



## Virtual Town Hall on Friday, Jan. 7

Please join President Fithian and members of the senior leadership team for a staff and faculty town hall this Friday, Jan. 7, at 2 p.m. A Zoom link will be sent out closer to the event.

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## Healthy Clark Reminders

As announced in an email from the President’s Office on Dec. 30, Clark’s spring semester will begin on Jan. 18, with no changes to the academic calendar. However, given regional and national COVID-19 trends, including the differing impacts of the Omicron variant, University leadership is shifting how we assess and manage risk. This includes:

- **Mask-Wearing:** You must wear a mask whenever you are in a public space and/or when you interact with others in private offices on campus. The policy applies to both vaccinated and unvaccinated individuals. We strongly recommend KN95 or N95 masks.
- **Vaccine Boosters:** All vaccinated students, staff, and faculty must receive a booster if they plan to be on campus for the spring semester. The requirement will take effect one month after you are eligible to receive a booster; the CDC [offers guidance](#) on determining your eligibility. Please update your booster status to the [secure portal](#).
- **Exemptions:** Individuals who had a vaccination exemption in the fall semester **must reapply for an exemption** by January 7. Those seeking an exemption for the first time also must apply by that date through the [secure portal](#).
- **Testing:** Faculty and staff must test regularly — at least every seven days. However, we strongly urge all Clark employees on campus to test more frequently. [Learn more »](#)

[Read the full Spring 2022 Semester Plans announcement »](#)

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## New Mileage Reimbursement Rate for 2022

The Internal Revenue Service has increased the standard mileage rate for computing the deductible costs of operating an automobile for business, charitable, medical or moving expense purposes to **58.5 cents**. This rate went into effect on Jan. 1.

Clark uses the IRS rate to reimburse employees for the use of personal vehicles for University business. The online Travel Expense Form will be updated to accommodate this change.

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## One-on-One TIAA Retirement Consultations

Mark Bertonazzi, Clark's TIAA representative, will be available for one-on-one meetings with Clark employees from 8 a.m. to 5 p.m. on Friday, Jan. 7. **To schedule an appointment** to discuss any questions or concerns about your retirement planning, call 1-800-732-8353.

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## Work/Life Balance Resources for Employees

We invite you to take advantage of two new resources around work-life balance, wellness, and caregiving.

### [\*\*Care.com\*\*](#)

Clark employees may now sign up for a **free membership to Care.com**, which provides access to the Care@Work and Life Mart benefits as well as many helpful articles and guides. To start using the benefits of Care@Work and Life Mart please [\*\*sign up\*\*](#) for your free Care.com membership.

### [\*\*Work/Life Resources\*\*](#)

The Office of Human Resources is excited to introduce a new, [centralized landing page](#) on our website where employees can easily locate and access work/life balance supports such as Clark's Employee Assistance Program, Workplace Problem Solvers, FlexWork, and Mindfulness articles and resources.

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## Staff Assembly User Groups in Microsoft Teams

The Staff Assembly Steering Committee (SASC) is pleased to offer multiple user groups within the Microsoft Teams environment where staff can ask questions and find (or provide) support to their colleagues in a variety of areas. The groups are set up as channels within the [Staff Assembly Team](#) and are opportunities for Clark staff to connect, ask questions, and share tips and tricks about Clark systems, software, and other topics.

We also have a "Virtual Water Cooler" channel. Did you binge-watch or read something amazing over the winter break? Let your other colleagues know about it!

If you have suggestions for future channels, go to the "General" conversation and let us know, or [email SASC](#).

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## Resources and Opportunities

- [Find previous employee newsletters »](#)
- Questions about Clark's COVID procedures and protocols? Email [covid-19-info@clarku.edu](mailto:covid-19-info@clarku.edu)
- Specific questions about your testing cadence? Email [covid-19-testing@clarku.edu](mailto:covid-19-testing@clarku.edu)
- 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 »](#)
- Clark's Employee Assistance Program provides confidential, free assessments and referral services for legal and financial consultations, child care, crisis support, mental health treatment, lifestyle coaching, substance abuse treatment, and more. Visit [New Directions Behavioral Health](#); our company code is "Clark University."

- 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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