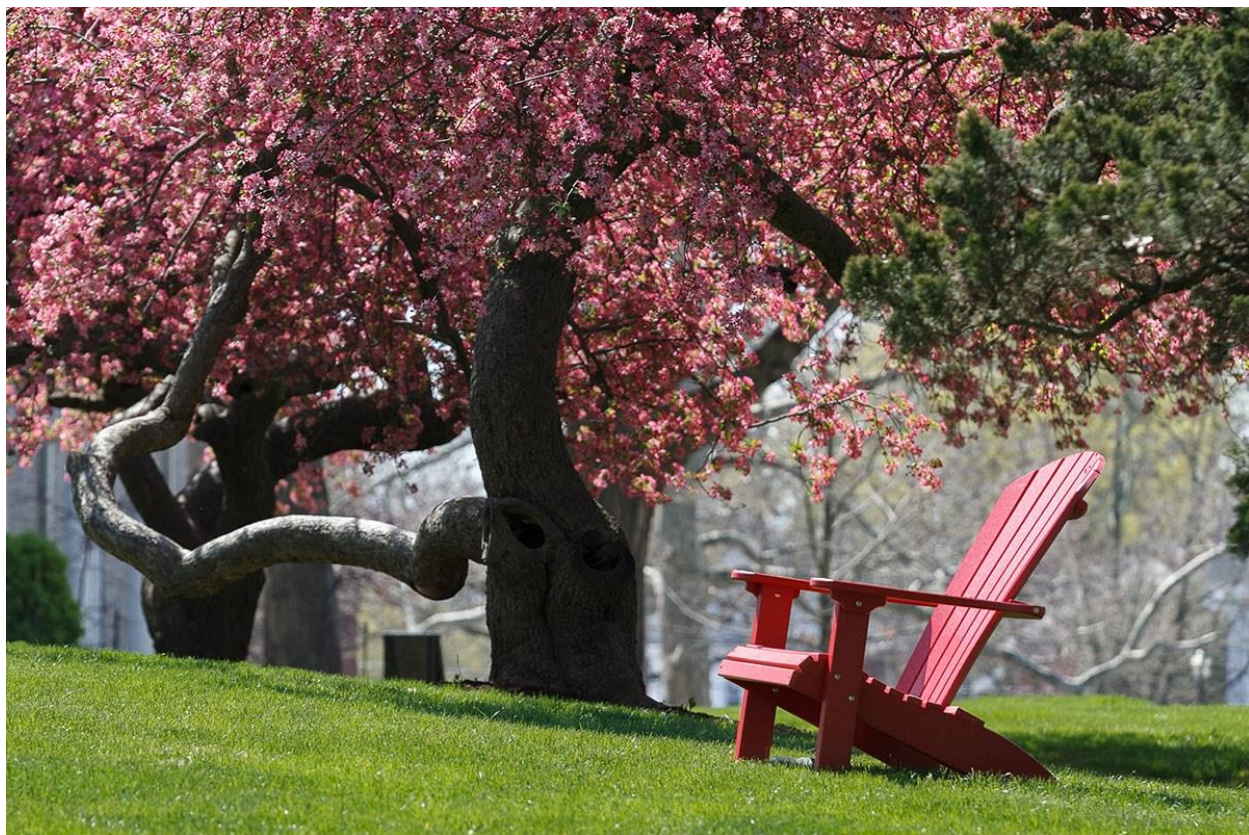




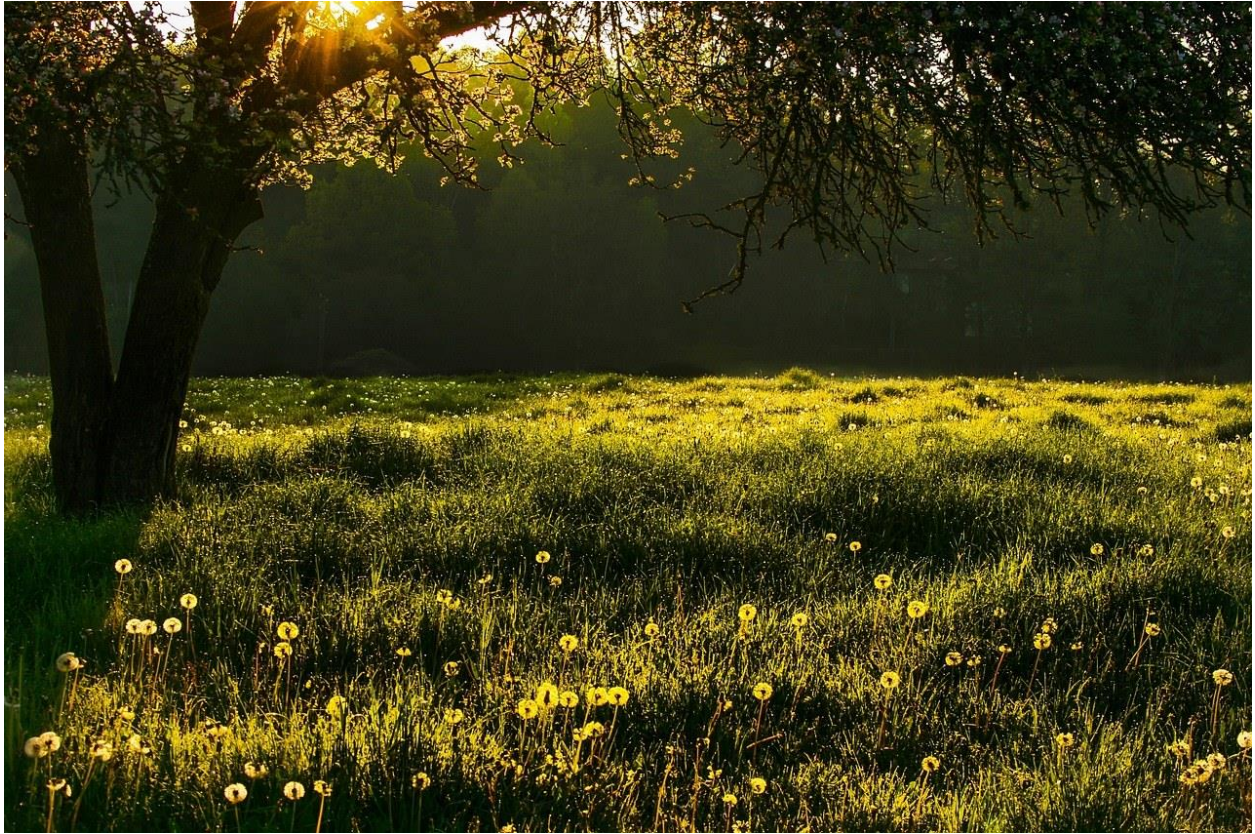
Vitality - April 2025

Dickinson

HUMAN RESOURCE SERVICES

1 - Volume XIX | Issue 8

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

April Sexual Assault Awareness Month



Join the Women's and Gender Resource Center, Wellness Center, Title IX Office, and other campus departments for a month of education and events including Take Back the Night on Wednesday, April 9, and Denim Day on Wednesday, April 30. A schedule of events can be found [here](#)¹.

¹https://www.dickinson.edu/news/article/6057/?utm_source=dickinsontoday&utm_medium=email&utm_campaign=dickinsontoday



WEDNESDAY ★ APRIL 9 ★ 2025

take back the night

7:00 PM Main Event, Allison Great Hall



Keynote talk by Rev. Miller Hoffman, who will discuss our emotional responses to sexual violence and ways we allow ourselves to feel toward these betrayals. Rev Hoffman places his talk in the context of 2025 political violence and ongoing assaults on Black lives, trans folks, and people coded as immigrants. Program includes student survivor stories and a performance by Dickinson Infernos.

8:00 PM March

Solidarity march through campus starting at Allison Hall, ending at the steps of Old West

8:30 PM Candlelight Vigil, Old West steps

Safe space for survivors and supporters to reflect and share.

Professionals
from the YWCA
and Domestic
Violence
Services
available for
support all
evening.

Confidential support and
resources are available 24/7:
Wellness Center
(717-245-1663)

YWCA Rape Crisis hotline
off-campus
(717-609-4244)

Brought to you by the Women's and Gender Resource Center,
the Wellness Center, and the Title IX and Sexual Respect Office



Dickinson

WOMEN'S & GENDER
RESOURCE CENTER

Denim Day

April 30, 2025

Join us for **Denim Day**, when millions of people around the world wear jeans with a purpose—to support survivors! To learn more, visit <https://www.peaceoverviolence.org/denim-day>.

