

Staying Connected with Campus Services



In yesterday's Community Conversations, Provost Joe Helble confirmed several key dates. Undergraduate students won't return to campus until Jan. 16 and 17, although remote classes will begin, as scheduled, on Jan. 4. Also, from Dec. 14-31 all asymptomatic COVID-19 testing will take place at Thompson arena. Testing will move back to Leverone on Jan. 3. Be well, be safe, and thank you for all you are doing.

Delivery of Holiday Gift Bags

The Campus Services leadership team is pleased to provide every employee with a gift bag containing your pre-ordered vest or sweatshirt and some sweets from Red Kite Candy. These will be delivered next week as follows:

- Bags will be distributed at '53 Commons to **Dining employees** by their managers. Any Dining employee who isn't on campus next week to receive their bags can retrieve them in January from the Admin HR office on the lower level of '53 Commons.
- For **FO&M employees**, except those contacted separately via email, bags will be distributed through your supervisors or managers at McKenzie.
- **All other employees** should plan to drive-by the front of '53 Commons to pick up their bags on Dec. 17 from 2:30-4:30. Please enter the driveway from West Wheelock Street between Collis and '53 Commons, pausing in front of '53 Commons, and then exiting on N. Main Street or down Cemetery Lane. (Note, this is a different location than the turkey pick-ups.)

Staff Kudos

Story shared by building maintenance worker David Knox.

We recently had a heat issue at 19 East Wheelock where the actuator was bad and the baseboard heat wouldn't work. When I went to replace the actuator, the vendor [reported] that the actuator was no longer made and we would need to change out the valve. They represented this as no big deal. After hearing this, I contacted the most knowledgeable plumber I know, your man Ken [Gover, a building maintenance worker]. I explained the situation to him, and he informed me that he had already encountered that problem and had found a solution. When I met with Ken, he supplied me with the proper part, job done. His knowledge in this regard saved the College a lot of money and time. I also gained some valuable experience from this. Please give Ken a pat on the back for a job well done.

Spreading Holiday Cheer

A special thanks to electricians Sean Bettis and Don Cutting for placing lights and the star on the College's holiday tree. It's beautiful!

And, as always, thanks to the amazing Hanover Inn bakers for producing their annual gingerbread display. This year, they recreated The



Polar Express. It's really amazing; stop by the Inn's lobby to check it out.

Friendly Reminders

All College employees must watch a training video called "**COVID-19 Prevention: Staying Healthy in a Changing Environment.**" Click [here](#) to log in with your Dartmouth NetID and password. Thank you!



Also, all College employees who are working remotely must re-sign and email the telecommuting agreement to [Admin HR Services](#). It can be accessed at [this link](#).

Don't forget to give generously to the [United Way](#).

New Hinman Website

Take a few minutes to check out the new [Hinman Mail website](#). It provides terrific information on intracampus mail, the shipping station, and more.

