Welcome to the first edition of the EH&S Corner committed to providing the Colgate community with informative articles relating to health and safety. Being that this is the inaugural article, we will first introduce the members of the Environmental Health and Safety Office (EHSO) and provide the office location and contact information along with a description of services that EHSO provides.

EHSO consists of Director Michael Gladle and Michelle Antzak, the environmental health and safety technician. Michael joined the Colgate staff in the fall of 2006 from Emory University in Atlanta, Georgia. Michael is a northern New York native having graduated from Clarkson University with a bachelor’s degree in industrial hygiene and later receiving his master’s degree in public health while at Emory University. He is a certified industrial hygienist with over twenty-five years of experience in the environmental health and safety profession, twenty-two of which have been in a university setting.

Michelle Antzak serves as the EH&S technician. She is a recent alum of Alfred University where she graduated with honors. Michelle received her bachelor’s degree majoring in environmental studies with a minor in equine science. While at Alfred, she participated in the Western Equestrian team. After graduation, she returned to her home town of Hubbardsville, where she currently resides.

Since the addition of the Ho Science Center, EHSO has two physical locations to better serve the science community and maintain regulatory compliance. There will be regular office hours for dispensing of chemicals and receipt of subsequent waste in SB-4 McGregory Hall and Room 123 of the Ho Science Center. You may contact the EHSO by phone at 228-7994 or 7941 or by email to mgladle@colgate.edu or mantzak@colgate.edu.

EHSO has university-wide responsibility for conducting a broad based program for adherence to mandated federal and state laws, regulations and guidelines promulgated by the Occupational Safety and Health Administration (OSHA), the Environmental Protection Agency (EPA), the New York State Department of Environmental Conservation (DEC), the NYS Department of Health (DOH) and the Department of Homeland Security.

So what specific types of services are provided by EHSO? Examples include the general oversight of and implementation of guidelines for activities involving proper handling, use and disposal of hazardous substances; proper selection and use of personal protective equipment; response to chemical related emergencies; health and safety training; and indoor air quality and exposure assessments, just to name a few.

For more information about EHSO, please access their website at http://www.colgate.edu/DesktopDefault1.aspx?tabid=1755&pqlID=7235 or contact Mike or Michelle for assistance.
Open ‘Gate

Confession calling
Multiple options are available for setting up audio conferences. If you need to borrow a conference phone (one with special receivers and microphones; useful in a large room with many participants), please contact the ITS Helpline. We’ll reserve one for you, which you can pick up at the third floor service desk in Case-Geyer. It is a small conference (1-3 participants), a speakerphone will be sufficient for your needs.
Regardless of the number of participants in the conference, the simplest and most convenient way to set up an audio conference is by using a conference bridge.
Most departments already have accounts set up for using a conference bridge. With the bridge approach, you have a toll-free access number and access code which you share with all of the conference participants. One person will act as the conference chair.
The chair lets all participants know the date and time of the conference, and is responsible for beginning the conference (the chair has an additional access code for this purpose). At the appropriate time, everyone dials the toll-free number and connects to the conference. When the last person hangs up, the conference ends.
With this method, you can connect people from all over the world together (or even from multiple locations on campus) in an audio conference. They can all use their own phones and from the comfort of their own spaces, can participate in the call.
Alternatively, if some of the participants need to be together in a room for the audio conference, you can still use the bridge approach to add your remote participants to the conference. You will probably want to borrow the conference phone, and use it to access the conference bridge.
If you have questions, or you’re not sure whether your department has an account, please contact Lori Coughlin in ITS at 6611, or by e-mail. There is no cost to have an account ready for your use -- charges will only apply when the service is used.

Spirit Day 2008
Mark your calendars for Tuesday, August 5! This year’s theme is the Colgate Olympics. There will be crafts, activities, competitions, prize drawings, food, and music. Watch for updates and competition information in future issues of the Open ‘Gate.

Colgate Outdoor Education
Spring Backyard Adventures
It is time to get outside!
Kids Day at the Wall - Saturday, April 5, Noon - 3 p.m.
Little Falls Climbing - Saturday, April 5, 9 a.m. - 5 p.m. ($8 for climbing permit)
Outdoor Photography - Sunday, April 6, Noon - 5 p.m.
Bike Maintenance - Wednesday, April 9, 6 p.m. - 8 p.m.
Fly Casting Friday, April 11, 2:30 p.m. - 6 p.m.
(13 and over please)
Nature Hike - Wednesday, April 16, 4:30 p.m. - 6:30 p.m.
Moon Lit Canoe I - Friday, April 18, 6 p.m. - 9 p.m.
Beattie Bushwack & Overnight - Friday, April 18, 3 p.m. - Saturday, 10 a.m.
Moon Lit Canoe II - Tuesday, April 22, 6 p.m. - 9 p.m.
Pool Kayak - Wednesday, April 23, 6:30 p.m. - 9 p.m.
Canoe Skills Seminar Thursday, April 24, 4:30 p.m. - 7 p.m.
Sea Kayak - Tuesday, April 29, 3 p.m. - 6 p.m.
Sunrise Canoe - Wednesday, April 30, 6 a.m. - 8 a.m.
FREE and open to students/staff/faculty/community members, partners and children (if accompanied by an adult)
Must RSVP PRIOR TO THE EVENT with Roxanne Benson at rbenson@colgate.edu or 228-7972