The WGRC is partnering with Denim Coffee to make a real impact on Denim Day.

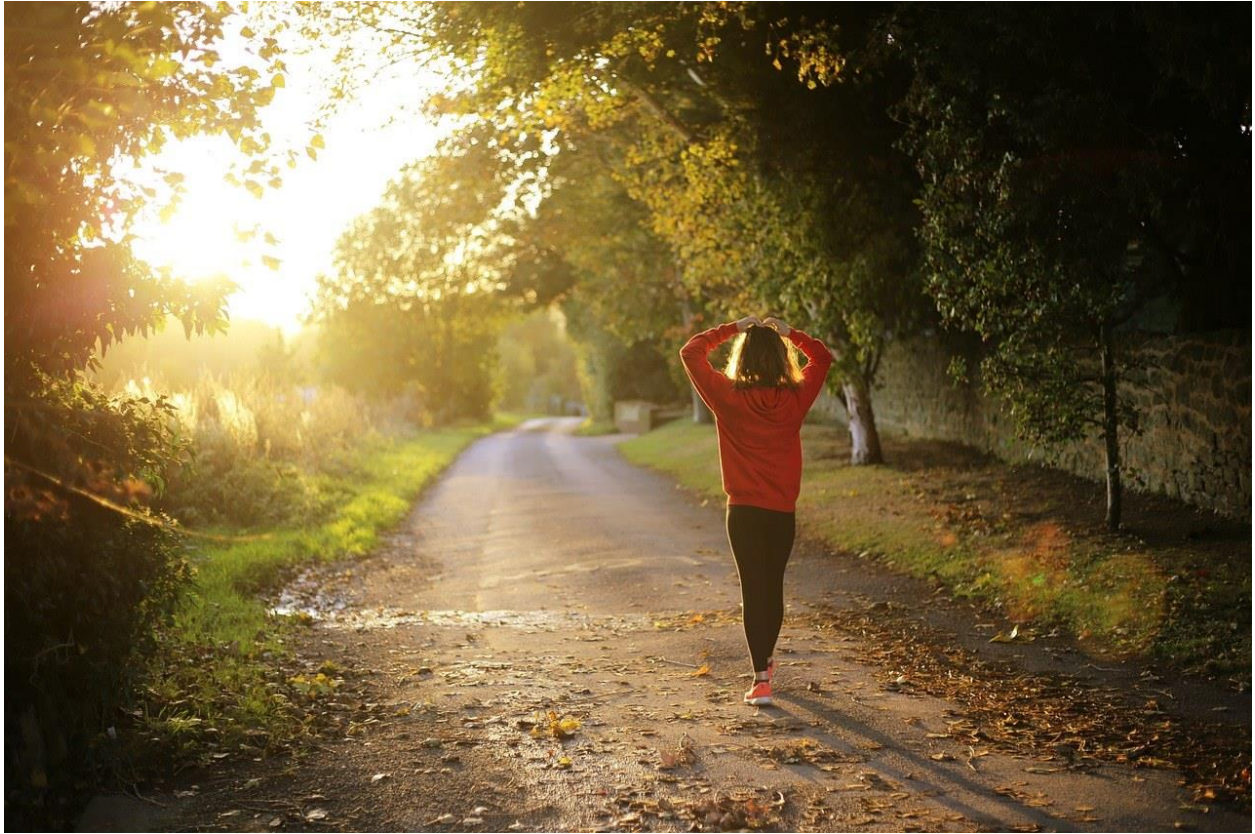


Wear a teal ribbon on 4/30 and a portion of your Denim purchase will be donated to a local non-profit supporting sexual assault survivors.

Denim
COFFEE

Ribbons available at all sexual assault awareness month events. Help us create change with Denim Coffee on Denim Day!

2025 Spring Into Fitness Challenge





The annual Spring Into Fitness Challenge began on Sunday, March 16 and continues through Saturday, April 26!

Spring Into Fitness Challenge (SIFC) activity details are available in the SIFC webpages² and in Totara³. Log your fitness activities here⁴! **Mid-Way Mini Team Challenge** entries are due **Wednesday, April 9!**

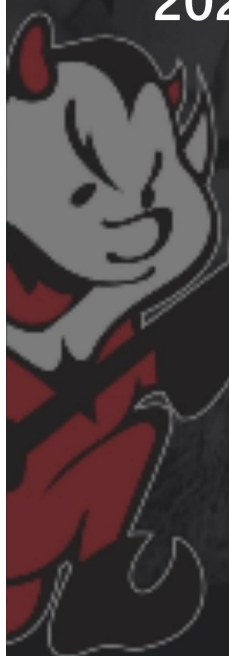
²https://www.dickinson.edu/info/20314/professional_development_and_wellness/2927/spring_into_fitness_challenge

³<https://totara.dickinson.edu/course/view.php?id=491>

⁴<https://forms.office.com/r/HmwX2jfaqv>

I GOT ACTIVE TODAY!

2025 SIFC Fitness/Activity Reporting Form



SPRING
TO
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GE

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Employee Announcements





2025 Benefits & Wellness Fair



Tuesday, April 22 | 10:30 a.m. - 1:30 p.m. | HUB Social Hall (*Location Update*)

The annual Benefits & Wellness Fair provides an opportunity ***for employees of the college*** to meet with benefits vendors and wellness program providers as well as some local community participants.

Free health screenings are offered in addition to a wealth of information about our benefits, health, and wellness programs.

Please plan to stop by to learn more about benefits and wellness options available to the college community and ***enter to win an Amazon Fire max 11!*** Many more prizes and giveaways are also part of this annual event!

American Red Cross Blood Drive: Sponsored by Alpha Phi Omega

Wednesday, April 23 | 10:30 a.m. - 4 p.m. | Allison Hall Community Room

Sponsored by Alpha Phi Omega⁵

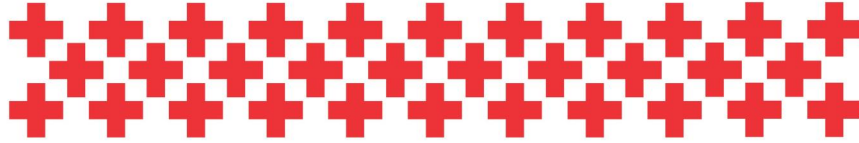
For more information about blood donation to the American Red Cross, please visit redcrossblood.org⁶ or call 1-800-RED Cross (1-800-733-2767). Scan the QR code to schedule or just walk-in!

⁵<mailto:apo@dickinson.edu>

⁶<http://www.redcrossblood.org/>

American Red Cross

Give blood. Help save lives.



Blood Drive **Dickinson College** **Allison Hall**

Community Room
99 Mooreland Ave
Carlisle

Wednesday, April 23
10:30 a.m. to 4:00 p.m.

Maximize your blood donation. Help more patients.
If you are an eligible type O, B - or A - donor, consider making a Power Red donation.
Red blood cells are the most commonly transfused blood component.

Please call 1-800-RED CROSS (1-800-733-2767) or visit RedCrossBlood.org and enter: dickinson to schedule an appointment.

Streamline your donation experience and save up to 15 minutes by visiting RedCrossBlood.org/RapidPass to complete your pre-donation reading and health history questions on the day of your appointment.



Scan to be directed to
RapidPass®



**Thumbs up for saving lives! Come to give blood April 14
to 30 for a NEW Red Cross shirt, ltd. qty!**



Scan to schedule
an appointment.

1-800-RED CROSS | 1-800-733-2767 | redcrossblood.org | Download the Blood Donor App

©2017 The American National Red Cross

[285] • Order ID: 1897288 • Item ID: 8861474 • Qty: 1 of 1 • 281600 • 2024-APR-2844 • ARE30 • 246205

Employee Spotlight



The 67th Annual Celebration of the Seniors of Old Bellaire

On Monday, April 7, President John Jones and Beth Jones will honor those inducted into the The Seniors of Old Bellaire. This year, thirteen employees who have completed 25 years of full-time service to the College were inducted into the Seniors of Old Bellaire. Congratulations and thank you for your dedication!

