Coming to you in January 2012........

Notice and Acknowledgement of Pay Rate and Pay Day

In January 2012, all Colgate employees will receive a Notice and Acknowledgement of Pay Rate and Pay Day that will require each employee to sign in acknowledgement of receipt of the information, and return to Human Resources.

As a result of this regulatory requirement, all New York State private sector employers are required to provide this annual Notice and Acknowledgement of Pay Rate and Pay Day, under the Wage Theft Prevention Act, (“WTPA”) to all employees. The intention of WTPA is to provide greater protection to workers in New York State.

Since October 2009, employers have been required to provide a notice to employees at the time of hire. On April 9, 2011, this requirement was amended to include the WTPA annual notification on or before February 1 of each calendar year. In addition, requirements were imposed regarding employee notification of pay rates, wage statements and employer recordkeeping and retention requirements. The WTPA also clarifies enforcement of the Labor Law and an employee’s right to bring forward complaints. For more information click here http://www.labor.ny.gov.

All employers are required to have each employee sign and date the completed notice and provide a copy to the employee.

The notice will be mailed to you in January, 2012 and will contain details as described above. After receipt, if you have any questions, please contact the Human Resources Department at 228-7743.
Colgate Mitigates Carbon Footprint With Forestry-based Offsets

A recently established partnership between Colgate University and Patagonia Sur will result in the creation of the Colgate University Forest in Patagonian Chile. As the forest grows, the trees will sequester the equivalent of 5,000 tons of carbon dioxide, or roughly one-third of our campus carbon footprint.

This project is part of Colgate’s ambitious goal to achieve climate neutrality by 2019, our bicentennial. Since there is little we can do in the short-term to eliminate our emissions with air travel, offsets provide a necessary option to accomplish our goal.

Over the course of 15 years, approximately 225,000 native trees will be planted on 430 acres of land in Chile’s Aysén Region of Patagonia. Patagonia Sur is a company that is interested in restoring and protecting the scenically remarkable and ecologically valuable landscapes in Chilean Patagonia. The for-profit company was founded by Colgate Alum Warren Adams, Class of 1988. The partnership with Patagonia Sur was especially attractive to Colgate because the arrangement provides Colgate with a research site for students and faculty, and a place to collaborate with member universities on research. Colgate is the first of 12 universities that will ultimately comprise Patagonia Sur’s University Conservation Circle.

How can you get involved?

According to Ben Taylor ’10, who is now an employee of Patagonia Sur, the best way to get involved is to log-on to www.PatagoniaSur.com, inform yourself by watching the Carbon Offsets video, and calculate and offset your own personal footprint using Patagonia Sur’s Carbon Calculator. The cost of mitigating the average American’s footprint amounts to just $0.82 per day. In the coming weeks, a carbon calculator specifically designed to calculate air travel will also be launched on the Colgate website. This will allow students, faculty, staff and alumni to offset the carbon emissions associated with their flights.

To help celebrate the event and raise awareness of this new partnership, representatives from Patagonia Sur and Colgate University recently hosted an alumni event in NYC with over 70 registered guests. Visit Colgate’s sustainability website to learn more about the Sustainability and Climate Action Plan and Patagonia Sur.

Lead-based Paint: Keeping Yourself and Your Children Safe

Exposure to lead-based paint is something that most people fear about for their children, but adult exposure is a risk as well. National Lead Poisoning Prevention Week was October 23-29 and the CDC published information about lead poisoning and prevention in children, which was the topic for this year. Although lead exposure occurs more frequently in children, adults are at risk as well and you may be unknowingly exposing yourself as well as your children to lead.

Lead is a naturally occurring metal that is used in many different manufacturing processes including but not limited to the production of batteries, bullets and ceramics. According to the CDC, lead exposures in children most frequently occur from lead paint chips and swallowing household dust that is contaminated with lead. The CDC also states that 30% of lead poisoning in children results from the use of traditional home remedies, imported candies, imported toys and jewelry, imported cosmetics, pottery and ceramics and drinking water contaminated from deteriorating pipes, fixtures and valves within homes. Children have also gotten lead poisoning from dust that is brought home on their parents clothing after participating in an activity that involved lead such as construction work and using a firing range. Adults can be exposed to lead through their occupation, conducting home repairs or participating in an activity that involves the use of lead such as making pottery or stained glass.

Lead exposure can occur in several different ways including ingestion, inhalation and/or absorption. Someone who is exposed to a high level of lead at one time may experience abdominal pain, constipation, excessive tiredness, head aches, irritability, appetite loss, memory loss and weakness. These short-term, high level exposures can also cause anemia, kidney damage, brain damage or even death. Chronic exposure to lead can cause depression, distraction, forgetfulness, irritability and nausea among other symptoms. People who have prolonged exposures to lead are also at higher risks of developing high blood pressure, heart disease, kidney disease and reduced fertility. In children exposure to lead can also have neurological effects. It is also important to note that pregnant women who are exposed to lead also expose their unborn child.
Developmental exposure to lead can damage a baby’s nervous system and even in low levels, lead can affect behavior and intelligence. Lead exposure in adults can also cause infertility as well as miscarriages and still-born births.

Lead exposure can be reduced in children and adults through the elimination of lead-based paint within your home as well as frequent dusting with a wet cloth, washing of clothing that may become contaminated during a work or leisure activity and showering after working with lead containing materials. It is important to make sure that you use the proper personal protective equipment when working with lead containing materials as well. Lead poisoning is something that can be avoided when the proper safety precautions are taken.

