The Gift of Giving
by: Ingrid Hale, Director, COVE

The holidays are fast approaching. As departments and offices, please consider the gift of giving to a worthy cause in the area this holiday season. The COVE, Colgate’s Center for Outreach, Volunteerism, and Education, works with a number of amazing organizations and agencies in the Hamilton area and as far away as Utica on a regular basis throughout the year. Around the holidays, these organizations are typically seeking additional support to help their populations in need.

So, if you are tired of the usual office gift-exchange and are seeking other ways in which you might spread some holiday cheer, please consider the following:

Volunteer your time, organize a toy drive, or donate funds to the Mid-York Interfaith Holiday Project
This interfaith venture involves hundreds of people in Bouckville, Hamilton, Madison, and Brookfield with the goal of providing whatever help is necessary in order to make the holiday season memorable for every family in need in the area. Offerings include gifts of new toys and clothes, in addition to all of the fixings for a fine holiday meal and staples to go beyond. Every penny of your tax-deductible donation goes directly to the families in need and makes it possible for this work to continue. Your office could also participate in some of the volunteer activities for the project that include gift wrapping, shopping for gifts and toys, and knitting.

Collect food, diapers, personal hygiene items or funds for the Hamilton Food Cupboard or the Community Action Partnership (CAP) Food Pantry
The Hamilton Food Cupboard provides groceries to families in the Hamilton and Madison areas. The HFC stocks shelves upon shelves of tasty, nutritious non-perishable food like canned fruit, crackers, nuts, and pasta. CAP is a non-profit agency dedicated to creating choices and opportunities for those in need, while aiming to eliminate the barriers that keep people from becoming economically self-sufficient. CAP does this through supportive housing and homelessness relocation programs, food programs, family development training and credentialing, housing ownership services, and family support and parenting education programs. Holidays tend to be a time when demand is at its greatest – so donations, either monetary, food, or other items are especially welcome!

“Adopt” a Fiver family
Fiver, located in nearby Poolville, N.Y. was founded by Tom Tucker, a Colgate alumnus. Camp Fiver provides economically disadvantaged children from urban and rural areas with unique, confidence-building experiences. Kids who get involved in Camp Fiver stay involved from ages 8 to 17, and are mentored throughout this 10-year period. “Adopting” a Fiver family for the holidays can be fun and rewarding and quite meaningful to both you and the family.

In addition to the organizations listed above, there are many others we work with at the COVE. Please contact Ingrid Hale at the COVE (ext. 6879; ihale@mail.colgate.edu) if you are interested in any of the above ideas or learning about other causes or organizations that need your support!

Anne Frank said “How lovely to think that no one need wait a moment, we can start now, start slowly changing the world! How lovely that everyone, great and small, can make their contribution toward introducing justice straightaway... And you can always, always give something, even if it is only kindness!” Please consider giving of yourself this year.

Thank you for your consideration and have a happy and safe holiday season!
Spirit Day Survey Results

After Spirit Day this year, we conducted a survey to find out what staff and faculty think of the annual event and to solicit suggestions for improving Spirit Day. We asked each respondent to indicate on a scale of 1-5 (1 = "Extremely Dissatisfied" and 5 = "Extremely Satisfied") what they thought of the various components of Spirit Day. We received 155 responses or about 17% of the employee population with the highest response rate from the technicians (48%) and support staff (38%). The following table shows the survey average both by employee group and overall:

