

Vitality

Dickinson

Human Resource Services

February 2015 | Volume IX | Issue 6



Green Dot—What is it?

Green Dot is a movement, a program, and an action. The aim of Green Dot is to prevent and reduce power-based personal violence at Dickinson by engaging students as active bystanders who step in, speak up, and interrupt potential acts of violence. The Green Dot movement is about gaining a critical mass of students, staff and faculty who are willing to do their small part to actively and visibly reduce power-based personal violence at Dickinson. Plan to attend an upcoming overview session to learn about Green Dot and infuse bystander engagement into your role in the campus community. For more information, contact greendot@dickinson.edu or Kelly Wilt, Violence Prevention Coordinator, at wiltk@dickinson.edu.



2014 United Way of Carlisle and Cumberland County Campaign

The 2014 campaign for United Way of Carlisle and Cumberland County campaign successfully came to a close with a total of \$1,406,058 raised overall that supports *the affiliated 27 partner agencies and the 40 programs*, and exceeded the 2014 fundraising goal. The Dickinson community gave \$33,263.16, an increase in giving of approximately 33% from 2013! In addition to being recognized as a Platinum-level fundraiser, Dickinson College was

selected to receive two special recognition awards, an “**Outstanding Special Events Award**,” which recognizes the fact that the college community went above and beyond the regular employee campaign in 2014 by holding the innovative parking space raffle fundraiser, and the “**Public/Education Division Chairman Award**”, indicating that the college community raised the most money in the public sector/ education division!

As a reminder, all of the overhead and administrative costs associated with the United Way are covered by generous donations from several local companies in Carlisle. 100% of the donations go to the programs, benefiting those less fortunate in the Carlisle community. Thank you again to the Dickinson community for participating in the 2014 United Way Pacesetter campaign to make a positive difference in the lives of others!

Phased Retirement Program

Eligibility

The Phased Retirement Program is available to full-time faculty, administrators and support staff who will have completed 10 years of service and attained age 55 by July 1, or January 1 of the current year.

Time Period

The phased retirement period cannot exceed three (3) years prior to the actual retirement date during which an individual is a participant in the program. The phased retirement may consist of a one-year, two-year or three-year period, and the phased retirement period must be designated at the time of election.

Workload/Salary

Once an individual has become a participant in the program, he/she will work a reduced schedule during the period prior to his/her actual retirement date. During the phased retirement period, an individual may maintain 80% of his/her full-time workload (4 classes per year for faculty, 32 hours per week for administrators and support staff currently working 40 hours per week and 28 hours per week for support staff currently working 35 hours per week). Faculty members may also elect to work a 60% schedule of 3 classes per year. The reduced load will result in a prorated reduction in salary corresponding to the percentage by which the workload is reduced.

Benefits

During the phased retirement period, participants will be eligible for all benefits available at that time to full-time employees based on their salary and percent of employment (i.e., workload) during their participation in the program (unless otherwise noted). In addition, the participant will be eligible to receive continued health insurance coverage for which the college will pay 100% of the cost during the phased retirement period.

Enrollment

Eligible individuals interested in electing participation in the program should contact Human Resource Services to submit a Program Election Form. The Program Election Form should be submitted 90 days prior to the date the individual wishes to begin the phased retirement period. The Election Form must be approved by the department head and the appropriate senior officer of the division.

For additional information, please contact Human Resource Services at 245-1503.

Performance Management Changes

In the fall, a cross-divisional taskforce was established to assess the college's performance review process for administrators and support staff. The taskforce collected feedback from across the campus and made the following recommendations, which were presented to and approved by senior officers to take effect immediately:

**ENHANCEMENTS
HAVE BEEN MADE
TO REVIEWSNAP.**

- **Timing of Performance Reviews** – Performance reviews are to be completed by **April 1, 2015**, prior to delivery of salary letters to employees. Employees should be evaluated from the time when the last review was completed.
- **Forms** – The college has used a variety of evaluation forms, which lacked consistency across campus. To address the issue, there will be one form for administrators and one form for support staff.

Also, enhancements have been made to ReviewSnap, the online performance evaluation system, including ongoing goal management. Performance evaluation and goal management instruction documents are now available via the Employee channel in the **Gateway**, found under the Human Resources Toolkit and the Supervisor's Toolkit areas.

