For Your Boating Pleasure

With summer here, perhaps you are looking for fun activities that will allow you to spend time with your family or relaxing time to yourself, while enjoying the beautiful Central New York summer sunshine. A favorite and traditional pastime is spending the afternoon in a boat on the calm, cool, water. The problem for many in the Colgate University community is that we don’t know where to enjoy this pastime without traveling. Thanks to the generous donation of the Glendening family and the vigorous involvement of Don Martin, the Colgate community can now find fun summer activities on the water right in our own backyard on Lake Moraine. Within the past year, the beautiful new Glendening Boathouse was built to replace the simple pole barn that served Colgate as a boathouse since the 1970s. The new facility will serve the needs of the Colgate varsity crew teams, recreational sports, physical and outdoor education, and the pleasure of students, faculty, and staff.

Early last May, the old boathouse was completely torn down and construction began on the new Glendening Boathouse. According to Don Palmateer, Colgate’s director of recreational sports, the new structure includes, “wonderful new features such as outstanding architecture. It’s worth making a visit to take in the brilliance of it.” Palmateer also noted that the new facility is more practical and easier to use because it has four times as much space for equipment than before. This makes it easy to offer recreational boating services to the Colgate community. While originally the decision was made to construct a new building to accommodate the needs of the varsity crew program, the new boathouse also benefits the recreational boating needs of the community. Palmateer said, “It was a nice tag along to the project.” For a more detailed look at the marvelous architecture, check out the press release that appeared on the Colgate University website at, www.colgate.edu. (“Colgate to Cut the Ribbon on New Boathouse). The Glendening Boathouse blends in beautifully with its surroundings on Lake Moraine.

In addition to offering boat rentals, the boathouse also includes a list of different water recreation services like kayaking, paddle boating, canoeing, and sail boating. Due to an agreement between Colgate University and its neighbors on the lake to maintain the nature and atmosphere before Colgate built there, there is no swimming or picnicking allowed, although, this policy is currently under review. In the meantime students, faculty, and staff are encouraged to take advantage of the numerous exciting activities that are currently available. On the upper level of the Glendening Boathouse, there is a versatile conference room that was added to serve the needs of the rowing program. The conference room is not available to be used by the public.

Once the students return in the fall, the Colgate community will still be able to enjoy everything the boathouse has to offer. Palmateer noted that, “The first week students come back there is a lot of organization to be done and it tends to be busy. Soon after that things should calm down and return to normal.” During the winter season the boathouse will be closed down until the winter weather breaks again. The community can

(Continued on page 2)
use the facility usually until the third week of October or until the weather turns and the water temperature becomes unsafe for recreational boating. The varsity rowing team continues to use the lake and boathouse until November and returns to the lake as soon as the ice melts in the spring.

For those who are interested in taking advantage of the gorgeous facility, the summer hours for the Glendening Boathouse are as follows:

   Wednesday from 4:00 p.m.-7:00 p.m.
   Saturday & Sunday from 12:00 p.m.—6:00 p.m.

These hours will continue until Wednesday, August 18. For any questions about summer recreational use, contact Mary Fraser, head of summer recreation and head monitor of summer staff.

Editor’s note: Special thanks to our summer employee, Ashley Cornell, for her work on this article.

**ASK AN ADMINISTRATOR**

**Question:** I thought the salary increase pool was 3%. Why was my raise less than that?

**Answer:** This is a question we’ve gotten quite often since the salary letters were mailed out. The pool represents the total amount available for staff increases. This pool is used to provide the following increases:

- cost-of-living adjustments to maintain purchasing power of staff who are performing successfully (this year the cost of living increase was 2.1%)
- rewards for exceptional performance
- productivity increases demonstrated through the application of new skills and recognized by reassessments and/or promotions

A number of additional factors may be considered when determining the amount of the salary increase given to individual continuing staff members:

- Years of experience of the employee
- The position of the employee’s salary in relationship to the Colgate range

Because the pool amount was 3%, some staff got more and some got less based on performance and position in the range. Definitions and guidelines for administrative and support staff increase categories follow.

**M = MERIT:** Consistently exceeds expectations and requirements. Seeks out and/or willingly accepts additional responsibilities. Consistently makes outstanding contributions to the success of the department or division and provides exceptional levels of service. Consistently applies innovative solutions and may have developed and/or implemented programs that significantly improved productivity, efficiency, and/or quality.

**S = SUCCESSFUL:** Consistently meets expectations and requirements. Substantially contributes in major areas of responsibility. Willingly performs day-to-day responsibilities. The majority of staff will be expected to fall in this category.

**N = NEEDS IMPROVEMENT:** Does not meet expectations and requires performance improvement. Recommendations for this rating must be preceded by documented discussions between the individual and the supervisor.

