First Vendor Fair a Huge Success!

On October 25 the Purchasing Office hosted its first vendor fair with over 250 staff, students, retirees and community members in attendance. The Hall of Presidents and the Clark Room were filled to near capacity.

Approximately 40 local and regional vendors participated in the event. Several area restaurants and stores offered food samples including Sodexho, Maxwell’s, the Poolville Country Store and Coca Cola. Merchandise was on display and vendors’ generosity was evident as participants filled their bags with free samples. There were 45 lucky winners of raffle prizes, that included three office chairs, a hot-tub for a month, and gift baskets, all donated by vendors!

The fair was an opportunity for the Colgate community to get to know our regional and local vendors as well as the products and services they have to offer, and to interact and learn about each other. Information on employee discounts was also made available. These include:

- **Car Rental:**
  - Enterprise Rent-a-Car
    - Contact purchasing for discount card.

- **Home Energy Products:**
  - Blueox/Valero offer discounts on propane and gasoline.
    - Contact purchasing for application first. Call their customer service department at 824-1670 for details.
  - Mirabito offers discounts on home heating fuels and gasoline.
    - Contact purchasing for application first. Call 1-800-934-9480 and ask for Dan Avolio or Marilyn DeBlock.

- **Hotel:**
  - Helmsley Middletowne Hotel, New York City offers rates as low as $170 per night. When making reservation, make sure to mention Colgate University. Employee identification is required upon check-in.
    - Contact their reservation department at: 1-800-221-4982.

- **Moving and Storage Services:**
  - Clinton Moving and Packing offer discounts on moving and storage services.
    - Contact David Litz, VP at 853-5239, ext. 11 or email: dave@clintonmoving.com

- **Paint Products:**
  - ICI Paints offers a 25% discount.
  - Sherwin Williams offer a discount
    - Contact purchasing for discount cards.
Open 'Gate

**For Your Benefit**

Open enrollment is a good time to review your beneficiary designations, especially if you have had a major life change such as marriage, divorce, or the birth of a child. Your benefits statement which was included in your open enrollment packet lists only your primary beneficiary designation and only if we have it on record. If you have made a change directly with an insurance company and did not let the Human Resources Department know, your beneficiary designation on your benefits statement may not be accurate.

There are some important things you should know about the way you designate your beneficiaries.

**Pension**

**Primary and Contingent Beneficiaries**

Your beneficiary(ies) will receive the value of the accumulation in your retirement accounts as a death benefit if you die before you begin to receive retirement income. A beneficiary can be an individual, an institution, a trustee, or your estate. You should always name a beneficiary. You can guard against complications and help ensure faster payment of benefits by keeping your designation as simple as possible.

Your primary beneficiary will receive the benefits to be paid when you die. If no primary beneficiary is living at the time of your death, the benefits go to your contingent beneficiary(ies). If you designate more than one person as either a primary or contingent beneficiary, the benefits are divided equally among the living beneficiaries in that category unless you specify otherwise. If none of the beneficiaries are living, the benefits will go to your estate.

**Your Spouse’s Right to Death Benefits**

Federal pension law (ERISA) governs the way in which death benefits are paid to the beneficiaries of participants who were married at the time of their death. Federal pension law (ERISA) provides that if you are married at the time of your death, your spouse is entitled to receive, as primary beneficiary, 50\% of your qualified preretirement survivor annuity death benefits under a retirement or tax-deferred annuity plan. If you name someone other than your spouse as primary beneficiary for more than 50\% of the benefits AND he or she has not consented to this primary beneficiary designation by completing a spousal waiver (forms available in HR), then 50\% of those qualified preretirement survivor annuity death benefits will be payable to your spouse regardless of your beneficiary designation in effect at the time of your death. The remainder, if any, will be payable to your other named beneficiaries.

**Life Insurance**

**Primary and Contingent Beneficiaries**

As with pension, in the event of your death, your primary beneficiary will receive the life insurance benefits to be paid. If no primary beneficiary is living, the benefits go to your contingent beneficiary(ies). If you designate more than one person as either a primary or contingent beneficiary, the benefits are divided equally among the living beneficiaries in that category unless you specify otherwise. If no beneficiary survives you, or no beneficiary is named, benefits will be payable to the first of the following who survive you:

1. your legal spouse;
2. your surviving children (including legally adopted children), in equal shares;
3. your surviving parents, in equal shares;
4. your surviving siblings, in equal shares; or if none of the above,
5. your estate.

