Have You Heard About the Changes to the Retirement Plan?

By now you should have heard the news regarding changes to Colgate’s retirement plans (“Plans”). Our April issue, as well as letters sent to employees homes outlined several modifications, identified by Colgate’s Retirement Plan Committee, that will benefit all participants in the Plans beginning in July 2011, including the opportunity to sign up for a Roth 403(b) after tax contribution via your paycheck. Colgate also retained the services of Longfellow Advisors to help provide communication and investment education services regarding the 403(b) retirement programs. In April, Longfellow held eight on-site group educational meetings to help employees gain a better understanding of general retirement planning concepts along with information on the programs offered by Colgate. In addition, over 55 individual consultations were provided.

The modifications to the Plans, that become effective in July 2011, will provide fee reductions through the addition of index funds, access to “best-in-breed” investment funds, and flexibility in contributions by offering a new Roth 403(b).

No action is required by you unless you want to make changes to your existing asset allocations or future contributions prior to the July effective dates.

Roth 403(b) contributions have significant differences than the traditional 403(b) contributions. Currently, Colgate’s traditional 403(b) contributions are made on a pre-tax basis and taxes are paid upon distribution of assets. Roth 403(b) contributions are made on an after-tax basis and distributions are tax-free assuming that you have attained age 59 ½ and it has been at least 5 years since your first Roth 403(b) contribution. The IRS does impose limits that apply to Roth and traditional contributions in aggregate. However, unlike a Roth IRA, income limits do not apply to the Roth 403(b). Therefore, regardless of your income you are eligible to contribute to the Roth 403(b). Individuals should consult with their own tax professional for specific personal tax advice.

A copy of Longfellow Advisors educational presentation has been posted on the benefits section of the human resources website. We urge you to take advantage of the opportunity to view the presentation.

Questions regarding these changes should be directed to Longfellow Advisors at 617-351-6052.

To begin Roth 403(b) contributions, you must complete a new Agreement for Salary Reduction which can be found on the forms to download section of the human resources website.
Did you know about the Fiscal Compliance Hotline?
Colgate is deeply committed to appropriately protecting its financial resources and has a longstanding policy that encourages employees to report concerns about fiscal or illegal conduct in the workplace to their supervisor or a representative in the Human Resources Office. This process has been quite effective and we continue to recommend employees attempt to resolve matters through established reporting channels whenever possible.

However, in an effort to provide employees with an additional means of reporting fiscal improprieties, Colgate has implemented a fiscal compliance hotline.

In order to protect the identity of employees reporting a concern while ensuring that the university appropriately investigates and resolves any identified issues, Colgate has contracted with an independent third-party, Compliance Concepts Inc. Colgate’s hotline will provide callers with an opportunity to fully and confidentially report concerns regarding inappropriate financial activity or behavior.

All calls submitted through the hotline will be given careful attention with the objective of responding to and correcting the situation reported.

Below are instructions on how to use the hotline.

1. Dial 1-800-910-6717
2. Call is received by an operator from Compliance Concepts.
3. The operator will ask whether the caller would like to remain anonymous or be identified.
4. If the caller elects to be identified, the operator will ask for the caller’s contact information. If the caller wishes to remain anonymous, no contact information will be obtained.
5. Information on the concern is gathered and a call report is prepared by the operator.
6. Call information is repeated and verified to the caller.
7. A call reference number and a call back date is provided to the caller.
8. The call report is reviewed by a senior risk analyst at Compliance Concepts.
9. The senior risk analyst delivers the report to the appropriate Colgate representative, depending on who the concern is about, for investigation. A call received about a university officer, who would normally field and investigate all concerns, will be directed to another responsible university representative.
10. If the caller has identified himself or herself, a Colgate representative will follow up directly with the caller to provide summary information on the status of the investigation. If a caller asked to remain anonymous, the caller can follow up with Compliance Concepts if he/she wishes to monitor the status of the investigation. This will protect the caller’s anonymity.

Note: The hotline is not a substitute for and does not supersede any existing university protocols for reporting concerns regarding discrimination, harassment or inappropriate employee workplace conduct. It should not to be used to report health, fire and safety, or personnel concerns; student behavioral issues; or matters related to academic dishonesty.

Questions? Please contact David Hale, vice president for finance and administration; Thomas O’Neill, associate vice president and controller; or Pamela Prescod-Caesar, associate vice president for human resources.
**Wellness Corner**

The American Cancer Society, American Diabetes Association, and the American Heart Association are joining together to help you make better everyday choices for a healthier lifestyle. Log onto www.everydaychoices.org to find out what health tests you need based on your age and gender. Reducing your risk for disease and early detection can increase your chances for a longer, healthier life.

**Summer Fitness**

The Focus on Fitness summer program will include Deep Water Aerobics/Strength Training and Zumba classes. To view class descriptions and to register click here.

