CALENDAR OF EVENTS

RETIREMENT INDIVIDUAL COUNSELING SESSIONS

TIAA
TIAA APPOINTMENTS CAN BE SCHEDULED ONLINE AT WWW.TIAA.ORG/EVENTS OR BY CALLING 1-800-732-8353.
APR 19 | 438 CASE-GEYER
MAY 17 | 515 CASE-GEYER
JUNE 13 | 515 CASE-GEYER

FIDELITY
FIDELITY APPOINTMENTS CAN BE SCHEDULED ONLINE AT WWW.FIDELITY.COM/ATWORK/RESERVATIONS OR BY CALLING 1-800-642-7131.
APR 24 | 438 CASE-GEYER
APR 25 | 535 CASE-GEYER
MAY 22 | 438 CASE-GEYER
JUN 26 | 438 CASE-GEYER

GOOD FRIDAY - HALF DAY - APRIL 14

HAPPY EARTH DAY - APRIL 22

ADMINISTRATIVE PROFESSIONALS DAY - APRIL 26

CU WELL
WELLNESS PROGRAMMING
JOIN THE 2017 WELLNESS INITIATIVE AND EARN $250! CLICK HERE TO LEARN MORE.

WELLNESS RESOURCES:
• VISIT WWW.CONNECT.VIVERAE.COM FOR:
• MEMBER HEALTH ASSESSMENT
• HEALTH COACHING
• NUTRITIONAL INFORMATION
• WELLNESS INFORMATION

PLEASE SUBMIT ITEMS AND ARTICLES OF INTEREST TO: HUMRES@COLGATE.EDU
SUBMISSION DEADLINE FOR THE MAY ISSUE IS APRIL 21.
Department Spotlight: Essential Personnel

Essential Personnel Attack
Stella With Fury

Two snow days, with spring just days away, may not be a big surprise to hearty Central New Yorkers but closing our campus for two days on March 14 and 15 was a history maker. Preparation is the best way to deal with these situations and Colgate was well prepared. A designated group of administrative staff, under the direction of JS Hope, interim vice president for finance and administration, is tasked with making decisions related to the status of the university due to weather events. The decision to close was the right one, but these decisions are not made lightly, and require the group to balance the need to provide services to our students with consideration for the safety of our employees.

While the university was in a closed status and many of us were able to stay home in the safety and comfort of our homes, our employees designated as “essential personnel” were tasked with keeping the campus running and ensuring our students were safe.

Many thanks to the essential personnel, including those in facilities – grounds, custodians who volunteer to shovel, boiler operators and millwrights – along with campus safety and Chartwells staff, for their sacrifices, efforts, dedication and care of our campus and students during this history-making event. And a special thanks to the many other staff members who came in to take care of important functions such as payroll and animal care.
## 2017-18 Holiday Schedule

<table>
<thead>
<tr>
<th>Holiday</th>
<th>Observed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Memorial Day</td>
<td>Monday, May 29, 2017</td>
</tr>
<tr>
<td>Independence Day</td>
<td>Monday, July 3, 2017*</td>
</tr>
<tr>
<td>Independence Day</td>
<td>Tuesday, July 4, 2017</td>
</tr>
<tr>
<td>Labor Day</td>
<td>Monday, September 4, 2017</td>
</tr>
<tr>
<td>Thanksgiving Day</td>
<td>Thursday, November 23, 2017</td>
</tr>
<tr>
<td>Day after Thanksgiving</td>
<td>Friday, November 24, 2017</td>
</tr>
<tr>
<td>Full Day before Christmas</td>
<td>Friday, December 22, 2017</td>
</tr>
<tr>
<td>Christmas Day</td>
<td>Monday, December 25, 2017</td>
</tr>
<tr>
<td>Winter Holiday Break</td>
<td>Tuesday, December 26, 2017*</td>
</tr>
<tr>
<td></td>
<td>Wednesday, December 27, 2017*</td>
</tr>
<tr>
<td></td>
<td>Thursday, December 28, 2017*</td>
</tr>
<tr>
<td>Day before New Year's</td>
<td>Friday, December 29, 2017**</td>
</tr>
<tr>
<td>New Year's Day</td>
<td>Monday, January 1, 2018</td>
</tr>
<tr>
<td>Half Day Good Friday</td>
<td>Friday, March 30, 2018</td>
</tr>
<tr>
<td></td>
<td>(second half of normal workday)</td>
</tr>
</tbody>
</table>

*Applies to all regular full- and part-time employees that are benefit eligible and active on the payroll.

