

Vitality

A Human Resource Services Publication
Dickinson College

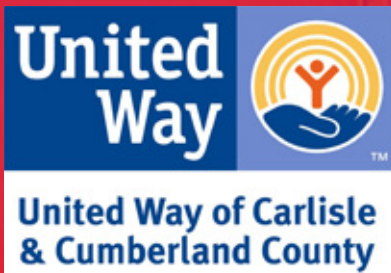


NOVEMBER 2013/Volume VIII, Issue 3

Dickinson's United Way Campaign for 2013

The United Way of Carlisle and Cumberland County provides programming for 27 partnering agencies and 40 programs in the community. These agencies rely on United Way funds to support their initiatives—directly impacting thousands of lives through education, financial and health-related services. This year's campaign begins on November 15 and runs through December 6; however, the college will continue to accept pledge forms throughout the month of December. To contribute in this year's campaign, please submit your pledge forms through interoffice mail to **Miriam McMechen in Old West**.

Thanks for your consideration of participating in this year's campaign! The results will be included in next month's report.



Day of Caring—Dickinson Volunteers provide Community Service!

The United Way Day of Caring was held on Friday, October 4, with volunteers assisting at participating United Way agencies throughout Carlisle. The Day of Caring served as an opportunity for volunteers to become more familiar with the agencies involved and also provided time for participants to get acquainted with fellow Dickinsonians. The community service afforded a positive impact on the lives of hundreds of people in the Carlisle area. United Way and the agencies involved in this year's event appreciate all of the volunteering efforts and hope to see everyone participate again next year!



Social Hall and Dining Hall. Invitations will be sent very soon. Tickets will be available later during the month of November and continue to be available through Wednesday, December 18. More event details will be shared in the December issue of Vitality!

2014 Winterfest—Save the Date!

The annual Winterfest celebration is scheduled for Saturday, January 11, 2014 from 6–10 p.m. in the Holland Union Building, Social Hall and Dining Hall. Invitations will be sent very soon. Tickets will be available later during the month of November and continue to be available through Wednesday, December 18. More event details will be shared in the December issue of Vitality!

The 12th Annual CenturyLink Turkey Trot Thursday, November 28

The race begins at 9 a.m.—A great way to kick off their Thanksgiving Holiday!



Are you looking for a great way to enjoy family, friends and fitness this Thanksgiving? Then look no further than the premiere Thanksgiving Day race in South Central Pennsylvania. In the past, as many as 2,200 participants have run, walked and enjoyed this celebratory event. A 5K and 10K route are offered, both starting and finishing at the Carlisle Family YMCA.

Registration is now open. Please visit the Carlisle Family YMCA Web site for more information at: www.carlislefamilyymca.org/calendar/event/centurylink-turkey-trot

Employee Compensation Statement

The annual employee compensation statements for 2013 will be available via the Gateway in early November. Employees without access will receive a paper copy, mailed to their home address. The statement summarizes both the salary and benefits you receive as an employee of Dickinson College. This summary serves as an information tool to assist you in making important decisions for you and your family. Please read the information carefully. If you have any concerns about the statement or questions related to a specific benefit, please contact us at hrservices@dickinson.edu.

Tax Deferred Annuity & Defined Contribution Retirement Plans 2012 Summary Annual Reports

The 2012 Summary Annual Report for the Dickinson College Tax Deferred Annuity and Defined Contribution plans has been completed. These reports reflect the financial condition and the transactions of the plan for January 1, 2012 through December 31, 2012. You may print and or view a PDF version of this report at <http://www.dickinson.edu/about/offices/human-resource-services/content/Summary-Plan-Descriptions> or you may request a copy by contacting HR Services. Printed copies will also be posted on the Facilities Management and Dining Services bulletin boards.

Emeriti 2012 Summary Annual Report

The 2012 Summary Annual Report for the Emeriti Retiree Health Plan has been completed. This report reflects the financial condition and the transactions of the plan for January 1, 2012 through December 31, 2012. You may print and or view a PDF version of this report at www.dickinson.edu/about/offices/human-resource-services/content/Summary-Plan-Descriptions or you may request a copy by contacting HR Services. Printed copies will also be posted on the Facilities Management and Dining Services bulletin boards.



Flu Vaccine Reminder...

