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**What's Happening?**[More Events...](#)

TODAY	TOMORROW	SATURDAY
10:00 <a href="#">Alfred University Blood Drive</a>	12:20 <a href="#">January Women's Studies Roundtable</a>	1:00 <a href="#">Saturdance</a>
7:00 <a href="#">What is Art Therapy?</a>	<a href="#">Kerry Kautzman - January Women's Studies Roundtable</a>	3:00 <a href="#">'Fanny and Alexander'</a>
	6:00 <a href="#">Women's Basketball Game</a>	
	8:00 <a href="#">Men's Basketball Game</a>	
	<a href="#">'Nick and Nora's Infinite Playlist'</a>	
	10:00 <a href="#">Music: The Oxford Collapse with The Demos</a>	
	11:00 <a href="#">'Nick and Nora's Infinite Playlist'</a>	

**[Meal Plan Changes for Spring 2009 Semester](#)**

The deadline for meal plan changes for the spring 2009 semester is Friday, Jan. 23 at 4 p.m. Students must come to the Office of Residence Life to change their meal plan.

The office is open Monday - Friday, 8:30 a.m.-noon and 1-4:30 p.m.

No changes can be made after the deadline.

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### Ignore E-mails Asking for Your Username and Password

Please IGNORE any e-mail message you may have received that asks you to verify your E-mail user name and E-mail password. These "phishing" e-mails are not sent by staff at Alfred University and are not official requests by e-mail or network administrators. Please be advised that Alfred University ITS will never ask for your user name and/or password via e-mail.

If you have inadvertently responded to a "phishing" e-mail, please change your password immediately. To change your password, go to: <https://security.alfred.edu>... If you have any additional questions or concerns, please contact the Help Desk at 607-871-2222.

Regards,

Adrian Morling  
Manager of Network Services Information Technology Services Alfred University

Link: [Click here to change your password](#)

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### Alfred University Telephone Work Orders

Please remember that AU telephone issues and workorders need to be submitted in writing to [auphone@alfred.edu](mailto:auphone@alfred.edu). Please include the telephone number in question, the current location of the phone (building and room number) and a description of the work that is being requested. (i.e. relocation, voicemail change, display change, etc.)

The monthly departmental telephone statements are now being sent by e-mail. Please be sure to notify AU Telephone of changes in staff that receive the statements.

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### Spring Semester Web Time Entry Reminders

It is imperative that the hiring paperwork be completed BEFORE the student begins working to ensure that the timesheet appears on the Web for entry of hours. Timesheets only appear on the Web if jobs have been entered for the student into Banner.

Payroll can only enter jobs if the work study green cards are signed and returned to the Financial Aid Office and/or the non-Work Study Student Payroll Authorizations are completed (form available at link below).

All approvers and proxies must be granted security privileges to view their students' timesheets. If you are new to this process, a code called a "TIME SHEET ORG" must be assigned to you.

Contact [costello@alfred.edu](mailto:costello@alfred.edu) for creation of your code. This code is what attaches you as the approver to the student worker and allows you to view and approve the web time sheets.

When a student is hired, payroll must know who will be approving the timesheet. This can be accomplished by entering the "time sheet org" of the approver in the corresponding field on the Payroll Authorization form or including it on the green card.

Link: [Non-Work Study Student Payroll Authorization Form](#)

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### Be Considerate: Winter Parking on Campus

Once again winter has found Alfred and with that the parking problems that go along with it. I would like to ask everyone parking a vehicle on campus to park in an orderly fashion. A number of vehicles have been taking more than one space causing a bad situation. Please, when you're parking your vehicle think of the others that need to park with you. Thank you for your cooperation.

John M. Dougherty  
Chief, Office of Public Safety  
Alfred University  
One Saxon Drive  
Alfred, New York 14802  
(607) 871-2108  
(607) 871-2616 fax

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### 'King Lear' Auditions!

Auditions for the spring Theater Department's production of Shakespeare's "KING LEAR" will be held on Thursday and Friday, Jan. 22 and 23, in the Miller Performing Arts Center CD SMITH III Theatre at 7:30 p.m. Auditions are open to everyone.

Please download the attached "sides" (audition materials) to review before you come to the auditions. For additional information, contact Steve Crosby at [fcrosby@alfred.edu](mailto:fcrosby@alfred.edu)

The production dates are April 22-25 with rehearsals beginning after Spring Break.  
Attachment: [KING\\_LEAR\\_Audition\\_sides.doc](#)

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### AU Dance Team Tryouts

AU Dance Team Tryouts will be held this week on Wednesday and Thursday, Jan. 21 & 22 from 6-8 p.m. in Miller room 300. Please bring a copy of your schedule. Any questions please contact Steph at [audanceteam@alfred.edu](mailto:audanceteam@alfred.edu)

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### Concert and Jazz Bands - Not Too Late to Join!

The AU Concert Band and Jazz Band members would like to invite all wind and percussion players to join them in their first rehearsals this week.

The Concert Band meets on Tuesdays and Thursdays, 5:30-7 p.m., and the Jazz Band meets Mondays and Thursdays, 7-8:30 p.m. Both ensembles rehearse in room 302 of the Miller Performing Arts Center.

