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# OIA connect

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## HOME EDITION

### Mail Services scales down operations

Virginia Tech [Mail Services](#) has cut its delivery to once a week to all departments. Across campus, routes are being combined into larger ones with fewer delivery days and times, and delivery is determined based on the location of departments. Some departments have secured alternate locations for their mail to be delivered and picked up and have made arrangements with Mail Services.

Because many departments in OIA have very limited staff working, and may only be working limited days/times, departments may need to adjust their routines to accommodate mail delivery and pickup.

Departments are encouraged to contact Mail Services to determine when their “mail day” is and plan to have an employee in their building for incoming and outgoing mail.

At this early stage, Mail Services is unable to pinpoint a window of time of when the routes will run. Therefore, even if a day is determined during the week, it may not be clear yet whether it will be morning or afternoon, and some adjustments in schedules may occur.

You can contact Mail Services at [mailservices@vt.edu](mailto:mailservices@vt.edu) or 540-231-4085.

— Kimberly Rhodes

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### NEWS TO USE

#### Summer sessions, activities move online

As Virginia Tech continues “[essential operations](#)” and campus safety measures in response to COVID-19, the university will move summer-term academic programs, courses, and lab sections to online delivery.

In addition to academic programs and instruction, [new student orientation](#) sessions, [Summer Academy](#), and all scheduled camps, conferences and events (university or external) will move to an online format including all 4-H and FFA sessions scheduled to take place on campus. At this time, we expect that all summer programs, events or activities that would require a gathering of participants that cannot be moved online will be canceled.

[Read more...](#)

- **FINANCIAL PLANNING:** The provost and chief business officer discuss [actions being implemented](#) to preserve jobs and continue the university's mission through the pandemic.
- **ZOOM BEST PRACTICES:** The Division of Information Technology offers [tips for securing Zoom meetings](#).
- **VIDEO:** Director of Athletics Whit Babcock chats with Voice of the Hokies Jon Laaser about [how the Athletics staff and coaches are dealing](#) with the impact of the crisis.
  
- **STAY INFORMED:** Find the latest information from the university on its [COVID-19 webpage](#).

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## **AROUND OIA**

### **Listen to Guru Ghosh's April 3 town hall**





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## Newsletter helps Thinkabit Lab stay connected

The Thinkabit Lab at the [Virginia Tech Roanoke Center](#) is distributing a weekly newsletter to support teachers and parents virtually.

The Stay STEM-ulated newsletter was created after a conversation with Team Roanoke at the onset of the quarantine on how to keep in touch with schools that had been through the [Qualcomm Thinkabit Lab](#). They wanted to keep the lab fresh in people's minds, as well as provide something to distribute to parents or other educators.

The newsletter is voiced by **Ashley Sloan**, lead instructor for the lab, and features a letter from her, two simple STEM projects, and links to their directions, along with links to the Thinkabit Lab page and the Roanoke Center's new [Cyber & Robotics Summer Camp](#) page. It is sent out at the beginning of each week and is accompanied by a similar social post.

Here are two activities you can do on your own or with your family:

- [Code.org – Creating Digital Art](#)
- [Code.org – Minecraft Tutorials](#)

— Leigh Anne Stover and Ashley Sloan

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## Inn's chef sharing recipes to try during quarantine

Looking for a recipe to try this weekend? Try this Sweet Honey Green Tea Vinaigrette from **Scott Watson**, executive chef at [The Inn at Virginia Tech and Skelton Conference Center](#).

He recommends you add this dressing to your favorite salad mix for a fresh and tasty treat.

Follow [Preston's and Continental Divide](#) on Facebook for more recipes.

### SWEET HONEY GREEN TEA VINAIGRETTE

2 tablespoons double-strength green tea, chilled

2 tablespoons rice wine vinegar

1 teaspoon sesame seeds

1 teaspoon poppy seeds

1 teaspoon cilantro, chopped

¼ teaspoon sesame oil

5 tablespoons salad oil

kosher salt & pepper to taste

Combine all ingredients together and mix well. The chef recommends shaking the ingredients in a Mason jar.



Chef Scott Watson makes Sweet Honey Green Tea Vinaigrette

## Engage in ... Mindfulness

Thank you to everyone who was able to join us for the “Engage in ... Mindfulness” chat! **Melinda Hill’s** insights were practical and helpful, and her positive energy was very uplifting!

During these tumultuous times, it’s a good reminder for all of us that *hope* is also contagious.

To measure your mindfulness, and to get personalized tips on how to increase your ability to stay in the "now," [take this quiz](#).

The video Melinda was unable to play during the meeting can be found here: <https://mindfulnessercises.com/downloads/relieving-stress>.

