

# Staying Connected with Campus Services



This weekly newsletter serves to highlight ways in which Campus Services is adapting to keep Dartmouth's operations running smoothly during the COVID-19 coronavirus outbreak. We're interested in what you're doing both on campus and at home. Please send any news or photos to share to [Lisa.C.Celone@Dartmouth.EDU](mailto:Lisa.C.Celone@Dartmouth.EDU).

## Hinman Mail Continues to Adapt

Like many departments, Hinman Mail has adapted its [operations](#) in response to the campus closing. Here are several ways Hinman continues to meet campus needs:

- With many buildings locked, USPS has stopped delivering mail on campus. Hinman employees, who have been given key and electronic access to enter buildings, pick up all College mail from the Hanover Post Office and integrate it into their daily intra-campus mail deliveries.

- The Hinman Mail counter is open daily from 10 a.m. to 2 p.m. for employees and students who have on-campus housing. To assure appropriate social distancing, a camera and bell have been installed outside the building so visitors can just ring for service. ID's are scanned outside while visitors stand back and packages are placed on a table outside for pick-up. Large circular stickers, placed 6 feet apart on the ground outside, show visitors how far apart they should stand while waiting.



- If a package received prior to March 30 is addressed to a student who has since returned home, the student must pay forwarding postage for Hinman to resend it to their home address. Packages received after March 30 are returned to sender. Letters are forwarded at no cost through the USPS forwarding system.
- The five Hinman employees rotate their shifts, with two employees in the office, one employee making on-campus deliveries, and two employees off on any given work day. They all participate in daily Zoom meetings to keep current with delivery requests.

"The Hinman staff have been extraordinarily flexible and helpful", reports director Monica Godfrey. "I couldn't ask for more."



## A Quiet Start for IPF

With little fanfare but outstanding results, the Indoor Practice Facility is complete. This newly constructed facility, located to the east of the Boss Tennis Center, will eagerly await the return to campus of varsity student-athletes who will train here, particularly during cold and inclement weather.

The facility's primary feature is a 56,000 square foot FieldTurf® surface which is nearly three times the size of the temporary turf used inside Leverone Field House's track. Kudos go out to project manager Reed Bergwall who led the project to complete on time and on budget.

## Welcome New Employees

Please welcome two new employees: **Diane Tatro**, the third shift custodial supervisor, comes from Akron, NY with 25+ years of custodial services experience. She will work Sundays through Thursdays.

**Mark Adamczyk** is the fourth director of the Dartmouth Skiway, assuming responsibility for Doug Holler who retires May 1.



*Find information about Dartmouth's response to the virus on the [COVID-19 website](#). Stay well.*