<table>
<thead>
<tr>
<th>Employee Group</th>
<th># of Responses</th>
<th>Theme</th>
<th>Souvenirs</th>
<th>Location</th>
<th>Games</th>
<th>DJ/Music</th>
<th>Dept. Contests</th>
<th>Door Prizes</th>
<th>T-Shirts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admin</td>
<td>32</td>
<td>3.90</td>
<td>3.87</td>
<td>4.80</td>
<td>3.63</td>
<td>3.86</td>
<td>3.59</td>
<td>4.34</td>
<td>3.70</td>
</tr>
<tr>
<td>B&amp;G</td>
<td>25</td>
<td>3.96</td>
<td>3.84</td>
<td>4.72</td>
<td>3.80</td>
<td>4.12</td>
<td>3.64</td>
<td>4.56</td>
<td>4.08</td>
</tr>
<tr>
<td>Faculty</td>
<td>15</td>
<td>4.00</td>
<td>4.08</td>
<td>4.33</td>
<td>3.36</td>
<td>3.92</td>
<td>3.91</td>
<td>4.00</td>
<td>3.45</td>
</tr>
<tr>
<td>Support Staff</td>
<td>65</td>
<td>4.25</td>
<td>4.19</td>
<td>4.80</td>
<td>3.80</td>
<td>4.08</td>
<td>3.75</td>
<td>4.25</td>
<td>3.76</td>
</tr>
<tr>
<td>Technical</td>
<td>10</td>
<td>4.10</td>
<td>4.20</td>
<td>4.60</td>
<td>4.20</td>
<td>3.70</td>
<td>3.80</td>
<td>4.70</td>
<td>4.10</td>
</tr>
<tr>
<td>Other</td>
<td>8</td>
<td>4.17</td>
<td>4.00</td>
<td>4.86</td>
<td>3.67</td>
<td>3.83</td>
<td>3.80</td>
<td>3.80</td>
<td>4.57</td>
</tr>
<tr>
<td>Overall</td>
<td>155</td>
<td>4.09</td>
<td>4.04</td>
<td>4.74</td>
<td>3.75</td>
<td>3.99</td>
<td>3.72</td>
<td>4.32</td>
<td>3.85</td>
</tr>
</tbody>
</table>

Overall, the feedback was very positive. We received a number of great ideas for future themes and activities. Overwhelmingly people said they like the location, although we did get some suggestions for alternative venues, including Hawaii!

The response was mixed as to whether we should have activities for children – slightly over half said they would prefer that it be an employee only event. Feedback on food preferences was also mixed with “food that fits the theme” receiving the most votes.

Thanks to all of you who participated in the survey. Your feedback will help us plan further Spirit Day events. For a complete summary of the responses (including comments), go to the portal and click on the services tab.
A note to remind you…

All requests for reimbursement from your 2007 Flexible Spending Account must be incurred by March 15, 2008 and submitted within 90 days of that date. Protect yourself from losing unclaimed funds by taking the time to look over your eligible expenses and submit them to FlexAmerica for reimbursement.

If you would like to find out the balance on your account, make an online reimbursement request, download claim forms or view a listing of eligible expenses, visit www.flexamerica.com. Reimbursement forms can be found on the Services tab on the portal at https://cu.colgate.edu.

If your Flex debit card is denied because of insufficient funds in the account and you still have a balance in your account, you will need to submit claims and receipts online or by mail to expend the remaining funds.

Start thinking about and calculating how much you anticipate your medical and daycare expenses will be for 2008. If you need to see a physician or orthodontist in order to help determine your expected medical expenses, you should schedule an appointment to see the doctor as soon as possible.

Quick Tip

Encourage cooperation by using “we” instead of “why.”
Example: “We need to start meetings on time,” not “Why were you late for the meeting?”

Thank you to all within the Colgate Community who reached out to me and to my entire family earlier this year after the passing of my father. Your kind thoughts, words, and gestures will remain with me always.
-Chip Schroder

Colgate Outdoor Education
Fall 2007 Backyard Adventures

Kids Day at the Climbing Wall
Saturday, October 27, Noon-3:00PM

Faculty/Staff at the Climbing Wall
Monday, November 5, 4:30-7:00PM

Ice Climbing Primer
Friday, November 9, 6:00-8:00PM

GEO Cache
Saturday, November 10, 10:00AM-2:00PM

Outdoor Photography
Sunday, November 11, 11:00AM-4:00PM

Ski Tuning ($5 for wax)
Thursday, November 15, 4:30-6:30PM

FREE (unless otherwise noted) and open to everyone, including children (if accompanied by an adult).

Must RSVP PRIOR TO THE EVENT
Contact: Roxanne Benson: rbenson@mail.colgate.edu or 228-7972

For Your Benefit

Benefit for Dependents

Dependents (unmarried children) can remain on an employee’s health, dental and optional life insurance until the age of 19 or the age of 25 if they are enrolled as a full-time student at an accredited college or university. Please contact the Human Resources Department at ext. 7565 if your child did not return to college this year or does not plan to return at the end of this semester. COBRA continuation of coverage information will be sent to your child.

Open Enrollment is Coming

This year packets are scheduled to be mailed on November 5. Open enrollment will extend through November 16.

