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TODAY	TOMORROW	SUNDAY
9:00 Mandatory Training for Employees - Right to Know		
12:00 Bicentennial Barbeque		
· Board of Trustees Meeting		

Ground-breaking for Ann's House is Friday

All faculty, staff and students are invited to join the Alfred University Board of Trustees at 11 am Friday, May 16, for a ground-breaking for Ann's House. The new 48-bed residence hall will be located on Upper Campus Drive, just above the Ford Street apartments. Please join us!

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Join us for the Miller Theater Ground-breaking

We're breaking ground for The Miller Theater, to be located on the north side of the Miller Performing Arts Center, at 6:30 pm Friday, May 16. Everyone on campus - faculty, staff and students - is invited to join the Alfred University Board of Trustees for the event.

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President Announces Summer Work Schedule

I am pleased to inform you that Alfred University will again follow a special summer work schedule. That means that our normal working day will be from 8 a.m. until 3:30 p.m., starting on Monday, May 19 and ending on Friday, Aug. 15.

In addition, we will again close our offices at noon each Friday between May 23 and Aug. 8, with the exception of June 13, when preparations for Alumni Weekend will require that offices remain open until 3:30 p.m.

As in the past, some divisions at the University will be unable to accommodate this schedule for all employees. Therefore, you should confer with your supervisor about your particular work schedule.

Attached is the Guideline for Friday Closings.
Attachment: [Guidelines_for_Fri_Clos_rev_2008.doc](#)

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Banner INB and BannerWeb - Down Sunday

Both Banner INB and BannerWeb will be down all day Sunday, May 18 for needed maintenance.

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Office Services Summer Hours

Office Services will be taking advantage of the summer hours of 8 a.m.-3:30 p.m. beginning Monday, May 19 and also closing at noon on Fridays beginning May 23.

Please have your outgoing mail down to Office Services by 2:30 p.m. Monday-Thursday until Friday, Aug. 15 and by 11 a.m. on Fridays until Aug. 8th.

Any questions please call x2698.

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Mailroom Closing for Lunch

The Powell Campus Center Mailroom will be closing from noon-12:30 p.m. beginning Monday, May 19 until summer hours end in August.

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Herrick Library - Summer Hours

See attachment for Herrick Library's Summer Schedule
Attachment: [Summer_Hours_2008.doc](#)

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PCC Mailroom Summer Hours

The PCC Mailroom will be taking advantage of the summer hours of 8 a.m.-3:30 p.m. beginning Monday, May 19 until Friday, Aug. 15. The Mailroom will also be closing at noon on Fridays beginning May 23 as well. If you have any questions please call x2666.

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Staying Motivated in Higher Ed

All AU staff are invited to attend a training on Staying Motivated to Work in Higher Education on Wednesday, May 28 by Nancy Hunter Denney of Potential Leadership Training and Lectures. The training will be from 9 - 11:30AM in Nevins Theater.

President Edmondson encourages everyone to attend.

Brought to you by the Staff Development Committee.

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Cohen Center Gallery Open This Saturday

Please visit the gallery at the Cohen Center this Saturday afternoon after graduation. On view will be new work by Professor Stephanie McMahon. Open from noon until 2 p.m.

Attachment: [chromophilia2.pdf](#)

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Student Employees Not Returning in Fall

Student employees not returning in the Fall, should confirm with the Registrar's Office in Seidlin Hall that a valid mailing address is on file before leaving campus. This address will be used to mail Payroll issued 2008 W2 forms next year.

Also, if you have payroll direct deposit and will be closing your bank account, you need to notify Payroll before you close the account. You can either complete a Cancellation of Direct Deposit form or email "Payroll." Failure to do so can result in your bank rejecting the deposit and a delay in receiving your net pay and/or student refund.

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Women's Leadership Conference at AU on June 13 - Register Today!

Transitions: a Women's Leadership Conference at AU on June 13 - only \$20 - REGISTER TODAY at wlc@alfred.edu.

