**Calendar of Events**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/22</td>
<td>Deadline for next Open 'Gate submissions</td>
</tr>
<tr>
<td>4/4</td>
<td>Next Open 'Gate Issue</td>
</tr>
</tbody>
</table>

**Retirement Individual Counseling Sessions**

TIAA-CREF
TIAA-CREF appointments can be scheduled online at [www.tiaa-cref.org/events](http://www.tiaa-cref.org/events) or by calling 1-800-732-8353.

Fidelity
3/10 J.C. Colgate Hall - Alton Lounge
Fidelity appointments can be scheduled online at [www.fidelity.com/atwork/reservations](http://www.fidelity.com/atwork/reservations) or by calling 1-800-642-7131.

**CU Well Wellness Programming**

Join the 2014 Wellness Initiative and earn $250! Click [here](http://www.tiaa-cref.org/events) to learn more.

March Wellness Resources:
March is National Nutrition Month - play the Rate Your Plate Nutrition game [here](http://www.tiaa-cref.org/events).

- How to Pet Proof Your Home-click [here](http://www.tiaa-cref.org/events)
- Smart Tech Device App-click [here](http://www.tiaa-cref.org/events)
- Smart Tech Member FAQ –click [here](http://www.tiaa-cref.org/events)
- Member Health Assessment
- Healthy Coaching
- Nutrition Information [www.myviverae.com](http://www.myviverae.com)
- Shaw Wellness Institute
- Trudy Fitness Center

Submit articles and items of interest to: humres@colgate.edu

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**JOB DESCRIPTION INITIATIVE IS WELL UNDERWAY!**

Progress continues to be made regarding the job description initiative we first mentioned in the December Open 'Gate. While it appears that overall awareness of this initiative is growing, we want to ensure that everyone is fully informed of this critical project as it moves forward. We have addressed some of the questions that have been raised below but encourage you to contact HR or the members of the Implementation Team directly with additional questions you may have.

What is the job description project?

In an effort to respond to the requests that arose out of the staff climate survey for increased accountability surrounding job performance, a decision was made that the first logical step would be the creation of new job descriptions. Job descriptions are the building blocks of accountability-driven performance. This project is designed to create job descriptions that provide clarity, consistency, and transparency about behavior, skills, and accountabilities.

Why are we doing this?

Approximately 60% of Colgate’s annual expenditures are allocated to employees. For both Colgate, and employees, to continue to be successful going forward, a shift to accountability driven performance is critical. This project helps to lay the foundation for continued work in the future in the areas of compensation, training and development, workforce planning, sourcing and selection and people/leadership development.

How will this affect me?

Your job description will be shared and reviewed with you. It will set clear expectations on behaviors, skills, and accountabilities. Your performance (and that of all in-scope Colgate employees*), will be evaluated against these expectations. This will assist you in understanding the value of the work that you do, and provide expectations for you regarding your performance. It will also help in the annual performance evaluation process, as you will have a clear guide of competencies and accountabilities to review yourself against, as will your supervisor. Additionally, it will be easier for employees to understand the required behaviors and competencies needed to advance their professional development and careers.

Who is involved?

Currently this project is being managed by the team of consultants from Scobbo Consulting Group, Nick Scobbo and Jim Sowers ’73, [continued](http://www.tiaa-cref.org/events).
in conjunction with Lori Chlad and Paula Musacchio from HR with an Implementation Team made up of divisional liaisons and members of the staff affairs committee. The team includes Rebecca Costello, Tanya Day, Ann-Marie Guglieri, Lynn Holcomb, Jason Kammerdiener, Ahmad Kazee, Thirza Morreale, Debbie Rhyde, Sue Smith, Trish St. Leger, Ashley Weaver, and Carolee White.

We have been working in conjunction with the President’s Staff and various other individuals on campus to gain insight and understanding on the specifics related to different departments to best inform the content of these job descriptions.

*Currently in scope - all regular benefitted employees with the exception of faculty and bargaining unit employees.

Sustainability Spotlight
Climate Change
By John Pumilio, Director of Sustainability

Last month, Pew Research Center released its latest poll results of American viewpoints on climate change. The results are worrying. According to the poll, 67% of Americans believe that there is solid evidence of global warming while only 44% believe that human activities are responsible. On the contrary, 97% of climate scientists agree that global warming over the past century is due primarily to human activities. Clearly, the public is far behind the science on this issue.

