

NEWS & INFORMATION

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President Sands recalls Dr. King's spirit as a new semester begins

The following is an open letter to the Virginia Tech community.

Today we begin two weeks of celebration, reflection and conversation to honor the life and legacy of Dr. Martin Luther King, Jr. The opportunity to explore Dr. King's spirit and philosophy is particularly important as we begin this academic year.

In 2015, important conversations about race, inclusion and diversity came to the forefront at campuses around the country, including Virginia Tech. These conversations bear directly on our goals to build a community that 1) prepares all of our students for the challenging and exciting world they are entering, and 2) positions our university to attract students, faculty, staff and collaborators from the broadest possible pools of talent in Virginia, the nation and the world. A better understanding of Dr. King's multifaceted message of action, justice and service to others will inspire us to move our ongoing conversations toward purposeful and deliberate actions.

This will be an exciting and eventful semester for us. We are welcoming new leadership and devoting renewed energy toward the development of a more inclusive university through the initiatives of InclusiveVT (www.inclusive.vt.edu). Although these efforts are already touching every facet of our community, involving more Hokies every day, many have not yet engaged.

If you have been on the sidelines up till now, the events we have planned this month provide an excellent opportunity for you to become involved. A complete list is available at www.vtnews.vt.edu/articles/2015/12/120915-dsa-mlkday.html. I strongly encourage you to invest some of your time in these events this month, and to engage with InclusiveVT this year.

I'm proud of our university, and the way we have repeatedly demonstrated that we are Strong Together. That strength comes from our spirit of community, and I am asking each of you to consider what you can do to support the development of a more inclusive university. I can think of no better way to support our motto, *Ut Prosim* (That I May Serve).

2015 tax documents now available

Electronic W-2s and/or 1042s for 2015 are now available via the Hokie Spa (www.hokiespa.vt.edu). The printed electronic form is an IRS acceptable version of the Form W-2 and 1042S. Employees must have a PID and password to log in.

Retrieval of the electronic version acknowledges consent to electronic receipt. Paper versions will not be mailed. Employees who do not have a PID and password should contact 4Help at 540-231-4357.

Detailed directions to access the electronic form are available at www.co.vt.edu/accounting_operations/Payroll/W-2_20Info.html.

For tax and payment related questions, contact the Payroll

Office at vtw2@vt.edu or 540-231-5201. For questions regarding online access, contact 4Help at 540-231-4357.

Campus winter weather traffic and parking emergency procedures

Snow and icy roads may become an issue during the winter season. Please review the snow and ice traffic emergency procedures for the Blacksburg campus.

The following procedures and guidelines must be followed when a snow and ice traffic emergency is declared. This designation goes into effect when road conditions deteriorate to the point where road travel is difficult. Generally, this occurs when the road is significantly iced or approximately 3-4 inches of snow has fallen.

Emergency Snow Routes

The roadways listed below are designated Emergency Snow Routes that must remain clear and open for emergency vehicle use. When these conditions exist, all vehicles parked along the road (parallel and diagonal) must be removed from the following five roadways or be towed at owner's expense:

- Washington Street: between Kent Street and Duck Pond Drive
- Kent Street: between Washington Street and Drillfield Drive
- South Drillfield Drive: between Kent Street and West Campus Drive (both sides of the road)
- Beamer Way: between Washington Street and Southgate Drive.
- Alumni Mall inbound lane only (the outbound lane will remain unaffected)

Resident Students

By midnight on the day the snow and ice traffic emergency is declared or at the time designated by appropriate university officials, all resident students must have their vehicles parked in the three resident lots (Duck Pond Road Resident Lot (the Cage), Chicken Hill lot, and the Stadium Lot). Resident student vehicles that are parked outside of these areas are subject to ticketing and towing. Resident student vehicles must remain parked in the resident lots until the snow emergency has been lifted.

Faculty, Staff, and Students

In order for the snow plows to be effective, as many vehicles as possible must be out of the parking lots. This will allow the parking lots to be made as safe and convenient as possible during snow and ice conditions. Vehicles should not be abandoned in a normal lane of traffic when road conditions become difficult. Vehicles abandoned in roadways or in hazardous locations in parking lots will be towed at the owner's expense.

University Contact Information

For more information, call Parking Services at 540-231-3200 or contact Facilities Customer Service at 540-231-4300.

The university weather/emergency hotline can also be used outside of normal business hours at 540-231-6668.

Blacksburg Transit

During inclement or severe weather Blacksburg Transit will

make every effort to maintain the normal routes and schedules in both Blacksburg and Christiansburg. However, delays should be expected and some minor detours and stop closures may be implemented.

