

[Submit](#)[Employment](#)[News](#)[Calendar](#)[Classifieds](#)[Spiritual Life](#)

In This Issue

Webmail users [click here](#)

Official News

- [Every Approver Needs a Proxy!](#)
- [Last Check Run on Dec. 20](#)
- [Student Address](#)

General Announcements

- ['Real Food' Program Dec. 5](#)
- [Kings Coat Drive!](#)
- [Join us for Make-It-Take-It Ornament Making](#)
- [Meet and Greet the Support Staff Council!](#)
- [Art Major Student Exhibition](#)
- [Bergren Forum - Fiction Reading](#)
- [Blackboard Upgrade in January; Faculty Training Available](#)
- [Student Senate Meeting Minutes 11/30/2011](#)
- [Faculty/Staff Appreciation Sale](#)
- [Discounted rates at Swain for AU faculty, staff and students](#)
- [New York Foundation for the Arts Fellowships](#)

What's Happening?

[More Events...](#)

TODAY	TOMORROW	WEDNESDAY
3:00 An American Folk Holiday Concert	1:00 ***Walk-In Hours*** - Career Development Center	1:00 ***Walk-In Hours*** - Career Development Center
7:00 Swimming Dragon-style Tai Chi Class	7:00 Swimming Dragon-style Tai Chi Class	4:30 Art Major Student Exhibition
· Fireworks Planned to Cap Off 175th Anniversary	8:30 International Folk Dancing	6:00 Conflict/Negotiation
		7:00 12/7 - MBB AWAY vs. Cobleskill - 7pm
		Senior Poster Session

Every Approver Needs a Proxy!

Now that everyone on campus is doing Web Time Entry using Timesheets or Leave Reports, it is time to re-emphasize the need to have a Proxy set up if you are an approver. (A proxy is someone who will approve your timesheets or leave reports in your absence.)

Due to vacations, holidays and early deadlines over the past weeks, we have had various instances when an approver is not here and there is no one set up to approve on their behalf. You must remember that if timesheets are not approved, they will not be pulled into payroll and the employee will not get paid!

It is a simple process; in BannerWeb at the bottom of the TIME REPORTING SELECTION page, click the [Proxy Set Up](#) link. Using the drop down arrow to the right of the names, highlight the name of your proxy from the list and select the 'add' box, then save. To complete the process e-mail

costello@alfred.edu with the name of the employee and I will grant the necessary security to allow that person to see your timesheets and act as your proxy.

If you have any questions about how to set up your proxy, call X2276.

Submitted by: Kathy Costello

[back to top](#)

[Send Email Reminder](#)

Last Check Run on Dec. 20

The last check run for the calendar year will be processed on Tuesday, Dec. 20. Please submit your invoices to the Business Office no later than Friday, Dec. 16 to ensure that they are included in the last check run before the holiday break.

If you have any questions, please contact Sheila Decker at 2107. Thank you.

Submitted by: Tammy Raub

[back to top](#)

[Send Email Reminder](#)

Student Address

Effective immediately please do not abbreviate the PCC in the address line. It must be spelled out as follows:

XXXX Powell Campus Center
Alfred, New York 14802

Should you have any questions please contact the Mailroom at x2666.

Submitted by: Sue Peck

[back to top](#)

[Send Email Reminder](#)

'Real Food' Program Dec. 5

Alfred's Sustainability Working Group is sponsoring a program on natural, organic alternatives to the U.S. dominant food system. Join us at the Alfred Village Hall, 7 p.m., Monday Dec. 5 to hear Tim Koegel, owner of Windy Ridge Natural Farm, on the subject, "Real Food."

Windy Ridge provides eggs and poultry from contented, pastured chickens to the Alfred community.

Submitted by: D. Clarke

[back to top](#)

[Send Email Reminder](#)

Kings Coat Drive!

Please donate your unwanted coats to the needy in Allegany County by bringing them to the CSI office!

The donated coats will be sent to an organization for distribution.

Please donate them before Dec 9!