Understanding climate change is not only about climate modeling and predicting the future. It is also about historic data and recent trends. Since the 1970s, the rate of global warming has tripled. The 2000s were warmer than the 1990s and the 1990s were warmer than the 1980s. Moreover, nine of the top ten warmest years on record have occurred since the year 2000. And 2013 was the 37th year in a row with above average global temperatures.

But what about this winter? Polar vortex became part of our vernacular and below freezing temperatures have been common and sustained. But if you look across the country and the globe, the warming trend has continued. At the same time we were experiencing -15 degree temperatures in central New York, regions in Alaska were recording temperatures above 60 degrees. That is unheard of. Also, California has been in a record drought, the Northwest has experienced above average temperatures, Sochi hosted one of the warmest Winter Olympics on record, Australia experienced temperatures over 120 degrees, and the U.K. suffered through unprecedented flooding. In fact, NASA's Goddard Institute for Space Studies just reported that January 2014 was the 3rd warmest January on record going back to 1880.

This warming trend has not been benign. Over the past three years, 80% of U.S. counties have been severely impacted by weather-related events and the burden to U.S. taxpayers is taking its toll. Super storm Sandy, for example, cost us over $60 billion. In 2013, there were over 41 weather events that cost $1 billion or more in damage. That is an all-time high breaking the record from 2012. The National Flood Insurance Program is currently $25 billion in debt (it is a $30 billion program) and on the brink of insolvency. The Crop Insurance Program is generally a $3-4 billion per year program. However, in 2013, tax payers shelled out over $11 billion. This was due in large part to severe droughts in the mid-West which also drove up corn and food prices across the country. Despite all of this, the American public remains complacent on climate change. Out of 20 public policy issues tested in the Pew poll, climate change ranked 19th in the order of importance among Americans.

Until the American public catches up with the science, we may lack the resolve to adequately address climate change. We need to get past climate denial and start aggressively working to reduce carbon emissions. At the same time, we also need to adapt to climate change that has already been locked into the system due to past emissions.

Here at Colgate, we are taking action on climate change. Since 2009, we have reduced our emissions by over 20% and our recently approved Campus Master Plan recommends significant climate-adaptation strategies to overcome flooding and changing weather patterns. These actions will better prepare us to thrive in a changing world.
Open 'Gate

Staff Bus Trip

Where: Boston
When: Saturday, May 10, 2014
Cost: $50 per person

The bus leaves at 5:00 a.m. and departs Boston at 7:30 p.m., returning to Hamilton at approximately 1:30 a.m. For additional details, please contact Shannon Hanby (shanby@colgate.edu) or Michele Carney (mcarney@colgate.edu).

Seats are limited, so reserve yours today!

Exhibition Spotlight

Layered Meanings
Kuna Indian Mola Textiles from Panama
March 10 – June 1, 2014

Longyear Museum of Anthropology, Alumni Hall, 2nd Floor
Museum Hours: Monday - Thursday, 9:30 a.m. - 4:30 p.m., and by appointment

The “Layered Meanings” exhibition at the Longyear Museum of Anthropology features beautifully handcrafted mola textiles by the Kuna Indian women of Panama.

Molas are appliqué and reverse-appliqué textiles that constitute the front and back panels of women’s blouses among the Kuna people in the San Blas Islands (Kuna Yala) of Panama. The original mola designs, based on body painting, were geometric and limited to two colors. Nowadays, molas are typically brilliantly multicolored and illustrate local flora and fauna, everyday activities, indigenous and Christian religious practices, folktales, transportation, and common objects such as garments and tools. The images draw on Kuna experiences of both traditional and modern life.

Get Fit and Be Adventurous This Spring!

Looking for a new activity? Want something to do out of the cold? The Angert Family Climbing Wall in Huntington Gym provides a great springtime option for those looking to stay active and have fun at the same time.

Hours: Monday - Thursday 7-10 p.m., Saturday - Sunday 3-6 p.m. Women's only climbing Tuesdays 7-8 p.m.

Additionally, the wall can be rented for special events such as birthday parties.

For more information, check out the Angert Family Climbing Wall website or email Trevor Kreznar at tkreznar@colgate.edu.

