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TOMORROW

- [Auditions for Spring Theater Production](#)

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Private/Personal Information and Email Communication

All employees should understand that certain forms of information such as social security numbers and credit card information should never be communicated through email. It is important that all employees follow the "Private Information and Email" policy in the link below...

Link: [Private Information and Email Policy](#)

Submitted by: Gary Roberts

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Office of Student Financial Aid Announces Self Service on Bannerweb

The Alfred University Office of Student Financial Aid will be rolling out "Self Service" for all students applying for and receiving financial aid. This exciting change means that there will be a Financial Aid tab when you login to your Bannerweb. When you click on this tab, you will have access to your financial aid information, such as status of documents received and required, as well as your current financial aid package. The first step in this process is to view your current year (2016-17) financial aid awards and documents.

We welcome any feedback by email to Harkenrider@alfred.edu.

Once we have 2017-18 information available for review, we will notify you by University email. Stay

tuned for more exciting features to come!

Submitted by: Kathy Harkenrider

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Beacon Early Alert System

It is hard to believe the semester is already getting started. Please remember to submit Beacon alerts for students you have concerns about or who are missing class this early in the semester.

If you have any questions or need additional training please contact Tricia Debertolis at debertpa@alfred.edu

Submitted by: Patricia Debertolis

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Deadline for Meal Plan Changes - Spring Semester

Students wanting to change their meal plan for the Spring 2017 semester must complete a meal plan change form before the deadline of Friday, January 20, 2017 at 4 p.m. No exceptions!

Log into Banner Web, click on Student Services, click on Residence Life and complete the Meal Plan Change Request form before the deadline.

If you have any questions regarding your meal plan options, please call Residence Life at 607-871-2186.

Submitted by: Karen Porter

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Two Trumpets and Organ Recital

Dr. Timothy Altman, University of North Carolina at Pembroke, Dr. Larry Wells, Methodist University, and Laurel Buckwalter, Alfred University (retired), will perform a recital for two trumpets and organ this Saturday, January 21, 7:30 p.m. at the Seventh Day Baptist Church in Alfred. Music will include solos, duos and trios from the Baroque period through the 20th century, as well as recent compositions. Guest performance by Dr. Christopher Foster. Free admission.

Attachment: [two_trumpet_recital_1-21.pdf](#)

Submitted by: Christopher Foster

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Etiquette Dinner

Have you ever been confused about which fork to use first at a formal dinner? Which entrée should you order - and what foods should you avoid - at a job interview over lunch? Is it appropriate to have a drink at a business dinner? Ever wondered what manners are appropriate for business occasions?

Find answers to these questions and more at the Career Development Center's annual Etiquette Dinner on Friday, February 17 at 5:00pm in the Knight Club in Powell Campus Center!

Heather Kolakowski, Food and Beverage Management Lecturer at Cornell University, will share her expertise on business and social event etiquette. Business professional dress is strongly encouraged and business casual dress is required; contact Career Development Center staff with any questions about professional dress for this event. There is no cost to attend the Etiquette Dinner thanks to our sponsor, Kohler Co.

To reserve your spot at the Etiquette Dinner:

Login to Saxon JobLink: <https://alfred-csm.sympli...>

Or register using our "Careers by Symplicity" app (free download): <https://www.symplicity.co...>

Saxon JobLink User ID = AU email address If this is your first time logging into Saxon JobLink, or if you cannot remember your password, then click on the 'Forgot Password' link.

1. Click the Events tab on the left
2. Select Workshops
3. Select Etiquette Dinner
4. Click RSVP

This event fills quickly, so register today! And be sure to check out employment, internship, and volunteer opportunities at the Spring Career Expo on February 17 from 11:00am-2:00pm in the Joyce and Walton Center (McLane Annex).

Submitted by: Valerie Daciw

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AU Connect

Please be sure to register your club/organization or office on AU Connect. Just Sign in with your email and password.

Link: <http://auconnect.alfred.edu>

Submitted by: Center for Student Involvement

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Post Your Positions on Saxon Job Link!!

Do you have a position on campus that you would like filled? Use the Career Development Center's Saxon Job Link, this online system allows you to list a position so it appears immediately to students. Sign in, or sign up and create an account at:

<https://alfred-csm.sympli...>

You may contact the CDC with any questions at x2164.

Submitted by: Valerie Daciw

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Job Posting

Employment Opportunity:
Asst. Professor of Renewable Energy Engineering

Link: [Asst. Prof. Renewable Energy Engr. Posting](#)

Submitted by: Connie Lewis

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Job Posting

Employment Opportunity:
Desktop Technician

Link: [Desktop Technician Posting](#)

Submitted by: Connie Lewis

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Video of the Managing Potentially Dangerous Students Presentation

After Monday's program by the FBI, we had several requests from faculty/staff to post the video and handouts about the "Run, Hide and Fight" presentation.

Please use the link below for the YouTube video. The audio is faint and is easier to hear with headphones.

This program helps faculty and staff differentiate and manage disruptive behavior. It also helps participants understand how to identify potentially problematic behaviors, as well as how to address crisis behaviors and refer possibly dangerous students to the appropriate staff.

The workshop listed disruptive and dangerous behavioral examples and specific suggestions and intervention techniques to help faculty/staff better assess, intervene and manage the problematic behavior.

Link: [video of presentation](#)

Attachment: [Dangerous_student_10_2015.pdf](#)

Submitted by: Norm Pollard

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