Faculty Department Chairs, Administrators, and Supervisors

Wednesday, February 11

9:30–11:30 a.m. | Library/ICC room

Friday, February 13

1:30–3:30 p.m. | Library/ICC room

Support Staff

Friday, February 13

10–11 a.m. | Library/ICC room



Retirement Planning Sessions

TIAA-CREF Individual Counseling Sessions

A TIAA-CREF representative will be on-campus during the months of February and March on:

- ➔ Thursday, February 5 | HUB side room 202
- ➔ Wednesday, March 18 | HUB side room 202

To schedule a personal meeting with TIAA-CREF, please visit www.tiaa-cref.org/moc or call 800-842-2010 with your preferred time.

Appointments may be scheduled between 9 a.m. to 5 p.m.

Fidelity Individual Counseling Sessions

A Fidelity representative will be available during the months of February and March on:

- ➔ Friday, February 6 | McCauley Room, Old West
- ➔ Thursday, March 12 | HUB side room 203

To schedule a personal meeting with Fidelity, please visit www.fidelity.com/atwork/reservations or call 800-642-7131 with your preferred time. Appointments may be scheduled between 9 a.m. to 5 p.m.

MYFREETAXES.COM

Did you make less than \$60,000 in 2014 as an individual or as a family? If so, then My Free Taxes may be able to assist you with filing your 2014 tax returns. MyFreeTaxes.com is a free service offered that helps you file your federal and state income taxes online, safely and quickly! The information and documents needed for this tax preparation service are: social security number or tax identification number; W2 forms, 1099s, 1098s and other income forms; childcare provider name/ address/and tax ID; bank routing and account numbers for checking and savings accounts. This valuable service is offered to Dickinson employees and students in partnership with United Way of the Capital Region. To access this opportunity for assistance, please call 1-855-My-Tx-Help (or 855-698-9435) or visit www.myfreetaxes.com.

W-2 FORMS

A printable version of your 2014 W-2 is available in Banner Self-Service by going to the 'Tax Form' section under the 'Employee' tab and choosing 'W2 Year End Earnings Statement'. Hard copies were mailed to employee home addresses on Friday, January 23. If your address has changed, please contact Human Resource Services via e-mail at hrrservices@dickinson.edu. If you have not yet received your W-2, please contact Payroll at payroll@dickinson.edu.

New Hires

NOVEMBER

Rebecca Schreiber-Reis, *Office of Financial Aid*

DECEMBER

Demetria Boyer, *Dining Services*

Anna McGinn, *Intramurals & Recreation*

Monte Young, *Dining Services*

JANUARY

Gregory Aftandilian, *History/Middle East Studies*

Ashley Bales, *Anthropology*

Charles Barone, *Sociology*

Liubov Bochkareva, *Russian*

Laurene Bowers, *Religion*

Robyn Burns-Kennedy, *Environmental Studies*

Mary Canedo, *Education*

Jeffrey Cooper, *Film Studies*

Deanna Dorangrichia, *Dean of Students Office*

Audrey Eisenberg, *Annual Fund & Engagement*

Dwight Foote, *User Services*

Oxana Gavrishina, *Art and Art History*

Kevin Hoffman, *Theatre and Dance*

Kevin Huggins, *Mathematics and Computer Science*

Sughra Husain, *Religion*

Lonna Malmsheimer, *Sociology*

Hilary Masland, *Annual Fund & Engagement*

Inger Marie Okkenhaug, *Community Studies Center*

Ashley Perzyna, *Office of the President*

Rebekah Remington-Jonke, *English*

Kristen Sanders, *Library Services*

Chastity Seburn, *Facilities Management*

Maciej Smolka, *Center for Global Study & Engagement*

Holden Sparacino, *ALLARM*

Gregory Strohman, *Music*

Natalia Szymanowska, *Center for Global Study & Engagement*

Maria Whalen, *French and Italian, German*

Stephen Winn, *Dean of Students Office*

Brittany Wilson, *Dining Services*

Community Programs & Events



4th Annual Race Against RACISM

SATURDAY, APRIL 25, 2015

The Honorable Mayor Tim Scott will serve as Honorary Event Chair for this community event. Mayor Scott said "I'm pleased to be part of this activity that pairs health & wellness with the art of advocacy. YWCA Carlisle's peaceful and positive march towards eliminating racism by hosting these types of events certainly makes it something anyone in our town can embrace and participate in." The 5k Walk/Run will begin and end at YWCA Carlisle located at 301 G Street. Awards for male and female runners will be given in several categories for the winners. ALL participants are eligible for door prizes and ALL participants must register to participate. Registration opening soon at www.ywacarlisle.org!

