In April 2003, Colgate announced a two year Early Retirement Window Program that would begin July 1, 2003 and end June 30, 2005. The idea for an early retirement program had originally come from members of the Personnel Advisory Council as well as from other long-service Colgate staff who were interested in retirement prior to age 62 but could not afford the cost of health insurance. Unable to fund an on-going early retirement program, the window approach was an idea that would provide this opportunity and was affordable, during particularly tight fiscal times.

The program kicked off in July 2003, with Ann Parkhurst, administrative assistant to the Division of Natural Sciences and Mathematics being the first to take advantage of the program. As of January 2005, eight employees have retired under this early retirement window program, along with fourteen other staff employees retiring under the normal retirement option. Eight other staff members have expressed an interest in retiring by June 30, 2005.

Employees who are eligible under the Early Retirement Window Program were contacted in April 2003 with a reminder in November 2004. In order to qualify for this program, all regular, benefit-eligible full-time and benefit-eligible part-time employees whose age plus years of service totals 75 and who are at least 55 years of age and have at least 15 years of service during the window period are able to apply for early retirement. Complete details are available from human resources.

Colgate’s post retirement benefits are scheduled to change for those employees who retire on or after July 1, 2006. Employees who retire on or after this date will be provided with health insurance to supplement Medicare and $2,000 life insurance. Retirees may purchase dental at their own cost and the University will no longer reimburse for Medicare Part B premiums.

The past couple of months have found many at Colgate celebrating the accomplishments and saying goodbye to a few long service employees who have now joined the ranks of “retired”. We wish them all many happy and healthy retirement years and thank each one of them for their friendships and many years of contributions to the Colgate community.

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continued from page 1

**Sylvia Harvey**
Sylvia retired on October 21, 2004 after 30 years of service as a custodian for the physical plant. She worked in the Dana Arts Center most recently but had also worked in Kendrick, Eaton, Dodge Complex and Stillman. Sylvia took great pride in her building and was always on the go, ready to help whenever needed.

Sylvia and her husband Dave are already enjoying the sunny south and she looks forward to spending more time with her family.

**Nadine “De De” Hotaling**
DeDe began her Colgate career on July 30, 1985 as the secretary to the health sciences. She continued to serve the Health Sciences Advisory Committee, as coordinator until her retirement on December 10, 2004.

Over the last 19 years, DeDe has been a great resource to hundreds of students and alumni that have gone on to careers in the health sciences. The university has recognized DeDe for her outstanding performance in serving Colgate’s students, alumni, faculty and the Health Sciences Advisory Committee. Her efficiency and great judgment in getting the job done, while maintaining her wry sense of humor and calming demeanor will be missed. DeDe’s retirement plans include working in real estate and spending a great deal of time with her granddaughter, Alexa.

**Richard “Barrie” Williams**
Barrie began as a journeyman painter on April 25, 1977. Barrie was responsible for painting, staining and general finishing of rooms and furniture. He played a major role in the development of an academic and dorm repainting program. Barrie liked to give the impression that a job could not be done but top-notch service is what he always delivered. His proficient skills in his craft made any job seem easy to the average on-looker.

Barrie retired on December 31, 2004, after nearly 28 years of service from both his position as journeyman painter and unofficial benefits advisor to B&G staff; although we are sure he will continue to serve as a consultant in this area! Barrie has been instrumental in encouraging his peers to save toward the future and help them better understand Colgate’s benefit program. His honesty and humor will be missed by many.

Barrie looks forward to spending more time with his grandchildren as well as snowmobiling and golfing.

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**Dorothy Gunther**

Dorothy Gunther retired on January 7, 2005 after thirty years of service to Colgate as a custodian for Lathrop Hall. During her time here, Dorothy was a valued member of the Lathrop community, impressing students and faculty alike with her cheerful approach to every task and her real desire to make Lathrop a well-kept ‘home’ for everyone who works there. In appreciation of all her efforts, the Physics & Astronomy and Geology departments honored Dorothy with a surprise retirement reception in early December which was attended by approximately fifty people, including students, faculty (both current and emeritus), Bob Pils, John Grossman, Mark Broedel, and members of Dorothy’s family.

After a few words of thanks and some amusing stories by Bruce Selleck and Anthony Aveni, Dorothy was presented with a few things to help her remember Colgate, including a book of compiled memories and well wishes from past and present student and faculty.

