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.
NOVEMBER 8 | 438 CASE GEYER
DECEMBER 5 | 515 CASE GEYER
DECEMBER 7 | 515 CASE GEYER

FIDELITY
FIDELITY APPOINTMENTS CAN BE SCHEDULED ONLINE AT WWW.FIDELITY.COM/ATWORK/RESERVATIONS OR BY CALLING 1-800-642-7131.
DECEMBER 1 | 535 CASE GEYER

DAILYTE SAVINGS TIME: NOVEMBER 5

WELLNESS & BENEFITS FAIR: NOVEMBER 14

EMPLOYEE WELLNESS SESSION:
SEASONAL AFFECTIVE DISORDER
NOVEMBER 28 | 12 p.m. - 12:50 p.m.
560 Case-Geyer | Register here.

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 DECEMBER ISSUE IS NOVEMBER 17.
November 6 – 17 marks the annual open enrollment period for making benefit changes for the 2018 calendar year, including flexible spending elections. Watch your email for further details on how to log into the portal and make your elections.

This year the changes, as put forth by the Benefits Committee, follow many discussions that began in 2014 on how the University can provide less reactionary health plan changes to counteract rising health care costs and premiums and continue to protect members against catastrophic expenses.

2018 Changes include:

- 20% co-insurance on all medical services up to $1,350/year out-of-pocket maximum ($2,700/year combined for 2+ family members), eliminating co-pays.
- Flexible spending vendor will change to Lifetime (from PayFlex). This change in provider will offer an automated process for claims substantiation for medical services.
- Flexible Spending annual limit increases to $2,650.
- The university’s contribution will increase for dependent subsidy premiums, resulting in minimal premium increases.

The following items will remain:

- Excellus continues to administer the health plan
- Health provider networks remain the same
- Preventative health services are still covered at 100%
- No change to the existing Out-of-Network benefit for health care
- OptumRx remains as the prescription drug provider, with no change to co-pay structure
- Delta Dental continues as dental provider
- Guardian/VSP Vision Plan is still available as a voluntary vision benefit
- Telemedicine, an alternative way to receive care for non-emergency conditions at a $15 copay.

Informational Group Meetings (no sign up required):
These meetings are designed to provide an overview of the upcoming health plan design changes.

November 7: 10:00 a.m. - 560 Case-Geyer
November 14: 3:30 p.m. - 560 Case-Geyer

If you are unable to attend an informational meeting you can watch a recording of one of the sessions here or access the presentation by clicking here.

The Wellness and Benefits Fair will be held on November 14 from 11:30 a.m. to 1:30 p.m., in the Hall of Presidents, James C. Colgate Hall.

Contact the Human Resources Department at x7565 should you have questions regarding your benefits.
November 14
11:30 a.m. - 1:30 p.m.
Hall of Presidents

Lunch will be provided in Donovan’s Pub

Join us at the 2017 Wellness & Benefits Fair! This is your opportunity to:

- Gather information
- Meet your benefit providers
- Learn more about the CU Well employee wellness program
- Participate in wellness screenings, blood pressure and glucose readings
- Register for prizes
- CU Well Biometric Screenings
  Sign up in advance at connect.viverae.com.
- And more!

It begins with you!
The first step toward good health begins with knowing all you need to know about your health and your healthcare options.
Send Your Nominations!

Colgate Staff Excellence Awards
Recognizing Those of Outstanding Achievement

Nominations are open for the Colgate Staff Excellence Awards. These awards are designed to recognize staff members who demonstrate outstanding achievement in Colgate’s commitment to fostering a creative and expansive learning community. Awards will be presented at the All-Staff Meeting held in the spring of 2018.

Award Categories and Criteria

The Individual Excellence Award (7 employees)
Recognizes members of staff who demonstrate sustained outstanding achievement in one or more of the following areas:

- Effective Communication
- Creativity and Innovation
- Leadership and Teamwork
- Change Management
- Diversity and Inclusion
- Sustainability

The Outstanding Contribution Award (1 employee)
Recognizes a member of staff for a single, outstanding achievement above and beyond their job responsibilities. For example, this person may have:

- Provided substantial assistance to another member or members of the Colgate community to achieve a goal outside normal job responsibilities
- Performed extraordinary actions not part of their normal responsibilities
- Provided decisive intervention in a situation, project, event, etc. that produced a positive outcome
- Resolved a long-standing issue with a new, creative approach
Send Your Nominations!

Colgate Staff Excellence Awards
Recognizing Those of Outstanding Achievement
(con’t)

The Team Award (1 team)
Recognizes a group of staff members (multi departmental and cross functional) that demonstrates exceptional teamwork. For example, this team may have:
- Worked together for a common purpose and exceeded expectations
- Generated synergy through a coordinated effort
- Achieved a significant university goal through effective collaboration

The Employee of the Year (1 employee)
Selected from among the recipients of the Individual Excellence Award and Outstanding Contribution Award.