— Frances Clark



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## NEIGHBORS HELPING NEIGHBORS

Are you sewing masks for friends and family? Volunteering to deliver meals? Do you know of a community organization that needs assistance or someone who is going above and beyond to help those in need?

We want to know about ways you've found to help out. [Send us](#) your photos

and stories.



**Jane Swan** and her husband have been making masks and giving them to family and friends. "We've made 39 so far and are working on more," she says. The masks are double-sided cotton, washable, and reusable, with pipe cleaner pieces inside the nose seam for shape.

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## UPCOMING EVENTS

### **President Sands to host virtual town hall on Thursday**

President Tim Sands will host a virtual town hall for the university community on Thursday, April 9, at 11 a.m. During the meeting, which will be accessible from the [Virginia Tech homepage](#) and the university's [COVID-19](#) website, Sands will provide an update on university operations and answer questions.

### **Moss Arts Center offering special viewings of past performances**

The [Moss Arts Center](#) is opening its vault of archival footage to feature some of the music, dance, and theater performances it has presented over the past seven years. Free to access, a new Moss Vault performance will be [online](#) every Monday at 5 p.m. and be available for two days only.

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## HELP DESK

Remember that when you need technical assistance, you should **email** [ois@vt.edu](mailto:ois@vt.edu) rather than contacting OIS staff directly.

Calling or emailing individuals directly often leads to double work and could either cut in front of others who have already requested assistance or wind up getting missed

or a delayed response (due to not being seen as quickly).

For more information, including details about how to get IT support, answers to commonly asked questions, and useful information about software used within OIA, check out the [OIS Resources page](#).

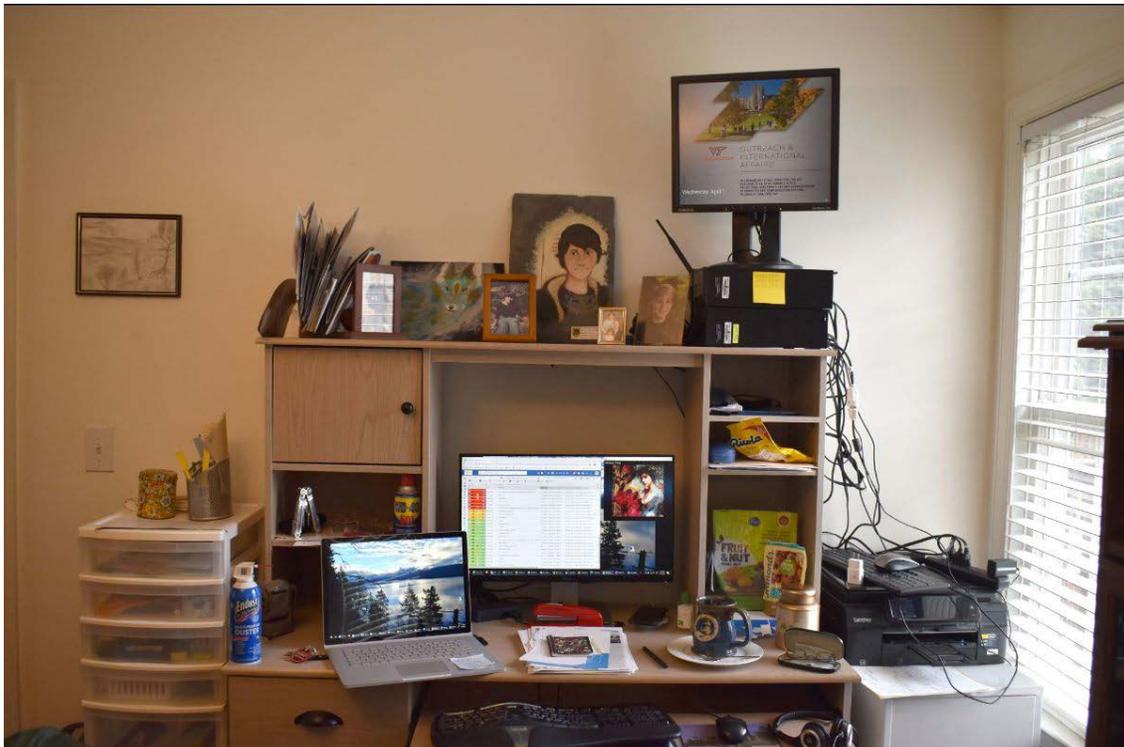
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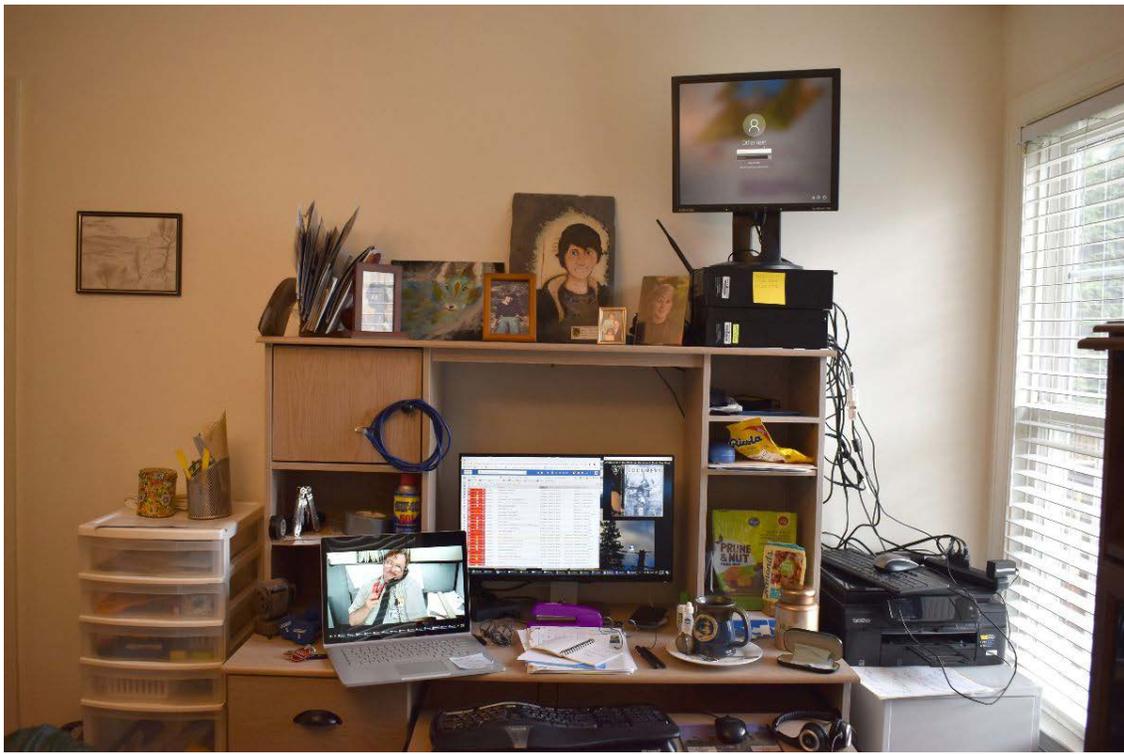
## FROM SCOTT'S DESK