2024-25 Honorees

- **Jodie Bowermaster**, *Office of CASE*
- **Jennifer Braund**, *Wellness Center*
- **Lucile Duperron**, *French*

- **Deb Ege**, *Library Services*
 - **Lisa Ellerman**, *Mail Services*
 - **Jay Himes**, *Public Safety*
 - **Carole Kushner**, *Office of Financial Aid*
 - **Vic Morrison**, *Facilities Management*
 - **Christina Portilla**, *Facilities Management*
 - **Karl Qualls**, *History*
 - **David Richeson**, *Mathematics and Computer Science*
 - **Adrienne Su**, *Creative Writing*
 - **Minda Tolentino**, *User Services, ITS*
-

2025 National Student Employment Week

To acknowledge the commitment in balancing work and school, **National Student Employment Week (NSEW) will take place from April 7, through April 11.**

Dickinson College will honor an estimated 1,200 student workers and their supervisors during NSEW.

Nominations that were received for the Dickinson Student Employee of the Year and Supervisor of the Year awards will be recognized. All nominees and the award winners will be announced in a joint ***Student Employee of the Year and Supervisor of the Year award ceremony which will take place on Tuesday, April 8, at noon on the Academic Quad at the base of the Old West steps.*** (Rain Location: HUB Social Hall East)

Check of the *list of this year's nominees*⁷!

Compliance | Policies



Substance Misuse and the Drug Free Workplace

⁷https://www.dickinson.edu/info/20082/financial_operations/1685/nominees



Tuesday, April 29 | noon - 1 p.m. | HUB Side Room 205

***Presented by Missy Stine, Ph.D., Associate Director of Counseling and Psychiatric Services,
Dickinson College Wellness Center***

We live in a complicated world -- and these complications stress us out, leading some to turn to self-medicating or other options to cope with life's challenges or issues. ***Did you ever wonder why some become addicted to substances, or how to recognize substance use or potential substance abuse?***

This employee workshop is designed to provide brief education on substance misuse and related problems. You will learn about the warning signs of a substance use disorder, how to support persons struggling with substance misuse, and the connection between substance misuse and Dickinson's Drug Free Workplace policy. This program will also provide information on available resources.

Enroll and sign-up in Totara.⁸ Online resources are also available in Totara.

⁸<https://totara.dickinson.edu/course/view.php?id=300>

Get the Most Out of Your Benefits



Make the most of your preventive health screenings



Preventive health screenings are key to maintaining your health and catching potential issues early.



Here are 10 tips to maximize their benefits:

1. Schedule **regular check-ups** with your primary care provider.
2. Share your **family health history** to determine which screenings are necessary.
3. Work with your provider to create a **personalized screening schedule**.
4. Research **age-appropriate screenings** for your gender and health.
5. **Don't skip less common screenings** like bone density checks.
6. Keep a record and stay updated on your **vaccinations**.
7. Schedule regular **dental cleanings** and **eye exams**.
8. **Prepare for appointments** by writing down concerns and questions.
9. Include **mental health screenings** in your care routine.
10. Follow your doctor's recommendations for any tests or treatments.

Preventive care works best in combination with a healthy lifestyle. Regular exercise, a healthy diet, good sleep, and stress management are key to overall health.



Scan me to download our mobile app and log on today!
First-time users will need a registration code.

Call • Email • Message • Live Chat

We're not an insurance company. Health Advocate is not a direct healthcare provider, and is not affiliated with any insurance company or third party provider. ©2025 Health Advocate HA-M-241037-3.3FLY

 **HealthAdvocate™**

Health Advocate is a service offered for 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. Complete information about the service is available at Health Advocate's website⁹.



⁹<http://www.healthadvocate.com/>

TIAA Retirement Consultations

Tuesday, April 15 | 9 a.m. - 5 p.m. | HUB Side Room 204 and 205 (noon-5 p.m.)

Questions about retirement? Your financial consultant has answers.

Making decisions about your money can feel complicated. TIAA's experienced financial consultants are available 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 your discussion, they'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 an appointment with TIAA financial consultant, *Nigel Stearns*.

To schedule a personal meeting please sign up online¹⁰ 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.***

Webinars

TIAA's collection of webinars cover financial topics from foundational to advanced. They offer practical solutions to help navigate your finances. Register at tiaa.org/webinars2025¹¹.

April Webinars:

Tuesday, April 8, at noon: *Quarterly economic and market update*

¹⁰<https://shared.tiaa.org/public/publictools/events/meetingatworkplace>

¹¹<https://webinars.tiaa.org/wcc/experience/elitetiaaifssubmaster/3133860/4753882/tiaa-webinars-2025>

Hear from the experts in TIAA's Wealth Chief Investment Office on the global economy's effect on your retirement strategies.

Wednesday, April 16, at noon: *Planning for life milestones*

From marriage to the loss of a loved one, ensure you're prepared for steps in your life journey.

Thursday, April 24, at 3 p.m.: *Navigating the sandwich generation: Financial strategies for the caregiving squeeze*

Learn How to manage caring for your aging parents while supporting your adult children. It can be done.

Staying Focused on Your Retirement Goals During Market Uncertainty

Need some insight, perspective or reassurance due to recent market movements and policy changes that may feel unsettling? Read through some considerations regarding your own personal financial goals: Managing your retirement savings when the market is volatile ¹²



Fidelity Investments Consultations

Tuesday, April 22 | 9-10 a.m. & 2-5 p.m. | HUB Side Room 204

Fidelity's investment representatives offer individual counseling for financial planning and retirement. *If you have questions or concerns regarding your Fidelity account, schedule an IN-PERSON appointment with Matthew Young, Workplace Financial Consultant / Personal and Workplace Investing:*

- **Step 1** go to www.Fidelity.com/schedule¹³
- **Step 2** select **Schedule a time to meet**

¹²<https://www.tiaa.org/public/learn/financial-education/market-volatility-and-retirement-savings>

¹³<https://digital.fidelity.com/prgw/digital/wos/>

- **Step 3 at the top of the screen where it says Enter your employer name type Dickinson** and ***WAIT*** for Dickinson to appear as a choice and then click on Dickinson (if you type Dickinson and hit Enter it may not work)
- **Step 4 next under Select Appointment Type select either Virtual/phone/In Person** once you have made your choice the dates will appear with available time slots.
- **Step 5 click on the plus button on the day you want to schedule** and you will see the available times
- **Step 6 If you want to see future available date click on the Next Available button in the upper Right hand side of the screen** to advance the dates

You can also, visit Fidelity.com¹⁴ to view the available investment options with Fidelity, or to explore the financial planning tools available through Fidelity online.

Webcast HUB

Fidelity understands that today's diverse workforce has a wide range of needs and that financial wellness is unique to every individual. They developed a series of educational programs to help get the most out of your benefits and meet your goals.

Browse their educational webinar offerings by clicking here¹⁵.

On Demand Option - Fidelity Viewpoints: Market Sense¹⁶

Each week, Fidelity's investment leaders share insights and strategies regarding the latest market conditions.

¹⁴<https://www.fidelity.com/>

¹⁵<https://communications.fidelity.com/tem/WI/webcast/hub/>

¹⁶https://fidelityevents.com/Market-Sense?utm_campaign=WIreplay

Preparing for Retirement Webinars



Fidelity Investments: Learn the Basics of When and How to Claim Social Security

Monday, April 21 | noon - 1 p.m. | Webinar

*A **Fidelity Investment Financial Webinar** presented by Matthew Young, Workplace Financial Consultant*

If Social Security is expected to be a source of income in retirement, learn when and how to claim your benefit:

- Understand Social Security

- Considerations for claiming Social Security benefits
- Decide when to take Social Security benefits

Click here¹⁷ to register for the ***Learn the Basics of When and How to Claim Social Security webinar***

Register directly with Fidelity by clicking on the link above or go to:

- Fidelity.com/Schedule¹⁸
- **Click Attend a Learning Event**
- Type *Dickinson College* in search field
- Select *Virtual Event* for event type
- Click *Register* next to *Learn the Basics of When and How to Claim Social Security*
- Complete registration form and click *Schedule Event*



Roadmap to Medicare

Wednesday, May 14 | noon - 1 p.m. | Webinar

¹⁷https://fmr.zoom.us/webinar/register/WN_19M5eeY0SvOOo3LHzSSiWg#/registration

¹⁸<https://digital.fidelity.com/prgw/digital/wos/>

Register with HTA here¹⁹.

Designed for those: *Nearing age 65 * Nearing Retirement * Working Past age 65 and ALL Retirees

Learn How to Get and Stay Medicare Insurance Ready

Join us for an informative presentation & get your questions answered.