NLA2013.09 Museum Purchase; Funded by Emily Hutton-Hughes. Photo: Warren Wheeler
Upcoming CU Well Biometric Screenings

On April 15 & 16, take advantage of an on-campus biometric screening as part of the CU Well Program. This **free** and **confidential** screening takes just a few minutes of your time and can provide you with an overview of your health, a first step to being well.

By participating in the CU Well program, benefit eligible employees who **earn 200 points** will receive a taxable **cash incentive of $250** in their December 2014 paycheck. The **completion of the biometric screening will provide 50 points towards the incentive!**

**Space is limited;** if you are unable to attend your scheduled appointment, please notify HR at extension 7411. The next screenings will be held in July and November. Please note that you are only eligible for one biometric screening per year. If you are unable to attend an on-campus screening event, you may participate by submitting a physician form with your screening results conducted by your physician. The form can be found online at www.myviverae.com.

Registration is now open at [www.myviverae.com](http://www.myviverae.com) under the My Program tab. First time users will need to create an account.

**REGISTRATION - First Time User**
2. Complete the new user registration:
   a. **Identifier:** DOB (MMDDYYYY) + Last 4 digits of SSN
   b. **Registration Code:** colgate (lower case)

*Please Note: Any information you share with the Viverae team will not be disclosed to Colgate, and Colgate will not have access to your medical or other information. This program is confidential and complies with the Health Insurance Portability and Accountability Act (HIPAA). The CU Well program is for benefit eligible employees.*

Participation in CU Well is entirely optional, but we encourage everyone to take advantage of this exciting opportunity. Sign up today!

Please contact Human Resources at extension 7743 with questions.

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**Healthy Meal Planning - Cook Once, Eat 2-3 Times**

Planning and cooking ahead allows us to get dinner on the table in minutes with our on-the-go lifestyles. Even better, having lunch meals at the same time can move your health into the optimal range in weeks. Pick one day each week you can spare time to do your grocery shopping and meal prep.

**Why Cook Ahead?**

1. Cooking ahead gives you more time in the evenings to do whatever else you want to do.
2. Have a marathon cooking session on Sunday and you won’t have to cook again all week long.
3. You’re busy! Cooking ahead and cooking in bulk will save time.
4. Engage the family and make it a family affair.
5. Having your well-stocked refrigerator and freezer eliminates the last-minute takeout temptations.
6. Ready-made meals stored in individual containers make for simple portion control and easy transportation for lunches.
7. Shopping, prepping and cooking for several similar recipes at once (cutting veggies for a soup and a salad, or grilling chicken that can be used for a pasta dish and wrap sandwiches, for example) saves time.
8. Save Money! Buying fresh non-processed groceries in larger quantities and making only one trip to the market each week saves money.

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**Things We Are Excited About!**

- There are only **13** more days until spring
- The admission **renovations** are complete (and they are amazing)
- The Hamilton Farmers Market begins in 2 months
- Daylight savings time begins on Sunday
- Colgate is hosting the ECAC men’s **hockey** quarter finals next weekend
- Weather permitting, we break ground on the new soccer facility in two weeks
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**Congratulations to Our 'Why We Love Working At Colgate' Contest Winner**

**Shelley Wyman!**

“For the many friendships I have developed here...not only with staff & faculty but with students as well.

The wonderful fitness facility and the MANY opportunities available to get healthy!

The great office I work and the awesome opportunities we facilitate for students!

The small campus and the woods literally at our backdoor (with trails!).

The way everyone is helpful among offices, after all, we do have a common goal!

Because the stone-hearth pizza at the COOP is so good! “

Thank you to all who participated!
Get Personalized Investment Advice from TIAA-CREF

A TIAA-CREF Consultant can help you select the right investments for your goals — at no additional cost!

One of the best ways to find out if your retirement plan is on track is to review your current savings - and TIAA-CREF makes it easy. Our local consultants offer you objective, fund-level investment advice at no additional cost to you.*

During your session, a TIAA-CREF Financial Consultant can help you select the mix of accounts and funds appropriate for your retirement savings goals and risk tolerance.

TIAA-CREF’s objective advice is designed to answer three questions:

1. Am I on track to reach my retirement goals?
2. What specific funds and accounts should I invest in?
3. How can I meet my income needs in retirement?

This is a good opportunity to review your investment allocations and strategy. After your session, you’ll receive a Personal Retirement Planning Report that clearly outlines your savings goals and fund recommendations.