Trudy Fitness Center summer hours:
Mondays-Thursdays: 6 a.m.-9 a.m., 11:00 a.m.-7:00 p.m.
Fridays: 6 a.m.-9 a.m., 11:00 a.m.-2 p.m., 4 p.m.-7:00 p.m.
Saturdays/Sundays: 9 a.m.-3 p.m.

Recreational facilities summer hours can be found here.

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**Individual retirement counseling sessions**

Fidelity Investments and TIAA-CREF representatives will be on-campus to provide individual counseling sessions. These individual meetings provide you the opportunity to examine your fund selection, discuss how to achieve your financial goals, and review your retirement income options with a retirement counselor.

Fidelity appointments can be scheduled online at www.fidelity.com/atwork/reservations or by calling 1-800-642-7131.

TIAA-CREF appointments can be scheduled online at www.tiaa-cref.org/events or by calling 1-800-732-8353.

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**Credit $en$e**

Consumer Credit Counseling Service® of Central New York

**Protect Yourself When Shopping Online**

Many consumers are enjoying the convenience of shopping online. It's an obvious time-saver and can make finding great deals easy. With account fraud and identity theft on the rise, it's more important than ever to protect yourself while surfing the web. We've compiled a list of ways you can make your online shopping experience safer. Keep safe with these tips...

**Check the Finances Before Saying "I do"**

As this year's wedding season draws near, it's important for couples to understand the ins and outs of merging your finances. Refer to our list to ensure you're on the right track before the big day! Start off on the right foot...

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**Tuition Free Colgate Courses**

Per IRS regulations, the value of tuition paid under the Tuition Free Colgate Course benefit in excess of $5,250 in a calendar year is taxable. The taxes associated with the value of the course(s) will be withheld from employee paychecks as soon as possible after the drop/add period. Please note this applies to the Tuition Free Colgate Course benefit for employees or spouses/partners taking courses at Colgate. To view the information and application please click here. Please contact the Human Resources Department at extension 6668 for addi-
EMPLOYEE NEWS

Nicci Hays Fort accepted the head women's basketball coach effective May 12. She received her BS from Culver-Stockton College and was most recently employed at DePaul University. Joining Nicci to the area is husband Gregg.

Dave Klatsky accepted the position of assistant men's basketball coach effective May 20. He received his BS at Wharton School, University of Pennsylvania. Dave was recently employed at Stevens Institute of Technology.

Matthew Langel accepted the position of head men's basketball coach effective April 25. He received his bachelor's degree from the University of Pennsylvania and was recently employed as assistant coach at Temple University. Matt and wife Tara have two children: Logan, 3, and Lucas, 1.

Michael McGarvey accepted the assistant coach, men’s basketball position effective May 19. He was recently employed with Ursinus College.

Andrew P. Vasquez accepted the position of carpenter, facilities department effective May 10. Andrew was recently employed as foreman/carpenter with Kershaw and Zalewski Associates, Inc. He received his A.A.S. degree from Herkimer County Community College. Andrew and Michelle have two children: Matthew, 12, and Olivia, 10.

JUNE ANNIVERSARIES

25 Years
Jan Fudzinski
Institutional Advancement

20 Years
Charlotte Jablonski
Computer Science

15 Years
Lee Ingraham
Facilities Department

10 Years
Tim Mansfield
Alumni Affairs

SEMINARS FOR SUPPORT AND TECHNICAL STAFF

As part of the support for professional and technical development, Colgate has an established fund that provides technical and support staff with assistance to attend off-campus conferences, workshops, seminars or courses that enhance individual skills. A staff development fund form can be obtained by clicking here.

The following links list workshops in our area:
- Fred Pryor and CareerTrack
- SkillPath Seminars
- National Seminars Group

PROFESSIONAL DEVELOPMENT

Professional development funds, budgeted by individual departments/divisions can be used for staff to attend conferences, administrators’ attendance at workshops and for memberships in professional organizations. Funding arrangements should be discussed with your supervisor. The following websites list general management seminars for administrators.
- Cornell University School of Industrial and Labor Relations
- American Management Association
- Center for Creative Leadership

CLASSIFIED ADS

POSITION VACANCIES

Administrative Assistant, Advancement (2 positions)
Administrative Assistant, Annual Fund
Associate University Chaplain and Director of Jewish Life
Assistant Director of Residential Life (2 positions)
Boiler Operator
Budget Analyst
Campus Safety Officer/Dispatcher (part-time/no benefits)
Career Advisor
Director, Residential Life
Director, Shaw Wellness Institute
Event Planner & Program Coordinator (part-time/no benefits)
Instructional Technologist (2 positions)
Leadership Gifts Officer
Staff Nurse - per diem, no benefits
Staff Psychologist
Summer—various positions
Trades Supervisor

For complete information on position vacancies and to submit an application visit our website at:
https://careers.colgate.edu

COLGATE UNIVERSITY
IS AN EO/AAE

Developing and sustaining a diverse faculty, staff, and student body further the

Questions? Call human resources, x7411.

There is no telling how many miles you will have to run while chasing a dream.
—Author unknown