Learn Important Timeframes:

- What you should be doing as a retiree or soon to be retiree
- Open Enrollment and Guaranteed Issue Periods, plus late penalties
- What happens when you and your spouse do not turn 65 at the same time
- When to enroll or defer Medicare Part B if not retiring at age 65
- Changing carriers—how & when

Make sure your coverage is complete:

- What does Medicare cover and not cover
- Is secondary insurance necessary and what are the options
- How do a Medicare Supplement and Original Medicare coordinate

Guidance regarding your personal situation and much more! Bring your questions. This is a great opportunity to gather helpful information.

All are welcome--Please feel free to forward the registration link²⁰ to a friend!

NOTE: COMPUTER AUDIO SPEAKERS ARE REQUIRED - NO PHONE DIAL-IN AVAILABLE

This is an educational presentation for consumers—no cost to attendees

HTA Financial Services is dedicated to offering services and educational programs about Medicare and Long Term Care Planning with a mission to alleviate confusion around these two topics.

¹⁹<https://register.gotowebinar.com/rt/4489350402881333856>

²⁰<https://register.gotowebinar.com/rt/4489350402881333856>

Although anyone can attend these programs, the information is focused on those *nearing age 65, working past age 65, nearing retirement, or retired.*

Community | For the Greater Good



FREE TAX PREPARATION!

Families (2 or more people) who made \$67,000 or less and individuals who made \$45,000 or less in 2024 may be eligible to receive FREE tax preparation through the Money in Your Pocket (MIYP) program! Review the following information BEFORE arriving at a site.



You MUST bring the following documents to have your taxes prepared:

- Valid photo ID (driver's license, military ID, etc.) for taxpayer and spouse.
- Original Social Security card or Individual Taxpayer Identification Number (ITIN) for you, your spouse, your children and other dependents included in your tax return.
- Your current Identity Protection PIN number issued by the IRS (if you have one).
- Printed copies of all year-end tax forms you have received in the mail. (We cannot use electronic files from phones.)
- If you received health insurance from the marketplace, bring your form 1095-A.

Also bring the following information if it is available:

- Previous year's federal and state tax returns. (We can only access prior year returns for clients who used MIYP last year.)
- If you wish to have your refund deposited directly into your checking or savings account, bring a blank check or other documentation from your bank/credit union that shows your account number and the routing transit number.
- If you expect to claim a credit for child or dependent care, bring the child care provider's address and Employer Identification Number (EIN) or their Social Security number.

TAX PREPARATION WILL BEGIN ON FEBRUARY 3, 2025 AT THE FOLLOWING SITES

To schedule an appointment, dial 211 on your phone or call 855.567.5341.

CUMBERLAND COUNTY

Bosler Memorial Library

158 W. High St., Carlisle
Appointment only. Call 211 to schedule.
Fridays: noon - 4 p.m.

Employment Skills Center

29 S. Hanover St., Carlisle
No appointment needed.
Tuesdays, Thursdays: 5:30-7 p.m.

First Christian Church of Lemoyne

442 Hummel Ave., Lemoyne
Appointment only. Call 211 to schedule.
Thursdays: 6-8 p.m.
Saturdays: 9 a.m. - noon
(Second & fourth Saturdays each month.)

First United Church of Christ

30 N. Pitt St., Carlisle
Appointment only. Call 211 to schedule.
Mondays: 3:30-7 p.m.
Saturdays: 10 a.m. - 2 p.m. (2/22 only.)

Messiah University

Frey Hall, Rm.150
One University Ave., Mechanicsburg
717.796.1800, ext. 7300
No appointment needed.
Mondays: 5:30-7:30 p.m.
(Open 2/24 thru 4/14. Closed 3/10.)

New Hope Ministries, Inc.

5228 Trindle Rd., Mechanicsburg
No appointment needed.
Mondays, Wednesdays: 5:30-8:30 p.m.

Penn State Dickinson Law

150 S. College St., Rm. 104, Carlisle
No appointment needed.
Thursdays: 4-8 p.m. (Closed 3/13.)

Shippensburg University

68 W. King St., Shippensburg
No appointment needed.
Wednesdays: 5-9 p.m. (Closed 3/12.)

Tri County Community Action

123 N. Enola Dr., 2nd Floor, Enola
Appointment only. Call 211 to schedule.
Tuesdays: 9 a.m. - 1 p.m.

DAUPHIN COUNTY

Belco Community Credit Union

449 Eisenhower Blvd., Harrisburg
Appointment only. Call 211 to schedule.
Wednesdays: 5:30-8 p.m.

Market Square Presbyterian Church

20 S. Second St., Harrisburg
No appointment needed.
Tuesdays, Thursdays: 9:30 a.m. - 12:30 p.m.

Middletown Public Library

20 North Catherine St., Middletown
Appointment only. Call 211 to schedule.
Mondays, Thursdays: 5-8 p.m.

Tri County Community Action

20 Clearfield St., Elizabethtown
Appointment only. Call 211 to schedule.
Tuesdays: 9 a.m. - noon

Tri County Community Action

1514 Derry St., Harrisburg
Tuesdays: 6-8:30 p.m. (No appointment needed.)
Thursdays: 6-8:30 p.m. (Appointment only. Call 211 to schedule.)

Widener Law Commonwealth & Central PA Law Clinic

3737 Vartan Way, Harrisburg
Appointment only. Call 211 to schedule.
Saturdays: 9 a.m. - noon

PERRY COUNTY

Perry County Literacy Council

133 South 5th St., Newport
Appointment only. Call 717.567.7323 to schedule.
Mondays: 5-8 p.m. with other evenings and some Saturdays.

Tri County Community Action

8407 Spring Rd., New Bloomfield
Appointment only. Call 211 to schedule.
Fridays: 10 a.m. - 4 p.m.

*For more information, contact
United Way of the Capital Region
at 717.724.4077, or e-mail
miyp@unwcr.org.*

*Do not call sites directly
unless a number is listed.*

***All walk-in sites may reach capacity early on high volume days.**

LET TRAINED VOLUNTEERS PREPARE YOUR TAXES FOR FREE!

Families (2 or more people) who made \$67,000 or less and individuals who made \$45,000 or less in 2024 may be eligible to receive FREE tax preparation through Money in Your Pocket (MIYP)! MIYP is part of the IRS Volunteer Income Tax Assistance (VITA) program.



- The amount of money you get back depends on many factors and may not be the same as last year.
- To get a refund, you must file a tax return even if you don't owe anything.
- If you did not claim the Earned Income Tax Credit (EITC) in the past but were eligible, you can file an amendment at any time during the year for up to three previous tax years. You may be eligible for money you did not know about!
- Refunds for e-filed returns that will be direct deposited are usually received in 10 days or less.

TOUCH-FREE TAXES FREE Remote Tax Preparation

Touch-Free Taxes is a free tax preparation program which can be done from the comfort of your home by connecting you to a trained volunteer to complete your taxes.

You can start using the Touch-Free Taxes service starting February 3, 2025 by visiting:

www.getyourrefund.org/uwcrpa

For more information, e-mail miyp@uwcr.org or call 717.724.4077.

Touch-Free Taxes is brought to you by the Money in Your Pocket program.

FEDERAL EARNED INCOME TAX CREDIT ELIGIBILITY

If you fit these guidelines, you may be eligible for the Federal Earned Income Tax Credit (EITC).

Children	Single Income	Married (filing jointly)
No children	\$18,591	\$25,511
1 child	\$49,084	\$56,004
2 children	\$55,768	\$62,688
3 or more children	\$59,899	\$66,819

All reasonable accommodations will be provided at no cost to individuals with special needs. For more information about special accommodations, or the availability of interpreters, call the MIYP info line at 717.724.4077, or e-mail miyp@uwcr.org.

MONEY IN YOUR POCKET PARTNERS:

- Belco Community Credit Union
- Bosler Memorial Library
- Central Pennsylvania Food Bank
- Citizens Bank
- Code For America/Get Your Refund
- Dickinson College
- Employment Skills Center
- First Christian Church of Lemoyne
- First United Church of Christ
- Market Square Presbyterian Church
- Messiah University
- Middletown Public Library
- Midwest Food Bank
- Mifflin-Juniata Human Services
- New Hope Ministries, Inc.
- Penn State Dickinson School of Law
- Penn National Insurance
- Perry County Literacy Council
- PNC
- Shippensburg University
- Tri County Community Action
- Truist Bank
- United Way of Carlisle and Cumberland County
- United Way of the Capital Region
- U.S. Department of Treasury, Internal Revenue Service
- Widener University Commonwealth Law School

FUNDED BY:



U.S. Department of
Treasury, Internal
Revenue Service

LEAD AGENCY:



United Way of
the Capital Region

The Money in Your Pocket program is a community collaboration to promote the Earned Income Tax Credit, free tax assistance and financial literacy within the Capital Region. Money in Your Pocket does not tolerate discrimination by its volunteers against anyone because of age, color, disability, race, reprisal, national origin, English proficiency, religion, sex, sexual orientation or status as a parent.