The Wellness Center and Human Resource Services joined together again this year to offer flu vaccinations to students and faculty/staff on October 23 and November 6. The collaborative effort spans a total of four hours over the two-day flu clinic. Faculty and staff are reminded that flu vaccines are available at many

local pharmacies and also through physician's offices for those who were not able to participate in the on-campus flu clinic.

Influenza vaccine (in-season) is currently covered for members 18 years of age and older who participate in the college's Health America medical insurance by presenting their member ID card at the participating pharmacy. The claim for this service will be processed through the pharmacy benefit. The immunization must be given by a pharmacist who has completed training in vaccine administration.

Health America members can ask their participating pharmacist if he or she administers vaccines or may find a certified pharmacy by visiting the Web site listed below:

<http://healthamerica.coventryhealthcare.com/health-care-solutions/prescription-coverage/pharmacy-locator/index.htm>.

New Hires & Retirees: July-October

July

Gary Fleisner, *Campus Life*

August

Christopher Ackley, *Financial Aid*

Tina Antonicelli, *Spanish and Portuguese*

Meagan Ayer, *Classical Studies*

Kayla Birt, *Library Services*

Pamela Blessing, *Children's Center*

Michael Bogdan, *Education*

Alexandra Day, *Dining Services*

Joanne Diacogiannis,

Wellness-Counseling Center

Caleb Flick, *Music*

Maria Garcia Romero,

Spanish and Portuguese

Beth Graybill,

Women's and Gender Studies

Maryann Gulotta, *Dining Services*

Maria Keen, *Alumni & Parent Engagement*

Sarah Kersh, *English*

Chaoying Lui, *East Asia Studies*

Janine Ludwig, *German*

Belinda McGuire, *Kline Center*

Michael Monahan, *Center for Global*

Study & Engagement

Jennifer Musial,

Women's and Gender Studies

Christian Payne, *Athletics*

Brian Rotz, *Music*

Joseph Sestak, *Political Science*

Haiyan Wang, *East Asian Studies*

Jeffrey Wohlbach, *Music*

Lauren Wolkstein, *Film Studies*

Limei Yang, *Anthropology*

Enrico Zammarchi, *French and Italian*

September

Sean Culbert, *Dining Services*

Lois Evans, *Dining Services*

Rebecca Hammell, *Student Development*

Brontè Jones, *Office of the Treasurer*

James Malone, *Athletics*

Karan Smith, *Dining Services*

October

Tyler Garrett, *Campus Leadership*

& Engagement

Nathan Hair, *Dining Services*

Katelin Moul, *User Services*

Marsha Ray, *College Advancement*

Zachary Traverse, *Dining Services*

Ashley Weston, *Dining Services*

Retirees

We bid farewell to **Shirley Boggs**, who retired on August 30 after almost 42 years of service to the college.



Autumn Veggie Co-op at Dickinson College Farm

The Dickinson College Farm is offering a unique 5-week opportunity for fresh veggies and other popular food staples. We invite you to experience a selection of farm favorites: fresh greens like salad mix, spinach and herbs from our greenhouses plus winter crops like potatoes, sweet potatoes and butternut squash. And let's not forget leeks, beets, carrots, radishes, cabbage and other goodies. The CSA X-treme is your answer to keeping your kitchen supplied with fresh, **Certified Organic** produce. The CSA X-treme will begin on Tuesday November 5 and continue until December 3. Space is limited so don't delay! Pro-rated registrations will be accepted on a first-come, first-serve basis. To sign up or for more information, e-mail farm@dickinson.edu or call 717-245-1969.

NUTRITION CORNER

CHRIS RUDY, RD



With Thanksgiving quickly approaching, many people question how they can maintain their health and weight goals during this time of year. For many, this is a time of over indulging in foods and drinks coupled with added busyness that leaves less time for exercise. Here are a few tips to get you through the holiday season still on track.

1. EAT BREAKFAST

Eating breakfast has been shown to reduce hunger late in the day and can help decrease overeating. Not all breakfasts are created equal; choose a hearty breakfast high in fiber and lean protein. Examples would be oatmeal made with low-fat milk and a banana, or egg white omelet with Swiss cheese, and whole wheat toast.

2. DON'T SAVE UP

Many people believe if they will be eating more at a meal later in the day, especially Thanksgiving dinner, they can save up their calories to allow them to not go over their daily calorie needs. Saving up your calories by eating little usually backfires and leads to overeating. Eat at regular meal times and if you can try to schedule the big meal at normal eating time or early afternoon to give you ample time to take a walk afterward.

