

# Staying Connected with Campus Services



Take good care of your physical and mental well-being by staying active. This is another plug for the VOX Daily email which lists a number of interesting events ranging from yoga to jewelry-making and woodworking classes, from lectures to films. Most are free to employees. Enjoy the outdoors, too, with skating, skiing, walking, ice-fishing or sledding down the hill at the golf course. The snow is just beautiful!

## The Irving Institute Takes Shape

The new Arthur L. Irving Institute for Energy & Society is sited on one of the most prominent locations on campus



- directly facing Baker Library while anchoring the west end of Tuck Mall. The building is formidable, and, based on a drive-by visit to campus last week, is already starting to resemble the finished rendering.



Rendering of the Institute's atrium

The Institute is a 3-story brick structure that will have a large, front-facing glass entryway. Inside, an atrium will connect the Institute

to the existing Murdough building which formerly housed a number of Thayer and Tuck offices and classrooms and the Tuck and Feldberg Library which will return after construction

The 55,000 square foot building is designed to enhance collaboration among faculty and students from many different academic disciplines with study focused on transforming today's energy systems to meet the needs of the future. Once the building is completed, Dartmouth will seek LEED-platinum certification, an internationally recognized green-building certification program that stands for Leadership in Energy and Environmental Design. Platinum is the highest rating.

Continued thanks to project manager James Pike who daily manages the project's details.

## New Policy Portal

All institutional policies have been consolidated into a single policy portal that is available at [policies.dartmouth.edu](https://policies.dartmouth.edu). Take a few minutes to search for some policies that are relevant to your work.

## Administrative Details

Here are a few administrative matters for you to know:

- It's tax season and employee W-2 forms are available for viewing and printing through Dartmouth's [Employee Self Service portal](#). Per Federal and State regulations, W-2 forms were also mailed to individual employees before Jan. 31.
- Through this same [Employee Self-Service portal](#), you can also make name and address changes, sign up for or change your direct deposit information, and view and print your regular paylips.
- All College employees are required to complete [Title IX Training](#) by Dec. 31, 2021. A first round of training for all faculty and staff was completed in 2019, but Dartmouth's commitment to biennial training requires additional training in 2021. The on-line course takes an estimated 60-90 minutes to complete.
- Remember, Dartmouth's new tobacco-free policy goes into effect Mar. 18 and will apply to all indoor and outdoor public and private spaces.

## Appreciation for Our Custodians

With most Dartmouth courses are being taught remotely, let's not lose sight of the custodians who thoughtfully clean and sanitize 20+ classrooms that are actively being used this term. In Carson, Kemeny, Silsby, Life Sciences, the VAC and more, our custodians clean and disinfect actively-used classrooms between 10:00pm-6:30am.

In between classes, our 1st shift custodians also disinfect in-person classrooms, whether they're being occupied by students or by a single professor who teaches remotely from the room. Students help, too, as they are asked to wipe down their desks using a disinfecting bottle and microfiber given to them in their welcome bag.

Thanks to our custodians for keeping active classrooms safe and clean. YOU ROCK!