For more information, call 717.724.4077 or visit www.uwcr.org/miyp or www.irs.gov.

Save the Date: Northside Ride Carlisle



Northside Ride Carlisle: 3.4 mile Community Bike Ride

Saturday, April 12, 2024 (Rain Date: April 27) | 9:00 am – 1:00 pm

For More Information, please click here²¹.

Facebook Event to RSVP²²

Bicyclists of all ages are invited to join a community ride around Carlisle's Northside neighborhood. "The Northside Ride" will take place on Saturday, April 12, with registration, free minor bike repairs and free breakfast opening at 9:00 a.m. and an all-ages, all abilities 3.4 mile bike ride departing at 10:15 a.m. Participants will meet at New Life Community Church, 64 E. North St., Carlisle. The ride and its associated events are free and open to the public. No pre-registration is required. The ride will end at Hope Station Carlisle about 12:15 pm where we will celebrate with Leo's Ice Cream in a community celebration.

The Northside Ride seeks to connect residents to each other and community organizations while encouraging bicycle safety and bicycle use as an effective form of transportation within and beyond Carlisle. The event will provide free helmets, bike lights and bike locks to neighborhood riders who participate. Thank you to **Harrisburg Bicycle Club** for making this possible. All participants are required to sign a waiver, and participants under age 14 must be accompanied and supervised by an adult on the ride.

²¹<https://www.dickinson.edu/NorthsideRide>

²²<https://www.facebook.com/events/390646370120501/>

Cyclists are encouraged to gather at New Life Community/LifeCycle for free breakfast, minor bike tune-ups/repairs and safety checks courtesy of The Handlebar, LifeCycle Carlisle, and Harrisburg Bicycle Club. The easy ride starts at 10:15 am and travels to waypoints including Dickinson College, YWCA Carlisle & Cumberland County, Carlisle Tool Library, Heberlig Palmer Park, Project SHARE Farm Stand, and ending at Memorial Park/Hope Station, 149 W. Penn St., Carlisle. Each of these partners will also offer a bike-related activity or demonstration.

The event is sponsored by Dickinson's Center for Sustainability Education with community partnerships at the core.

Interested in tabling, partnering or getting involved? You can reach out to biking@dickinson.edu²³ for more information.

²³<mailto:biking@dickinson.edu>



SATURDAY, APRIL 12, 2025
3.4-MILE GUIDED COMMUNITY BIKE RIDE

9 A.M. REGISTRATION, FREE BREAKFAST & BIKE REPAIRS • 10:15 A.M. BIKE RIDE DEPARTS
MEET AT NEW LIFE COMMUNITY CHURCH, 64 E. NORTH ST., CARLISLE, PA
ENDS AT HOPE STATION, 149 W. PENN ST., CARLISLE, PA

Visit YWCA, Project
 SHARE, Hope Station
 and other local landmarks

Learn safe biking
 skills through fun
 activities at each site

FREE bike helmet,
 light, and lock for
 all participants



- **AGES 18+** need to sign waiver
- **AGES 14-17** need waiver signed by parent/guardian BUT can ride alone
- **AGES UNDER 14** need waiver signed by parent/guardian AND an adult to ride with them

*Bringing together community members of all ages
 to explore our neighborhood safely, on bikes.*

FOR MORE INFORMATION PLEASE VISIT: www.dickinson.edu/northsideride



Bikelisle • Borough of Carlisle • Can'd Aid • Carlisle BikeLab • Carlisle Tool Library
 Carlisle West Side Neighbors • Harrisburg Bicycle Club • Hope Station • LifeCycle Carlisle
 New Life Community Church • Project SHARE • YWCA Carlisle & Cumberland County

Dickinson

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 April:***

- Cumberland County Blood Drives²⁴
- Franklin County Blood Drives²⁵
- **Mifflin County Blood Drives²⁶**
- **Perry County Blood Drive²⁷**

For more questions or more information about blood donation to the Central Pennsylvania Blood Bank, please visit 717giveblood.org²⁸ or call 1-800-771-0059.

²⁴https://www.dickinson.edu/download/downloads/id/12731/central_pennsylvania_blood_bank_cumberland_county_blood_drives.pdf

²⁵https://www.dickinson.edu/download/downloads/id/12735/central_pennsylvania_blood_bank_franklin_county_blood_drives.pdf

²⁶https://www.dickinson.edu/download/downloads/id/14369/central_pennsylvania_blood_bank_mifflin_county.pdf

²⁷https://www.dickinson.edu/download/downloads/id/12734/central_pennsylvania_blood_bank_perry_county_blood_drives.pdf

²⁸<http://717giveblood.org/>

Down on the Farm



[Join Our CSA](#)



The College Farm is an eighty-acre, USDA-certified organic farm and a living laboratory where students can gain distinctive, hands-on learning experiences. Student employees, graduate apprentices and volunteers are involved in all aspects of food production and research. The farm serves as a venue for the Dickinson community and its neighbors to experience a holistic approach to land stewardship rooted in management practices that work to sustain the natural environment.

Enjoy our fresh produce by joining our Campus Supported Agriculture (CSA)! Our harvest season runs from May through December and we grow over 80 distinct varieties of vegetables, fruits, and herbs. With our CSA, you can:

- select your share size (small or large);
- select your share frequency (weekly or bi-weekly);
- select your share season (24-weeks or 30-weeks);
- select your pickup location (on the College Farm, at Kaufman Hall on Dickinson's campus, or at Project SHARE in Carlisle);
- customize your share each week;

- AND, you can add on our certified 100% grass-fed, humanely raised beef products!

Sign up for our CSA here: Dickinson College Farm²⁹. *Keep an eye out for **early-bird discounts** if you sign up by March 31st!*

Learn more about the CSA on our blog: Campus Supported Agriculture (CSA) – Dickinson College Organic Farm³⁰

Questions? Email farm@dickinson.edu³¹



Farm Works at 169 W. High Street

Hours: Monday through Saturday, 11 a.m. - 2 p.m.

Visit their website³² to see featured soups and salads.

You can also shop Farm Works online³³ or visit them at Farmers on the Square each Wednesday from 3-6 p.m.

²⁹<https://dickinsoncollegefarm.csaware.com/store/>

³⁰<https://blogs.dickinson.edu/farm/csa/>

³¹<mailto:farm@dickinson.edu>

³²<https://www.dickinson.edu/farmworks>

³³<https://dcorganicfarm.square.site/>



National Walking Day is Wednesday, April 2

The *American Heart Association* hosts **National Walking Day** annually on the first Wednesday of April. It is a reminder of the importance of physical activity for your health! Walking improves circulation, lowers blood pressure, and can reduce the risk of heart disease and stroke. It can also boost your mood and lessen stress. Take a break and enjoy from fresh air and sunshine. If it is raining, grab your umbrella!

Do you need a destination? Take a look at these suggestions:

- Sustainability Expo on Britton Plaza³⁴ | 11:30 a.m. to 2 p.m. (Rain Location: Social Hall)
- Dickinson and Slavery: Historic Self-Guided Walking Tour³⁵
- Historical Book Self-Guided Walking Tour³⁶

³⁴https://www.dickinson.edu/info/20052/sustainability/4366/sustainability_expo_2025

³⁵<https://housedivided.dickinson.edu/sites/slavery/tour/>

³⁶https://www.dickinson.edu/download/downloads/id/9174/historical_book_walking_tour.pdf

- Wayside Marker Self-Guided Walking Tour³⁷
- ArtWalk Self-Guided Tour³⁸
- Arbor Walk Self-Guided Tour³⁹

Source: American Heart Association⁴⁰



American Heart Association
Healthy for Good™

STEPS TO BUILDING HEALTHY HABITS.

It's as easy as 1-2-3.

National Walking Day is April 2, 2025. Walking is an easy way to benefit your body, heart and mind. Why not start a walking habit?