3. PORTION CONTROL

Use [MyPlate](#) to help you keep your portion sizes down. I recommend choosing the foods that you really like and take smaller amounts. Ensure that that half your plate is coming from fruits and vegetables, a quarter of the plate from your grain group and another quarter from your protein group. Using the plate method will allow you to eat your favorite foods, without feeling deprived, all the while allowing you to not go overboard with your serving sizes.

4. SAVOR YOUR FOOD

Research has shown that we tend to eat more food when we are eating with others. This has been contributed to eating mindlessly as we talk and take part in the meal. Taking time to enjoy the taste of your food can help you slow down when eating and help you become more aware of your fullness cues and help you know when to stop eating. Try putting your fork down in between bites and half way through the meal to check your satisfaction and fullness cues.

5. GO LIGHT ON THE ALCOHOL

Alcohol has been shown to increase appetite, provide added calories, makes food seem more appealing and healthier options less appealing, and decreases your resolve to eat well. I recommend opting for lower calorie alcoholic beverages and mixers like light beer, wine spritzers or drinks with club soda.



Marathon in a Month

AUGUST & SEPTEMBER WINNERS:

Joan Miller & Neil Sanders

The Marathon-in-a-Month is a month-long, cumulative walking activity, beginning on the first of each month and running through the last day, to reach a total of 26.2 miles or more for each calendar month. Participants simply walk several days per week on selected or individual walking routes to reach the mileage goal. Mileage must be submitted to Human Resource Services by the fifteenth of each month following completion of the marathon miles (i.e. submit by September 15 for the month of August) to be eligible for the monthly \$25 Visa gift card drawings. For more details or to request a form to record your marathon miles, please send an e-mail to devwell@dickinson.edu or call ext. 1026. Congratulations to Joan Miller and Neil Sanders, respectively, for being the August and September Marathon in a Month winners!

Dickinson College Launches a New Private Rideshare Network for Carpooling and Finding Rides



Dickinson has launched a new service to help employees save money and time while getting to and from campus. The College has partnered with RidePost, a leader in transportation for colleges and universities, to bring the RidePost Private Network to campus.

The Center for Sustainability Education (CSE), Student Development and Student Senate are offering the service for free to the entire Dickinson community. Anyone interested in signing up can join at Dickinson.RidePost.com using his or her Dickinson.edu e-mail address.

“We’re committed to providing sustainable transportation options to our campus” says Tyce Herrman, Sustainability Projects Coordinator for CSE. “As our bicycling programs continue to grow, ridesharing and carpooling are the obvious next steps. Ridesharing is a win-win; you’ll save money and lower your carbon footprint.”

RidePost enables travelers to book a ride similar to booking a plane or bus ticket. The site takes advantage of social networks and Google Maps to make it a breeze for drivers to fill their empty seats and passengers get to where they need to go. Members can optionally beef up their profile by linking their Facebook and LinkedIn networks as well as filling out fun facts about themselves and their vehicle.

Safety is a major priority for the new Dickinson program. Only members of the Dickinson community with Dickinson e-mail addresses may share rides through this program. A system for ratings and reviews of completed rides increases security and makes a user’s reputation and credibility matter.

Dickinson members can search what’s already in the system or create posts to find a match on their weekly commute or single trip. Some of the most popular trips include daily commutes, trips to the airport or conferences, sporting events and errand runs.

E-mail sustainability@dickinson.edu for more information or to schedule a demonstration on using RidePost!

Biking @ Dickinson

Bicycling at Dickinson has seen an explosion of interest and services. There are a host of bicycle programs that are open for faculty and staff including:

- **RED BIKE DAILY RENTALS**

Check them out from DPS for a short trip across town, a class field trip, or for a leisurely ride! Free to use, open to all Dickinsonians and includes a lock and helmet. Make sure to bring your Dickinson ID!

- **GREEN BIKE SEMESTER RENTALS**

Sign up for the popular green bike program and check a bicycle out for the whole semester. There is a \$25 refundable deposit to participate. Includes helmet and lock. E-mail biking@dickinson.edu to sign up for the waitlist.