Life insurance death benefits are not governed by ERISA and can be paid to any beneficiary you name regardless of the relationship. You do not need a spousal waiver if you are married and choose to designate a non-spouse beneficiary.

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**TIPS & TRICKS**

**Conference Calling Without a Conference Phone**

Last month’s Open ‘Gate featured an article about conference phones, and detailed the new procedure for using this ITS loaner equipment. But if you don’t want to use one of the conference phones for your audio conference, you don’t have to!

A special conference phone is not a requirement for holding an audio conference. If you need to have several people together in a single location to hold a call, you may want to use one of the conference phones: their microphones and receivers are designed to be of higher quality than the phone which is on your desk. But if you don’t all need to be in the same room, consider trying a conference bridge.

The conference bridge uses a toll-free number and a passcode. At the designated time, a chairperson begins the conference, making the conference available to all conferees. From any location, conferees then call in to the toll-free number, enter the passcode, and are granted access to the conference. An audio tone signals the entry of each person into the conference. When the last person hangs up, the conference is over.

Benefits of the conference bridge include:

- Most departments on campus already have accounts for using a conference bridge.
- There is no charge until it is used.
- No travel to a central meeting place is required.
- Pickup and delivery of special equipment is avoided.
- Conferees can access the conference from any location worldwide where phone service exists.
- Meeting room reservations are not required.

If you would like more information about this service, or if you have questions about whether or not your department has an account, please e-mail Jeannie Kellogg.
SECOND ANNUAL IN OUR OWN TIME

The second annual In Our Own Time benefit art & craft sale was held on Saturday, November 10 from 10 a.m. - 3 p.m. in the Hall of Presidents. The sale was sponsored by PAC and Human Resources. All table fees and donations from the event were donated to Victims of Violence a shelter for women and children. Monies will go to make the children's holidays a bit brighter. If you have questions or are interested in participating in next year's event contact lpalmer@colgate.edu.

The holiday schedule this year gives staff long weekends for both Christmas and New Years. We expect that many of you will use vacation time to further extend the holiday. The holiday schedule can be found by selecting Holiday Calendar from the Vital Links channel on the portal's home page https://cu.colgate.edu/.

If your department is planning on closing at all during the holiday season, please send your holiday office hours to humres@mail.colgate.edu by Tuesday, December 11. A list of closings will be published in the December 21 issue of Open 'Gate.

Have a happy and safe holiday season.

FOR YOUR BENEFIT

A note to remind you...
Have you filed your Cancer Screening Wellness Benefit for this year? If you have AFLAC New York’s Personal Lifestyle Protector Cancer Plan each covered person is eligible for $75 per calendar year for receiving a covered cancer screening.

To do so... Go to your doctor for a cancer screening (i.e. mammogram, pap smear, chest x-ray, blood test for colon cancer, etc.). Fax a copy of your bill or medical report that indicates a covered cancer screening was completed to AFLAC New York at 1-877-844-0201 (include your name, your policy # or social security # and write the words “wellness benefit” with your fax.) Please call Teri Schunk at 607-337-4424 with any questions or call AFLAC New York’s customer service at 1-800-366-3436 or visit them on the web at AFLAC.com.

BIRTH ANNOUNCEMENTS

Sondra and Jeremy Baker welcomed Drew Anthony on October 19 (8 lbs. 7 oz.; 23” long). Jeremy is a custodian with the Physical Plant.

Alyssa and Mark Volker welcomed Jacob Vincent on October 29 (7 lbs, 6 oz; 20 3/4” long). Big sister Molly is enjoying every minute with him. Mark is an assistant professor of music and Alyssa is a teacher of voice.

Thanks Student Health Services for keeping us healthy this flu season!
Flu Shot clinics were held October 15 in Reid Athletic Center and October 30 at the Coop. The clinics, co-sponsored by the Student Health Services and Human Resources, were a huge success. To date, Student Health Services has administered 769 shots to faculty, staff and students, and another 100 to retirees and their spouses.