CUE

A cue is a reminder to act on your habit. It jogs your memory.

Example: To cue a walking habit, leave your athletic shoes by the front door where you'll see them.



ROUTINE

Start with a small, enjoyable version of your habit. Make sure it's easily repeatable.

Example: Start with a short 15-minute walk instead of an ambitious hour-long hike. Invite a friend to join too!



REWARD

Positive feedback matters. Have fun with your new activity, or follow it with a reward.

Example: Reserve listening to your favorite podcast for when you take your walks.



Build a "habit loop."

Repeating these three steps – cue, routine and reward – will help you maintain your habit.



Get tips from your very own "Habit Coach."

Check out these six short "Habit Coach" videos. These science-based habit hacks will help you keep those healthy habits!



Lace up for National Walking Day on April 2.

When you hit your stride on April 2, share a pic of your walk or sneakers on social media.

(And yes, Fido is welcome to photo-bomb!)

Use the hashtag **#WalkingDay**.



heart.org/movemore

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EAT SMART **MOVE MORE** BE WELL

Thoughtful Thursdays

April 3 | 7:30-8 a.m. | Memorial Hall, Old West

Thoughtful Thursday meditation sessions offer the opportunity to start the day off with a bit of reflection and inner peace. Leave feeling refreshed, balanced, and ready to meet any challenges coming your way. Join us to center your mind and body while bringing focus to your day!

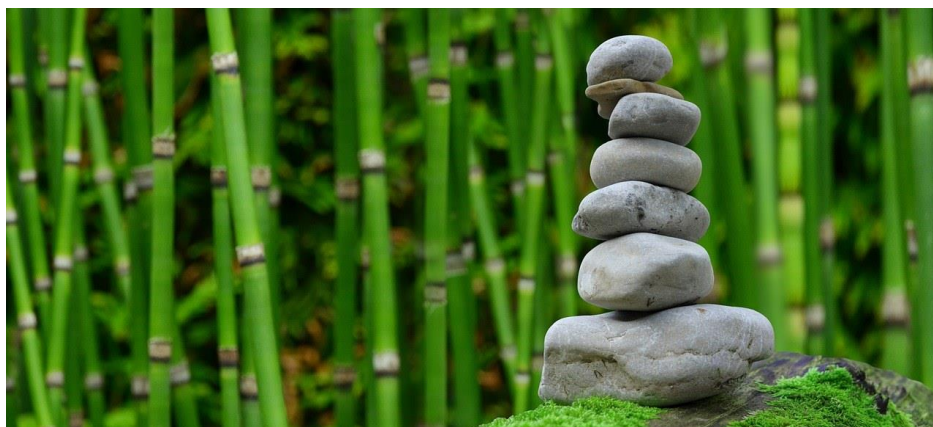
Enroll and sign-up in Totara.⁴¹

³⁷<https://www.visitcumberlandvalley.com/listing/walking-tour-of-carlisle-wayside-markers/2536/#ixzz5hJdg9HZ6>

³⁸<https://www.troutgallery.org/general-1-2>

³⁹https://www.dickinson.edu/download/downloads/id/1237/arbor_walk_map

⁴⁰<https://www.heart.org/en/healthy-living/fitness>



Nutrition Information Session: Gut-Happy Parfaits



Tuesday, April 8 | noon - 1 p.m. | HUB Side Room 204

Presented by: *Courtney Hager MS, RDN, LDN | Campus Dietitian*

Join us for a food demonstration as we create parfaits with gut-friendly ingredients! Learn how to combine probiotic-rich foods, fiber-packed ingredients, and nutrient-dense toppings to support digestion and overall well-being. Enjoy a delicious, customizable snack while gaining practical tips for better gut health.

⁴¹<https://totara.dickinson.edu/course/view.php?id=307>

Enroll and sign-up in Totara.⁴²

Grow Where You Are Planted - Making the Best of Situations

A Health Advocate Webinar

Thursday, April 17 | 10:00 a.m. or 4 p.m. | Webinar

In life, sometimes it's time for a change, and other times it isn't. How do we know when to accept things as they are or when a change in perspective is needed?

Join Marie Arterberry, LCSW Trainer Health Advocate, for this free webinar to explore how expectations affect happiness and share practical tips for enjoying life and thriving.

Sign up for the session that best fits your schedule:

10:00 a.m.⁴³ | **4:00 p.m.**⁴⁴

Upcoming Webinars:

Thursday, May 8: Mental Health and Me

10:00 a.m.⁴⁵ | **4:00 p.m.**⁴⁶

Thursday, June 19: Get a Great Night's Sleep! Successful Tips and Tricks

10:00 a.m.⁴⁷ | **4:00 p.m.**⁴⁸

⁴²<https://totara.dickinson.edu/course/view.php?id=94>

⁴³<https://register.gotowebinar.com/register/7259021291722082138>

⁴⁴<https://register.gotowebinar.com/register/9207563703838824278>

⁴⁵<https://register.gotowebinar.com/register/3264451567546803291>

⁴⁶<https://register.gotowebinar.com/register/6981264863336614230>

⁴⁷<https://attendee.gotowebinar.com/register/4325629821932047702?source=memwebpg>

⁴⁸<https://attendee.gotowebinar.com/register/916192698268437339?source=memwebpg>

For a listing of on demand webinars, click here⁴⁹.



Health Risk Assessments



Completing an online Health Risk Assessment

⁴⁹<https://www.healthadvocate.com/site/memberwebinars>

Health Risk Assessments (HRA) are a great way to learn more about your own *health risks* and ways to reduce or eliminate any modifiable health risks identified. Some health risks are innate (you are born with them) but some are those that have developed as a result of *lifestyle habits or the environment surrounding you* - these are often modifiable.

Healthy Life HRA⁵⁰

It is available to ANYONE and it's free. The results come ONLY to you and provide a snapshot of your personal health risks. Before beginning, collect your personal **biometric screening** information, including your most recent blood pressure, height, weight and glucose/cholesterol/triglyceride levels.

Wellness@Dickinson incentives are provided to employees completing a Health Risk Assessment. Once you complete the Healthy Life HRA, answer the feedback survey just below the HRA in Totara. (Note: Please don't send us your HRA results.) We will provide your incentive reward once we confirm the feedback survey completion.

Estate Planning

Wednesday, April 30 | noon - 1 p.m. | HUB Social Hall East

How do you plan for your estate? Do you know what is important or when you decide on the details? Have you met with a financial expert? If you are not sure where to begin this process, sign up for this session with **Members 1st Wealth Advisors** to learn the basics of **Estate Planning**.

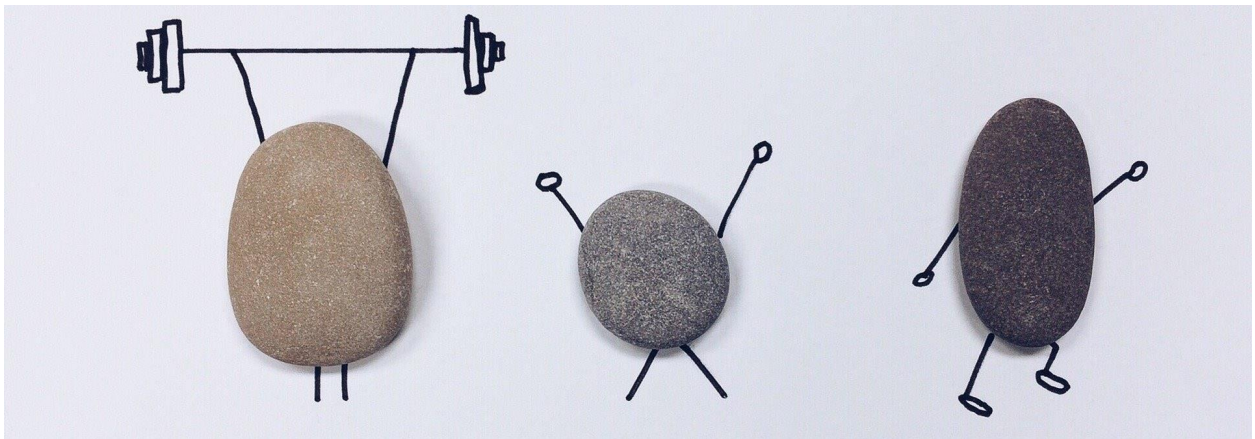
Enroll and sign-up in Totara.⁵¹

⁵⁰<https://totara.dickinson.edu/course/view.php?id=429>

⁵¹<https://totara.dickinson.edu/course/view.php?id=70>



Wellness@Dickinson Fitness Programs



Free Spring Fitness Programs



2 - Camp Cardio⁵²



3 - Cardio Fusion⁵³

⁵²<https://totara.dickinson.edu/course/view.php?id=379>

⁵³<https://dickinson.campuslabs.com/engage/events?query=cardio fu>



4 - DEW Power Yoga⁵⁴



5 - Lunch Crunch⁵⁵

⁵⁴<https://totara.dickinson.edu/course/view.php?id=457>

⁵⁵<https://totara.dickinson.edu/mod/facetoface/view.php?f=1501>



6 - Pilates⁵⁶



7 - Sports Yoga⁵⁷



⁵⁶<https://dickinson.campuslabs.com/engage/events?query=pilates>

⁵⁷<https://totara.dickinson.edu/course/view.php?id=47>

8 - Vinyasa Flow Yoga⁵⁸



9 - Water Aerobics⁵⁹



10 - Zumba⁶⁰

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

Vinyasa Flow⁶¹ | Wednesdays | noon - 1 p.m. | HUB Dance Studio (*employee only*)