**Includes 1/2 day winter holiday break

## 2017 Summer Hours

This year summer hours will be in effect from Monday, June 5, 2017 – Friday, July 28, 2017. The Summer Hours Policy applies to support and technical staff employees who hold regular full-time and regular part-time positions. The policy is not applicable to salaried (non-hourly) employees, the Office of Campus Safety or employees who are covered under the Facilities collective bargaining agreement.

**NOTE:** For offices that must remain open either during the winter holiday break because the time is essential to their work, an equivalent amount of time off may be scheduled, with the approval of the supervisor. This time should be taken prior to June 30, 2018. Time must be taken in increments of full or half day(s) only and must be recorded when taken.
New Arrivals

JOHN KAPUSTA, visiting instructor in music, and his wife, Kathryn Austin, welcomed a son, SIMON JUNLIANG KAPUSTA, on March 2. He was 8 lbs. 10 oz. and 21 in. long.

April Anniversaries

5 YEARS
MARK HINE, information technology

10 YEARS
JON MCCONVILLE, golf course

15 YEARS
KANE CHLAD, facilities
MARK WILLIAMS, art & art history

Transfers & Promotions

JOSEPH ALFONSO - senior full stack programmer/analyst ITS

JOSHUA BOISELLE - systems engineer, ITS

JOEL FRIEDMAN - IT support specialist, ITS

AHMAD KHAZAE - director of engagement & support, ITS

ALEX LAVON - IT support specialist, ITS

GLENN PACKER - technical director, development & operations, ITS

DON RHODES - senior systems engineer, ITS

In Memoriam

SHIMON MALIN - professor, physics, emeritus - March 17

MARION JANTZEN - administrative assistant, Russian, East Asian Languages & Literature - March 26
New Faces At Colgate

Carly Dougher accepted the position of administrative assistant, ALANA Cultural Center on February 28. She previously worked at Chenango Eye Associates and holds a bachelor’s degree from Susquehanna University. Carly enjoys reading and running. She and her husband Jonathan have one daughter.

Nicholas West accepted the position of curator of collections on March 6. He previously worked as a doctoral researcher at the Ashmolean Museum at the University of Oxford. Nick holds a bachelor’s from the University of Southern California, an MSt from University of Oxford, Exeter College, a master’s from Claremont Graduate University, and a DPhil from the University of Oxford, Wolfson College. He enjoys volleyball and rock climbing.

Rachel White accepted the position of head of metadata and cataloging services on March 6. She previously worked at the state Historical Society of North Dakota, as the head of technical services. She holds a master’s of library and informational services from Dalhousie University.

Julia Anello accepted the position of animal care technician on March 13. She previously worked at Jo-Ann Craft and Fabric Store as an instructor. Julie holds a bachelor’s in zoology and enjoys jewelry, photography, writing and her pet guinea pigs, Larkin and Winnifred. She is engaged to Josh Flick.
Colgate Hot Jobs: Spread the Word

Colgate is a very special place to work! Let’s spread the word! Periodically, human resources will showcase jobs listed on our Careers @ Colgate website in hopes that staff will share these opportunities and links with colleagues and/or potential applicants who may be interested in working at Colgate.

The following positions are presently available:

- Admission administrative assistant
- Instructional designer—connected learning
- Information technology services project/senior project manager

Please remember to view all of our jobs at https://careers.colgate.edu
April is Alcohol Awareness Month, and it’s a helpful time to consider the role alcohol plays in our lives. It is also a good time, particularly for parents, to review their relationship with alcohol and their children. This month’s article will focus on the role parents can play in helping to prevent alcohol abuse among their children and is based on a helpful NIH/NIAAA guide.

Research shows that teens and young adults believe their parents should have a say in whether they drink alcohol. Parenting styles are important—teens raised with a combination of encouragement, warmth, and appropriate discipline are more likely to respect their parents’ boundaries. Understanding parental influence on children through conscious and unconscious efforts, as well as when and how to talk with children about alcohol, can help parents have more influence than they might think on a child’s alcohol use. Parents can play an important role in helping their children develop healthy attitudes toward drinking while minimizing risk.