NEW! READY, SET, GO. TRAIN FOR THE RACE AGAINST RACISM 5K! YWCA Carlisle

10-week training session begins the week of February 16

COST: \$50 Includes 10 week training session plus the actual race on Saturday, April 25, 2015.

Get fit and mentally prepared to participate in YWCA Carlisle's 4th Annual **Race Against Racism** 5K by training with a group of friends, neighbors and family to equip your body for this three mile race! Scheduled for three days a week, these sessions will include a commitment to stretching with focus on getting the body ready to move from walking to running and going the distance by race time! Start 2015 with a fresh outlook on your health & wellness while supporting racial justice awareness in our community.

HERSHEYPARK 2015: DISCOUNT TICKET PURCHASES

Discounted HERSHEY PARK tickets are available for advance purchase to Dickinson students and employees through Student Life and Human Resource Services at the special rates listed below. Tickets must be requested and paid for by Friday, March 13. They are valid during the summer 2015 HERSHEY PARK regular operating season. Checks should be made payable to Dickinson College. For details, call ext. 8084 or send an e-mail to hrrservices@dickinson.edu.

Special ticket prices: Tickets valid during entire 2015 regular operating season from May 1 through September 27.

- \$36.10 + \$.85 amusement tax per ticket = **\$36.95** for ages 9-54
- \$27.65 + \$.85 amusement tax per ticket = **\$28.50** for ages 3-8 or age 55-69
- \$21.10 + \$.85 amusement tax per ticket = **\$21.95** for ages 70+

PHYSICAL WELLNESS PROGRAM GIFT CARD WINNERS FOR DECEMBER & JANUARY

Congratulations to **Susan Morrison** of Facilities Management and to **Angie Barone** of Admissions for being the \$25 Visa Gift Card winners for the months of December 2014 and January 2015! We expanded the eligibility for the monthly gift card drawings to include all active/registered employee participants in all physical exercise programs offered through the Wellness program, in addition to the Marathon-in-a-Month. The random gift card drawing will be held after the close of business on the fifteenth of each month for the previous month—of the month of September 2014. As a reminder, 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 January 15 for the month of December) to be eligible for the monthly gift card drawing for Physical Wellness Program participation. All other physical exercise programs that have registration via CLIQ will automatically be included in the monthly 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. 8084.

Nutrition Corner

Jessica Jones, PhD, RD, LDN

DARK CHOCOLATE AND STRAWBERRIES

February is often filled with pink and red hearts, roses, and chocolate around every corner. But did you know that certain types of chocolate can be good for your own heart, as well? Dark chocolate is filled with compounds that help to improve blood flow throughout the body and potentially decrease blood pressure. Additionally, dipping bright red strawberries in dark chocolate can provide additional benefits including a boost of several valuable nutrients such as fiber and vitamin C. Dark chocolate-dipped strawberries serve as a great treat for yourself or others with each one clocking in at only 60 calories! To make this treat at home, simply melt one ounce of dark chocolate and dip the strawberries until the bottom half is coated entirely. These mini indulgences can be stored in the refrigerator for several days in an air-tight container.

Spring Into Fitness Challenge 2015

6-week Campus Challenge | March 16 - April 26

Have the winter doldrums caused you to feel like a sluggish, dormant bear in a cave? If so, get ready to break free for the spring! Plan to put on your walking shoes and enjoy the fresh, warmer air outside after spring break. Beginning on Monday, March 16 and continuing through Sunday, April 26—Dickinson College faculty, administrators and support staff, as a community, are in a fitness/walking challenge with several peer institutions. Challenge winners will be determined by two criteria – the greatest percentage of cumulative participation for staff and also the highest average number of minutes per participant! This will be our third year of participation after taking a break last year, and we hope to show our peers just how WELL we can participate and BE WELL! Other colleges competing include Elizabethtown, Franklin & Marshall, Gettysburg, Mt. St. Mary's, and York College.

