



MENTAL HEALTH AWARENESS MONTH

MENTAL HEALTH AWARENESS IN THE WORKPLACE

**Wednesday, May 6 | Noon - 12:45 p.m. |
Webinar presented by AllOne Health**

Register here to learn about common mental health disorders and behaviors that may affect the workplace. This session covers recognizing key signs, challenging stigma, and fostering a supportive environment.

MENTAL HEALTH AND ME

**Thursday, May 21 | 10 a.m & 4 p.m. |
Webinar**

Register here to join Health Advocate's EAP Program Manager, Karen Beaudoin, to learn practical ways to support mental and emotional well-being, recognize early warning signs, and know when to seek help.

EMPLOYEE ASSISTANCE PROGRAM

The Employee Assistance Program (EAP) is designed to support your overall well-being, help you navigate difficult situations, and connect you with tools and guidance so you can stay healthy, focused, and supported both at work and at home. It offers confidential, professional assistance to employees and their eligible family members. The program helps identify concerns, review options, and develop an action plan.

The College partners with two different providers and covers up to three consultations per fiscal year at no cost. If additional or specialized care is needed, referrals to external providers are offered, and related services may be covered under the College's medical plan.

Local Provider

Franco Psychological Associates, P.C.

Available for full- and part-time employees, Franco Psychological Associates is located in Carlisle, making it a convenient option for individuals who prefer or benefit from meeting with a professional in person. **Click here** for more information.

TeleHealth Provider

AllOne Health

In partnership with Reliance Matrix, AllOne Health provides virtual Employee Assistance Program (EAP) services, delivering confidential support anytime, anywhere for full-time employees. Learn more **here**.

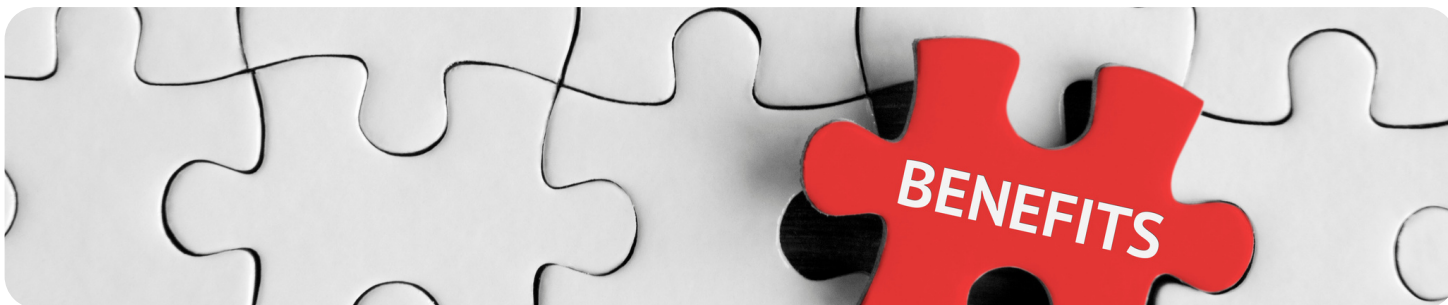
ADDITIONAL ALLONE HEALTH WEBINARS IN MAY

Staying Strong and Resilient – Wednesday, May 13 | 1:30 - 2:30 p.m.

Dealing with Prolonged Grief – Wednesday, May 27 | 1:30 - 2:30 p.m.



Open Enrollment



MAKE YOUR ENROLLMENT SELECTIONS IN WORKDAY: MAY 11-25



Mark your calendars! The annual open enrollment process for 2026 will take place in Workday starting **May 11 through May 25**.

To access open enrollment information, look for an assigned **Open Enrollment Journey** in your notifications area of Workday. The journey will provide useful information regarding the July 1, 2026, benefit and retirement plan year information and how to view and make changes to your enrollments for a July 1, 2026, effective date.

Current insurance benefits and retirement contributions will continue into 2026-2027 if no changes are made; however, **flexible spending accounts require an active re-enrollment each year** during open enrollment. Employees who **have not updated their life insurance beneficiary** designations in Workday during the current year must also complete this as part of the open enrollment process.

Throughout the open enrollment period, you can access open enrollment via the **Open Enrollment Change** task in your Workday inbox (My Tasks) and via the **Announcement** on your Workday Home Page.

BENEFITS UPDATE

On Monday, April 20, a campus-wide email was distributed to all college employees outlining important benefits information for the upcoming 2026-2027 plan year. The communication included updates on health care premiums, dental and vision premiums, premium deductions, medical and prescription plan design, and flexible spending accounts. View a copy of this email [here](#).