- **HANDLEBAR BICYCLE CO-OP**

Bring your bicycle in for a tune-up, overhaul, and everything in between. Student and staff volunteers will guide you through repairs and teach you how to maintain your bicycle. Already handy with bicycles? Become a volunteer and spread the bike knowledge wealth!

- **JOIN THE BIKING@DICKINSON E-MAIL LIST SERVE**

Keep your finger on the pulse of biking activity at Dickinson. You’ll get event reminders for organized rides like the ever-popular Bike to Farm Potluck.

All if this information is compiled and updated on the Biking@Dickinson Web site. There’s even more information on the site including bicycle map routes, commuter and safety tips, and more!

Professional Development & Wellness Events

For detailed information about any of these programs, go to the Events Registration System in the CLIQ application via the employee Gateway (<http://gateway.dickinson.edu>), e-mail us at devwell@dickinson.edu, or call ext. 1503.

MetLife Tax Strategies: Make Taxes... Less Taxing.

Friday, November 8, 2013

HUB, Room 204-205 | Noon-1 p.m

Learn basic information to help plan in a more tax-efficient manner.

- Treatment of federal, state, and local taxes
- Rules for home sale, charitable contributions, child care tax credit and more
- Accurate record-keeping

MetLife/NewEngland Securities and its representatives do not provide legal tax advice. Please consult your attorney or tax advisor for such guidance.

(HHIP: Financial Wellness)

Nutrition for Vegetarian Eating

Presented by Chris Rudy, RD LDN

Wednesday, November 13

Stern Center, room 102 | Noon-1 p.m.

Are you following a vegetarian diet or interested in changing your diet to vegetarian? Appropriately planned vegetarian diets are healthful, nutritionally adequate, and may provide health benefits in the prevention and treatment of certain diseases. Learn ways to ensure that your vegetarian diet is meeting all your nutritional needs.

(HHIP: Nutrition)



Free Blood Pressure Screenings

Bonnie Berk, MS, RN,

HNB-BC, ERYT

FALL SESSION DATE-MONDAYS

November 18 and December 16

Mary Dickinson Room, HUB

Noon-1 p.m.

No registration required—Walk-ins welcome and expected!

(HHIP: Physical Wellness / Preventive Health Screens)

Biometric Screening—FREE!

Offered through Holy Spirit Health Systems

2013-2014 SCREENING DATES:

November 21, February 13 and April 22

HUB side rooms 201-203

7:30-9:30 a.m.

Register for this free health screening now to start and complete “Step 1” in the Holistic Health Incentive Program for 2013-2014!

(HHIP: Physical Wellness / Preventive Health Screens)

Diabetes Information Session: Can You Control the Ups and Downs of Blood Sugar?

Presented by Suzanne L. Nesmith,

NP-C, MSN, M.Ed., CDE

Holy Spirit Health Systems

Thursday, November 21

HUB Social Hall West | Noon-1 p.m.

The presentation will include information on of the various types of diabetes, how to manage diabetes including lifestyle modification, medications, and self-blood-glucose monitoring to prevent and/or delay diabetes related complications. Issues related to healthy eating and physical activity to manage for optimal blood glucose control will also be addressed. The discussion will include advances in diabetes care including new meters, insulin pumps, continuous glucose monitoring devices, and medications. Participants will learn:

- to help stabilize overall health by learning to control the ups and downs of blood sugar.
- the latest in prevention, management, and treatment for diabetes.
- about the life-threatening consequences and complications of diabetes

(HHIP: Physical Wellness / Preventive Health Screens)



Boot Camp Monthly Pass Transformation

Training & Fitness

Instructor: Kirk Ream

Available year-round

369 E. North Street, Suite 3, Carlisle

Transformation Boot Camp is a fun-filled, fast-paced class that will not only help you feel and look better but will improve the way you move. Using a variety of exercise equipment including stability balls, medicine balls, resistance tubing and bands, participants will be engaged in activities that are designed to improve the strength, balance, coordination and performance of individuals at any exercise level. Come and enjoy the fitness difference of Transformation Boot Camp!

Register directly with Transformation Training & Fitness by calling 717-609-0799 or send an e-mail to mailbox@transformation-training.net.



Carlisle Family YMCA

311 South West Street
Carlisle, PA 17013

Dickinson employees are welcome at the YMCA which offers exciting onsite programming that includes a variety of fitness classes, workshops and nutritional coaching. Economic, low pricing is offered for both individuals and families. For more information please visit www.CarlisleFamilyYMCA.org or call 717-243-2525.