**Performance Pay Guidelines**

**2004-2005**

<table>
<thead>
<tr>
<th>Performance Category</th>
<th>% of Employees</th>
<th>Range of Increases</th>
</tr>
</thead>
<tbody>
<tr>
<td>Merit</td>
<td>30%</td>
<td>3 – 5%</td>
</tr>
<tr>
<td>Successful</td>
<td>69%</td>
<td>2.1 – 3%</td>
</tr>
<tr>
<td>Needs Improvement</td>
<td>1%</td>
<td>0 – 2%</td>
</tr>
</tbody>
</table>

Staff whose rate of pay exceeds the top of the pay range receive somewhat smaller percentage increases, however we are committed to ensuring that pay increases for those individuals keep pace with increases in the cost of living. Therefore, no one whose performance is at least in the successful category will receive an increase less than 2.1%. The opportunity to earn higher rates of increase based on performance will also continue.

**WORK-RELATED TUITION BENEFIT INCREASES**

As evidence of its commitment to academic achievement and professional development, Colgate University assists staff members by providing tuition benefits for them to enroll in work-related courses and degree programs at the undergraduate level of educational institutions other than Colgate. Each year, the maximum reimbursement increases by the increase in the cost of living. For academic year 2005, the benefit will be $1,655. For more information about this benefit program see the Handbook at http://offices.colgate.edu/hr/Staff-Handbook.pdf or contact Human Resources.
**TUNE-UP CLINICS**

Throughout the month of August, ITS will be offering “tune-up” clinics designed to check and update faculty and staff computers that have been off-campus or disconnected from the Colgate network for an extended period of time. Since the newest antivirus and Windows updates are delivered automatically through the Colgate network, computers disconnected from the network are vulnerable to infection and intrusion. In the past we have also experienced problems with computers that have been at home with multiple family members using them over the summer. This fall we would like to minimize problems by checking computers coming back onto campus before the start of the semester.

All computers brought to ITS for a “tune-up” will be reviewed for general problems, checked for viruses and Spyware, and will receive antivirus and Windows updates. ITS strongly encourages all users who have taken their computers off-campus to drop off their machines for a “tune-up.” The clinics will be offered Monday through Friday from 8am to 4pm beginning August 2nd and ending August 27th.

To sign up for a “tune-up,” please email Tim Borfitz (thorfitz@mail.colgate.edu) with the time(s) and date(s) you can bring in your computer. In most cases, we will need you to remain with us for 15-30 minutes when you drop off your computer. We will return your computer by the next working day, unless we find serious problems that require longer to fix.

**CHANGES TO VACATION SCHEDULE FOR NEW HIRES EFFECTIVE JULY 1**

Beginning July 1, 2004, all newly hired full-time 12 month support and technical staff will earn vacation in accordance with the following schedule:

<table>
<thead>
<tr>
<th>Years of Service</th>
<th>0 - 4 Years</th>
<th>5 – 9 Years</th>
<th>10 – 19 Years</th>
<th>20+ Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vacation</td>
<td>15 days</td>
<td>17 days</td>
<td>20 days</td>
<td>26 days</td>
</tr>
<tr>
<td>Sick</td>
<td>12 days</td>
<td>12 days</td>
<td>12 days</td>
<td>12 days</td>
</tr>
</tbody>
</table>

This change is designed to enable Colgate to continue to attract highly qualified technical and support staff while bringing the University’s benefit package more into line with our peers. Staff hired prior to July 1, 2004 will continue to earn 26 vacation days and 8 sick days per year.

**ON TOP OF THE WORLD!**

After months of training and preparation, Colgate President Rebecca Chopp and Ellen Kraly, Geology Professor, spent 3 days climbing snow and ice covered Mount Baker in Washington State in an effort to reach the 10,781-ft summit. Along with the other members of their nine person team, they raised over $18,000 for breast cancer research.

**VOLUNTEERS RECOGNIZED FOR CONTRIBUTIONS**

**Steve DeGroat** received the Morrisville Lions Club’s Citizen of Merit Award at the Lions Annual Appreciation Luncheon held in June. The award is presented each year to a person who stands out for their exceptional voluntary service to the community. Steve is an active member and leader of his community — serving in the Morrisville Fire Department for nearly 25 years as well as for SEVAC. Steve is a Journeyman Plumber for Buildings and Grounds.

In June, **Mike Chlad** received two awards at the Revolutionary Trails Council, Seneca-Tuscarora Annual District Recognition Dinner for Boy Scouts of America. He received the Daniel Carter Beard Masonic Award for unselfish and exemplary service to the youth. This award is given to Masonic members who are involved in helping youth in their community. In addition, he received the first annual Boy Scouter of the Year Award. Mike is a Journeyman Electrician for Buildings and Grounds.