Information for this article came from the CDC websites: [http://www.cdc.gov/niosh/topics/lead/WorkerInfo.html](http://www.cdc.gov/niosh/topics/lead/WorkerInfo.html) and [http://www.cdc.gov/nceh/lead/nlppw.htm](http://www.cdc.gov/nceh/lead/nlppw.htm).

New and Improved Directory Goes Live!

Thanks to the hard work of several people in Communications, Information Technology, and Human Resources the online contact directory has been enhanced to provide a more streamlined and robust search.

Employees can access the directory from the Colgate website by clicking on **Contact Directories** or from their smartphones by browsing for colgate.edu and then bookmarking the Colgate mobile website.

Users now have the ability to search for faculty or staff members by a specific department or office. You also can search by name and narrow that search from **Everyone to Faculty, Staff or Students**. Each search result has a **Friendly Printable Version**, including the ability to select **All** under Departments for the complete employee directory.

Only work-related information appears on the search results, so employees do not need to worry about personal information (home address, home phone and/or spouse) being accessible to others. Information is pulled from the data in the Human Resources Information System, so please review your listing to ensure that all information is accurate. Should you have updates, you can log into the portal and submit updates via the **My Contact Information** channel.

'Gate To Opportunity - Staff Development

Managing Stress during the Holiday Season and Beyond November 8, 11:30 a.m. - 1:00 p.m.

Leadership Communication: Giving and Receiving Feedback November 9 and 30, 8:30 - 11:00 a.m.

Employee Communication: Giving and Receiving Feedback November 10 and December 1, 8:30 - 11:00 a.m.

Cooking with Holiday Leftovers December 5, 3:00 - 6:00 p.m.

Click [here](http://www.cdc.gov/niosh/topics/lead/WorkerInfo.html) to see more details and register for course offerings available.

New Hire Orientation October 12: Back left to right; Brandon Ice, Bill Rieben, Debra Townsend, Eddie Cruz, Lindsey Costello, Kimmie Garner, Michael Maningas, Virginia Close, Peju Oyeyemi, Lamont Fields, Marcy Barrie, Paula Musacchio, Andrew Porter, Isaiah Buchanan, Ben Oliver, Front row; Andy Vasquez, Dan McCoach, Christina Amato, and Janine Oliver.
NEW HIRES

Meghan Pils has accepted the Weekend and Evening Circulation/Building Supervisor position in Case Geyer Library effective October 31. Meghan received her BA in Psychology from SUNY Geneseo.

Paula Musacchio has accepted the position of Human Resource Consultant effective October 31. Paula has a BA in Business Administration from Utica College. She has 2 children, Olivia and Luke.

ANNIVERSARIES

20 Years
Peter Tagtmeyer-Cooley Science Library

10 Years
Pilar Mejia Barrera-Romance Languages
Samantha Alexander-Admission
Brendt Simpson-Institutional Planning & Research

5 Years
Patricia Kochan-Office of Diversity
Starr Reed -Facilities Department
Kelly Snyder -Associate Dean of the Faculty

POSITION VACANCIES

Assistant Director of the Annual Fund
Associate Director for the Parents’ Fund
Business Analyst and Programmer
Campus Safety Investigator
Campus Safety Officer
Campus Safety Officer/Dispatcher (part-time, no benefits)
Director for Equal Employment Opportunity and Affirmative Action
International Student Services Director
Senior Associate Director of Athletics Fundraising
Vice President and Dean of the College
Web Content Specialist-Communications
Staff Nurse (per diem, no benefits)
Temporary - Athletic Event Staff (part-Time, no benefits)
Temporary - Barge Customer Associate/Cashier (temporary and part-time positions)
Temporary - Equipment Service Assistant, (no benefits)
Temporary - Maintenance/Laborers, (no benefits)
Temporary - Office (no benefits)

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 university’s educational mission.

Wedding Announcements

Fred Blake and Ann Cittadino were married on October 1 in the New Hartford Town Park Gazebo. A reception followed at the Oriskany Falls Legion. Fred is a groundskeeper.

Rachel Bernstein and Joseph DiDimizio were married on September 4 in Buffalo. Rachel is an Associate Director, COVE and Joseph is the Office Manager/Career Coordinator for Career Services.

Jeff Corbin and Jessica Owen were married October 15 at the Seventh Day Baptist Church in Brookfield. An awesome reception followed at Valentino’s. The couple reside in Brookfield with their two boys, Brody and Dillon.

BIRTH ANNOUNCEMENT

Sarah and Jeff Marcellus welcomed Rebecca Karalynn on September 7. Rebecca weighed in at 7lbs 12ozs and was 20” long. Rebecca joins brother Kevin. Sarah works as an Administration Assistant for the Geography Department.

Mark Your Calendar
Open Enrollment Benefits & Wellness Fair 2011

The annual open enrollment period for benefit changes will begin November 7 and continue through November 18. During this time you may make 2012 benefit plan elections in the portal. Please watch the mail for your personal benefits packet.

On November 16 from 11:30 a.m. to 2:00 p.m. in the Hall of Presidents, we will be holding the Benefits and Wellness Fair. This is an opportunity for you to have your blood pressure and cholesterol checked, get your flu shot, meet with benefit representatives, and learn more about the benefits provided by Colgate.

Hope to see you all at the fair!

SOLD & SWAP


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.

Empire State Marathon

Christina Amato

Christina, Trudy Fitness Center Director, ran in the Empire State Marathon in Syracuse on October 16. It was Christina’s first marathon and she finished 400th out of 708 runners. Christina has already signed up with the American Stroke Association and the American Heart Association teams to run the Boston Marathon this coming April 2012.

Congratulations!!!