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| TODAY | TOMORROW | SUNDAY |
|---|----------|--------|
| 10:00 High-risk Faculty/Staff H1N1 Vaccination Clinic | | |

Early Deadline for Timesheets

The check date for the current payperiod (Nov. 29-Dec. 12) has been moved from the normal Friday payday to Tuesday, Dec. 22 due to the Christmas Holiday.

To accommodate the early pay date, we need to impose an early deadline for submission of time sheets. All hourly workers (students and employees) must submit their timesheets by Sunday, Dec. 13 at midnight. For supervisors of those using Web Time Entry, this means your deadline for approval will be Monday, Dec. 14.

This information will be also be conveyed to you in the automated e-mail reminders. Thank you for your cooperation so we can get your paychecks processed before the Holiday break!

For students who do not use direct deposit, your check will be mailed home unless you make other arrangements by e-mailing: payroll@alfred.edu.

Submitted by: Kathy Costello

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Undergraduate Students - Financial Aid Application Procedures for 2010-11

The AU Financial Aid Application and filing instructions for the 2010-11 academic year have been placed in your Powell Campus mailbox. Please be sure to stop by your mailbox to pick up these documents before you leave campus.

If you had an expected graduation date for December 2009 or May 2010, a financial aid application was not placed in your mailbox. If you plan to return to AU for the 2010-11 academic year and did not receive an application packet, please pick one up at the Financial Aid Office. The Financial Aid Office is open 8:30 a.m. to 4:30 p.m., Monday through Friday.

Submitted by: Elena Wallace

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PCC Mailroom Closed at Lunch Time

Beginning Monday, Dec. 14 the PCC Mailroom will be closed at lunchtime from noon-1 p.m. through Friday, Jan. 15, 2010. On Monday, Jan. 18 the Mailroom will return to its normal hours.

Submitted by: Sue Peck

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Financial Aid Office Closed - Noon -1:30 p.m.

The AU Financial Aid Office will be closed on Friday, 12/11/09 from Noon -1:30 p.m. so that staff may attend the AU Holiday Luncheon for all faculty and staff. If you wish to pick-up a 2010-11 Financial Aid Application packet (during that time) they will be available at the entry-way to our building on the parking lot side of ALUMNI HALL .

Submitted by: Catherine Schnurle

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Offices Closing for Holiday Luncheon

Office Services, Procurement Services, and the PCC Mailroom will be closed from Noon until 1:30 on Friday, Dec. 11 so the staff may attend the Holiday Luncheon.

Submitted by: Sue Peck

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Congratulations to December Graduating Students!

Please take a minute to fill out the Career Development Center's graduate survey found at the link below. Whether you have your plans settled or not (e.g., employment or graduate school), we'd like to hear about it.

The information is not reported in a personally identifiable way. If you have questions about the survey or need career assistance of any kind, please contact us at 871.2164 or cdc@alfred.edu

Link: <http://www.alfred.edu/cdc/forms/gradsurvey/>

Submitted by: Susan Meacham

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Attention All Faculty and Staff

Kanakadea Yearbook would love to include you in the 2010 yearbook. We will be downstairs in Ade Hall during the University Holiday Lunch on Friday. Get your picture taken individually or with your staff. We want all departments represented!

Submitted by: Zachary Grosser

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Cara Felski Smith Doctoral Dissertation Defense

Cara Felski Smith will publicly defend her doctoral dissertation on Thursday, Jan. 7, 2010 at 10 a.m. in room 404 of the Science Center.

Her topic: Mathematics in Early Childhood: An Investigation of Mathematics Skills in Preschool and Kindergarten Students.

Submitted by: Gayle Gebhard

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Bookstore Sale Today

Remember TODAY is faculty, staff, administration Appreciation Day at the bookstore. Get 20% OFF storewide. 25% OFF Godiva chocolate & 2010 wall calendars. 25%-30% OFF campus bestsellers, 40-50% OFF bargain books.

Submitted by: Marcy Bradley

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Angelica Booster Citizens' 13th Angel Postal Cancellation

Angelica Booster Citizens' 13th Angel Postal Cancellation presented at temporary Angel Station.

Where: Angelica Post Office, 1 West Main Street

When: Friday, Dec. 11, 2009 from 9 a.m. to 12:30 p.m. and 1:30 to 5 p.m.

Background: The Angelica Booster Citizens 13th Angel Postal Cancellation will be offered on Friday, Dec. 11 at the Angelica Post Office.

The cancellation features an angel scattering stars and is the 13th issue in the annual series. The special postmark adds a unique touch to Christmas mailings.