AU faculty and staff are invited to join us for an afternoon of inspiring speakers and informative workshops. Over lunch, hear nationally-known speaker Valerie Young explain "How to Feel as Bright and Capable as Everyone Seems to Think You Are" and in the afternoon choose from the following workshops: "Financial Planning for Your Future," "Code-breaking: Making Personal Connections to Benefit Career / Life Transitions," "Self-Defense Workshop for All Ages," "Transformational Life Coaching (TLC)," and "Starting Over: Making the Most of Mid-Life Transitions." \$20 covers lunch and all workshops.

Can't stay the entire afternoon? Come to what you can! For more information click on the link below.

Attachment: [Reunion_Conference_Schedule.pdf](#)

Weight Watchers at Work

Interested in participating in Weight Watchers over the summer?

We need 15 paying members to renew the next 12-week series, which would run from noon-12:45 p.m. May 22 thru Aug. 14 (with July 3 being a blackout date). Location will be Alfred State Orvis conference room (next to the campus radio station).

If you are interested in joining/renewing for the next series, you must contact Martha Colella, Weight Watchers leader at (814) 598-4275 (cell) or colella93@atlanticbb.net to set up pre-payment arrangements that must be received before attending the meeting on May 22. (Money would actually be sent to Weight Watchers the following week.) Weight Watchers accepts cash, checks and credit cards. If desired, checks could be as follows: (3) checks in the amount of \$48/each all dated May 22nd . Their deposit dates would be May 22, June 22 and July 22.

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Online Courses

Colleges of Worcester Consortium Courses in College Teaching Summer 2008 Course Offerings:

IDND30501 Seminar in College Teaching* (2 graduate credits, offered at Worcester State, meets 3 - 6 p.m., Tuesdays, 5/20, 5/27, 6/3, 6/10, 6/17): Learn the basics of college teaching: designing and developing courses, choosing and using a variety of teaching methods, and assessing student work. No prerequisite.

ONLINE IDND30501 Seminar in College Teaching (same as above, online asynchronous, 6/18 - 7/29)

IDND30517 Teaching with Writing (1 graduate credit, offered at WPI, meets 3-5 p.m., Mon & Wed, 6/9, 6/11, 6/16, 6/18, 6/23, 6/25, 6/30, 7/2): Examining the "writing across the curriculum" movement, we consider how writing can be used to promote learning in all subject areas. Through reading, case study, and in-class demonstrations, we examine the features of effective writing assignments and a variety of classroom activities to guide students through planning, drafting, and revising. We examine a range of student papers to consider the most effective ways to respond to and evaluate student writing.

GRAD980 Preparing to Teach Psychology (2 graduate credits, offered online through the University of New Hampshire, 6/1/08 - 7/25/08) This online course is designed for graduate students who are interested in preparing to teach psychology at the postsecondary level. No prerequisites. Because this is offered by special arrangement with UNH, students interested in taking this course should contact Judy Miller (judmiller@clarku.edu) as soon as possible.

Tuition for Certificate courses is \$435/credit for external participants; in addition, there is a \$30/semester pre-enrollment fee. You must pay for courses at the time of registration, but you may qualify for tuition reimbursement. Consult with your advisor, faculty development center, or HR Department for details about applying for tuition reimbursement before you register for any courses. Financial aid applications considered on a first-come, first-served basis; contact Susan Wyckoff (swyckoff@cowc.org) for more details.

Registration procedures are at <http://www.cowc.org/colle...> (follow the Procedures for Students link). The online pre-enrollment form (for beginning the registration process; you will have to pay by credit card at this site) is at <http://www.cowcworks.org/...>

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Curriculum and Program Transformation

There are two openings left for faculty/staff to participate in the 7th Annual Five College Consortium on Curriculum and Program Transformation June 16-20 at Alfred University. Books, materials and lunch are all provided.

There is a stipend of \$500 for successful completion of the week-long seminar. To reserve your place in this summer seminar contact Bob Amico, Program Director (link below). Reservations will be made on a first come, first served basis.

Link: [Bob Amico](#)

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