MEDICAL/PRESCRIPTION PLAN DESIGN

Please take note of the updated medical and prescription plan design provided [here](#). Deductibles, copays and out-of-pocket maximums—which have not changed since July 1, 2023—have moderate changes beginning July 1, 2026.



If you have any questions regarding your benefits or benefits selection details, please contact Human Resource Services at hrrservices@dickinson.edu, call 717-245-1503, or stop by our office at 55 N. West St. anytime Monday through Friday between 8:30 a.m. and 4:30 p.m. for assistance.

Workday Wednesdays | HUB Lower-Level Conference Room
May 6, 13, 20: 11 a.m. - 12:45 p.m. | May 27: 11 a.m. - 1 p.m.

Employee Announcements



2026 SPRING INTO FITNESS CHALLENGE

Attention challenge members: Log your wellness activities! Form links are available [here](#). Deadline to submit: Friday, May 8, at noon!

U-TURN 2026 DONATION DRIVE

Spring cleaning at home? Cleaning out your office or those departmental closets? Donate to support United Way's fundraiser, U-Turn, partnered with Dickinson! They will resell our unwanted items and help generate funds for community non-profits. Faculty and staff must drop off items at the designated U-turn trailers when staff is there to accept items. No pickups available. For questions or more information, contact sustainability@dickinson.edu.

Thursday, May 14 | 12:30 to 3 p.m.

Drop off at trailer in Allison Hall Lot

Friday, May 15 | 12:30 to 3 p.m.

Drop off at trailer in Allison Hall Lot

Accepted Items

Toys, shoes, kitchen/bed/bath items, rugs, lamps, fans, furniture, sporting goods, small appliances, etc. Please ensure items are clean, usable, and working!

EMPLOYEE RECOGNITION BRUNCH



Join us in the **Social Hall** on **Thursday, May 28, from 9 to 11 a.m.**, for a special gathering to celebrate our community! This event recognizes employee achievements, along with those who have completed five or more years of service as of July 1, 2026. In addition, we will be recognizing nominees for the Distinguished Staff Award and announcing its second annual winner.

Please **RSVP** for this event by scanning the QR code to register, sending an email to HREvents@dickinson.edu, or by calling (717)-245-1503.



2026 ANNUAL PERFORMANCE APPRAISALS



Eligible employees will receive a task to complete their annual performance appraisals via Workday in mid-May for the review period from July 2025 to June 2026.

The appraisal process should be completed by August 15. Performance Review and goal setting job aids are available here on the **Workday Training Resources webpage**.

New employees and those recently completing or assigned an introductory review will not receive the annual review task. Questions should be directed to hrservices@dickinson.edu.

COLLEGE HOLIDAYS / CLOSURES

As a reminder, the college will be closed on the following days:

- **Friday, May 22:** Additional Holiday (in even years for high voltage work)
- **Monday, May 25:** Memorial Day
- **Friday, June 19:** Juneteenth Holiday
- **Friday, July 3:** Independence Day



Minimal staffing during holidays/closures may be required. For more information, please consult your immediate supervisor.

References: [2025-26 Holiday Schedule](#) | [2026-27 Holiday Schedule](#)

SICK LEAVE BANK

Do you have vacation time that you are not sure what to do with? If you are a full-time nonexempt employee, consider donating a day (or up to five days) to the Sick-leave Bank.

The college maintains a paid sick leave bank which is available to full-time nonexempt employees as follows:

- Nonexempt employees may donate up to five vacation days each fiscal year (in increments of one day or more, at any time during that year) to the college sick leave bank.
- For every day or larger increment, the college will match the employee's donation with an identical amount of time.
- The maximum size of the college sick leave bank will be 2,000 hours (1,000 donated by employees and 1,000 donated by the college).

Read the full policy here.

No one person may receive more than six months paid sick leave from the sick leave bank in any 12-month period. Requests for use of the leave must be sent to the vice president of Human Resource Services through the employee's supervisor and department head.

To donate to the sick leave bank, nonexempt staff may complete this [Microsoft Form](#) or [PDF form](#) and return it via email attachment to hrservices@dickinson.edu.

