

GSD Staff News

Spring 2017



Who's Who? Who's New?

Peter Christiansen - Staff Assistant, Computer Resources (christiansen@gsd.harvard.edu)

Kathryn Cox - Controller, Finance (kcox@gsd.harvard.edu)

Kenneth Masse - Facilities Operations Coordinator, Building Services (kmasse@gsd.harvard.edu)

Michael MacPhail - Director of Administration, Harvard Center for Green Buildings and Cities (mmacpahil@gsd.harvard.edu)

Alaina Schraufnagel - Staff Assistant, Landscape Architecture & Urban Planning & Design



Upcoming Events

Dean's Award for Employee Excellence

Wednesday, April 12

9:00 a.m. - 10:30 a.m., Piper

Dean Mohsen Mostafavi will present the Dean's Award for Employee Excellence at the upcoming breakfast reception. This year's Dean's Award recipient will also become the GSD Harvard Heroes' honoree.

Harvard Heroes 2017

Monday, June 5

3:30 p.m. Memorial Hall, Sanders Theater

Now in its sixth year as a University-wide recognition program, Harvard Heroes celebrates the accomplishments of Harvard staff whose work supports the mission of Harvard at the highest levels of contribution, impact and excellence. For more information please visit: hr.harvard.edu/harvard-heroes-program



PeopleSoft 9.2 coming soon!

Beginning April 3, Harvard staff will experience a new look and feel when they log into PeopleSoft to view paychecks, make benefits elections, report time worked and absences, and participate in performance management. PeopleSoft is being upgraded to the latest version of the software, which is mobile-enabled for easier use on smart phones and tablets. Users will see a big difference in how the home page looks. Once on a specific page, however, they will find it is very similar or identical to the current system. To learn more and be prepared for this change, please visit the GSD HR website at www.gsd.harvard.edu/resources/human-resources/ to watch a brief guided video tour.



Fitness & Wellness

Fitness Reimbursement

Harvard's two medical plans-- Harvard Pilgrim Health Care and HUGHP-- both provide a fitness reimbursement for members of up to \$150 per year for gym memberships and related expenses. If you are a Harvard Pilgrim member, fitness studio and personal training may also be covered. Check with your health plan provider for details and reimbursement instructions.

The Center for Wellness

Find mind and body health with Harvard's [Center for Wellness programs](#) including fitness, stress management, nutrition, yoga and more. They also offer therapies such as massage, acupuncture, reiki and shiatsu at very competitive rates and sponsor free programs for the entire community, such as weekly group walks and runs and outdoor drop-in classes, as well as a resource library.



HARVie Classified & Conversations

HARVie's Classified enables Harvard faculty and staff to connect with each other to buy and sell a wide range of personal items and housing, to lease/rent vacation properties, and to post events of potential interest and benefit to others. It is now available in a new mobile-friendly platform on hr.harvard.edu; select Classifieds & Conversations in the right column. Please take a moment to notice the two new features: Reuse and Work/Life Conversations.

Reuse lets individuals and departments post free, used items (including office furniture and lab equipment) for reuse, supporting Harvard's sustainability efforts.

Work/Life Conversations replaces and expands the Child Care Bulletin Board, providing employees with a community-based, social platform to ask questions and share knowledge on a range of topics, from childcare options, schools and camps to elder care, college prep and wellness.



Harvard Common Spaces

Harvard's Common Spaces are designed to bring the University community together. To create areas on campus where students, faculty, staff, and visitors can engage with one another, discover and try new things, or simply relax. Please take the time to enjoy the events, performances and classes on the Plaza that bring the Harvard community together. Check out Harvard Common Space's calendar for upcoming events, such as these:

March 24, 2017:

- Run the Yard! 5K University-Wide Fun Run

April 15, 2017 to October 31, 2017:

- Plaza Pop-up Concert Series
- Dance on the Plaza
- Plaza Mind-Body Activities



Financial Resources for Staff

College Admissions Series

This series of classes is designed to help families establish an admissions roadmap including an overview of the application process, reviewing award letters, and refining applications.

Sign up in the [training portal](#) for the first of the series: Applying for College: Making the Most of the Summer!

Personal Finance Opportunities

Harvard offers employees a variety of trainings and educational seminars for staff including webinars, on-campus classes and one-on-one sessions to help you understand your options and stay on track. Topics include estate planning, debt, planning for retirement and more. Visit the Retirement Resources page at hr.harvard.edu for more information.



GSD Staff Recognition

Reward and Recognition Committee update: Congratulations to the recent winners of the monthly Applause Award!

Bonnie Campbell, Development
Travis Dagenais, Communications
Matt Smith, Computer Resources Group
Shantel Blakely, Communications
Tom Childs, Building Services

Please continue to nominate a colleague who you feel deserves the honor of receiving an Applause Award. Each month during the academic year we will applaud one person or team by giving them a certificate and a \$50 bonus. Nominations are awarded monthly and are accepted through April 2017. They should be submitted to: lplosker@gsd.harvard.edu.