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Updated Mileage Rate

As of July 1, the Internal Revenue Service increased the standard mileage rate to 62.5 cents per mile, up 4 cents from the rate in effect from Jan. 1–June 30, 2022.

The University requires a completed [Travel Expense Report](#) to account for any business/travel expenses which are to be charged to a University account. The properly completed and approved form should be submitted within ten working days after returning from each trip or incurring the expense and as soon as supporting receipt documentation can be reasonably obtained.

Learn more about [Clark's Travel Policy »](#)

Facilities Management Reminders

As we head into the second half of the semester, Facilities Management would like to remind you of the procedures that should be followed in the event of emergency- or safety-related issues, as well as how to request different types of services.

[How to report emergencies and request Facilities Management services »](#)

Family and Friends Weekend

This weekend, Oct. 14 through Oct. 16, please join us in welcoming our students' family members and friends to campus. Family and Friends Weekend is an opportunity for these

members of the Clark community to participate in special events and activities, attend athletic games, and familiarize themselves with our campus and Worcester.

[See the Full Schedule of Events »](#)

The [Clark Campus Store](#) in the Shaich Family Alumni and Student Engagement Center will be open Friday, 9 a.m.– 5 p.m.; Saturday, 11 a.m.–5 p.m.; and Sunday, 10 a.m.–1 p.m.

Swimming and Diving Program Lessons

The Clark University Swimming and Diving Program's [1-to-1 Swim Lesson Program](#) has openings for fall lessons. Lessons have already begun, so the cost will be prorated. If you are interested or have questions, please [contact Paul Phillips](#), Swimming and Diving head coach.

Employee Monthly Mixers

The Provost's Office is looking forward to bringing back the Monthly Mixer (formerly known as First Friday) tradition with the first mixer of the year this Thursday, Oct. 13, at 4 p.m. in Tilton Hall. All faculty and staff are invited. Beverages and snacks will be served.

Future Monthly Mixers for 2022–23:

- Thursday, Oct. 13 – Provost's Office
- Monday, Nov. 7
- Tuesday, Dec. 13 – Language, Literature, and Culture Department
- Tuesday, Feb. 7, 2023 – Dean of Students
- Monday, March 13 – Office for Academic Success
- Tuesday, April 18 – ITS

If your department is interested in November's mixer, please [email Tracy Leonard](#).

October is LGBTQ+ History Month

Clark continues to celebrate LGBTQ+ History Month, which commemorates LGBTQ+ history and the contributions of the LGBTQ+ community. Join Identity, Student Engagement, and Awareness, PRISM, the Office of Diversity and Inclusion, Community Engagement and Volunteering, and a host of other offices as we honor the history and richness of the trans and queer experience with special programs throughout October:

- Between the Lines: A Conversation with Professor Rox Samer — Wednesday, Oct. 19, via Zoom
- Queer Comedy Presents: Kirsten Lang — Thursday, Oct. 20, in Dana Commons
- Queer Flicks and Discussion — Thursday, Oct. 20, in Jefferson 302
- CEV Speaker Series — LGBTQ+ History Month: Thursday, Oct. 27, in the Dana Commons Fireside Lounge
- LGBTQ+ History Month Closing — Tie-Dye Blast: Monday, Oct. 31, in Tilton Hall

Check out the [ISEA Instagram](#), [Clark Engage](#), and the [campus events calendar](#) for up-to-date details and the full schedule with dates, times, and locations.

Download the Guardian safety app

Do you ever worry about your safety when you're out on campus alone at night? Download the Rave Guardian app to turn your phone into a personal safety device — it's like having an emergency blue light system with you at all times. [Learn more about its features](#), which include:

- A safety timer that allows others to see where you are and when you arrive safely at your location
- Quick access to connect directly to University Police (if you're on campus) or 911 (if you're off campus) in an emergency
- A chat safety concern option, which allows you to submit an anonymous tip to UP in non-emergencies
- A directory of important phone numbers and campus resources

NOTE: You can also update your profile information to include allergies or medical conditions in case of emergency.

[Download on the App Store »](#)

[Download on Google Play »](#)

Check Out the 'Challenge. Change.' Podcast

On the "Challenge. Change." podcast, members of the Clark community share their insights, their experiences, and their expertise to lead us down avenues of discovery where boldness matters and impact is the ultimate goal. Recent episodes have featured [E. Tejada III](#), Clark's associate director of gender and sexuality, and [Larry Webman '92](#), who represents some of the biggest names in music — Coldplay, Sara Bareilles, MGMT, Bastille, the Dropkick Murphys, and more. He got his start on the Clark campus, haggling with bands and working the phones to lure acts like Phish and Dread Zeppelin to Worcester. Subscribe wherever you get your podcasts, and never miss an episode!

Employee Resources

- Find previous [employee newsletters »](#)
- Check out the [Campus Events Calendar](#) to see what's happening at Clark
- 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."

Learn about employment opportunities at Clark by visiting the [Job Opportunities](#) page on the [Office of Human Resources](#) website



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