The Spring into Fitness divisional challenge also returns for 2015! Who will win this year? LIS has been holding the golden sneaker award since the previous competition in 2013... and it is now another division's turn to step up and claim this award! Put on your walking shoes and encourage your colleagues to join in the fun this spring to walk your way to Wellness!

Online registration for the 2015 Spring into Fitness Challenge opens on Monday, February 16 and continues through Monday, March 2.

Consider putting together a fitness challenge mini-team within your own division or department to add to the fun and spirit of the competition. Make the steps you take in the fitness challenge the first steps you take toward getting on track to a healthier you!

Relay for Life: BOWLING FOR LIFE AT MIDWAY BOWLING

Do you need something fun to do on a cold winter evening in the upcoming months?! Bowling for fun with family and friends on the last Thursday evening during the months in February, March, and April may be just what you need, and will also support a wonderful cause! Midway Bowling, located on 1561 Holly Pike in Carlisle, will donate \$2 of the \$8 bowling fee to Team Dickinson Relay for Life to benefit the American Cancer Society on each of these Thursday evenings beginning at 6:30 p.m. Please plan to bring your family and friends and join in the fun to bowl a strike against cancer:

- **Thursday, February 26**
- **Thursday, March 26**
- **Thursday, April 30**

Please remember to mention that you are bowling on behalf of Team Dickinson to have the donation credited toward the 2015 Relay for Life event!

Paint Night at the Trout Gallery

Hosted by The Trout Gallery,
The Arts Collective & Human
Resource Services

Wednesday, March 4
6:30–9:30 p.m.

Join us for a night of wine, cheese and painting! The evening begins with a tour of the exhibit **Art as Protest** with Heather Flaherty, Curator of Education—and continues with painting and refreshments in the Mumper Stuart Education Center with members of the Arts Collective. BYOB. Cheese and assorted appetizers will be provided. Registration is required via CLIQ through the Gateway. **Materials Fee:** \$10 payable at the event

Office Electrical Safety

Power Strips Safety Tips

A power strip combines several sockets attached to the end of a flexible cable, allowing multiple devices to be plugged in. The biggest safety concern with power strips is their potential for fire if overloaded.

Precautions for fire prevention:

- Do not plug power strips into other power strips to make what is sometimes called a “piggy back” or “daisy chain.”
- Only use power strips that have a built-in surge protector (i.e., voltage regulator) and preferably also a built-in circuit breaker to prevent circuit overload.
- Do not use power strips for appliances with heating elements, such as electric space heaters or bench-top cooking appliances.
- Assure that all power strips meet recognized testing requirements. Although Underwriters Laboratories (UL) is the most recognizable label, there are many other testing laboratories that test and label electrical equipment.
- Do not plug power strips into extension cords; plug them directly into wall sockets. Extension cords are not to be used for permanent applications.
- A heavy reliance on power strips is an indication that you have too few outlets to address your needs. Have additional outlets professionally installed.

Determining power strip capacity:

Know the capacity of the circuit and the power requirements of all electrical items plugged into the power strip and other outlets on the circuit. In order to determine this:

- Determine the capacity of your power strip (in amps or watts).
- Determine the load (i.e. power requirements) of all the electrical items plugged into the power strip in amps or watts.
- Add up the power requirements. Assure that the total does not exceed 80% of the rated capacity of your power strip. Also, determine the same for the circuit serving the power strip to assure that it is not overloaded.

Example:

A power strip is rated for 15 amps/120 V. (Note that watts = amps x volts.)
 $15 \text{ amps} \times 120 \text{ volts} = 1875 \text{ watts.}$
 $1875 \text{ watts} \times 80\% = 1500 \text{ watts that may be used.}$

Component	Computer	Monitor	Speakers	Electric Stapler	Scanner	TOTAL
Power Requirement (in watts)	250	150	15	25	150	590

The power strip’s capacity of 1500 watts is not exceeded.

Professional Development & Wellness Events



WANT DETAILED INFORMATION FOR THESE PROGRAMS?