Submitted by: Victor Osorio

[back to top](#)

[Send Email Reminder](#)

Join us for Make-It-Take-It Ornament Making

Join us Wednesday, Dec. 7 in Alumni Lounge, PCC anytime from 11:30 a.m.-1:30 p.m. for Make-It-Take-It holiday ornaments. You have a chance to make two ornaments (it's FREE).

Brown bag lunch. RSVP by Tuesday 12/6 to Nancy Banker. Let's get together to "chat" while making an ornament!

Submitted by: Marcy Bradley

[back to top](#)

[Send Email Reminder](#)

Meet and Greet the Support Staff Council!

The Support Staff Council is holding a Meet and Greet at the Herrick Cafe, next Thursday, Dec. 8, from 11:30 a.m. - 1 p.m. Hope to see you there!

Submitted by: Nancy Freelove

[back to top](#)

[Send Email Reminder](#)

Art Major Student Exhibition

Painting! Drawing! Video! Performance!

Come on down to the Brick Studios to experience this semester's work from the IART program, including classes:

Seeing, Perception + Interpretation
Body, Time + Movement
The Good Stuff: Found Object

OPENING: Wednesday, Dec. 7, 4:30 - 6 p.m.

OPEN HOURS: Dec. 8+9, noon - 5 p.m.

PS. Performances and those notorious cookies only at the opening!

Attachment: [small20.pdf](#)

Submitted by: Laurel Carpenter

[back to top](#)

[Send Email Reminder](#)

Bergren Forum - Fiction Reading

The Bergren Forum sponsored by the Division of Human Studies and the College of Liberal Arts and Sciences will be meeting on Thursday, Dec. 8 at 12:10 p.m. in the Nevins Theatre, Powell Campus Center.

Bring a brown bag lunch; coffee and tea are complimentary.

Speaker: Rahul Mehta
Topic: Fiction Reading from Quarantine

Submitted by: Marilyn Saxton

[back to top](#)

[Send Email Reminder](#)

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 12/5, 1:20 - 2:10 p.m.

Thursday 12/8, 10:20 - 11:10 a.m.

All trainings will be held in 306 Perlman Hall. 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

[back to top](#)

[Send Email Reminder](#)

Student Senate Meeting Minutes 11/30/2011

Student Senate meeting minutes 11/30/2011 and attendance attached.

I am trying to reorganize the minutes so that it is clear whether the e-board/speaker or the floor is speaking. The floors ideas and comments are highlighted in blue. Work in progress!

Attachment: [Attendance_2011-201211.xls](#)

Attachment: [Student_Senate_Meeting_Minutes_11.30.2011.doc](#)

Submitted by: Student Senate

[back to top](#)

[Send Email Reminder](#)

Faculty/Staff Appreciation Sale

Faculty/Staff Appreciation sale days at the AU Bookstore will be Fridays Dec. 9 & 16. Take advantage of 20% off storewide.

There will be additional holiday specials. 30% off holiday ornaments. Store hours 8:30 a.m.-4 p.m. Stop by to see us!

Submitted by: Marcy Bradley

[back to top](#)

[Send Email Reminder](#)

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

[back to top](#)

[Send Email Reminder](#)

New York Foundation for the Arts Fellowships

New York Foundation for the Arts (NYFA) Artists' Fellowships are \$7,000 unrestricted cash awards made to individual artists living and working in the state of New York.

Grants are awarded in 15 artistic disciplines, with applications accepted in five categories each year. Peer review panels select up to 100 Fellows each year based on artistic vision, the goal being to buy recipients creative time to continue making work.

The Fellowship award is free for artists to apply!

Reminder: NYFA's online application is open. Please go to nyfa.org/afp to apply and to review application guidelines.

The following categories will be reviewed during the 2011-12 cycle:

Painting

Painting applicants also have the option to apply for the Basil H. Alkazzi Award for Excellence in Painting, awarding two painters with an award of \$20,000 each.

Fiction

Interdisciplinary Work

Folk/Traditional Arts

Video/Film

DEADLINES

Dec. 15, 2011 at 11:59 p.m.

Painting

Fiction

Dec. 16, 2011 at 11:59 p.m.

Interdisciplinary Work

Folk/Traditional Arts

Video/Film

Submitted by: Deborah Clark

[back to top](#)

[Send Email Reminder](#)