Awards:
- Individual Excellence: $500 plus 1 vacation day
- Outstanding Contribution: $500 plus 1 vacation day
- Team: $100 for each team member plus 1 vacation day
- Employee of the Year: $1,000 in addition to $500 individual award; name on the Staff Excellence Awards, Employee of the Year plaque.

Eligibility for Recognition
This program applies to all full time and part time benefit eligible staff members (except in the case where a casual wage employee may be part of the Team Award). Vice presidents, members of the President’s Cabinet, and academic and library faculty are ineligible for consideration (athletic faculty, including coaches, are eligible for consideration).

How To Nominate:
All Colgate staff members are encouraged to nominate persons for recognition. Individuals may nominate up to three staff members and one team each year. Nomination forms will be submitted electronically to Human Resources. The President’s Cabinet will make the final determination of award recipients.

All Nominations are due January 13, 2018.
Click Here to make your nomination.
Marriages

ELISA SCHROEDER, custodian, married DONALD GRECO on October 6

New Arrivals

AARON GEMBER-JACOBSON, assistant professor of computer science, and his wife, EMILY, welcomed a baby girl, MOLLY, on September 28. She was 6 lbs 14 oz. and 19.5 in. long.

Anniversaries

5 YEARS

Serenity McCracken, advancement, special events

20 YEARS

Anna Nicholls, library, cataloging dept.

Transfers & Promotions

CLARK MARSHALL - director of finance and administration
business processes

GLENN PACKER - director of services and shared infrastructure

Retirement

STEVE COOK, millwright, December 15
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:

- Technical director of development operations, ITS
- Systems analyst/programmer or sr. analyst/programmer, ITS
- Internal communications manager, communications

https://careers.colgate.edu
My daily drive into work each day allows me to see the bountiful pumpkins still in the farm fields and the plentiful picked fall produced piled on the wagons. As a person who loves the fall and winter and all the wonderful foods that accompany it, this daily view is a source of delight.

As an RD, encouraging the intake of fall produce options is a wonderful part of my job. Root vegetables, which are the staple of the fall choices provide a plethora of colors, flavors, nutrients and fiber. Central New York's local abundance makes it a wise nutritional and environmental choice.

Here are just a few options at your local farm stand and market:

- **PUMPKINS**: Are so much more than a jack o lantern; pumpkins are full of fiber and vitamins. Combining pumpkin with sage and curry in soups and stews are a delightful combination. Roasting pumpkin seeds in olive oil are a great treat.

- **SWEET POTATO**: Another great source of fiber and vitamin A are a multipurpose vegetable. Slice up a sweet potato and toast it for a great addition to breakfast.

- **DELICATA SQUASH**: Also known as the sweet potato squash this wonder vegetable provides fiber and vitamins A and C. This oblong squash with yellow skin and green stripes slices easily and when roasted provides beautiful texture and sweet taste.

- **SPAGHETTI SQUASH**: If you are looking for an alternative to pasta with your red sauce, reach for this great squash. Cut in half, scoop out the seeds and pop in the oven and cook until tender. Scrape with a fork and the strands look like spaghetti.

- **PARSNIPS**: Carrot's cousin, this root vegetable provides fiber, vitamin C and folate. Parsnips can be grated and eaten raw in a salad or roasted with carrots and sweet potatoes for a great side dish. You can even steam and mash parsnips and use them in place of mashed potatoes.

- **KALE**: This power house leafy green can survive frost and snow. Experts say it even gets sweeter after a frost. Loaded with vitamin A, C, and K as well as manganese. Kale is great sautéed, in a soup, and baked into chips. Combine slivered kale leaves with carrots, apples, and quinoa for a great salad.

- **BEETS**: Use the whole root vegetable. The greens can be sautéed in a little garlic and olive oil. The bulb is delicious roasted. This veggie is a great source of nitrates which may help support blood pressure.

*Enjoy the Flavors of Fall!*
Recipe of the month:
Roasted Root Vegetable Salad
MyRecipes.com

Ingredients
2 large sweet potatoes (about 1 1/2 lbs.)
4 large parsnips (about 1 lb.)
6 medium beets (about 1 1/2 lbs.)
3 Tablespoons olive oil, divided
1 3/4 teaspoons salt, divided
1 teaspoon pepper, divided
1/2 cup bottled olive-oil and vinegar dressing
1 Tablespoon chopped fresh parsley
1 Tablespoon horseradish
1 teaspoon Dijon mustard
Fresh arugula or kale