GO TO EMPLOYEE GATEWAY>CLIQ APPLICATION>EVENTS REGISTRATION SYSTEM AT [HTTP://GATEWAY.DICKINSON.EDU](http://gateway.dickinson.edu), E-MAIL [DEVWELL@DICKINSON.EDU](mailto:devwell@dickinson.edu), OR CALL EXT. 1503.

7 Habits of Highly Effective People

Presented by Steve Riccio, Associate Vice President of Human Resource Services

Thursdays, February 12, 19, 26, March 5, and 12 | Stern Center, room 102* | 11:45 a.m.–1:15 p.m.

The 7 Habits of Highly Effective People is designed for individuals to apply timeless principles that yield positive results, witness improved communication, build and strengthen relationships, increase influence, and gain better focus on critical priorities. At the end of the program, participants will be able to:

-
- Prioritizing tasks
- Improving working relationships
- Becoming more efficient
- Managing multiple tasks
- Enhancing communication skills
- Voicing Opinions with Confidence
- Being patient and listening to others
- Increasing self confidence
- Being more assertive
- Improving organizational skills

**A NEW YEAR.
A NEW YOU.**

* February 26 session will meet in Althouse 206 for the 7 Habits sessions.

NEW! Preparing for a Role in Supervision

Presented by Dennette Moul, Organizational Development & Training Specialist

4 OF 4 MODULES – COACHING FOR PERFORMANCE

Thursday, March 12 | Stern Center, room 102 | 9–11 a.m.

This module is the last hands-on, instructional workshop of four modules offered for employees looking to prepare for a future in management. The series covers fundamental skills that all individuals need to know before making that leap into management.

Habit Stacking, 97 Small Life Changes That Take 5 Minutes or Less

Presented by Jeanette Diamond and Dennette Moul

Friday, March 13 | HUB Side Rooms 205-206 | Noon–1 p.m.

If you are like millions of others, making personal changes to improve your life can be difficult! This books shows you how to make small, daily routine changes that combine to make sweeping changes to improve your life; and yes you can change more than one thing at a time with the concept of habit stacking! Habit stacking is basically changing small daily activities by making them part of your routine and thus creating a new healthier habit!

Professional Development & Wellness Events

**FORM AN
INTRAMURAL
TEAM WITH YOUR
COWORKERS!**

Spring Semester Intramurals for Students and Staff!

Spring intramurals at Dickinson span a wide range of offerings from beach volleyball and touch football to bowling and soccer. This is a unique way to connect with students outside the classroom or office. You could form a team with your department or division, fellow workers in the dining hall, or a student group that you advise. Being athletic is not a prerequisite, we are just encouraging people to get moving, commit to their teams, and have fun. To register, create and account on IM Leagues (www.imleagues.com/School/Intramural/Home.aspx?SchID=636051c8bc0b4360bcf1e1dc310ee389).

Questions and comments can be directed to Anna McGinn via e-mail at mcginna@dickinson.edu or by calling ext. 1583.

Student-Staff Collaborative Wellness Programs!

FREE! INTRAMURALS AND RECREATION CAMPUS PROGRAMS

Certified Student & Community Instructors

Spring Semester beginning the week of January 19–23 and continuing through April 30 | HUB Dance Studio*

Try **FREE** Fitness classes—including Zumba, Yoga, Body Blast, Yoga for Stress, Yoga Fusion and Indoor Cycling—offered through the department of **Intramurals & Recreation** to broaden your wellness experience while also slimming and toning your body! Please see the Intramurals & Recreation Web site for details about these sessions and the instructor bios. Registration is required for all sessions (except Indoor Cycling) and is available through CLIQ in the **Gateway**.

SUNDAYS:

1–2 p.m. **Zumba** 3–4 p.m. **Indoor Cycling** 4:30–5:30 p.m. **Yoga**

MONDAYS:

4:15–5:15 p.m. **Body Blast** 5:15–6:15 p.m. **Zumba**

TUESDAYS:

4–5 p.m. **Yoga for Stress** 5–6 p.m. **Pilates**

WEDNESDAYS:

7:30–8:30 a.m. **Pilates** 5–6 p.m. **Body Blast** 6–7 p.m. **Yoga Fusion**

THURSDAYS:

