



Have you signed The Clark Commitment?

All staff, faculty, and students returning to campus this fall must sign The Clark Commitment, which summarizes our mutual obligations, the personal determination needed to live up to them, and the specific steps these obligations require. At the core of this commitment is this fundamental principle: “I know that my choices affect my well-being and the well-being of others on campus and in the community.”

The responsibilities outlined in the Commitment are crucial to the health and safety of everyone at Clark, and it is imperative that anyone who plans to study or work on campus be prepared to live up to them. Every member of the Clark community must [electronically sign](#) their commitment no later than Monday, August 10. Only those who do so will be allowed to return to campus for study or work.

Healthy Clark — our reopening plan

The resumption of classes at Clark is August 24 — right around the corner. Please be sure to visit the [Healthy Clark COVID Plan](#), which provides guidelines and specifications for the many aspects of academic and campus life affected by the pandemic and the University’s commitment to a healthy and productive campus experience. This plan is a work in progress and will continue to be amended and added to over the coming days and weeks. **We encourage you to check back regularly for the latest information.**

Resources for you

As you prepare to return to campus — whether full time, part time, or occasionally — we urge you to visit a new website of [resources for employees](#). You’ll find policies,

guidelines, and a recording of the summer training session for returning employees. The site, which requires a login, also houses files like the COVID-19 symptom checker, office reopening guidelines, and safety data sheets. New information is added frequently, so check back often.

Services available from Clark's Employee Assistance Program

If the stresses of what we've been facing have left you feeling unsteady, there is help. Clark's Office of Human Resources reminds all staff and faculty about the University's Employee Assistance Program, which provides free assessments and referral services for legal and financial consultations, child care, crisis support, mental health treatment, lifestyle coaching, substance abuse treatment, and more. These services are confidential. Visit [New Directions Behavioral Health](#); our company code is "Clark University."

LinkedIn Learning now free for the Clark community

Members of the Clark community may now access more than 20,000 expert-led courses through LinkedIn Learning (formerly Lynda.com), an on-demand platform that teaches skills across a variety of subjects. Courses feature video tutorials on business, creative, and technology skills, as well as custom learning content to help users achieve their personal and professional goals. You can access LinkedIn Learning through the Clark website; visit clarku.edu/linkedin-learning to get started. Or read [this story](#) first to learn a little more about the platform before diving in.

News and reminders from ITS

As you plan for what the fall semester will look like for your department, don't forget about the technology that can help you stay connected with your co-workers and your students.

Meetings

Meeting virtually will continue to be the main way our teams will connect and collaborate, and work with students, over the fall semester.

For smaller internal meetings of fewer than 10 people, we recommend [Microsoft Teams](#) — a video conferencing and collaboration tool that is fully integrated into Outlook, OneDrive, and other Microsoft Office products. You can share files, start quick impromptu meetings or one-on-one conversations (with or without video), and text chat throughout the day with co-workers whether they're close by or remote. You can use Teams on your Windows and Mac computers, iPhone or Android devices, or in a web browser. **If you need a webcam or headset** to assist in this, please contact the [ITS Help Desk](#).

- [Log in and install Microsoft Teams](#)
- [Learn more about Microsoft Teams in LinkedIn Learning](#)

Clark University also provides Zoom licenses for larger meetings (up to 300 attendees) to all Clark community members. [Click here for more information.](#)

Collecting information

Departments that usually collect information from students, or other departments with paper forms, are now considering using virtual methods. As you consider that change, remember that certain information (Social Security numbers, credit card Information, etc.) is considered confidential and must be handled securely, and *cannot be sent through email.*

- [Learn how to handle different types of data](#)
- If you believe you will need to collect confidential data virtually in the upcoming semester, please contact the [ITS Help Desk](#).

Beware of unemployment fraud

In June, Human Resources alerted Clark employees that criminals in possession of stolen personal information had been filing illegitimate unemployment claims through the Massachusetts Department of Unemployment Assistance (DUA) system. Clark's database was not breached and information being used to file these fraudulent claims was obtained through prior national data breaches. Unfortunately, this scheme is ongoing. If you or someone you know has been affected, we urge you to [report the fraudulent claim](#).

Job openings

Are you interested in a new employment challenge, but you don't want to leave Clark University? Check out the list of open positions at Clark by visiting the Office of Human Resources website: [Job Opportunities](#).

Kudos to our Clarkie walkers

Ten Clark employees recently completed edHealth's "Walk this Way" walking challenge and logged an incredible 3,045,643 total steps — an average of 217,546 steps per walker. The team — Brittney Bergholm, Jerod Gibson-Faber, Shelley Grover, Donna Hamalainen, Jessica Howland, Matthew Johnston, Natasha Kothari, Theresa Malone, Anette Melendez, and Nicole Zervos — finished tenth in the annual competition, and Jessica Howland, associate director of undergraduate admissions, was named a "High Stepper," walking 397,183 steps. Congratulations!



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