**Jen Servedio** received the Lion of the Year Award from the Hamilton Lions Club. Three years ago Jen was the first woman to join the organization. She has coordinated 12 blood drives in the Hamilton Community, in the last two years. This has resulted in over 800 pints of blood being collected—approximately 2,400 people have received blood donated from these drives. Jen is a Network and System Administrator for Information Technology.
**NEW HIRE**

**Joshua L. Smith** joined the Admission staff as Admission Counselor on July 1, 2004. Josh recently received his BA from Bates College. He enjoys playing tennis and music.

**James Wester** was hired as a custodian at 10 Utica Street and Stillman Hall effective July 6, 2004. Jamie has been working as a temporary custodian and a part-time Campus Safety Officer. Prior to working at Colgate, he worked as a groundskeeper at Barker Brook Golf Club. He is an active member of the Oriskany Falls Volunteer Fire Department.

**Timothy Donovan** began in the position of custodian in Frank Dining Hall working nights, effective July 13, 2004. Tim has been working in a temporary capacity for nearly a year. Tim is an active member of Oddfellows.

**PROMOTIONS**

The following promotions are effective July 1.

**Doug Chiarello**, Senior Assistant Dean of Admission

**Melanie Kiechle**, Assistant Dean of Admission

**Ben Shirley**, Assistant Dean of Admission

**Steve Silversides**, Assistant Dean of Admission

The following promotion is effective August 2:

**Amy Hargrave**, Student Affairs Coordinator

**BIRTH ANNOUNCEMENTS**

Jacob Duane Baker arrived on July 5, weighing 9 lbs. 2 oz. and 21 1/2 inches long. Proud first time parents are Christina and **Ron Baker**. Ron is a custodian for Buildings and Grounds.

On July 12, Abigail Therese Holcomb joined her family - weighing in at 7 lb 14 1/2 oz and 19 3/4 inches long. She joins mom and dad, Bob and **Lynn Holcomb** and big brother Bradley, age 1. Lynn is an Associate Dean of Admission.

**CONGRATULATIONS!!!**

**AUGUST ANNIVERSARIES**

Thirty-five Years
**Brad Houston**-Athletics

Thirty Years
**Stephen Clark**-Physical Plant
**Sylvia Harvey**-Physical Plant

Twenty-five Years
**Carol Baker**-Development Systems & Research Records
**Nancy Callahan**-Human Resources
**Penny Mintel**-Associate Provost’s Office
**Marcelle Tyburski**-Financial Aid

Twenty Years
**Rich Grant**-Information Technology
**RuthAnn Loveless**-Alumni Affairs
**Mary Jane Walsh**-Case Library

Fifteen Years
**Ann Ackerson**-Case Library
**Cindy Baker**-Psychology
**Jordan Kerber**-Sociology & Anthropology
**Sandy Wohlleber**-University Theater

Ten Years
**Josh Baker**-Outdoor Education
**Murray Decock**-Development
**Nikki Doroshenko**-Biology
**Ken Lewandoski**-Off-Campus Study
**Beth MacKinnon**-Humanities
**Bob Northrop**-Physical Plant
**Joy Watten**-Physical Plant

Five Years
**Patti Blinebray**-Payroll
**Amy Comfort**-Biology
**Marni Manwarren**-Admission
**Susan Pasachnik**-Barge Canal Coffee Co.
**Greg Williams**-Admission
**Tina Young**-Health Services

**CLASSIFIED ADS**

**POSITION VACANCIES**

Assistant Director – Center for Leader ship & Student Involvement

Associate/Assistant Director Career Services

Assistant Director for the Parents Fund

Debate Coach

Director of the Annual Fund

Director of the Picker Art Gallery

Human Resources Administrator

Interim Jewish Chaplain

Residential Education Coordinator (4 positions)

Web Designer

Administrative Assistant – COVE

Administrative Assistant – Residential Education

Bookkeeper – Colgate Bookstore

Events Coordinator/General Book Clerk

General Merchandise Assistant

"Review of resumes for all positions listed above will begin immediately and continue until position is filled."

(More information can be found at offices.colgate.edu/hr/)

COLGATE UNIVERSITY IS AN EO/AA EMPLOYER

Developing and sustaining a diverse faculty and staff further the University’s educational mission.

**SELL & SWAP**


**For Sale in August:** ’98 Honda Civic, good body condition, runs terrific, new timing belt and exhaust, 65K miles, manual transmission, sunroof, great gas mileage, CD, AC. Asking $6000 or best offer. Call Devon, 315-247-2751.

**For Sale:** Weider Crossbow Complete Gym System w/100 lb upgrade. Brand new. $450 or best offer. Call 893-7379.

**For Sale:** Nordic track – Sequoia model - in excellent condition - asking $100. Call 893.7196

**For Sale:** Set of hinged shrubbery shields $100; Heat demon portable propane infrared, heater, new, great for outdoor work $45 with full tank; Encyclopedia Brittanica set $20; Wildlife fact files $45. Call 824-4526.