Lunch Crunch⁶² | Wednesdays | noon - 1 p.m. | Kline Center, Functional Fitness Center (*employee only*)

Sports Yoga⁶³ | Wednesdays | 4:45 - 5:45 p.m. | Memorial Hall, Old West

DEW Power Yoga⁶⁴ | Fridays | noon - 1 p.m. | HUB Dance Studio

⁵⁸<https://totara.dickinson.edu/course/view.php?id=88>

⁵⁹<https://totara.dickinson.edu/course/view.php?id=21>

⁶⁰<https://dickinson.campuslabs.com/engage/events?query=zumba>

⁶¹<https://totara.dickinson.edu/course/view.php?id=88>

⁶²<https://totara.dickinson.edu/course/view.php?id=459>

⁶³<https://totara.dickinson.edu/course/view.php?id=47>

Camp Cardio⁶⁵ | Thursdays | noon - 1 p.m. | HUB Dance Studio

Water Aerobics⁶⁶ | Mondays | 5 - 6 p.m. | Kline Center Pool

RSVP in EngageD for Campus Life & Athletics Group Fitness Program Offerings:

Pilates⁶⁷ | Mondays and Wednesdays | 3:30 and 4:30 p.m. | HUB Dance Studio

Cardio Fusion⁶⁸ | Tuesdays | noon - 1 | HUB Dance Studio

Zumba⁶⁹ | Tuesdays and Thursdays | 5 - 6 p.m. | Allison Hall Community Room

For questions or assistance with registrations, please send an email to devwell@dickinson.edu⁷⁰ or call ext. 1503.

⁶⁴<https://totara.dickinson.edu/course/view.php?id=457>

⁶⁵<https://totara.dickinson.edu/course/view.php?id=379>

⁶⁶<https://totara.dickinson.edu/course/view.php?id=21>

⁶⁷<https://dickinson.campuslabs.com/engage/events?query=pilates>

⁶⁸<https://dickinson.campuslabs.com/engage/events?query=cardio fu>

⁶⁹<https://dickinson.campuslabs.com/engage/events?query=zumba>

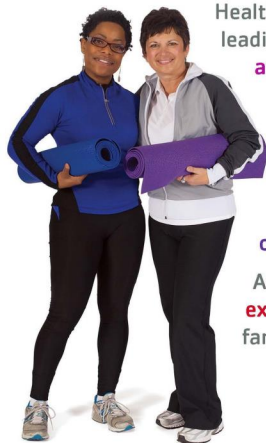
⁷⁰<mailto:devwell@dickinson.edu>



FOR YOUTH DEVELOPMENT*
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Dickinson

CARLISLE FAMILY YMCA CORPORATE PARTNERSHIP



Healthy and happy employees create successful organizations — leading to **stronger communities where everyone can learn, grow and thrive.**

We are very excited to partner with Dickinson College to help improve the health and well-being of their workforce through YMCA membership, programs and services. We also connect employees to programs and services that **nurture the potential of their children and provide opportunities to support neighbors in need.**

As part of this partnership, **Dickinson College staff enjoy an exclusive 20% membership savings*** off the standard adult or family membership rate each month.

HERE'S HOW IT WORKS

I'M A Y MEMBER

Stop at the Welcome Center the next time you are at the Y. Show your Dickinson College ID to a Member Service Representative to activate your 20% discount on your adult or family membership.

I'M NOT A Y MEMBER

Bring your Dickinson College ID with you to the Welcome Center. Be sure to inform the Member Service Representative that you work for Dickinson College and show them your ID during the joining process to receive the 20% discount.

*The Carlisle Family YMCA reserves the right to alter or suspend the Dickinson College Corporate Partnership program at any time with 30 days notice.

CORPORATE PARTNER RATE CHART

Eligible Categories	Monthly Rate
Young Adult	\$26.40
Adult	\$30.40
Senior Adult	\$28.80
2 Adults [^]	\$46.40
1 Adult with Dependents [^]	\$51.20
2 Adults with Dependents [^]	\$55.20
2 Senior Adults [^]	\$44.80
1 Senior Adult with Dependents [^]	\$47.20
2 Senior Adults with Dependents [^]	\$49.60

[^] living at the same address

Additional Information

- Memberships must be monthly drafted in one of the above categories to qualify for this special rate.
- No other membership fee reductions, special rates or financial aid can be combined with this special rate.
- Current Financial Assistance, Youth, Teen and Child Care members can not get the discount unless they convert to a full-pay adult or family membership.
- The Corporate Partner rate applies only to membership fees, and not to additional fees or program registration fees.

Professional Development



College Prep for Parents

Friday, April 4 | noon - 1 p.m. | McCauley Room, Old West

RESCHEDULED: Part II - Financial Aid and Tuition Benefits

Human Resource Services, Admissions and Financial Aid, in conjunction with local area high schools offer workshops for employees and their families to learn more about the college selection and financial aid process. The program will provide guidelines for starting the college search while attending high school, when to apply for college admission and early tuition grants, what is available through Financial Aid, and a summary of Dickinson's three tuition programs. We encourage all parents to attend if your child is a junior or senior in high school and planning to attend college.

Enroll and sign-up⁷¹ for one or both sessions in Totara.

⁷¹<https://totara.dickinson.edu/course/view.php?id=42>



Become a Leadership Cumberland Fellow



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

Leadership Cumberland Fellows have demonstrated emerging leadership and vision through their career experience and community involvement. The personal and professional objectives of prospective Fellows are volunteerism, leadership, and an interest in shaping the future of workplaces and organizations that serve Cumberland County. Each year, Dickinson proudly sponsors a fellowship and is pleased to once again extend this professional development opportunity to interested faculty and staff. Leadership Cumberland is a cohort-based program and follows the academic year—begins in August and graduates in May 2026.

Click here⁷² to apply. All applications must be submitted no later than April 25!

For more information, visit Leadership Cumberland⁷³.

Career Development Conference Fund



Non-exempt employees are eligible to participate in the Career Development Conference Fund offered by the college to support attending training seminars or workshops off-campus.

More information can be found in the Employee Handbook⁷⁴:

*Supervisors must confirm that the program would enhance particular skills related to the work of the department. **Funding is limited to \$200 per person per year to be used for registration fees. Requests will be funded on a first come, first served basis until the budget for the fund has been exhausted.***

The Conference Fund will not be used to pay for certifications that are required by an employee's position (i.e. CPR, blood-borne pathogens, Act 120, teacher certification, etc.). These funds can be provided by individual departments. In addition, the funds are not intended to be used to pay for degree-type programs.