What Can Parents Do?

Parents influence whether and when adolescents begin drinking as well as how their children drink. Family policies about adolescent drinking in the home and the way parents themselves drink are important. For instance, if you choose to drink, always model responsible alcohol consumption. Studies have shown that it is important to:

- Talk early and often with children and teens about your concerns - and theirs - regarding alcohol. Adolescents who know their parents’ opinions about youth drinking are more likely to comply with their expectations.
- Establish policies early on, and be consistent in setting expectations and enforcing rules. Adolescents feel that parents should have a say in decisions about drinking, and they maintain this deference to parental authority as long as they perceive the message to be legitimate. Consistency is critical.
- Work with other parents to monitor where kids are gathering and what they are doing. Being involved in the lives of adolescents is key to keeping them safe.
- Work in and with the community to promote dialogue about underage drinking and the creation and implementation of action steps to address it.
- Never provide alcohol to someone else’s child.

Children and adolescents often feel competing urges to comply with and resist parental influences. During childhood, the balance usually tilts toward compliance, but during adolescence, the balance often shifts toward resistance as teens prepare for the autonomy of adulthood. With open, respectful communication and explanations of boundaries and expectations, parents can continue to influence their children’s decisions well into adolescence and beyond.

For more information about communicating with your child, please see the full article here, or contact the Hamilton Area Community Coalition for information about community resources here.
Administrative Professionals Breakfast
April 27

Administrative Professionals Day, previously known as Secretaries Day, was established in 1942, as a way to recognize the contributions of administrative personnel to the economy, support their personal development, and help attract workers to the administrative field.

This year the University will celebrate the many contributions of our administrative professionals and technicians at a breakfast on April 27. We extend our gratitude for the many valuable contributions you make each and every day!
What is AASHE?

The Association for the Advancement of Sustainability in Higher Education (AASHE) is an association of colleges and universities that are working to create a sustainable future. To further its mission of empowering higher education to lead the sustainability transformation, AASHE provides resources, professional development, and a network of support to enable institutions of higher education to model sustainability in all areas, from governance and operations to education and research.

AASHE defines sustainability in an inclusive way, encompassing human and ecological health, social justice, secure livelihoods, and a better world for all generations. AASHE is a member-driven, independent 501(c)(3).

Details on the AASHE

Colgate University has recently renewed its membership in the Association for the Advancement of Sustainability in Higher Education to further campus efforts toward building a healthy and just world.

Colgate University first joined AASHE in 2009 and, through membership, has received continued support in advancing its sustainability initiatives throughout the institution and in the community.

“Over the years, AASHE has been a great partner to Colgate,” Colgate Director of Sustainability, John Pumilio, stated. “Their publications, network, and weekly newsletter provides up-to-date and relevant information. The fact that all Colgate community members have access to their resources adds tremendous value to our work here on campus.” AASHE enables higher education institutions to meet their sustainability goals by providing specialized resources, professional development, and a network of peer support. Membership covers every individual at an institution, so the entire campus community can take advantage of member benefits.

AASHE hosts the Sustainability Tracking, Assessment & Rating System (STARS), a comprehensive campus sustainability rating system that enables institutions to measure their progress and learn from others. In Colgate’s most recent assessment, the university received a STARS Gold rating. With STARS as a roadmap, institutions can select meaningful and appropriate pathways to sustainability while conserving valuable resources, combating global warming, and building healthier communities.

Additionally, Colgate’s AASHE membership and STARS report have provided numerous avenues for engaged scholarship. Just this academic year, ENST 241 and CORE 128S A have incorporated projects related to the report into the curriculum as a way for students to get exposure to sustainability and climate action planning in the classroom.

AASHE is also one of two supporting organizations for the American College & University Presidents’ Climate Commitment.

Colgate signed this commitment in 2009, pledging to be carbon neutral by our bicentennial in 2019. Over 860 presidents and chancellors so far have committed to lead their institutions to climate neutrality as soon as possible.

“AASHE counts on the support of progressive institutions like Colgate University to fulfill its mission of facilitating leadership to transform our planet,” said AASHE Executive Director, Meghan Fay Zahniser. “As the gateways to knowledge, higher education institutions have a unique opportunity to make sustainability part of everyone’s agenda.”
AASHE e-Newsletters
The AASHE Bulletin is a weekly publication that delivers the latest in campus sustainability news, resources, opportunities, events, and jobs and internships. AASHE Announcements is a monthly publication that highlights news, events and important information about AASHE and its members. STARS Update is a periodic publication designed to keep participants up-to-date on the latest STARS technical developments, publications, deadlines, tips and tools.