STUDENT EMPLOYEE AND SUPERVISOR OF THE YEAR



On Tuesday, April 14, the college gathered to recognize those who go above and beyond, celebrating their leadership, dedication, and impact within the Dickinson community:

Student Employee of the Year: **Grace Bennett '26**, *Military Science*

Student Employee Honorable Mention Award: **Alyssa Daly '28**, *Center for Career Development*

2026 Supervisor of the Year: **Jason Nedrow**, *Theatre & Dance*

CAMPUS LIFE LEADERSHIP RECOGNITION CEREMONY

The Office of Campus Life hosts the annual Leadership Recognition Ceremony each spring to celebrate the outstanding leadership achievements of students, staff, faculty, clubs, and campus organizations. This year's ceremony was held on April 27 and recognized the following individuals:

Advisor of the Year: **Professor Karen Kirkham**

The Unsung Hero Award: **Mary Armolt**, *Dining Services*

Joyce A. Bylander Excellence in Diversity Education Award: **Erik Sutherland**, *Student Success*

Student Senate Administrator of the Year: **Lynn Stine**, *Campus Life*

Student Senate Faculty of the Year: **Associate Professor Mireille Rebeiz**

2026 BENEFITS & WELLNESS FAIR DOOR PRIZE WINNERS

Random Drawing Winners

Anne Bayley, *Annual Giving*, Meritain Health Beverage Thermos

Greg Berrier, *User Services*, Reliance Standard Umbrella

Suzanne Bieber-Grodzinski, *Career Center*, Reliance Standard Umbrella

Lauren Davidson, *Marketing & Communications*, United Concoria Floss Jet

Carla Emig, *Financial Aid*, Farm Works \$10 Gift Card from HRS

Pam Fogelsanger, *Enterprise Applications*, YMCA 3-Month Household Membership

Gwen Hunt, *Financial Aid*, MetLife Pet Gift Bag

Katie Landis, *Academic Affairs*, Reliance Standard Umbrella

Dan Loh, *Marketing & Communications*: Meritain Duffle Bag

Mike Medvid, *Dining Services*, VBA \$50 Amazon Gift Card

Leslie Swartz, *Facilities Management*, Health Advocate Tumbler

Angela Wilson, *Facilities Management*, Farm Works \$10 Gift Card from HRS

Sonya Wright, *Dining Services*, Commute PA Bento Lunch Box

Independent Vendor/ Department Winners

Sheri Davis-Cordell, *Educational Studies*, Introductory Offer from Simply Yoga

Denise Eichelberger, *HR Services*, Workday Water Bottle

Kady Jumper, *Dining Services*, Gift Card from Alliance Financial
Adrianna Montgomery, *Dining Services*, Toasty Asana 10-Class Pack

Maria Ritchie, *Academic Affairs*, Workday Gift Bag



Financial Wellness



MONEY PSYCHOLOGY: BEYOND THE NUMBERS

Thursday, May 7 | 11 - 11:30 a.m. | Webinar

Our relationship with money isn't driven by numbers alone. It's shaped by our experiences, emotions, and natural biases. This webinar explores the psychological forces that influence financial decisions—and how to use that understanding to make smarter, more confident choices that support your long-term goals.

Register with TIAA for this webinar.

TIAA CONSULTATIONS

Tuesday, May 12 | 9 a.m. - 5 p.m. | HUB Sideroom 202

Managing your finances doesn't have to be overwhelming. Schedule an appointment with TIAA financial consultant, Nigel Stearns, by **clicking here** or calling 800-732-8353 (ask for the Dickinson College schedule), weekdays, 8 a.m. to 8 p.m. (ET). ***All appointments must be scheduled through TIAA.***

WOMEN TALK MONEY: 6 STEPS TO HELP MAXIMIZE YOUR RETIREMENT SAVINGS

Wednesday, May 13 | 2 - 2:45 p.m. | Webinar

This Fidelity Investments session serves as a practical guide to retirement planning for women, no matter their career stage. It highlights why retirement planning is especially important for women due to factors like longer life expectancy, higher health care costs, career breaks, and the gender pay gap. The session outlines six key steps to help grow retirement savings and build long-term financial security. **Click here** to register and learn more.



FINANCE FOR NEW GRADS

Tuesday, May 19 | noon - 12:45 p.m. | Webinar - **Register here**

Starting your career is an exciting milestone—but it can also feel overwhelming. This webinar helps you build a strong financial foundation by covering workplace benefits, smart spending habits, retirement planning, and the importance of saving for both the unexpected and long-term, so you can feel confident about your financial decisions.

ENJOY FRESH PRODUCE DELIVERIES!



Join Our Campus Supported Agriculture (CSA) Program!

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 CSA! Our harvest season runs from May 18 until November 24, with over 80 distinct varieties of vegetables, fruits, and herbs.

