



## Feel Sick? Stay Home

Any staff or faculty member who is experiencing [symptoms of COVID-19](#) or who has been identified as a close contact is asked to follow these important steps:

- Stay home — **do not come to campus** for any reason, even to be tested.
- Notify your supervisor.
- Call your primary care physician.
- If your physician orders a COVID-19 test and the result is positive, you must quarantine in place for at least 14 days. You cannot return to campus until you have been cleared by the Department of Public Health.

Thank you for taking these necessary precautions to help protect your health and that of the Clark community.

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## Save the Date for Open Enrollment

The open enrollment period for health and dental insurance, as well as flexible spending accounts, will be from Monday, Oct. 26 through Wednesday, Nov. 25. More information will be forthcoming.

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## Auto/Homeowner Insurance Payroll Deduction Changes

Hanover Insurance is discontinuing payroll deductions for faculty and staff who have been participating in the auto/homeowner discount insurance program, to take effect upon your policy renewal. If you are participating in this program, you should have received a letter *and* phone call from Hanover, approximately 60 days before your policy renewal date, advising you of this change.

While payroll deductions are stopping, discounts are not. To continue receiving the Clark employee discount, you will need to select a new payment method for your renewal:

- Sign up for EFT (electronic funds transfer) by completing and returning an EFT form by U.S. mail to Hanover or by email to [hanovereft@hanover.com](mailto:hanovereft@hanover.com).
- Upon receipt of your renewal policy, you can log into your My Hanover Policy account and select payment methods, set up paperless billing, view and download your policies, and file claims. You also can make a one-time payment at [hanover.com](http://hanover.com).

Please note: this change will not impact any coverage or other discounts on your policies. If no new billing option is selected, Hanover will automatically renew the policy and mail monthly bills to the mailing address on file.

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## The Cougar Challenge is back, Oct. 21–23

Last year, we hosted the first Cougar Challenge to support Clark athletics and our 17 varsity teams — and more than 1,700 donors contributed over \$107,000. This year, we are excited to bring the Cougar Challenge back for 48 hours: **From noon on Wednesday, Oct. 21, to noon on Friday, Oct. 23.** Our goal this year is to help each team reach 100 or more donors. Teams that reach at least 100 donors will be awarded additional funding courtesy of an anonymous alumni couple.

Despite the absence of competition this fall, all of our teams are safely training, conditioning, and participating in team-building and leadership activities. Each sport continues to have equipment, gear, and programming needs they would like to be met so they can prepare for a successful return when competition resumes. Contributions made to each team directly support their specific requests.

Generous alumni and parents have already committed more than \$22,000 to individual teams, **so your contribution will be doubled, tripled, or more.**

**[Get real-time updates, track the teams' progress, or make a gift »](#)**

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## Pay Policy for Students in Quarantine or Isolation

The pay policy for employed students who must quarantine or isolate is posted on the [Student Employment page](#) under **COVID-19 Specific Policies**. Please contact [Julie Bolduc](#) with any questions.

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## LinkedIn Learning for Your Mind — and Body

Clark's full campus license to LinkedIn Learning gives all enrolled students, faculty, and staff access to a rich pool of online training. The vast library of courses includes videos and learning paths that can help you stay fit, including:

- [Managing Stress for Positive Change](#)
- [Computer and Text Neck Stretching Exercises](#)
- [The Mindful Workday](#)
- [Sleep is Your Superpower](#)
- [What is vital to your goals and well-being?](#)
- [Well-being and giving back](#)
- [21-Day Creative Exercise Desk Challenge](#)

If you haven't already, visit the [LinkedIn Learning landing page](#) to activate your account. You also can access the platform via the Web Services tab in [ClarkYOU](#).

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## Log into ClarkYOU to Share and View Upcoming Events

Anyone with Clark credentials may submit campus news, upcoming events, administrative notes for faculty and staff, and news about personal and professional accomplishments of the Clark community. We encourage you to visit the site often to see what's happening on campus.

### How do I share news?

All items for the Campus Digest channels should be submitted by the information owner using the portal's user-friendly editing tool. Authors are responsible for their own content and should follow all [submission guidelines](#). If you're publicizing an event, please remember to include the date, time, place, cost (if any), and a point of contact. Submitted articles will be reviewed by a Marketing and Communications [editor](#) before publishing.

[Learn how to create a new post »](#)

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## Watch Out for Unemployment Fraud

On June 8, the Office of Human Resources emailed the Clark community about a nationwide scheme to file fraudulent unemployment claims. Unfortunately, in recent weeks there has been an uptick in these illegitimate claims, with the vast majority being generated internationally. Most of the claims are based on a fraudulent letter the employee receives at their home address stating they have been approved for "Pandemic Unemployment Assistance."

*It is important to note that Clark's database was not breached* and information being used by these criminal enterprises to file fraudulent claims was obtained by prior national data breaches.

If you are affected by this, we urge you to [report the fraudulent claim](#) to the Massachusetts Department of Unemployment Assistance.

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## News from Staff Assembly

- Connect with your colleagues over a virtual lunch ([RSVP here](#))
    - Tuesday at noon: Open Community Lunch for All Staff
    - Wednesday at noon: Staff of Color Affinity Lunch
    - Thursday at noon: LGBTQIA+ Staff Affinity Lunch
    - Friday at noon: Open Community Lunch for All Staff
  - Have questions or concerns? [Staff Assembly's anonymous feedback form](#) is always available.
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## Resources and Opportunities

- Schedule your COVID-19 tests [here](#). You may now schedule tests through the rest of the semester.
- Check out the [Healthy Clark Dashboard](#) for a daily report of the number of positive COVID-19 test results at Clark over the last seven- and 30-day periods, the number of students in isolation and quarantine, and information about cases in Worcester.
- 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."
- The [resources for employees](#) site features policies, office reopening guidelines, and a recording of the summer training for returning employees. New information is added frequently, so check back often.
- 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 Clark by visiting the [Job Opportunities](#) page on the [Office of Human Resources](#) website.



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