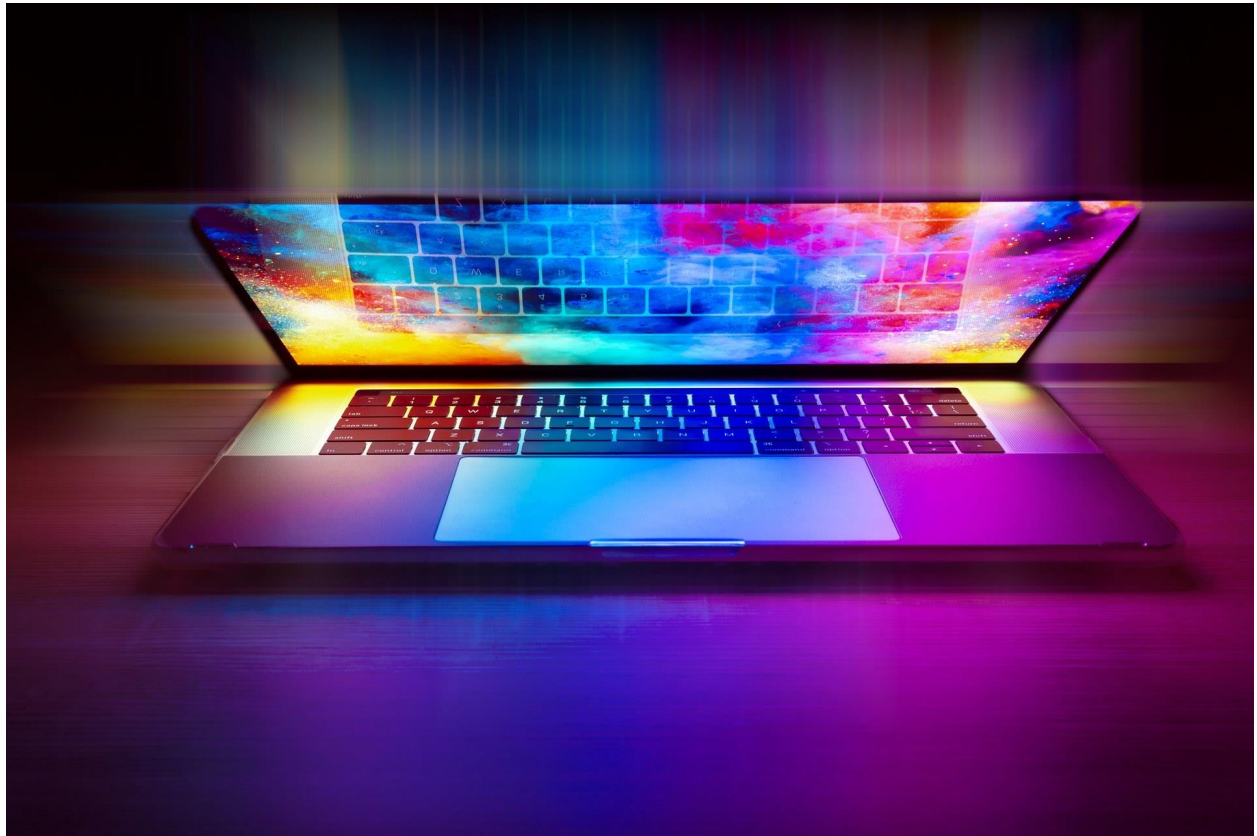
To submit a conference fund request, please complete the form by clicking here⁷⁵.

⁷²<https://www.leadershipcumberland.org/programs-services/fellows-program/application.html>

⁷³<https://www.leadershipcumberland.org/programs-services/fellows-program/>

⁷⁴https://www.dickinson.edu/homepage/1364/career_development_conference_fund

Information and Technology Services



Dickinson AI Symposium

Monday, April 14 | 9:30 a.m. - 5:30 p.m. | various locations

The **Dickinson AI Symposium** kicks-off in the HUB social hall with keynote speaker, Mike Capone, CEO of Qlik. Capone's presentation, ***Beyond Ethics: The Real Responsibility of AI***, will also be available virtually. A variety of hands-on workshops and presentations will be offered throughout the day. All Dickinsonians are welcome to participate. Registration is required⁷⁵ **by Thursday, April 10.**

⁷⁵https://www.dickinson.edu/download/downloads/id/10813/career_development_conference_fund_application.pdf

⁷⁶<https://forms.office.com/r/kSqpD2mk3S>

More information and a complete schedule of activities can be **found here**⁷⁷.

Tech Transformation

Visit the Tech Transformation site⁷⁸ for the most recent updates and timelines for all three Tech Transformations that are happening simultaneously:

- **Learning Management System (LMS)**: Dickinson will be moving from Moodle to D2L BrightSpace
 - **Mobile Computing Initiative (MCI)** aims to modernize campus teaching and learning spaces, allowing students to use their own devices in classrooms and accessing college software
 - **Core Systems Modernization (CSM)**: the College will transition its human capital management (human resources), finance, and student administrative needs from Banner to Workday. Subscribe to Workday News⁷⁹ to keep abreast of the Workday launch. Inquiries and questions may be sent to workday@dickinson.edu⁸⁰.
-

Workday Project Update

⁷⁷https://www.dickinson.edu/news/article/6043/dickinson_college_to_host_ai_symposium

⁷⁸https://www.dickinson.edu/homepage/1714/tech_transformation

⁷⁹<https://www.dickinson.edu/xfp/form/469>

⁸⁰<mailto:workday@dickinson.edu>



The **Workday** project is progressing as planned, and we are actively working through the **Architect & Configure** phase. The project team remains deeply involved in **Functional Alignment Sessions**, where we are fine-tuning system configurations.

This month, a key focus is preparing for **Unit Testing**. *This initial testing phase is crucial for verifying that individual components of Workday function correctly and align with our business processes.* **Workday** has provided foundational test scenarios, and our team is adding their own scenarios to ensure comprehensive coverage of Dickinson's specific requirements. More than 25 administrative staff members will take part in this first round of testing, helping to validate system configurations and identify any areas that need refinement.

Curious to know more about the Workday implementation process and status? Visit the Workday webpages⁸¹ or subscribe Workday News⁸², our monthly e-newsletter!

TechNews

Are you challenged with all of the constant technology updates and changes? Looking for a few quick tips or information to help with your technology abilities? Check out the **TechNews** portal in OneDrive! TechNews is filled with very quick reads and 2-3 minute videos that include

⁸¹<https://www.dickinson.edu/workday>

⁸²<https://www.dickinson.edu/xfp/form/469>

common uses, answers to the most common questions we receive, what to use when, as well as helpful tips and tricks. Click to learn more now⁸³!



Contact Us



⁸³<https://dickinson0.sharepoint.com/sites/TechNews>

Wellness Program | Monthly Incentive Prize Winners

Congratulations to *Rachel Echevarria*, Marketing and Communications, winner for the month of March for fitness program participation!

Have you been active in our Wellness@Dickinson programs? If so, you are eligible to be included in our monthly fitness prize drawing! The 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-Month⁸⁴. (*Remember to report your Marathon in a Month walking⁸⁵ to us by the 15th of the 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.edu⁸⁶ or call ext. 8084.

Wellness Incentive Taxability Notification

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

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

⁸⁴https://www.dickinson.edu/downloads/file/1239/marathon_in_a_month_walking_map

⁸⁵https://www.dickinson.edu/downloads/file/1238/marathon_in_a_month_tracking_your_walks

⁸⁶<mailto:devwell@dickinson.edu>

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 Gateway⁸⁷ 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 policy⁸⁸ 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 Guide⁸⁹

Dickinson/Biking⁹⁰

Dickinson/College Farm⁹¹

⁸⁷<https://gateway.dickinson.edu/>

⁸⁸http://www.dickinson.edu/info/20314/professional_development_and_wellness/1502/policies_and_procedures

⁸⁹[http://www.dickinson.edu/info/20043/about/1562/dickinson_\"how_to\"_guide](http://www.dickinson.edu/info/20043/about/1562/dickinson_\)

⁹⁰<http://www.dickinson.edu/info/20052/sustainability/2317/biking>

⁹¹<http://www.dickinson.edu/collegefarm>

Dickinson/Sustainability⁹²

TechNews⁹³

Trout Gallery⁹⁴

Theatre & Dance⁹⁵

Campus Announcements⁹⁶

Campus Events Calendar⁹⁷



11 - Professional Development and Wellness

PO Box 1773 | Carlisle PA 17013-2896

717-245-1503 | devwell@dickinson.edu⁹⁸

Human Resource Services Website⁹⁹

⁹²<http://www.dickinson.edu/sustainability>

⁹³<https://dickinson0.sharepoint.com/sites/TechNews>

⁹⁴<http://www.troutgallery.org/>

⁹⁵<https://www.dickinson.edu/theatreanddance>

⁹⁶<https://www.dickinson.edu/announcements>

⁹⁷<http://www.dickinson.edu/events>

⁹⁸<mailto:devwell@dickinson.edu>

⁹⁹https://www.dickinson.edu/homepage/122/human_resource_services