Directions
Preheat oven to 400F. Peel sweet potatoes and cut into ¾ inch cubes. Peel parsnips and cut into ½ inch slices. Peel beets and cut into ½ inch thick wedges. Toss sweet potatoes and parsnips with 2 T olive oil in a large bowl; place in a single layer in a lightly greased 15 x 10 inch jelly-roll pan. Sprinkle with remaining ½ tsp salt and pepper. Toss beets with remaining 1 T olive oil; arrange beets in a single layer on a separate aluminum foil-lined 15 x 10 inch jelly-roll pan. Sprinkle with remaining ½ tsp salt and pepper. Bake at 400F for 40-50 minutes or just until tender. Let cool completely (about 20 minutes). Meanwhile whisk together dressing and next three ingredients. Place vegetables in a large bowl and drizzle with desired amount of dressing; toss gently to coat. Serve at room temperature or chilled over arugula or kale with any remaining dressing. Yield: 6 servings.

Emergency Closing Policy

The University will make every effort to provide essential services to residential students, even in cases of extreme adverse weather or other emergencies, however, under extraordinary conditions, the University may limit operations as outlined in the Emergency Closing Policy.

It is extremely important for all employees to take time to sign up for the Colgate RAVE Alert system to receive notifications should there be a university emergency. In the case of a delayed opening, closing or campus emergency, notifications are sent out via the Colgate RAVE Alert system. Please sign-up for this service by going to the log in page on the portal portal.colgate.edu, click on the RAVE Alert link and use your network user name and password. You are able to enter up to three email addresses, three mobile phone numbers, and three voice only telephone numbers. In the case of a power failure, the University may not be able to provide updates by email, website notices or media stations, so the Colgate RAVE Alert system is a critical way for you to receive emergency notifications.
How To Beat Seasonal Affective Disorder

NOVEMBER 28, 2017
12 p.m. -12:50 p.m.

The Counseling Center and the CU Well Employee Wellness Program will be holding a talk on Seasonal Affective Disorder (SAD). Join Julie Hawkins, Ph.D. to learn about prevention strategies and effective coping mechanisms to set you up for a successful winter season!

Case-Geyer 560 | Lunch Provided
Please register [here](#) by November 21.

Program is limited to the first 25 individuals to respond.
Reminder: Daylight Savings Time
Sunday, November 5

Change your clocks and smoke alarm batteries. Saving your life can be as simple as changing your smoke alarms every seven to ten years. Having a smoke alarm and carbon monoxide alarm that works 24 hours a day greatly increases your chance of survival if your home catches fire.

Attend an ACE Women's Network event!

The ACE Women’s Network is a national system of networks within each state, Puerto Rico, and the District of Columbia with the goal of advancing and supporting women in higher education. ACE encourages women faculty and administrators from across the country to join and participate in their respective state network events.

Learn more about ACE, as well as state and national events by going to their website here.

New Face At
Colgate

Kevin Abrams accepted the position of groundskeeper on October 10. He graduated from Brookfield Central School and enjoys hunting and watching sports.

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## Holiday Schedule Reminder

<table>
<thead>
<tr>
<th>HOLIDAY</th>
<th>OBSERVED</th>
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</thead>
<tbody>
<tr>
<td>Thanksgiving Day</td>
<td>Thursday, November 23, 2017</td>
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<tr>
<td>Day after Thanksgiving</td>
<td>Friday, November 24, 2017</td>
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<tr>
<td>Full Day before Christmas</td>
<td>Friday, December 22, 2017</td>
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<tr>
<td>Christmas Day</td>
<td>Monday, December 25, 2017</td>
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<tr>
<td>Winter Holiday Break</td>
<td>Tuesday, December 26, 2017*</td>
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<td></td>
<td>Wednesday, December 27, 2017*</td>
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<tr>
<td></td>
<td>Thursday, December 28, 2017*</td>
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<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>
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*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

**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.

Please contact human resources at 228-7003 if you have any questions or need additional information.
On November 14, take advantage of the on-campus biometric screening as part of the CU Well program for 2017. 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!

**BIOMETRIC SCREENINGS**  
**NOVEMBER 14**  
8:00 a.m. – 5:00 p.m.  
Clark Room, James C. Colgate Hall

Registration is now open at connect.viverae.com under the Biometrics Screening link. 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 2017 paycheck. The completion of one biometric screening each calendar year is required and will provide 50 points towards the incentive. 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 connect.viverae.com. Please note that you are only eligible for one biometric screening per year.

Questions? Contact Human Resources at x7565.

