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What's Happening?

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TODAY	TOMORROW	WEDNESDAY
7:00 Swimming Dragon-style Tai Chi Class	5:00 11/22 - MBB/WBB HOME vs. Penn Tech - 5 & 7pm	
· Admissions is Seeking Student Callers!	7:00 Swimming Dragon-style Tai Chi Class	
	8:30 International Folk Dancing	

Open Enrollment for Statutory Employees

This is a reminder that the open enrollment period from Monday, Nov. 14 through Wednesday, Nov. 30, 2011 applies to all regular Statutory employees as well. Contributory Life, Voluntary Accident, Vision and Flex Spending plans are provided by Alfred University, not the State, so if you wish to add or make changes to any of these, requests need to be made during this period and will be effective January 1st, 2012.

Remember, Flexible Spending Accounts must be re-affirmed even if you do not wish to make a change from 2011 levels.

The State has not announced the Open Enrollment dates or the new rates for the Health Plans yet. Please see attached for all the information we have received to date from the State concerning the changes allowed during the State's Option Transfer period.

Attachment: [Option Transfer For Statutory Health Plans](#)

Attachment: [Alfred University Benefits for Statutory Employees](#)

Submitted by: Kathy Costello

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E-mail and Telephone Scams

There have been quite a few different scams out on campus via e-mail and telephone.

The most recent is the e-mailed Delta Airline scam. The e-mail shows a flight that was booked with actual Delta Web site and telephone numbers but no name is listed. What they want you to do is click on one of the links listed in e-mail for the flight information. Delta was called and they said to immediately delete the e-mail, it is a scam.

Others were from Apple regarding the biography of Steve Jobs and the overseas e-mails are still thriving requesting your banking information.

The best action to take regarding these e-mails is to delete them immediately.

As for any telephone calls, just forward them to Office and Procurement Services at x2698.

You can also block these e-mails by going to your Barracuda e-mail filter and block them. The instructions to do this are attached.

Attachment: **Barracuda usersguide**

Submitted by: Sue Peck

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Reminder -- LIBQUAL Survey is Still Open- Enter to Win a Gift Card

Help us help you! You can help decide where the AU libraries concentrate their service improvements for AU users.

To be eligible for the gift card remember to submit your e-mail address when you complete the survey.

Please complete the survey today, or within the next few days. It will only take about 10 minutes or your time. Please answer the questions for the library you use most often.

If you have any trouble in accessing the survey or if you have questions, please contact Steve Crandall, Dean of Alfred University Libraries at fcrandall@alfred.edu or call 607-871-2987.

Take the survey here: <http://libqual.org/survey...>

Many thanks for your help!

Submitted by: Stephen Crandall

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Chemical Waste Removal Fall 2011

The fall/winter chemical waste removal will occur during December 2011. Both hazardous and non-regulated waste will be accepted.

All chemical waste must be received in your respective Central Accumulation Area (CAA) no later than Thursday, Dec. 1, 2011. Advanced Waste Solutions will be packaging for transport beginning Tuesday, Dec. 6, 2011.

NYSCC contact Dean x3020 (Harder Hall CAA) or Shanti x2497 (McMahon CAA); non-statutory AU contact Dean x3020 (Myers Hall CAA) to arrange for receipt of your waste.

All Satellite Accumulation Area labels MUST be filled out completely with EPA# for respective college, building name, Room # or area name, start date, initials, chemical name(s) of constituents in the accumulation container with volume or weight, and waste characteristics prior to receipt in Central Accumulation.

Note: Per EPA regulations you have only 72 hours from an SAA full date to transfer the container to the proper CAA. SAA containers must be capped or sealed with container lid, have clean exterior, and

SAA label easily legible.

If you have any questions contact Dean Perry.

All Satellite Accumulation Areas (SAA) must be empty prior to Thursday, Dec. 1, 2011 with a notation to that effect made on your submitted December 2011 Satellite Accumulation Area Weekly Inspection sheets.

Completed Hazardous Waste and Non-Regulated Waste Log Forms must be completed at the time the SAA waste is brought to the CAA or sent to Dean Perry no later than Tuesday, Nov. 29, 2011, and may be mailed - 117 Myers Hall, faxed - x2086, or e-mailed - perrydr@alfred.edu.

Advanced Waste must have this information prior to packing in order to obtain required approvals from the TSDF. Required forms are available at <http://our.alfred.edu/ind...> under the heading "AU EH&S Forms".

You may still accumulate waste and add to your list notifying Dean of the additional waste by faxing or e-mailing a NEW waste log sheet adding the word "Amended" to the title no later than Thursday, Dec. 1, 2011.