We would like to thank everyone for the many acts of kindness and support at the time of our father’s/husband’s passing. It is a great comfort being surrounded by so many who care. We are truly thankful for our Colgate family.

The Family of Gerald E. Davis
Alice Lahue Davis,
Tom & Julie Davis,
Lori & Mike Chlad
And families

DEFENSIVE DRIVING COURSE OFFERED
Do you need to reduce the violation points on your driving record, or would you like to reduce your auto insurance rates, or just like to sharpen your or a young driver’s driving skills? If so, the Campus Safety Department at Colgate University will be holding a six hour Defensive Driving Class on April 22 and April 23 for the community. Classes will be from 6 p.m. to 9 p.m. both nights, in 114 Little Hall, Colgate University. Cost is $35 per person. Please call the Campus Safety Department at 228-7333 for an application.
FOR YOUR BENEFIT

HEALTH Advocate @ your service FOR MEMBERS

Having Trouble Understanding Your Health Plan?
Trying to understand your health benefits can be daunting. Healthcare companies spend an enormous amount of time trying to make their material understandable to the lay person. But no matter how simple the words, it is like learning a new language. It has a vocabulary all its own and try as we may to understand it, often our eyes glaze over quickly with incomprehension.

Fortunately, Health Advocate can help you understand your health benefits. Just give them a call. They will be happy to answer your questions, explain the terms, help you figure out what services are covered and how much money your health plan will contribute to your doctor or other healthcare provider visit and how much you will be responsible for.

To make it easier for you, Health Advocate has been provided with a copy of Colgate’s benefit plan. When you call them, they generally know which benefits you have.

TIP!

Carry your Insurance Card Along with Your Health Advocate Card
Don’t forget to carry your insurance card in your wallet. Each time you go to the doctor’s office or other healthcare provider you will be asked for your insurance card.

Your Health Advocate Card has their toll-free number on it allowing you access to your Personal Health Advocate 24/7.

Your Family Is Covered, Too!
Health Advocate provides coverage for your extended family. In addition to covering the eligible employee and their spouse and children, they also cover the employee’s parents and parents-in-law. This expanded coverage for seniors is especially valuable to the university and our employees given the growing impact of eldercare issues affecting the workplace. The university provides this service at no cost to employees.

Whatever Your Need --- Whenever You Need Help!
Call Health Advocate at 1-866-695-8622 (toll-free) to speak with your own Personal Health Advocate who will answer your questions and help you understand your health benefits.

‘Gate is going green!
by: Devren Hobbs ’08

Colgate has been especially environmentally active this semester. In January, Colgate participated in the national Focus the Nation event. Along with thousands of other schools across the country, Colgate used January 31 as a day to focus on global warming solutions. Our activities included the film The Eleventh Hour, the Canary Art Project, a concert with band Tally Hall, a free vegetarian lunch and dinner, and 13 panel discussions on topics such as “Climate Change and Social Change” and “Possibly Promising Technologies.” These events built off energy from last semester’s Step It Up and from many students’ participation in the Power Shift conference.

On February 15, Colgate held its 7th Green Summit, a think-tank to create initiatives that address key environmental issues on campus. This year was our biggest turnout with about 90 participants, including students, staff, faculty and community members. Everyone at the summit became part of a working group that came up with a concrete plan of action to be completed by Earth Day, April 22. Thirteen working groups this year are going to address responsible consumption, campus conservation and awareness. Successful initiatives from previous Green Summits include the Green Bikes program and last year’s initiative to participate in Focus the Nation.

With Earth Day quickly approaching, we’ve built a lot of positive momentum towards real changes on Colgate’s campus. These events have raised awareness about solutions and have shown the importance of both large and small-scale changes towards environmental sustainability.