Online Resources
AASHE’s Campus Sustainability Hub is an online resource library that provides access to 6,000+ valuable resources for campus sustainability practitioners, enabling AASHE members to share and learn about all aspects of sustainability in higher education. Resources are organized by sustainability topic (e.g., curriculum, public engagement, energy, investment) and content type (e.g., academic program, case study, conference presentation, photograph).

Professional Development
AASHE presents or co-sponsors workshops and webinars throughout the year, as well as an annual conference that serves as the largest stage in North America for higher education sustainability practitioners to take advantage of face-to-face networking in a collaborative environment. These events offer opportunities to connect with our colleagues at regional, national and international levels to share resources. As members, we receive discounts on registration for all AASHE events. Check this listing for upcoming events.

Product and Service Discounts
AASHE business and nonprofit members offer exclusive product and service discounts for institutional members.

STARS Registration Discount
As a member, our institution receives a reduced fee for participating in AASHE’s Sustainability Tracking, Assessment & Rating System (STARS), a transparent, self-reporting framework for colleges and universities to measure their sustainability performance.

Publicity and Recognition
We can submit news, opportunities, resources, events, and job postings to the AASHE Bulletin (be sure to read the submission guidelines first). The Bulletin informs more than 9,000 subscribers in the campus sustainability community.

Professional Awards
Our campus can submit applications for any of the AASHE Sustainability Awards, in the categories of Campus Sustainability Achievement, Campus Sustainability Research and Student Sustainability Leadership.

Campus Sustainability Perspectives Blog
AASHE’s Campus Sustainability Perspectives blog features opinions and reports by staff and guests related to campus sustainability. You can read the blog, comment on posts and request to submit your own items as a guest blogger. There is also a chronological archive page and a comprehensive list of other blogs related to campus sustainability.

AASHE Member Logo
We can post the AASHE Member Logo on our website to emphasize our commitment to sustainability. The logo may also be used on any signage, reports, brochures, and publicity or display materials. Be sure to read the usage guidelines before publishing.

Governance, Councils, Committees
Anyone from our campus is welcome to submit for consideration to serve on AASHE’s Board of Directors, Advisory Council, STARS Steering Committee, or STARS Technical Advisors.

Individual Member Accounts
To access member-only pages on AASHE’s website and take advantage of member benefits, individuals must first create their own account. To create an individual account, go to the register page and complete a user profile using your campus email address. After you receive an email with your password, go to the login page, enter your email address (username) and new password, and you will have access to the entirety of online resources.

If you have any questions about AASHE or our benefits as a member, email membership@aashe.org. Again, every individual at Colgate can take advantage of these membership benefits from AASHE, so be sure to set up an account and get started today!
A Special Thank You...

Friends,
Thank you for all your thoughts and wishes since my fall on January 16, 2016. It has been quite the year with various tests and appointments. Since I am unable to return to work, I will retire after 26+ years of service.

Thank you again,
Jane E. Brown

THANK YOU!!
Thank you for the flowers, cards, calls, texts, Facebook messages and visits at the time of my father's passing. It was greatly appreciated and it is so nice to know my Colgate family is here whenever needed.
~ Pauline & Tony Schambach

Notaries On Campus

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sue Burdick</td>
<td>Registrar’s</td>
<td>7676</td>
</tr>
<tr>
<td>Grace Huff</td>
<td>Planned Giving</td>
<td>7450</td>
</tr>
<tr>
<td>Crystal Jadwick</td>
<td>Planned Giving</td>
<td>7450</td>
</tr>
<tr>
<td>Tess Jones</td>
<td>English</td>
<td>7262</td>
</tr>
<tr>
<td>Dianna Lundrigan</td>
<td>Accounting</td>
<td>7180</td>
</tr>
<tr>
<td>Shelley Seager</td>
<td>Bookstore</td>
<td>7117</td>
</tr>
<tr>
<td>Teresa Viola</td>
<td>Facilities</td>
<td>6387</td>
</tr>
<tr>
<td>Shelley Wyman</td>
<td>Off-Campus Study</td>
<td>7216</td>
</tr>
</tbody>
</table>

If you are a notary and would like to be added to the list, please email humres@colgate.edu.