Dorothy will keep busy in her retirement years with her grandchildren, new puppy and fixing up her new house with husband Ray.

by Lori Chlad
with contributions from Julie Chanatry and Di Keller

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**TIAA-CREF announces One-on-One Counseling Sessions at COLGATE UNIVERSITY**

<table>
<thead>
<tr>
<th>Dates</th>
<th>Time</th>
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<tbody>
<tr>
<td>January 21</td>
<td>9:00 a.m.—3:00 p.m.</td>
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<tr>
<td>February 10</td>
<td>8:30 a.m.—3:30 p.m.</td>
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<tr>
<td>February 17</td>
<td>8:30 a.m.—3:30 p.m.</td>
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<tr>
<td>March 17</td>
<td>8:30 a.m.—3:30 p.m.</td>
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<td>March 24</td>
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<td>April 14</td>
<td>8:30 a.m.—3:30 p.m.</td>
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<tr>
<td>April 21</td>
<td>8:30 a.m.—3:30 p.m.</td>
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<td>May 12</td>
<td>8:30 a.m.—3:30 p.m.</td>
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<td>May 26</td>
<td>8:30 a.m.—3:30 p.m.</td>
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<td>June 9</td>
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<td>June 16</td>
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To schedule a one-on-one counseling session, please visit TIAA-CREF’s Web site at [www.tiaa-cref.org/moc](http://www.tiaa-cref.org/moc) or call 1-866-842-2046 to schedule an appointment. Appointments are 45 minutes and will be held in the Human Resources Conference Room.
More about network passwords

Last month, Colgate was hit with a new virus that tried to break into every network account by guessing passwords, and we believe it was successful in many cases. ITS recommends that everyone change their Colgate network (e-mail) password as soon as possible. See below for complete instructions.

This virus was successful in cases where the password was not "strong". A "strong" password 1) is not easily guessed; 2) consists of a combination of mixed-case letters, numbers and special characters; and, 3) is not the same as other passwords used in web and other logons. For more information on creating a strong password go to http://computing.colgate.edu/docs/security

Your password is particularly weak if it is:

1) similar to your username;
2) based on a dictionary word;
3) one you have used for many years;
4) based on common names or nicknames.

One list of passwords which hackers check first can be reviewed at http://geodsoft.com/howto/password/common.htm

To change your password: close all programs and logon the Colgate portal at http://my.colgate.edu From the portal, select the Preferences tab, select Change My Password, and follow the instructions. You will need to enter your current password once and the new password twice (to avoid problems with typos). The password change should take effect immediately, and will be your logon for the network, email, web editing, and Blackboard. This does not affect passwords for Banner, Macintosh administrators, and certain other services.

After you change your password you may need to change it in other places where it has been saved (e.g., mail programs other than Outlook Exchange client; dialup or VPN connections). We do not recommend that you save your password.

Student personally-owned computers have additional password vulnerabilities and will need to do more to secure their machines. For information check the Portal under the Student Technologies tab. This local-account information also applies to faculty and staff home computers.

For more information, Students please contact Source; Faculty and Staff please contact the Helpline.
EMPLOYEE NEWS

FEBRUARY ANNIVERSARIES

25 Years
Rich Henriksen-Physical Plant
Tony Torchia-Document Services

15 Years
Jim Albertina-Physical Plant

10 Years
Brian Marks-Physical Plant
Carolee White-Treasurer's

5 Years
Karl Clauss-Capital Support
Loren Hutchings-Physical Plant

NEW HIRES
Sarah Conlon has accepted the director's position in annual giving. She received her BA from Trinity College of Vermont and her MA from Boston College. Sarah is joined by husband, Kevin Curtis, and Jazyblu, their 5 year old Siberian husky. She enjoys figure skating, sled dog racing, candy making and photography.

Transfers
Jill Ford has accepted the office coordinator position with health sciences effective January 10.

POSITION VACANCIES

Custodian, The Edge/Floater
Director of the Office of Undergraduate Studies
Director of the Picker Art Gallery
Managing Editor
Painter, Journeyperson
Science Library Serials Assistant
Supervisor, Coffee House
Vice President for Public Relations and Communications

For complete details on how to apply visit: offices.colgate.edu/hr/

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

FOR RENT
House for rent in Earlville, $675 monthly; includes heat. Available March 1. Call (315) 691-9242.

SELL & SWAP
For Sale: Hot tub. I won a hot tub, but I can’t keep it! It is a 4-person, 6’ x 6.5’ spa with cover, chemicals, warranty and papers included. Retails at $3,400, asking $2,400. Will help load it in your vehicle. I want my front porch back! Call 824-3101.

For Sale: ‘93 Chevy 1500 W/T truck, 4 x 4, automatic, V6, tow package, AM/FM radio, bed liner, new fuel tank, 2 new tires. Used for regular driving and light hauling (never used for plowing or towing), some rust, runs great. Well taken care of. Asking $2,999 or best offer. Call 315-655-0661 or 315-824-2647. Leave a message.

We would like to take this opportunity to thank everyone for their many acts of kindness when Dick’s mother recently became ill and passed away. Your support and prayers are very much appreciated.

Jodi and Dick McNamara

We would like to sincerely thank our many friends at Colgate for the countless acts of kindness and generosity given to our family over the past few weeks. It is difficult to put into words our gratitude to each of you. Thank you.

David, Debbie, and Nicholas Rhyde

Document & Mail Services is having an Open House on February 17 from 10 a.m. - 4 p.m.

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.