In Our Own Time

The Second Annual Benefit Art & Craft Sale
Sponsored by Colgate University PAC and Human Resources Department
Date: Saturday, November 10
Time: 10:00 am – 3:00 pm
Location: Hall of Presidents, JCC Hall

* Hand crafts * Food * Photography * Christmas Items *
* Scrapbooking * and lots more.

Come see what your colleagues and peers love to do outside of business hours by attending this wonderful event.

The sale will be open to everyone in the Colgate community, and community-at-large.

FLU SHOT CLINIC

for staff, faculty, and adult family members will be held on Tuesday, October 30 at 10:00 a.m. - 1:30 p.m. in O’Connor Campus Center’s TV Room.

The cost of the flu shot is $15, payable in cash or check made payable to Colgate University.

Remember to wear a short-sleeve (or easily rolled up) shirt to make the process easier.

(Note: Medicare cards cannot be accepted.)

Co-sponsored by Student Health Services and Human Resources
EMPLOYEE NEWS

NEW HIRES
Elisa A. Campbell was hired as custodian, buildings and grounds, on September 26. She was previously employed as a special education teacher’s aide at DCMO BOCES. Lisi and husband Robert have three children: Tyler, 12, Tanner, 8, and Tegan, 5. Her outside interests include walking, hiking and participation in the Smyrna Fire Department Auxiliary and the Chenango County Fireman’s Auxiliary.

Paul Gubbins accepted the millwright journeyperson position, physical plant on September 24. He was formerly employed as an electrician with the IBEW Local 43, Syracuse. Paul and wife Lynn have two children: Emily, 12, and Josh, 9. He enjoys spending time with his family, the outdoors, golf and football.

Sarah Marcellus accepted the administrative assistant, physics and astronomy position on October 15. She was previously employed as a technology center contract coordinator at Morrisville State College and worked several summers in document services. She received her BFA at Cazenovia College and her M.Ed. from American Intercontinental University Online. Sarah and husband Jeff reside in Eaton. She enjoys reading and drawing.

Roody Prato was hired on October 1 as assistant director of campus safety; fire safety coordinator. He was formerly employed by Florida Atlantic University as administrative coordinator/police service technician manager. Roody has a son; Randy and three step-children: Jose, Nicole and Jennifer with partner Denise German. He enjoys music, dancing, football, basketball and swimming.

NEW HIRES
Monica Ray was hired on October 15 as administrative assistant, admission. She was recently employed as a sales executive for the Mid-York Weekly. Monica received her associates from Morrisville State College. She and husband Tucker live in Hamilton. Monica has two children: Devyn, 7, and Felix, 12. She enjoys traveling, spending time with her family and friends, music, movies and attending sporting events.

PROMOTIONS
Kelly Thomas was promoted to manager of general books and events, Colgate Bookstore effective October 1.

TRANSFERS
Marni Manwarren transferred to administrative assistant economics on October 1.

HELP Wanted
Help needed with yard work and basic maintenance around the house. Ideal job for an energetic teenager. Pay: $10 hour. Call 825-0258.

CLASSIFIED ADS

POSITION VACANCIES
Admission Floaters; p/t; no benefits
Annual Fund Coordinator
Assistant Coordinator of Gov Documents
Athletics Event Staff - p/t; no benefits
Bookkeeper, Colgate Bookstore
Campus Safety Officer/Dispatcher- p/t; no benefits
Huntington Gym Cage Attendant
Library Serials Assistant, Case Library
Marketing Production Coordinator - p/t; no benefits
Media Services Assistant—p/t; no benefits
Part-Time Purchasing Assistant - p/t; no benefits
REC (2 positions)
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: 2 wing-chair recliners, very good condition, dark hunter green. Asking $100 ea. Call: 824-2638 after 7pm.
For Sale: Kelty Kids Town framed baby carrier-weight up to 24 lbs. Used, great condition $60. HP PhotoSmart 7350 Inkjet Printer. Excellent $50. Call 824-0973.
For Sale: 4 pendant ceiling light fixtures, antiqued brass with leaded glass and candelabra bases. Ideal for hallway/stairwell. $10 ea. or all four for $35. Call 824-1068.
For Sale: Ariens 32” cut snow blower. Tecumseh engine, electric start. Asking $500 or best offer. Call 824-4318.

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.

NOVEMBER ANNIVERSARIES
20 Years
Craig Blanchard—Purchasing
20 Years
Anna Nichols—Library
10 Years
Vickie Sax—Athletics

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.]