NO AUDITIONS ARE REQUIRED, and some instruments are available to rent! Contact Dr. Chris Foster, [foster@alfred.edu](mailto:foster@alfred.edu), 871-2571 for details. LOOK FORWARD TO SEEING YOU!

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## Attention All Pre-health Majors and Advisers

There will be an informational workshop on Thursday, Jan. 29, 2009. This workshop will be offered at two different times and will address a number of issues including, but not limited to: Required courses, entrance exams, personal statements, credential files (i.e. letters of recommendation).

Details:

Pre-Health Advisory Workshop Overview  
Thursday, Jan. 29, 2009  
11:20 a.m. - 12:10 p.m.  
or  
5:30 - 6:20 p.m.  
Knight Club - Powell Campus Center

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## Global Awareness Roundtable - Peru

Sophie Westacott  
Monday, Jan. 26, 2009  
Knight club Campus Center @ 7 p.m.

The Global Awareness Roundtable is a monthly event designed to introduce the Alfred community to a variety of cultures from around the world. This informal gathering gives our international faculty, students, and alumni the opportunity to introduce participants to countries as diverse as Japan, Guatemala and Tunisia.

Students who have lived, studied or worked abroad also share their experiences and observations. Presentations cover a wide range of topics including history, traditions, art, music and food.

If you are interested in participating or have any questions please contact Zakia Robana @ 871-2880.

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## Participate in 'Bard-a-Thon'

At 4 p.m., Monday, Jan. 26, in Room 210 of the Miller Performing Arts Center, Alfred University's Theater Department, interested students, and community members will have the opportunity to participate in "Bard-a-Thon," an annual event produced by the Fairbanks Shakespeare Theatre (FST), Fairbanks, AL.

Folks may also listen online at the FST Web site - [www.fairbanks-shakespeare....](http://www.fairbanks-shakespeare....) Click on Bard-a-Thon and follow directions.

For additional details on the "Bard-a-Thon," including location for the local Jan. 26 event, contact Stephen Crosby, professor of theater, at 607.871.2566, or e-mail him at [fcrosby@alfred.edu](mailto:fcrosby@alfred.edu).

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## Nominations Sought for Alumni Awards

Send us your nominations!

The Alumni Association presents awards annually at Reunion to alumni and friends of the University who have contributed to Alfred, their workplace, and society in general. Please help us recognize those individuals for their efforts and achievements by nominating them for an Alumni Association Award. Nomination forms are available for download at <http://www.alfred.edu/alu....> Nominations are due

by Jan. 30, 2009.

Alumni Award for Distinguished Achievement - given to honor alumni whose achievements in their profession, career or vocational pursuits, or service to society bring honor and distinction to AU.

Alumni Award for Distinguished Service - given to alumni in recognition of loyalty and commitment in service to Alfred University.

Abigail Allen Award for Service to Women - given to honor an Alfred alumna/a in recognition of distinctive career achievement, community service, or vocational pursuits that have improved the quality of women's lives.

Lillian T. Nevins Award for Lifetime Service to Alfred University - given to honor alumni who have rendered outstanding service to Alfred University.

Honorary Alumnus/a Recognition Award - given to a non-graduate in recognition of interest, allegiance and service to Alfred University and alumni, that the recipient may be evermore one of us.

Nominations may be forwarded to the Alumni Relations Office, Welcome Center, One Saxon Drive, Alfred, NY 14802. You may Email nominations to or fax your information to 607-871-2391. Please contact us with any questions at 607.871.2144. We thank you for your support and assistance!

Link: [Alumni Awards: Description and Nomination Form](#)

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### Buy Your Official Class Ring!

On Monday and Tuesday, Feb. 16 & 17, 2009, from 10 a.m. - 3 p.m. the Balfour representative will be available in the Powell Campus Center Lobby for purchase of official class rings.

Eligibility includes second semester sophomores through graduate students and alumni. Rings will be delivered at the April 26 Official Class Ring Ceremony at 3 p.m., location to be announced.

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### Students: Job Opportunity & Chance for a \$100 Visa Card

Apply today for the Student Development Associate's position and have your application entered for a chance @ a \$100 Visa Card! Restrictions apply. Look for our recruiting tables all this week in PCC- 2nd Floor & Ade Dining Hall. SDA is a division of University Relations.

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### Super! Hockey! Weekend! Extravaganza!

Have you ever asked yourself if you like sports and violence? Well, if the answer is yes then the Alfred Hockey Team has a show for you.

This weekend, Jan. 23-25, the team will have an action-packed game weekend for you Friday, Saturday, and Sunday. On Friday the team will play Canton JV at Canton. Saturday, Alfred will play Canisius at its home rink in Olean, NY, at 5 p.m. Sunday the team will play one of its local rivals Dresser-Rand at 9 p.m. in Olean. This game is surely to be the most intense and violent game.

So come our and support your team. For driving info e-mail the club account at [auhockey@alfred.edu](mailto:auhockey@alfred.edu) or call our toll free hotline at 1-800-ALF-HCKY

Link: [Alfred Hockey Home page](#)

Attachment: [A Map](#)

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### **Business Office Tip of the Week**

Due to reporting changes in the IRS Form 990, the University is required to track all international travel. To facilitate this change, please charge ALL foreign travel for faculty, staff, and students to account code 7208. This includes fees paid to agencies to coordinate the foreign travel.

Thank you!

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