4–5 p.m. **Body Blast** 5–6 p.m. **Body Blast**

**No group fitness classes will be held the week of Spring Break (March 9-13). Indoor Cycling classes will be held in the Kline Center Dance Studio. The group fitness classes above are in addition to the current list of exercise and fitness class options regularly offered to employees of the college through the Employee Wellness program. See CLIQ for a full listing of all Professional Development & Wellness program options!*

WALKING MEDITATION: INDIVIDUAL WALKING PROGRAM

Sponsored by Office of Community Service and Religious Life

**Wednesdays, Spring Semester: February 4, March 4, April 1, May 6
HUB Social Hall**

People, formal cultures and traditions have used the labyrinth as a symbol of their search for meaning and guidance. Some of the earliest forms of labyrinths are found in Greece, dating back to 2500-2000 B.C.E. The labyrinth used for this program is called the Cretan labyrinth or classical seven circuit labyrinth. People of all faiths, people longing to reconnect to faith, people looking to find meaning or to center themselves come to walk the labyrinth.

In many ways, the labyrinth is a call to action, a transformational spiritual tool for people. It can aid healing, help in releasing grief, help guide one through troubled times, aid in decision making, illuminate our purpose in life, and act as a tool of celebration and thanks. It is many things for many people. It is a spiritual practice, not a magical tool. We hope you will come and walk the labyrinth as a tool for your own spiritual practice and experience. For questions or more information about the labyrinth or walking meditation, please contact **Donna Hughes** in the Office of Community Service and Religious Life at ext. 1577.

WANT DETAILED INFORMATION FOR THESE PROGRAMS?

GO TO EMPLOYEE GATEWAY>CLIQ APPLICATION>EVENTS REGISTRATION SYSTEM AT [HTTP://GATEWAY.DICKINSON.EDU](http://gateway.dickinson.edu), E-MAIL DEWELL@DICKINSON.EDU, OR CALL EXT. 1503.



National Recreational Sports & Fitness Weekend: FEBRUARY 20-22

Hosted by Student Life

Various locations and events

SAVE THE DATE! National Recreational Sports and Fitness Weekend is taking place the weekend of February 20-22. Events of interest to students, faculty and staff will be held at Dickinson, including an outdoor activity with the Outing Club on Saturday, February 21 and an Indoor Volleyball tournament on Sunday, February 22. Registration for all programs offered will be opening soon. Please visit the Web sites below to register for events offered:

Outing Club: <http://blogs.dickinson.edu/outing-club/events/>

Volleyball tournament (IM leagues Web site): www.imleagues.com/School/Intramural/Home.aspx?SchID=636051c8bc0b4360bcf1e1dc310ee389

WellSense: Medical Consumerism Workshop

Presented by Susan McGreevy, HealthAmerica

**Tuesday, February 3 | Stern Center, room 102
Noon-1 p.m.**

Do you worry about the cost of healthcare or how to afford it? Do you have a "healthcare quarterback" to look out for your health? We all need to take care of ourselves and our loved ones. Learning how to be a wise medical consumer is an important component of maintaining health. Participants will review healthy habits to maintain optimal wellness, identify preventive screenings needed to detect health problems at an early stage, and how to take a proactive approach to their health to become your own health advocate! WellSense delves into topics such as *Building Your Healthcare Team*, *Prevention—Your Best Defense*, *The Right Prescription*, and *Protecting Your Health*.

Professional Development & Wellness Events



Emotional/Stress Eating: What Foods Help? What Foods Hurt?

Presented by Jessica Jones, PhD, RD

Tuesday, February 17 | HUB Social Hall West | Noon–1 p.m.

Stressed out? Running out of energy when you need it most? Need help managing your lifestyle during periods of stress? Maybe we can help! Join us on February 17 to hear how a healthy lifestyle can keep your energy levels high, immune system strong, and keep you going during busy times.

FREE Blood Pressure Screenings

Bonnie Berk, MS, RN, HNB-BC, ERYT

**Mondays, February 16, March 16, April 20, May 18, and June 15
Mary Dickinson Room, HUB
Noon–1 p.m.**

No registration required. Walk-ins welcome and expected!

(HHIP: Physical Wellness/Preventive Health Screens)

Dancing at Dickinson

Tuesdays, March 3–April 7 | HUB Social Hall

BEGINNER LESSONS: 6–7 p.m.

