



Online training program on preventing harassment and discrimination

Clark is committed to promoting a campus environment where all students, staff, and faculty may study, work and learn in an environment free from harassment and discrimination. We have partnered with **Get Inclusive** to provide a new online training program covering topics from inclusion to sexual harassment, sexual violence, and bystander intervention. Delivered through your computer and taking 30 minutes to complete, the training is convenient and easy to access.

You will soon receive an email from **Get Inclusive** with instructions about how to complete the **mandatory** training.

Schedule Your Flu Vaccine Appointment

When it comes to the flu season, prevention is power. As part of Clark's initiative to keep our community healthy, the university will sponsor a flu vaccine clinic for employees on **Thursday, Oct. 7, from 10:30 a.m. to 2:30 p.m.** The clinic will be held in the Alumni and Student Engagement Center, rooms 413 and 419. **Preregistration is required. [Book your appointment »](#)**

These immunizations, administered by Med Bar, and are a covered benefit for HPHC members. Please have your HPHC health insurance card available for registration. If you are not a member of HPHC, Med Bar accepts valid insurance cards from most major carriers. Insurance information is required when registering for the vaccine. Please note that only individuals 19 and older are eligible to receive the vaccine at this clinic.

All employees planning to attend the flu vaccine clinic must abide by Clark's COVID-19 testing protocols. Employees not currently in the weekly testing cadence will need to have obtained negative COVID test results within 72 hours of their vaccine appointment.

Tuition Exchange Program Info Session is Oct. 7

As you may be aware, Clark University is a member of the [Tuition Exchange \(TE\) Program](#), which provides the opportunity for dependent children of eligible Clark faculty and staff to receive undergraduate scholarships at other participating TE member institutions.

There will be a virtual informational session on the TE process on **Thursday, Oct. 7 at 1:30 p.m.** Please register [here](#).

TE scholarship applications will be available on Friday, Oct. 8, and must be submitted via email to HR@clarku.edu, with "2022/23 TE Application" in the subject line. Applications will be accepted beginning Monday, Oct. 11. For the 2022-2023 academic year, TE scholarship applications must be received by HR no later than Friday, Oct. 29; the drawing for the lottery will be done on Monday, Nov. 1.

[Learn more about the TE program and process »](#)

Updates from Campus Services

Tiny Trash is Here: Campus Services is proud to report on the successful launch of [Tiny Trash](#), a campuswide, office-based initiative to reduce our waste and increase recycling by up to 50 percent.

Waste audits from 2019 showed that Clark's office waste is almost all recyclable paper. A 2020 pilot program found that controlling waste at the source and putting employees in charge of their waste stream make a measurable difference. This spring, Campus Services upgraded all offices with Tiny Trash receptacles hooked to new recycle bins.

Standardized Recycling and Waste Containers: Old, mismatched containers in campus buildings have been replaced with a well-matched and standardized set: **blue** with a clear bag for mixed recycling (paper, cardboard, metal, plastic, glass) and **black** with a black bag for trash. Please note that you are responsible for emptying your desk-side recycling bin and Tiny Trash container into these shared containers. Campus Services will continue to remove waste from the large bins as scheduled.

We also increased the number of sets in classrooms, corridors, and public spaces. The bins are emptied and cleaned on a standard schedule.

Updated Service Levels for Improved Cleaning: Campus Services has defined and updated service levels for different areas based on a usage and needs assessment. Adapting to an expanding landscape of services resulted in a clear look at overall service needs and a new schedule as of last semester. Thanks to the Tiny Trash initiative and the increased availability of standard bins, Campus Services staff has improved overall cleaning standards while keeping overhead low post-Covid-19. [Read more about service levels »](#)

Heading off campus? Bring your mask

Clark's [mask-wearing policy](#) is key to our COVID-mitigation efforts. We ask that you not only be diligent about keeping your mask on in public spaces when you are indoors, but also that you wear it responsibly, ensuring that the mask fits snugly on your face and covers your entire nose and mouth.

Any member of the Clark community who leaves campus also needs to be aware that the City of Worcester now **requires the use of masks in all indoor spaces in the city that are open to the public**. This includes restaurants, clubs, bars, gyms, stores, and other establishments where you conduct business. When you are out and about, be sure to carry a mask with you.

- Questions about Clark's COVID procedures and protocols? Email covid-info@clarku.edu
 - Specific questions about your testing cadence? Email covid-19-testing@clarku.edu
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News from Staff Assembly

- Thank you to everyone who joined us for last week's Staff Assembly General Meeting. If you were unable to participate live, we invite you to [watch a recording of the meeting](#).
 - Don't forget to check out Staff Assembly's new Employee Resource Groups!
 - Go to Microsoft Teams, click Teams, then "join or create team" — enter join code **5n6fuuz**
 - Alternatively, go directly to the [Staff Assembly Team](#)
 - Click on the channel you'd like to be a part of, select the notifications you'd like to receive, then **join the conversation!**
 - The **Brown Bag** Lunch Series continues next Monday, Oct. 4, when our guest will be **President David Fithian**. [RSVP to join us](#) in ASEC 202 from noon to 1 p.m.
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Staff Spotlight: Danielle Acosta, Dean of Students Office

Associate Dean of Students Danielle Acosta currently serves as president of the American College Personnel Association, which is headquartered at the National Center for Higher Education in

Washington, D.C. The ACPA is the leading comprehensive student affairs association that advances student affairs and engages students for a lifetime of learning and discovery.

This Friday, Oct. 1, Danielle will host the 2021 ACPA-ASHE Presidential Symposium, which has a tradition of engaging, meaningful, and cross-functional conversation about key issues in higher education in this “moment.” [Learn more about the virtual event »](#)

Mark Your Calendar for Fall Fest

[Fall Fest 2021](#) is planned for Friday, Oct. 29, from 1 to 4 p.m. in Tilton Hall, the Higgins University Center, and ASEC 202. Undergraduate students interested in presenting must have a faculty or staff sponsor and should [register by Friday, Oct. 8](#). Students may choose to showcase their work through posters, oral presentations, or panel discussions. Examples of posters and presentations can be found on [Clark's Digital Commons](#).

All members of the Clark community are invited and encouraged to attend Fall Fest. If you have any questions, please [contact Kerri Stearns](#).

Have Questions About Retirement Planning?

Matthew Toedt, Clark's dedicated retirement planner from Fidelity, is available for one-on-one sessions on Wednesday, Oct. 13, from 9 a.m. to 4 p.m., by phone or Zoom.

You put so much time and effort into educating others, finding the time to plan for your future can be a challenge. A licensed professional, Matthew has a wide range of experience in helping people plan for their financial futures. The service is completely free for Clark employees with Fidelity accounts, and you are encouraged to ask Matthew anything!

[Reserve your appointment today »](#)

Resources and Opportunities

- [Find previous employee newsletters »](#)
- LinkedIn Learning offers a vast catalog of courses covering technical and professional skills, as well as personal development. [Learn more »](#)
- The University's ombudsperson, Israela Brill-Cass, is an informal, confidential, neutral, and independent resource for staff and faculty who want to discuss any topic without fear of retaliation or judgment. [Learn more and make an appointment »](#)

- Visit [ClarkNow](#) for the latest news from campus, and check out where Clark faculty and staff experts appear [in the media](#).
- Learn about employment opportunities at Clark by visiting the [Job Opportunities](#) page on the [Office of Human Resources](#) website.



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