Reminder: Closed Easter Sunday
SUNDAY, APRIL 16

Payroll Deduction Plan
Any eligible employee of Colgate University is eligible to purchase a personal computer or other qualified electronic device - at an educational discounted price - from the University’s Bookstore gift shop under the Voluntary Computer Purchase & Payroll Deduction Plan. Eligible employees are able to defer payment of the purchase price, up to a pre-determined maximum amount of $2,000, and then pay this deferred amount through after-tax payroll deductions.

Children's Story Time: Earth Day
Saturday, April 22
OPEN TO CHILDREN OF ALL AGES.

Earth Day began on April 22, 1970 and has been celebrated every April 22 since then. It's a day to remind us to take care of our Earth. We reflect on our planet, our environment, and learn what we can do to help keep the Earth healthy. Join us for a story time and recycled crafts!
POWER DOWN CHALLENGE

SIGN-UP BEGINS: April 3, 2017
CHALLENGE STARTS: April 19, 2017
CHALLENGE ENDS: May 16, 2017
WITH 10 BONUS DAYS TO LOG ACTIVITY
15 WELLNESS POINTS EARNED IF COMPLETED

GIVE YOURSELF A BREAK FROM TECHNOLOGY BEFORE GOING TO BED.

At bedtime, instead of tweeting or texting friends, catching up on unread emails, or watching a show recorded on your DVR, create a window of time to connect with yourself and mentally shut down.

HOW IT WORKS:

Award yourself one challenge point for each day or night you avoid using electronic devices 30 minutes before bedtime.

The goal: reach 20 challenge points to earn 15 program points.
Daily max challenge points: 1 per day

Register and track your progress on the connect.viverae.com dashboard under the Well-being section.

Questions about this challenge or your wellness program?
Call 888-VIVERAE (848-3723).

Colgate University
Culinary 101 is a faculty and staff cooking series held monthly in Donovan’s Pub. Participants learn to prepare new dishes and take home helpful techniques and recipes to make cooking at home more enjoyable!

Thursday, April 20 - 12:10 p.m.

Thursday, May 4 - 12:10 p.m.
Cinco de Mayo Special

All demonstrations will be held in DONOVAN’S PUB.

Questions?
RSVP to Colgate Dining Services at diningservices@colgate.edu or 315-228-7366.

JOIN THE FUN - WE HOPE TO SEE YOU THERE!
The Department of Recreation is once again excited to offer
EMPLOYEE RECREATION WORKSHOPS
which offer faculty and staff an opportunity to take advantage of recreational facilities and instruction at no cost. Employees will earn CU Well points by reporting participation in the workshops as “Healthy Events” on MYVIVERAE.COM.

UPCOMING SPRING WORKSHOPS:

Climbing Wall Introduction
Tuesday, April 4 | 12:10-12:50 p.m.
Angert Family Climbing Wall, Huntington Gym 3rd floor

Intro to Aikido
Thursday, April 20 | 12:10-12:50 p.m.
Huntington 2nd floor Martial Arts Loft

Aikido - Beyond the Basics
Thursday, April 27 | 12:10-12:50 p.m.
Huntington 2nd floor Martial Arts Loft

QUESTIONS?
Contact Katie Kammerdeiner
kkammerdeiner@colgate.edu

HUNTINGTON GYM/ THE CAGE
FACILITIES INCLUDE:

BASKETBALL COURTS
(FIRST-COME, FIRST-SERVED)

RACQUETBALL COURTS & TABLE TENNIS
(FIRST-COME, FIRST-SERVED)

SQUASH COURTS
(FIRST-COME, FIRST-SERVED)
Closed Mon-Thurs 4:00-6:30 p.m. for club use.

SAUNA

MARTIAL ARTS STUDIO

MORE INFO

ANGERT FAMILY CLIMBING WALL
Monday—Thursday 7-10 p.m.
Friday—Sunday 3-6 p.m.

MORE INFO

TRUDY FITNESS CENTER
Equipment includes Precor’s latest cardio and strength machines, including treadmills, ellipticals, stationary bikes and new adaptive motion trainers.

CLICK HERE FOR HOURS

Click here for full workshop descriptions and to register.