Service may be affected differently in Blacksburg and Christiansburg, depending on the weather and road conditions. In times of particularly severe weather, like a major snow storm, service may be suspended indefinitely. Blacksburg Transit staff will make every effort to assist passengers who may be left without a ride, including Commuter route passengers.

Weather related service changes will be posted on the Blacksburg Transit website at www.blacksburg.gov/index.aspx?page=791 and phone system, sent via Blacksburg Alert, and posted on the Town of Blacksburg's social media accounts.

Contact Blacksburg Transit for information concerning routes and or service at 540-961-1185.

Smart Way Bus

For information concerning the operation of the Smart Way Bus during inclement weather please call 800-388-7005 or visit the Smart Way Bus website at www.smartwaybus.com.

New reporting system available for workers' compensation services

To streamline the process of reporting job-related injuries, a new Employer Accident Report Portal has been launched by Workers' Compensation Services.

As required by the Commonwealth of Virginia, employees must immediately report a job-related accident or illness to a direct supervisor. Once an employee reports a job-related injury, the supervisor or department personnel must immediately submit the Employer's Accident Report Form on the Employer Accident Report Portal.

To submit the Employer's Accident Report Form:

- Access the Employer Accident Report Portal at <https://froiyorkrsg.com>
- Click "continue without logging in"
- Fill in the required information and any additional information as needed
- Submit the report

The new system, which is less complicated and easier to navigate, is also accessible on mobile devices.

Use of the new system should begin immediately. Access to the old system will end on January 31, 2016.

For more information, visit the Workers' Compensation website www.hr.vt.edu/benefits/workerscomp/index.html or contact the workers' compensation coordinator at 540-231-3463 or tlyons@vt.edu.

New year brings launch of combined student, employee wellness program

It's official. The university's employee and student wellness programs have joined forces to work toward a healthier community. The merged department, called Hokie Wellness, will continue to foster healthy lifestyles by providing prevention, education, and outreach services to employees and students.

Research demonstrates that the ability to thrive and succeed—as an employee or student—is directly related to an individual's degree of wellness. Wellness reaches into all aspects of life and can be developed at any age.

The new Hokie Wellness, which has offices at North End Center and McComas Hall, has already begun working on common programming themes, including development of mindfulness, stress reduction, positive body image, and wellness coaching.

For more information about the new Hokie Wellness, visit

www.hokiewellness.vt.edu or contact Hokie Wellness at 540-231-9331 (employees) or 540-231-2233 (students).

Updated 2015-16 Faculty-Staff Planning Calendar available

The updated 2015-16 Faculty-Staff Planning Calendar is now available at <http://vtnews.vt.edu/fs-planning-calendar.html>. The planning calendar provides information on university-wide activities and events. The calendar is a joint project of University Relations and the Division of Administrative Services.

Note: The updated calendar will not be printed and distributed. Employees are encouraged to download the new version and print as needed.

For more information, contact Katie Huger at 540-231-7643.

University prohibits hoverboards in all buildings, including residence halls

Due to concerns from the Consumer Product Safety Commission and guidance from the Virginia State Fire Marshal regarding the safety of hoverboards, Virginia Tech has decided to prohibit the devices and their chargers in all university-owned/leased buildings, including residence halls. Hoverboards, also known as a self-balancing scooter, may not be used, charged or stored in any university building.

For more information, visit www.cpsc.gov/en/About-CPSC/Chairman/Kaye-Biography/Chairman-Kayes-Statements/Statements/Statement-from-the-US-CPSC-Chairman-Elliott-F-Kaye-on-the-safety-of-hoverboards/.

Virginia Tech employees donate more than \$319,000 to charity

Virginia Tech employees raised \$319,664 for the 2015 Commonwealth of Virginia Campaign (CVC), with more than 1,575 employees contributing and helping to increase last year's total by nearly \$2,000.

During the last six years, Virginia Tech employees have given more than \$1.7 million to the CVC, a workplace-giving program that allows state employees to designate a financial gift to any of more than 1,000 participating charities. Types of charities include health and human services, animal welfare, environmental conservation, and medical research.

Contributions to this year's CVC's general campaign totaled more than \$33,000. The organization receiving the highest level of support from employees was the Free Clinic of the New River Valley with \$19,170 in donations. The Montgomery County Emergency Assistance Program received \$18,988, the second highest level of donations, while employees gave \$16,170 to the United Way of Montgomery, Radford, and Floyd. Employees also chose to donate to hundreds of other organizations as well.

Not only did employees make individual gifts, but departments and offices across the university hosted fundraisers and activities to contribute more than \$8,330 for the campaign as well.

Virginia Tech News is published weekly during fall and spring semester and bimonthly during the summer sessions, by the Department of Human Resources and the Office of University Relations as a service to university employees who do not have computer access on campus. For more information, or to discuss submission of items call 540-231-7643.