To reserve an appointment visit www.connect.viverae.com

**FIRST TIME USER - REGISTRATION INSTRUCTIONS**

1. Log into connect.viverae.com.  
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 and sign up today.

**THIS IS YOUR LAST OPPORTUNITY FOR YOUR 2017 WELLNESS INCENTIVES.**
New Hire Orientation

On October 25, the Human Resources Department hosted an all-day new hire orientation session for staff hired between May 1, 2017 and October 17, 2017. It was an opportunity for everyone to get acquainted with others at Colgate who they might not otherwise interact with as part of their typical work day. Participants learned more about members of the University Cabinet, Colgate traditions, and policies/benefits that apply to them. In addition, there were many members of the campus community who were present sharing information regarding the work their respective areas are responsible for, the services and resources they provide to employees, and their perspectives as members of the Colgate and/or surrounding community.

Please take a moment to welcome our new employees, and better yet, extend an invitation for a cup of coffee or lunch!

Veteran’s Day is November 11

Thank You
To All Who Serve and Have Served!

Zebra Finch Birds in Need of Homes

The psychology department is giving away Zebra Finch Birds to good homes. The birds are no longer needed in the lab and are in good health. Both male and females are available. If you are interested, contact Cindy Baker, head technician at x7357 or email her at clbaker@colgate.edu.
VILLAGE-WIDE HOLIDAY OPEN HOUSE
FRIDAY, NOVEMBER 17
From 5-7 p.m., the entire bookstore will be 13% off. Refreshments will be available from Pleasant Valley Farm & Bakery.

MAROON FRIDAY
FRIDAY, NOVEMBER 24
HUGE sales and savings all day long!

SHOP SMALL SATURDAY
SATURDAY, NOVEMBER 25

CYBER MONDAY
Monday, November 27
13% off entire website!

ANNUAL BOOKLOVERS CLUB
HOLIDAY RECEPTION
TUESDAY, NOVEMBER 28
Enter to win free books, get personalized shopping help, and enjoy locally made cookies from Pleasant Valley Farm & Bakery

SAVE THE DATE - CUSTOMER APPRECIATION DAY!
FRIDAY, DECEMBER 8
The entire store will be 13% off!

OPEN UNTIL 7 P.M. EVERY FRIDAY FROM NOVEMBER 17-DECEMBER 22!

Colgate University faculty & staff receive a 10% discount on all purchases* at the Colgate Bookstore. This discount is in addition to any ongoing sales.

(*excludes computer department and textbooks)
BOXING CLASSES: DAWN IS BACK!

Boxing classes with world-class instructor Dawn North will once again be offered this fall! Faculty and staff are invited to participate in an empowering workout - no experience necessary. Hand wraps, gloves, and mitts will be provided. All sessions will take place in Huntington Gym Fitness Studio 303.

FACULTY/STAFF SESSIONS:
- MONDAY, 11/13, 12:10 p.m.
- WEDNESDAY, 11/15, 12:10 p.m.
- THURSDAY, 11/16, 12:10 p.m.

THURSDAY, 11/16, 5:30 p.m. is an open session for faculty, staff, and students

Questions? Contact Erin DeMarco, edemarco@colgate.edu.
On Saturday, October 7, nearly 250 employees joined the employee tailgate at the Colgate vs. Leigh Football game. Catered by Holy Smoke BBQ—everyone enjoyed making new friends, while cheering for the home team!

We are looking forward to more of these events in the future!

Go ’Gate!
FRIDAY, NOVEMBER 3
Women’s Ice Hockey vs Princeton | 6 p.m.

SATURDAY, NOVEMBER 4
Swimming & Diving vs. Canisius | 1 p.m.
Women’s Ice Hockey vs Quinnipiac | 3 p.m.
Volleyball vs. Holy Cross | 4 p.m.

SUNDAY, NOVEMBER 5
Swimming & Diving vs. Niagara | 12 p.m.
Volleyball vs. Army West Point | 2 p.m.

FRIDAY, NOVEMBER 10
Men’s Hockey vs. Harvard | 7 p.m.
(Silver Puck Weekend)

SATURDAY, NOVEMBER 11
Men’s Hockey vs. Dartmouth | 4 p.m.
(Silver Puck Weekend)

SUNDAY, NOVEMBER 12
Volleyball vs. Lafayette | 3 p.m.

THURSDAY, NOVEMBER 16
Men’s Basketball vs. Cornell | 7 p.m.

FRIDAY, NOVEMBER 17
Men’s Hockey vs. Clarkson | 7 p.m.

SATURDAY, NOVEMBER 18
Men’s Hockey vs. St. Lawrence | 7 p.m.

SUNDAY, NOVEMBER 19
Men’s Basketball vs. UMBC | 2 p.m.

SATURDAY, NOVEMBER 25
Men’s Basketball vs. Columbia | 2 p.m.

WEDNESDAY, NOVEMBER 29
Women’s Basketball vs. Siena | 7 p.m.

Employees receive up to three (3) complimentary general admission tickets with Colgate ID.

Go ’Gate!

For Full Schedule & Ticket Info: GoColgateRaiders.com