ADVANCED/INTERMEDIATE LESSONS: 7–8 p.m.

ACCELERATED LESSONS: 8–9 p.m.

This program offers beginning, intermediate and accelerated level ballroom dancing lessons for six-weeks. Instruction includes the foxtrot, tango, cha-cha and swing dancing and more! A partner is not required to participate. Free to members of the Dickinson Community.

Parenting the Adolescent Brain: Warning Construction Zone!

Presented by Sarah Taby, MS, LPC, NCC, Franco Psychological Associates

Friday, March 6 | Stern Center, room 102 | Noon–1 p.m.

“Dylan used to be sweet. We talked about everything and it was enjoyable spending time together. Now we never speak unless we’re fighting.” As an adolescent counselor, I hear some version of this statement from almost all of my parents. Their once charming child has morphed into a moody monster and they’re struggling to reach out and connect to the new stranger in their house. Parenting an adolescent can be stressful but being one is like living in the midst of a major construction zone. This session will focus on the biology behind the developing adolescent brain, highlight normal adolescent behaviors, provide parenting strategies, and emphasize warning signs that your teen may need professional help. If you’re currently parenting an adolescent, dreading the inevitable, or interested in better understanding the traditional college-aged student, then this session is for you. *(HHIP: Emotional Wellness)*

WANT DETAILED INFORMATION FOR THESE PROGRAMS?

GO TO EMPLOYEE GATEWAY>CLIQ APPLICATION>EVENTS REGISTRATION SYSTEM AT [HTTP://GATEWAY.DICKINSON.EDU](http://gateway.dickinson.edu), E-MAIL [DEVWELL@DICKINSON.EDU](mailto:devwell@dickinson.edu), OR CALL EXT. 1503.



CPR/First Aid Certification

Instructor: Brent Killinger, DPS Officer
Monday, March 9 | DPS Conference Room, Kaufman Building

SESSION OPTIONS: 8 a.m.–Noon: full certification training session 1–5 p.m.: refresher/recertification session: requires a valid/current certification to participate

This hands-on skills training prepares participants to respond to breathing and cardiac emergencies in adults, children age 12 or younger, and infants. Being certified will provide you with valuable skills that will prepare you to handle a potentially life-threatening situation. This course provides training and an overview of the skills and information followed by a skills demonstration test and a written exam. *Space is limited to 10 participants per session.*

Pride at Dickinson Safe

Zone Training

Presented by the Office of LGBTQ

SESSION OPTIONS: Wednesday, March 11 or Thursday, March 12 HUB side rooms 201-202 9 a.m.–Noon

This training is intended for staff, including administrators and faculty. The Pride at Dickinson Safe Zone Program seeks to create a safer and more inclusive campus environment for all members of the campus community by reducing heterosexism, homophobia, biphobia and transphobia. Through the training program and the display of Pride @ Dickinson stickers, the program creates a visible and supportive network of gay, lesbian, bisexual, transgender, queer and ally members of the campus community who have a basic knowledge about issues of sexual orientation and gender identity and are able to provide support and referrals to members of the campus community.

Free Biometric Screening!

Holy Spirit Carlisle Lab | 1211 Forge Road, Suite 400 | Carlisle
Monday through Friday, January & February | Hours: 7 a.m.–4:30 p.m.

Do you know your numbers? Holy Spirit Health System will administer a free Biometric Screening for employees of the college during the month of February at the Holy Spirit Carlisle Lab. Additionally, spouse/domestic partners and dependents ages 18–26 years are also eligible to participate. As one of the required steps for the Employee Wellness holistic health incentive program (HHIP) during 2014–2015, this screening provides a snapshot of your health looking at your total cholesterol, glucose, blood pressure, height, weight, waist circumference and body mass index (BMI). It is a collective review of your risk factors for developing heart disease, stroke and diabetes known as Metabolic Syndrome. Knowing your numbers provides the information to you for conversations with your personal physician. This information is also needed to complete the online health risk assessment (HRA), which is another step in the HHIP.