If you have not yet submitted your 2011 chemical inventory (due June 15, 2011) or updated your MSDS's and MSDS Online database, please do so by Tuesday, Dec. 20, 2011.

Link: [Environmental Health and Safety](#)

Submitted by: Dean Perry

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Seeking Offices to Celebrate AU's 175th Year!

In celebration of AU's 175th year, the Center for Student Involvement is organizing teams of 5 students who want to race throughout campus solving riddles and collecting keys. One team will be awarded \$175!

This is where you come in! We need University offices to volunteer to be spaces for the students to race to. The event is on Monday, Dec. 5 and the students would stop into your office anytime between 6-7:30 p.m. Please contact napolitano@alfred.edu to volunteer your space or for more information.

Submitted by: Nancy Banker

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Survivors Amongst Us

Are you a cancer survivor? Are you fighting cancer now? Your help is kindly needed.

Survivors Amongst Us is a Drawn to Diversity project. If you are a survivor and are willing to have your portrait taken and share your story of hope please kindly e-mail Sarah at sms8@alfred.edu. This exhibit will be exhibited in the Knight Club on Friday the 2nd to prepare for Relay for Life that night. This project is designed to promote awareness and provide support for those still fighting cancer.

Thank you!

Submitted by: Sarah Shafer

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Blackboard Upgrade in January; Faculty Training Available

Prior to the beginning of Spring classes, AU will be upgrading to Blackboard 9.1. This upgrade will bring a few new tools such as wikis, and the improvement of some existing features, such as the

grade center. However, this is not a major upgrade, and the user experience should remain the same.

Training for faculty and staff will be available through the month of December, and during the Spring semester.

Available Trainings:

Monday 11/21, 2:20 - 3:10 p.m.

Wednesday 11/30, 1:20 - 2:10 p.m.

Thursday 12/1, 10:20 - 11:10 a.m.

If you would like to sign up for one of these sessions, please contact Meghanne Freivald at 607.871.2363 or via e-mail. Training is also available by appointment.

For more information and detailed instructions, please visit the Blackboard Support Documents Web page.

Link: [Blackboard Support Documents](#)

Submitted by: Meghanne Freivald

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TIAA-CREF Consultant on Campus

You're invited! Jason Sciotti, Individual TIAA-CREF Consultant, will be conducting one-on-one, 45-minute, individual retirement counseling sessions on Wednesday, November 30, in the Human Resources Conference Room in Greene Hall. Let him help you make financial decisions that are right for you.

To schedule an appointment with Jason, Non-Statutory employees should call TIAA-CREF at 1.877.209.3144 and Statutory employees should call 1.800.732.8353; remain on the line for assistance. If you need assistance with scheduling, please call the Human Resources Office at 607.871.2118.

Submitted by: Kim Wyant

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Discounted rates at Swain for AU faculty, staff and students

Swain is extending discounted rates for Alfred University Faculty, Staff and their families plus AU Students. University employees and their families and AU students may ski at Swain Resort any day after 3 pm at reduced rates. New packages added this year include an 8 pack for tubing or skiing.

In order to participate in the program please register with Judith Green. Special incentive rates are available through Dec 9th. Discounted rates available through the ski season.

Questions may be addressed to Judith Green at jgreen@alfred.edu or 607.871.2966

Attachment: [Swain Ski Resort announcement](#)

Attachment: [Details of Twilight Ski rates](#)

Submitted by: Susan Goetschius

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Let Heaven and Nature Sing Gloria! - A Christmas Cantata

On Sunday, Dec. 4 at 7 p.m., the Hornell Area Community Choir will be performing its annual Christmas Cantata at St. Ann's Roman Catholic Church, 27 Erie Ave., Hornell.

This year's cantata is Let Heaven and Nature Sing Gloria! Music by Mark Hayes. Lyrics by John Parker.

The choir is directed by AU's own Mark Smith, Associate Dean, Alfred University Libraries, Director for Scholes Library of Ceramics, and former Canisteo music teacher.

Members of the choir come from a variety of backgrounds, including the Maple City Barbershoppers, area church choirs, and members from more than 20 area churches. The choir will be accompanied by an instrumental ensemble.

Admission is free, but free-will offerings will be accepted. All funds raised this year will go to benefit Turning Point Hornell.

The doors open at 6 p.m., when John Bartell, the organist for the church, will play Christmas tunes before the choir reaches the stage at 7 p.m.

Submitted by: Elena Wallace

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