We all know **Scott Farmer**, director of [Outreach Information Services](#), is one of the hardest-working people in OIA. And now we have the proof!

Below, is a photo of Scott's home desk at the beginning of the day and one from the end of a long day. There are at least 22 differences between the pictures. Can you spot them all? *(Click on each picture for a larger view.)*

The answers are at the bottom of the newsletter.





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## LIFE AT HOME



**Mallory Tuttle**, associate director of the Hampton Roads Centers, and her "co-workers" tune in to Guru's town hall meeting last week.



"I am working out of my office in Pulaski and get to bring my pitbull, Lillie, into work with me," writes Outreach Information Services' **Joseph Goodman**.

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*Do you have furry "office" assistants keeping you company while you work? Send their photos or pictures of your new "office view" to [richm@vt.edu](mailto:richm@vt.edu).*

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## **SEND US YOUR STORIES**

We hope this newsletter will be a way for all of us in OIA to stay connected during these uncertain times. Send us your photos, news, stories, and tips. We also want your thoughts and comments. What would you like to see in this newsletter? Send all submissions, and comments, to [richm@vt.edu](mailto:richm@vt.edu).

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## **SCOTT'S DESK ANSWERS**

- There's a roll of duct tape where the screwdriver box was.
- Scott's used up all his Endust air can.
- The screen on top of the desk changed.
- Scott's desktop background switched from tranquil scenery to Milton from "Office Space."
- It looks like Milton stole Scott's red stapler and replaced it with a purple one.

- Headphones have appeared.
  - Tea ball is now out.
  - Scott drank all his tea.
  - Electrical tape appears.
  - Music changed from Enya's "Orinoco Flow" to R.E.M.'s "It's the End of the World as We Know It (And I Feel Fine)."
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- Scott's eyeglasses moved.
  - The light switch on the wall has disappeared.
  - Two 2-pound weights appear.
  - Phone charger is gone.
  - Ethernet cable appears.
  - Scott's used his notepad.
  - Of course, there are more Help Desk tickets on the screen (more red, less green).
  - There's an additional pen on the desk.
  - Scott left his Visine out.
  - There's also a bottle of Aleve.
  - Scott's Fruit and Nut trail mix has changed to yummy Prune and Nut mix.
  - WD-40 has become much stronger SDF-40



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