Note: Remember to identify yourself to the YMCA staff as a Dickinson College employee for inclusion and consideration for Dickinson's gym membership fee reimbursement program.

Professional Development & Wellness Events

For detailed information about any of these programs, go to the Events Registration System in the CLIQ application via the employee Gateway (<http://gateway.dickinson.edu>), e-mail us at devwell@dickinson.edu, or call ext. 1503.

Gold's Gym Membership



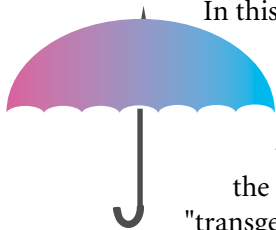
Dickinson employees enjoy the following benefits at Gold's Carlisle and Chambersburg locations:

- 50% off enrollment fee—only \$49 down
 - \$24.99 per month membership fee
 - No contract, all rates are monthly
 - 50% monthly fee reimbursement per Dickinson's policy *
 - Group Exercise classes for Cycling, Pilates, Yoga, Zumba and more
 - Add daycare or unlimited tanning for only \$10 per month extra
- * \$30 maximum monthly reimbursement amount

Transgender 101/Gender Non-Conforming

Presented by Brian Patchcoski

Thursday, November 7
Althouse 08 (lower level)
Noon–1:30 p.m.



In this training, learn about the wide variety of gender identities that fit within the umbrella term "transgender." Participants

will consider the difference between sex and gender, examine gender diversity, and discuss practical steps they can do to make transgender people feel safer. Training is appropriate for students, staff, and faculty; some general knowledge about the LGBTQ community is preferred. A recommended, but not necessary, prerequisite to the Transgender 101 training is the Pride @ Dickinson Safe Zone training. Feel free to bring your own lunch. Beverages will be provided.

Preventing Workplace Harassment

Presented by Dana Scaduto, General Counsel & Steve Riccio, Director of Staff Development

SESSION OPTIONS

TUESDAY, NOVEMBER 26 OR
THURSDAY, JANUARY 16

Stern Center Great Room

Non-Supervisory session: 11 a.m.–noon
Faculty/Supervisory session: 1:30–3 p.m.

Dickinson College is committed to providing a supportive working environment for all employees. As part of this effort, we have revised our training approach to further increase the awareness of workplace harassment at the college. Our training requirements have been modified to reflect our obligation to provide a hostile-free work environment for all Dickinson employees and students. As of February 2012, all employees of the college must complete the Preventing Workplace Harassment training program each year.

Supervisory Roundtable Discussion: Crucial Accountability Overview

Presented by Steve Riccio


Tuesday, December 3
Stern Center, room 102
8:15–9:30 a.m.

This session will provide an overview of Crucial Accountability, a workshop built on the skills learned in Crucial Conversations and introduces a powerful set of new skills to resolve the most challenging accountability issues. Participants will be provided with the foundational skills on how to address "gaps in expectations". The full Crucial Accountability workshop is six-hours in length and is offered throughout the year.

Register online for events through CLIQ Events Registration System!

Events Registration is an application offered to the Dickinson College community as a convenient way to register for a variety of campus events. Using the Dickinson Gateway, individuals will be able to view each available event, complete registration, and place reminders on their Outlook calendars. This self-service process not only provides increased efficiency but allows participants to see the list of events attended over a period of time.

To access the Events Registration system:

1. Go to the Gateway Portal at <https://gateway.dickinson.edu> and type in your Username and Gateway Password
2. Click Login
3. Select the  icon.
4. Click on **My Events** in the Main Menu and select the **Available Events** tab from the next screen.
5. To view an event description, select and click on the specific event within the **Available Events** screen.
6. Click **Register Now** if you are interested in participating in the event.
7. If the event has a fee, selection of the fee payment method will be required for **payroll deduction** or **cash/check options**. (*If there is no program fee, step 7 will not be displayed.*)
8. If the event requires an appointment, a list of available appointment times will be displayed. Select your appointment and click on **Register**.
9. Click Yes if you wish to add the event to your Outlook calendar *
10. For security purposes, you will be prompted to include your network password for the event to be placed on your calendar
11. To register for another event(s), simply click on the **Back** button to view the other events available.

For technical issues, please contact the LIS Help Desk at 245-1000 or helpdesk@dickinson.edu.