There is still vaccine available. Watch for announcements of future clinics, or call the Student Health Services (228-7750) for an appointment. At a cost of only $15, it is a great way to help yourself stay healthy this winter.

Pictured:
Left to Right: Director of Student Health Services, Dr. Miller; Staff Nurse, Jan Lever; and Colgate student.

Custodian Bill Parmeter helps students celebrate Halloween with his unique display pictured above.
NEW HIRES

John Adams accepted the interim coordinator, competitive speaking programs, CLSI effective October 18. He is employed as a visiting professor, Hamilton College and holds a Ph.D. in speech communication from the University of Washington. John and wife Marianne Janack ’86 have a daughter, Madeleine, 13. He enjoys fishing.

Nuriyah Boné-Owens has been hired as an interim assistant director of undergraduate studies/outreach, Center for Learning, Teaching, and Research, effective October 29. She is the founder and CEO of Mrsownes.com Cultural Ventures. She received her MA from Middlebury College, School of French. Nuriyah has two children: Anabella, 7, and Jeffrey, 10. She enjoys reading, dancing, and cultural and/or performing arts.

Heather (Hawn) Elia was hired October 17 as the administrative assistant, Colgate Bookstore. She was previously employed at Cazenovia College as administrative assistant for Project REACH and prior to that as events coordinator at Colgate’s bookstore. Heather received her BA from Cornell University. She is a voracious reader, enjoys film, theatre, classical music and jazz.

William Gabler ’07 accepted the position of interim program coordinator, CLSI effective November 7. He holds a BA in psychology and sociology/anthropology.

Cathleen Opperman has been hired as a staff nurse, health services on October 22. She was formerly employed at Oneida Pediatric Group as a pediatric/allergy nurse. Cathy holds an AAS from Mohawk Valley Community College. She and husband Jim have two children in college. Cathy enjoys reading, sewing, knitting and crocheting.

James M. Wilson accepted the position of Millwright effective October 1. He was previously employed as a construction supervisor and service technician by Southern Technologies Inc. Wilson holds certifications in welding, OSHA 40 hour course and A.C.O.E. quality control. He has two children, Kris and J.P. He enjoys golf, hunting, and music (drummer).

PROMOTIONS

Hugh Bradford was promoted to Associate Vice President for Budget & Financial Aid, effective November 1.

John Collins was promoted to Director of Budget and Decision Support, effective November 1.

Darcy Nolan was promoted to Director of the Annual Fund effective October 29.

Carolee White was promoted to Associate Vice President for Finance & Assistant Treasurer effective November 1.

TRANSFERS

Jose Figueroa has transferred to custodian, buildings and grounds, effective November 5.

POSITION VACANCIES

Annual Fund Coordinator
Assist./Associate Director of Planned Giving
Assist./Associate Director of Alumni Affairs
Associate Vice President for Community Affairs & Auxiliary Services
Athletics Event Staff (p/t - no benefits)
Bookkeeper - Bookstore
Campus Safety Officer/Dispatcher (part-time positions)
Groundskeeper
Leadership Gifts Officer/Associate Director, Annual Fund
Marketing Production Coordinator (p/t-no benefits)
Part-Time Purchasing Assistant (no benefits)
REC (1 position)
Senior Visualization Lab/Planetarium Designer and Technician
Staff Nurse (per diem)
Technology Coordinator - Picker (p/t, no benefits)
VP and Dean of Diversity

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

COLGATE UNIVERSITY IS AN EO/AAE
Developing and sustaining a diverse faculty and staff to further the University’s educational mission.

SELL & SWAP

For Sale: white crib with the crib mattress, white changing table, white dresser. Asking $200 for all pieces. Call: 691-5336.


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

We wish you a very Happy Thanksgiving!

The staff of Human Resources

EMPLOYEE NEWS

CLASSIFIED ADS

DECEMBER ANNIVERSARIES

35 Years
Al Owen-Document Services

25 Years
Barb Cook-Physical Plant

20 Years
Margie Bikowsky-Financial Aid

15 Years
Tracy Ogren-Accounting & Control
Kim Waldron-President’s Office

10 Years
Jeanne Genter-Physical Plant