If you have additional questions or would like to schedule an individual session with a TIAA-CREF Financial Consultant, please call TIAA-CREF at 800-842-2252, Monday through Friday, 8 a.m. to 8 p.m. (ET).

For more information about your retirement plan benefits, visit www.tiaa-cref.org/colgate.

* Using advice methodology from Ibbotson Associates, Inc.

Changes to Annual Performance Review Cycles

A decision has been made to make adjustments to the annual performance review timelines for each division in an effort to accommodate heavy workload schedules and also allow Human Resources more time to work with each division on performance review management.

You will receive email notification from your supervisor when the performance management cycle for your division is commencing, along with additional information and guidelines relating to the process.

If you have any questions, you may direct them to Lori Chlad or Paula Musacchio in Human Resources at x7411.

Please click here to view the revised performance review schedule for each division.

How do I log-in to complete my self-evaluation?

To access the PeopleAdmin site, click here.

What if I forgot my User Name and Password?

Please email humres@colgate.edu to have your user name sent or your password reset (please allow 24 hour for processing).

Please note your user name and password are exclusive to the PeopleAdmin system and are separate from your network log-in.

FREE Classes!

Check out the new online course offerings available to you through Lynda.com!

PowerPoint 2010
Discover how to integrate and enhance video and audio to create a more engaging presentation.

Coaching and Developing Employees
Learn how to coach, transform, and empower employees and teams in ways that increase retention and improve the bottom line.

Excel 2010: Financial Functions in Depth
Understand how to perform a wide range of financial calculations quickly and easily using the many financial functions found in Excel 2010.

Up and Running with LinkedIn
Get started building a profile, joining groups, and researching career opportunities with the world’s largest professional networking site, LinkedIn.

Log in through the portal to access Lynda.com and sign up for a free course today!
Welcome New Hires!

**Kelly Brant** accepted the position of Career Advisor in Career Services on February 17. Kelly has a BA from Indiana University and will be receiving a MS from Binghamton University in May. She enjoys spending time with her dog, a Cavapoo, named Tux.

**Nicole Schmidt** accepted the position of Administrative Assistant for German/EALL/MIST on January 9. She has a BA from the State University of New York at Oneonta.

**Michael Sitts** accepted the position of Late Night Circulation Assistant on February 17. Michael has a BA from Cazenovia College. He enjoys writing stories, Shakespeare, and baseball statistical analysis.

**Kayla Snow Smith** accepted the position of Administrative Assistant in Human Resources on February 17. Kayla has a MS from the University of Albany. She enjoys scrapbooking, photography and spending time with her family.

Births

**Chelsea Lehmann**, Office Manager, Chaplain’s Office and husband Jonathan welcomed daughter Harper Julia Lehmann on February 12. She was 6lbs, 12oz and 19” long. Chelsea is the daughter of **Victoria (Tori) Carhart**, Associate Registrar.

**Piyush Chandra**, Assistant Professor of Economics and wife Sweta welcomed daughter Aneesha on February 25. She was 6lbs, 15oz and 20” long.

**Mike Roberts**, Multimedia Systems Technician, and wife Meghan, welcomed daughter Amelia Theresa on March 1. She was 6lbs, 2oz and 19” long.

**Elisa Schroeder**, Custodian, welcomed grandson Chase Johnson on January 30. He was 2lbs, 14oz and 16” long. Parents are Shawna Johnson and Tyler Campbell.

The family of **Larry Coger** extends a warm thank you to all of you who offered prayers, cards, and kindness to them during Larry’s illness and passing.

Most sincerely,

Barb, Adam, Mariann, John, Amanda, and Estellese

March Anniversaries

- **35 Years**
  - **Christine Scheve**, Document Services

- **25 Years**
  - **Tim Ratcliffe**, Facilities

- **20 Years**
  - **Jessica Morgan**, Facilities

- **10 Years**
  - **Jean Schroder**, Advancement - Capital Support
  - **Bob Thomas**, Facilities

Kudos!

Congratulations to **Barbara Hoopes**, Associate Professor of Biology and her dog, Tommy, who competed in the Westminster Kennel Club’s first-ever master agility competition.

Career Opportunities

All current position vacancies and our online application can be found online at: [https://careers.colgate.edu](https://careers.colgate.edu)

Colgate University is an EO/AAE.

Developing and sustaining a diverse faculty, staff, and student body furthers the university’s mission.