Holiday Safety Tips by Jerry Roderick

The following Holiday Safety Tips were compiled to contribute to the safety and security of the Washington College Community during the holiday season. The holiday season is always a special time of year. It is also a time when busy people become careless and vulnerable to theft and other holiday crime. We can never be too careful, too prepared or too aware. Please share this information with family, friends and neighbors. The Department of Public Safety wishes you a safe, happy and peaceful holiday season.

Driving:
* Avoid driving alone or at night. * Keep all car doors locked and windows closed while in or out of your car. Set your alarm or use an anti-theft device. * If you must shop at night, park in a well-lit area. * Avoid parking next to vans, trucks with camper shells, or cars with tinted windows. * Park as close as you can to your destination and take notice of where you parked. * Never leave your car unoccupied with the motor running or with children inside. * Do not leave packages or valuables on the seat of your car. This creates a temptation for thieves. If you must leave something in the car, lock it in the trunk or put it out of sight. * Be sure to locate your keys prior to going to your car. * Keep a secure hold on your purse, handbag and parcels. Do not put them down or on top of the car in order to open the door. * When approaching or leaving your vehicle, be aware of your surroundings. * Do not approach your car alone if there are suspicious people in the area.

Automated Teller Machine (ATM):
* If you must use an ATM, choose one that is located inside a mall, or well-lit location. Withdraw only the amount of cash you need. * Protect your PIN by shielding the ATM keypad from anyone who is standing near you. * Do not throw your ATM receipt away at the ATM location.

Shopping:
* Shop during daylight hours whenever possible. If you must shop at night, go with a friend or family member. * Dress casually and comfortably. * Avoid wearing expensive jewelry. * Do not carry a purse or wallet, if possible. * Always carry your Driver License or Identification Card along with necessary cash, checks and/or a credit card you expect to use. * Even though you are rushed and thinking about a thousand things, stay alert to your surroundings. * Avoid carrying large amounts of cash. * Pay for purchases with a check or credit card when possible. * Keep cash in your front pocket. * Notify the credit card issuer immediately if your credit card is lost, stolen or misused. * Keep a record of all of your credit card numbers in a safe place at home. * Avoid overloading yourself with packages. It is important to have clear visibility and freedom of motion to avoid mishaps. * Beware of strangers approaching you for any reason. At this time of year, ”con-artists” may try various methods of distracting you with the intention of taking your money or belongings.

CONTINUED ON BACK

Holiday Giving

At this time of year, please remember all of those folks who are in need. Local service organizations like the Lions Club and local food banks are in need of both donations and your time. If you can spare canned goods or volunteer your time to one of these, or any other local organizations this holiday season, please don’t hesitate. There is no such thing as too much help. These organizations always can use your support.
COMINGS AND GOINGS

Lori Bunts has joined the Health Services department as a College Nurse. Email: lbunts2@washcoll.edu

Brenda Short has joined the Housekeeping Staff.

Tyler Brown has joined Washington College as Event Staff.

Valerie Vander Putten has joined Dining Services as a Beverage and Dining room Attendant.

The Following Staff are no longer with WC: Jennifer Potts, Jasmine Blake, Aaron Wilson, Tata Holste, Alexandra Giovannone, Ian Tangert, and Hilary Badger.

FEATURED EMPLOYEE

The featured employee for the month of November is Maria Hynson

Maria has fostered tremendous efficiency in the Provost’s Office, particularly by digitizing faculty review files and managing the Canvas site for the Advisory Committee on Tenure and Promotion. She also fulfilled key functions of the Academic Budget Manager position this past summer. Maria is also an exuberant leader, pouring hours of time into advising the Habitat for Humanity Club. She empowers people to be inspired by the goodwill and generosity within themselves and WC is lucky to count her as one of its leaders and mentors.

CONTINUED from front page

Children:
* If possible, leave small children at home with a trusted babysitter. * Teach your child to go to a store clerk and ask for help in case your child is separated from you. * Teach children to stay close to you at all times while shopping. * Never allow children to make unaccompanied trips to the restroom. * Children should never be allowed to go to the car alone and they should never be left alone in the car. * Teach children their full name, address and telephone number to give to police officers or mall security. * Teach children to immediately inform you if a stranger is bothering them.

At Home:
* Be extra cautious about locking doors and windows when you leave the house, even for a few minutes. * When leaving home for an extended time, have a neighbor or family member watch your house and pick up your newspapers and mail. * Indoor and outdoor lights should be on an automatic timer. * Leave a radio or television on so the house looks and sounds occupied. * Large displays of holiday gifts should not be visible through the windows and doors of your home. * When setting up a Christmas tree or other holiday display, make sure doors and passageways are clear inside your home. * Be sure your Christmas tree is mounted on a sturdy base so children, elderly persons or family pets cannot pull it over on themselves. * If you use lights on your Christmas tree ensure the wiring is not damaged or frayed. Frayed or damaged wiring can cause a fire. * Place your Christmas tree in water or wet sand to keep it green. * Never place wrapping paper in your fireplace.

Executive Secretary to the Provost & Dean

Maria has fostered tremendous efficiency in the Provost’s Office, particularly by digitizing faculty review files and managing the Canvas site for the Advisory Committee on Tenure and Promotion. She also fulfilled key functions of the Academic Budget Manager position this past summer. Maria is also an exuberant leader, pouring hours of time into advising the Habitat for Humanity Club. She empowers people to be inspired by the goodwill and generosity within themselves and WC is lucky to count her as one of its leaders and mentors.

UPCOMING EVENTS

LAST DAY OF CLASSES
December 4, 2014

READING DAY – NO CLASSES
December 5, 2014

FINAL EXAMS
December 8 – 12, 2014

HOLIDAY PARTY
December 5, 2014
Hynson-Ringgold House
3:30pm

TIAA CREF NEW BENEFIT ROLL OUT
December 10th at 10am and 2pm
December 11th at 10am and 2pm
NO APPOINTMENT NECESSARY
Hodson Hall – The Egg

HOLIDAY BREAK – ALL OFFICES CLOSED

COLLEGE REOPENING
January 5, 2015

For a full schedule of Athletic events please visit: washcoll.edu/athletics/

For a full schedule of Drama productions please visit: washcoll.edu/drama

For a full schedule of lectures open to the Washington College community please visit: washcoll.edu/calendar

Featuring Event

The Young Professionals Association of Kent County – Information Meetings
Monday, December 16th at 6:00pm
Thursday, January 15th at 7:30pm

The Young Professionals Association of Kent County is aimed at connecting residents and those who work in the County in fellowship, service, and networking. Our first two informational meetings will be Monday, December 15th at 6:00pm and Thursday, January 15th at 7:30pm at the Chestertown Visitors Center. For more information or questions about the group, contact Sam Shoge or Nina Burton or visit us on Facebook (Young Professionals of Kent County MD).

DID YOU KNOW?

There is a WC Staff Facebook page?

Like us at: facebook.com/washcollstaff

Like