Looking for ways to get involved? There are many things you can do to reduce your own footprint and to help make our campus more environmentally responsible:

• Carry a reusable water bottle and coffee mug.
• Enjoy the spring weather and walk and ride your bike instead of driving around town.
• Go to Colgate Ecology Group meetings.
• Minimize your printer use and only print on both sides of the page.
• Take reusable canvas bags to the grocery store.
• Buy local produce at the Farmer’s Market.
• Write to your politicians about the issues that matter to you.
• Turn off your computer every night and be conscious of appliance use.
• Donate to Colgate’s Sustainability Fund, the senior class gift.
• Discuss environmental awareness with everyone you know.

A Special Thanks to Colgate Support Staff Administrative Professionals Week April 20-26, 2008
A breakfast on Friday, April 25 from 9 a.m. - 10:30 a.m. will be held at Lila B. Frank Dining Hall to thank the support staff members for their many contributions. Support staff are encouraged to bring their supervisors to the breakfast. Hope to see you there!
EMPLOYEE NEWS

Seminars for Support and Technical Staff
Colgate has established a fund to provide technical and support staff with assistance to attend off-campus conferences, workshops, seminars or courses that enhance individual skills. A request form can be obtained at http://offices.colgate.edu/hr/ (click on the staff development link), or by calling the human resources at x7565. The following websites list workshops in our area:
- Fred Pryor and CareerTrack - http://www.etrain.com/
- SkillPath Seminars - http://www.skillpath.com/
- CompuMaster - http://www.compumaster.net/
- National Seminars Group Padgett-Thompson - http://www1.natsem.com/

Professional Development
Professional development funds, budgeted by individual departments/divisions can be used for staff to attend conferences, administrators’ attendance at workshops and for staff memberships in professional organizations. The following websites list general management seminars for administrators:
- Cornell University School of Industrial and Labor Relations - http://www.ilr.cornell.edu/mgmtprog

Members of the technical and support staff are also encouraged to join their professional organizations. Links to several are included below:
- National Association of Executive Secretaries and Administrative Assistants - http://www.naesaa.com
- International Association of Administrative Professionals - https://www.iaap-hq.org

Staff should contact their supervisors for funding.

Reminder: Information about Job Postings
For complete information on position vacancies and to submit an application visit our website at:
https://careers.colgate.edu

Due to technical issues, this link is not available on the portal.
[Note: Bargaining Unit positions will continue to be handled in accordance with the Collective Bargaining Agreement.]

APRIL ANNIVERSARIES

30 Years
Bernie Whitacre - Physical Plant

20 Years
Charlie Izard - Athletics
Michelle Reese - Athletics

10 Years
Steve Cook - Campus Safety
Emmott Davis - Athletics

BIRTH ANNOUNCEMENTS
Stacey and Justin Shantal welcomed Alaina Grace on February 27 (5lbs. 3oz.; 18 1/2" long). Mark and Starr Reed are the proud first-time grandparents. Starr is a custodian in the Physical Plant.
Christina and Ron Baker welcomed Matthew Steven on February 28 (9 lbs. 5 3/4 oz.; 21 1/2" long). Matthew joins big brother Jake, 3 1/2. Ron is a custodian with the Physical Plant.

CLASSIFIED ADS

POSITION VACANCIES
Assistant Director of CLSI
Assistant Director Res Ed (5 positions)
Asst. Director of Outdoor Education
Athletics Event Staff (pt - no benefits)
Campus Safety Officer/Dispatcher (part-time positions)
Carpenter/Mason
Director, Institutional Research
GM Clerk/Buyer Bookstore
Leadership Gifts Officer/Associate Director—Annual Fund
Marketing Production Coordinator (casual wage)
Photographic Services Coordinator
Program Assistant, Wellness Initiative (casual wage)
Regional Advancement Director
Resident Supervisor - Chapel House
Staff Nurse (per diem)
Summer positions (multiple)
Summer Programs Intern
Technology Support Analyst
VP and Dean of Diversity

For complete details on how to apply visit: https://careers.colgate.edu

QUOTE OF THE MONTH
Character cannot be developed in ease and quiet. Only through experience of trial and suffering can the soul be strengthened, ambition inspired, and success achieved.
—Helen Keller (1880 - 1968)

SELL & SWAP
For Sale: Burton 48 snowboard, used, very good condition, with bindings, leash, boots and boot bag. $200. Call: 750-6317
For Sale: 2003 Harley-Davidson Buell Blast, 500 cc, single cylinder, yellow, tall windshield, low seat, 2,600 miles, good condition, $1,800. Call: 684-3500

Colgate University makes no warranty, expressed or implied, about the nature or condition of items advertised and accepts no responsibility for any transaction or item.

For Sale: 2003 Harley-Davidson Buell Blast, 500 cc, single cylinder, yellow, tall windshield, low seat, 2,600 miles, good condition, $1,800. Call: 684-3500

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The University reserves the right to suspend or terminate the program at any time.