Free screening vouchers are required for this off-campus screening option and are only available to those who have not already completed the biometric screening for 2014–2015; participation is limited to one free biometric screening per fiscal/academic year. If you have not previously completed the biometric screening for 2014–2015, please stop by the Office of Human Resource Services between 8:30 a.m.–4:30 p.m., Monday through Friday, to pick-up your voucher for the free biometric screening, or send a request via e-mail to devwell@dickinson.edu. **REMINDER:** Fasting for 10–12 hours prior to screening is required for the most accurate screening results.

QPR: Suicide Prevention for Everyone

Presented by Alecia Sundsmo, Executive Director of the Wellness Center

SESSION OPTIONS: Wednesday, February 11, Friday, March 20, or Wednesday, April 8 | Althouse 110 | Noon-1 p.m.

QPR is a nationally recognized program to help everyone recognize the signs of suicide and how to question, persuade, and refer someone to get help. Participants will receive a booklet that summarizes the information provided in the lecture as a reference guide. To ensure that everyone receives a booklet, please RSVP to caps@dickinson.edu. This program is open to employees and students.

Indoor Cycling

Instructor: Barry Tesman

Mondays & Thursdays, January 26/29 through March 2/5 Open Sessions from 5–6 p.m. | Kline Center Dance Studio

Indoor Cycling is a form of high intensity exercise that involves using a stationary exercise bicycle. The routines are designed to simulate terrain and situations encountered in actual bicycle rides, including hill climbs, sprints and interval training. Go at your own pace. This class will increase your cardiovascular fitness, burn fat as well as tone and shape your lower body. Perfect for all fitness levels. **FREE.** *No registration required—first-come, first-served basis.*

Nutrition Roundtable: GLUTEN FREE—IS IT FOR ME?

Presented by Jessica Jones, PhD, RD

**Tuesday, March 17 | McCauley Room,
Old West | Noon–1 p.m.**

Gluten-free? Gluten intolerance? There are several buzzwords surrounding gluten in today's world. Come to this nutrition roundtable to learn about gluten, gluten-free foods, and whether or not gluten-free may be right for you.

Mindfulness Group—5 week series

*Presented by Christine Samuelsen,
Wellness Counseling Center*

**FALL SEMESTER: Thursdays, March
19, 26, April 2, 9 & 16
Memorial Hall, Old West | 5-6 p.m.**

Need a little time to re-group and re-center? Mindfulness is a forward-thinking approach that has been shown to reduce stress levels and help you better manage emotional and physical issues. This 5-week program will teach you about mindfulness and how you can apply it to every area of your life—no matter how busy you get!



NEW! Athena Warrior Fitness

www.athenawarriorfitness.com

Dickinson Group Classes

360 DEGREE FUNCTIONAL TRAINING LUNCH CLASS

Mondays & Wednesdays beginning February 2

Kline Athletic Center | 12:15–12:45 p.m.

Members of the Dickinson Community will receive specialized personal one on one attention from a Certified Personal Trainer (CPT) in a small group setting of ten or less. Sessions will be 30 minutes in length and include a dynamic warm up, exercise circuit, and cool down stretch. Participants will use the new 360-Degree Functional Training System.

*Space is very limited for this new fitness opportunity! **Fee:** \$40 per month for 2 classes per week (auto-renew payment monthly). This special 360° program is eligible for reimbursement under the gym membership reimbursement program criteria. For registration, fee payments and more information about this and other Athena Warrior Fitness program or personal training options, please contact Megan Eckenrode via e-mail at megan@athenawarriorfitness.com.*

Gym Membership Discount/ Reimbursement Programs

As of July 1, 2012, all full-time and part-time employees are eligible to receive a 50% reimbursement of their monthly gym membership fees based on the gym selection of their choice with a maximum monthly reimbursement of \$30 per month. To qualify for reimbursement, employees must obtain proof of their monthly membership fee and their quarterly attendance from the gym membership office showing an attendance rate equal to 30 or more sessions per quarter.* Documentation must be forwarded to **Jeanette Diamond** in Human Resource Services. For more details send an e-mail to devwell@dickinson.edu or call ext. 8084.

Note: Personal training sessions are not included in the gym membership discount program.

**Quarters are based on the time periods of January-March, April-June, July-September and October-December.*

Dickinson

**Professional Development and Wellness
HUMAN RESOURCE SERVICES**

PO BOX 1773 | CARLISLE, PA 17013-2896
717-254-8084 | devwell@dickinson.edu