"The Angel cancellation draws postmark requests from across the country," said Postmaster Jim Ruschak. "It puts the town of Angelica on the map during this very special time of year."

Special cancellations are collector's items, making excellent commemorative souvenirs of special dates and events. Customers are encouraged to bring their own stamped envelopes for the cancellations. Collectors and out of town requests may be processed for 30 days at the post office.

The cancellation is large and requires space at the top of the envelope or post card. All cards, post

cards and envelopes addressed appropriately an intended for mailing must be received at the post office by Dec. 11. The cancellation desk will be in the lobby. The event will include complimentary donuts, coffee, and cider.

For more information please call Postmaster, Jim Ruschak at 585.466.7689.

Submitted by: Deborah Clark

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Career Development Center Office Closed - Dec. 14 from 2:30-4:30

The CDC will be closed from 2:30-4:30 on Monday, Dec. 14 for the Student Affairs holiday party.

Submitted by: Susan Meacham

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Saxon Inn planning closing dates

The Saxon Inn is tentatively planning its closing dates for the winter break. We are asking that any department or individual that may need a room at the Inn from Dec. 18-21, 2009 or Jan. 4-6, 2010 to please contact the Saxon Inn to request a reservation by phone at 871-2600 or email saxoninn@alfred.edu. Thank you.

Submitted by: Saxon Inn

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Attention Alumni: Nominate Colleagues for Awards!

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...> <<http://www.alfred.edu/alu...>> . Nominations are due by Jan. 1, 2010.

Alumni Award for Distinguished Achievement - given to honor alumni whose achievements in their profession, career or avocational 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 alumnus/a in recognition of distinctive career achievement, community service, or avocational 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 also Email alumni@alfred.edu> nominations 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!

Submitted by: Deborah Clark

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ITS Faculty Winter Institute 2010

ITS is pleased to announce that it will offer Winter Institute trainings for faculty on Monday, Tuesday, and Wednesday, Jan. 11, 12, and 13, 2010.

See the attached flyer for the full schedule of topics. There is no minimum attendance requirement. All trainings will be held in 306 Perلمان Hall.

Please contact Meghanne Freivald by Friday, Jan. 8 if you would like to attend.

Attachment: [Winter Institute Flyer](#)

Submitted by: Meghanne Freivald

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Classic Family Movie: The Polar Express (2004)

Saturday, Dec. 19 at 10:30 a.m.

Nancy Howe Auditorium at the David A. Howe Public Library, 155 N. Main St., Wellsville

The 2004 animated version of the beloved Christmas book by Chris Van Allsburg is for all ages. A magical train ride on Christmas Eve takes a boy to the North Pole to receive a special gift from Santa. This library-sponsored movie is free and open to everyone.

Submitted by: Deborah Clark

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Concert: Andover Ecumenical Choir

Monday, Dec. 14 at 7 p.m.

Nancy Howe Auditorium at the David A. Howe Public Library, 155 N. Main St., Wellsville

Enjoy the Christmas Concert of this talented regional vocal group with instrumental accompaniment of trumpet, drum, flute, base, guitar, and piano. This concert is free and open to everyone.

Submitted by: Deborah Clark

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Family Program: Bubblemania

Saturday, Dec. 12 at 10:30 a.m.

Nancy Howe Auditorium at the David A. Howe Public Library, 155 N. Main St., Wellsville

Back by popular demand, Doug Rougeux will entertain the audience with an unbelievable variety of bubble forms and tricks with the simple tools of a wand and bubble soap.

This library-sponsored program is free and open to everyone.

Submitted by: Deborah Clark

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Swing Music with Allan Howe and Tom McClure

When: Saturday Dec. 19, 2009 7:30 p.m.

Also: Guitarist-vocalist Jim Schwartz performs at 6 p.m.
Where: Black-Eyed Susan Acoustic Cafe
22 West Main St., Angelica, NY

How Much: No cover charge (guests are expected to contribute to the musicians' tip jar)

Contact: Don and Karen Ash, Proprietors
585-466-3399
info@black-eyed-susan.com

Allan (piano and vocals) and Tom (sax, clarinet, flute) are two members of the band "Swing Set", a group that performs concerts, nightclubs, and wineries all over western and central New York.

As a duo, Allan and Tom primarily play swing music -- think Sinatra, Tony Bennett, Benny Goodman and Louie Armstrong -- along with such modern talents as Diana Krall and Harry Connick, Jr. They keep the pace and style changing with occasional blues tunes by T-Bone Walker and B.B. King, and other songs made popular by artists such as Billy Joel, James Taylor, Ray Charles, and Sam Cooke.

Submitted by: Deborah Clark

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