OPTIONS:

- **Spring Share**—starting the week of May 18 to the week of June 8, four weeks of a curated produce box, available in large or small sizes, with weekly or bi-weekly pickup options.
- **Main Season Share**—starting the week of June 15 to November 24, a customized produce box, available in large or small sizes, with weekly or bi-weekly pickup options.
- Select your pickup location at the College Farm or Kaufman Hall on Dickinson's campus.
- Plus, you can add our humanely raised on pasture without antibiotics or hormones beef products to weekly CSA orders.

Sign up for our CSA here: [Dickinson College Farm](#)

Learn more about the CSA on our blog: [Campus Supported Agriculture \(CSA\) - Dickinson College Organic Farm](#)

Questions? Email farm@dickinson.edu

DICKINSON CLUB EVENTS

The Dickinson Club provides an opportunity for current and retired employees of Dickinson College to come together and **socialize at the Hartman House most Fridays** during the academic year **from 5 to 7 p.m.** over drinks and light fare. You can find membership information, event details, and how to have your department/group featured [here](#).

Mark your calendars for these great gatherings:

- **Friday, May 1 - The Departments of Tome, and quite possibly live music**
- **Friday, May 8 - Woodfired Pizza by the Dickinson Farm, plus live music by Agent 99**
- **Thursday, May 14 - Annual Champagne Toast End-of-the-Year Celebration**
Free to all employees & club members! Scheduled immediately after the last faculty meeting, around noon.



WELLNESS

IMPROVE YOUR MENTAL HEALTH THROUGH FITNESS

[Click here](#) to read the full *Health Advocate* article.

Fitness isn't about long workouts or intense routines—it's about helping your body move, function, and recover in ways that support your mental health. Small, repeatable movements improve stress levels, focus, and mood by supporting your nervous system. When movement is matched to how you feel and paired with proper recovery, it becomes a realistic, sustainable tool for emotional well-being—not another source of pressure.

STROKE: WHAT IS YOUR RISK

Thursday, May 14 | noon -12:45 p.m. | UPMC C.A.R.E.S. Webinar

Knowing what your risk factors are for stroke can help lower your likelihood of stroke. But did you know that there are some things that you cannot change? And that women are at higher risk than men? Join the UPMC Stroke Coordinator team to learn more about the risk factors you can control, change, or treat.

[Register here.](#)

STRAWBERRY-LEMONADE ITALIAN ICE

May is National Strawberry Month!

This 4-ingredient Strawberry-Lemonade Italian Ice blends sweet strawberries and bright lemon into a simple frozen treat—perfect for the warm days ahead. Provided by the **American Heart Association**.

[Click here](#) for the recipe and instructions.

COMMUTE PA: BIKE BASH

May is National Bike Month!

Ready to swap four wheels for two? Commute PA is giving away four \$100 Tango gift cards to lucky cyclists who log their trips this month! Log at least four bicycle trips in Commute PA during the month of May, and you'll automatically be entered for a chance to win one of the four \$100 gift cards! [Click here](#) for more details.



[Celebrate National Bike Month with Carlisle Parks and Recreation!](#)

BLOOD PRESSURE SCREENING

Thursday, May 14 | noon -1 p.m. | HUB Sideroom 202

Stay informed and take charge of your health with a free blood pressure screening! High blood pressure can go unnoticed and lead to serious health risks. Drop in to check your numbers and learn more—**no appointment necessary.**

YMCA 360

YMCA 360 is available for all full- and part-time faculty and staff. YMCA 360 is a comprehensive wellness experience. In addition to a wide variety of fitness classes, the platform offers nutrition, sports instruction, children's book readings, and more. Personalize your wellness journey by participating at your own pace. Additional details and registration instructions are available [here](#).



HUMAN RESOURCE SERVICES

PO Box 1773
Carlisle, PA 17013-2896

Phone: 717-245-1503

Email: devwell@dickinson.edu

CAMPUS RESOURCE QUICK LINKS

[How To Guide](#)
[Dickinson/Biking](#)
[Dickinson/College Farm](#)

[Dickinson/Sustainability](#)
[TechNews](#)
[Trout Gallery](#)

[Theatre & Dance](#)
[Campus Announcements](#)
[Campus Events Calendar](#)

WELLNESS INCENTIVE TAXABILITY NOTIFICATION

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

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

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

PROFESSIONAL DEVELOPMENT & WELLNESS PROGRAM REGISTRATIONS AND ATTENDANCE

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

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