

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

## In This Issue

Webmail users [click here](#)

- [Winter Parking: Please be considerate](#)
- [25-50% off select clothing this Thursday, Friday](#)
- [Fond farewell to Anna from HEOP](#)
- [RA application deadline approaching](#)
- [Still time to run for Student Senate president, VP](#)
- [Call for art work](#)
- [Reserve Harry Potter book 7 now @ the AU Bookstore](#)
- [E-instruction Software demo](#)
- [Human Resources revises forms and hiring process.](#)

## What's Happening?

[More Events...](#)

TODAY	TOMORROW	SATURDAY
12:10 <a href="#">Bergren Forum</a>	1:20 <a href="#">Osteopathic medical &amp; pharmacy information program</a>	2:00 <a href="#">Women's Basketball Game</a>
1:00 <a href="#">Employer-In-Residence</a>	6:00 <a href="#">Women's basketball game</a>	4:00 <a href="#">Men's Basketball Game</a>
2:20 <a href="#">Interviewing skills</a>	8:00 <a href="#">Men's basketball game</a>	6:00 <a href="#">Post Kwanzaa</a>
4:30 <a href="#">Women of Influence Today</a>	<a href="#">One-woman play</a>	9:00 <a href="#">ALFREDACTIVITIES.COM Weblaunch Party!</a>
6:00 <a href="#">CSA general meeting</a>	<a href="#">Film: 'Stranger Than Fiction'</a>	10:00 <a href="#">Comedian Troy Thirdgill</a>
7:00 <a href="#">Come here, get free stuff: RHC</a>	<a href="#">Employer-In-Residence (Co-op candidates)</a>	<a href="#">· AWE Showdown</a>
8:00 <a href="#">ISSO movie night!</a>		<a href="#">· Skiing Meet</a>

### Winter Parking: Please be considerate

Once again Winter has found Alfred and with that the parking problems that go along with it. John Dougherty, director of Security, is asking everyone parking a vehicle on campus to do so in an orderly fashion. A number of vehicles have been taking more than one space causing a bad situation.

"Please, when you're parking your vehicle think of the others that need to park with you. Thank you for your cooperation," Dougherty said.

[back to top](#)

[Send Email Reminder](#)

### 25-50% off select clothing this Thursday, Friday

Clothing Sale -- Take 25% off select sweatshirts, sweatpants, tees, & hoods.

Take an additional 50% OFF already reduced shorts, tees, women's tees and more!

Stop into browse @ the AU Bookstore

[back to top](#)

[Send Email Reminder](#)

### Fond farewell to Anna from HEOP

Anna Arroyo-Hill will be leaving the HEOP office for new endeavors. Please stop by Friday February 9th between 12:00 - 2:00 and have cake and punch with us to wish her well . Myers Hall room 115

[back to top](#)

[Send Email Reminder](#)

---

### RA application deadline approaching

The deadline for all RA applications is Friday, Feb. 9, 2007 by 4 p.m. If you are interested in becoming an RA for the 2007-08 academic year you must submit your application by Friday.

Please contact Claire Gonyo, Selection Coordinator, at [gonyoc@alfred.edu](mailto:gonyoc@alfred.edu) or x2186 if you have any questions.

[back to top](#)

[Send Email Reminder](#)

---

### Still time to run for Student Senate president, VP

Don't just be a resident -- be Student Senate president!

If you're interested in running for either Student Senate president or vice president, there's still time! A petition must be filed by Tuesday, Feb. 13, endorsed by 150 student signatures. Any undergraduate or graduate student in good academic standing is eligible to stand for office -- current Senate attendance is not required.

The official petition form is attached below. When completed, it can be handed to a committee member or submitted via intercampus mail to Ian Adkins at 293 PCC. Your petition must be received no later than 11:59 p.m. on Tuesday, Feb. 13.

If you have any questions about the process or what either office entails, e-mail Ian Adkins at [ijla1@alfred.edu](mailto:ijla1@alfred.edu).

Good luck!

Ian Adkins, Student Senate elections committee chair  
Sheila Garcia  
Ann Halbert-Brooks  
Sara LaFaro  
Laura Van Cott  
Attachment: [2007-08\\_petition.pdf](#)

[back to top](#)

[Send Email Reminder](#)

---

### Call for art work

"Change Me."

Does it suddenly come upon us when we feel melancholy, happy, or empty? Something or someone triggers these sensations.

We are looking for artwork that examines how people change us and make us stronger. Artwork must be submitted to the Women's Leadership Center by Thursday, March 1. For existing artwork or proposals for artwork that reflects the theme, please contact me (por favor) before Thursday, Feb. 8.

Contact student curator, Tiffany Joy Butler at e-mail: [tjb1@alfred.edu](mailto:tjb1@alfred.edu)

[back to top](#)

[Send Email Reminder](#)

---

### Reserve Harry Potter book 7 now @ the AU Bookstore

"Harry Potter and the Deathly Hallows" will be out July 21! Reserve your copy today, save 30%.

We will be open at MIDNIGHT for those loyal Harry Potter followers.

Call or e-mail us at 607-871-2350 or [aubooks@alfred.edu](mailto:aubooks@alfred.edu)

[back to top](#)

[Send Email Reminder](#)

---

### E-instruction Software demo

When: Thursday, Feb. 15, 2007

Time: 1- 2 p.m.

Where: Science Center - Room 120

Who: Interested Faculty

What: Now, instead of trying to gauge the class's comprehension from one or two students, you can easily poll the entire class. Having real-time data gives you more control over your lectures and allows you to adjust on the fly for each class.

CPS also streamlines administrative tasks. Attendance and grading are automated, and any data you collect can be streamed to WebCT, Blackboard, and more.

To Register: Contact Marlene Wightman - [Wightman@alfred.edu](mailto:Wightman@alfred.edu) Or phone 871.2425

[back to top](#)

[Send Email Reminder](#)

---

### Human Resources revises forms and hiring process.

The Human Resources forms for hiring/changes have been revised. All hiring changes will be done using only three forms: a Recruitment Requisition Form, Personnel Action Form, or Student/Summer Payroll Authorization Form.

We have eliminated the Temporary Recruitment Requisition, Payroll Authorization form and the Request for letter of agreement so please discontinue use of these forms.

A hiring process change is being implemented to shorten the time needed for paperwork to be approved. IF EVERYTHING IS EXACTLY THE SAME AS WAS APPROVED ON THE RECRUITMENT REQUISITION, the Personnel Action form will not require the signature of the Area VP, Budget rep, or VP Bus and Fin a second time.

Below is a summary of what each form will be used for:

#### Recruitment Requisition Form

- used for both temp and regular positions, including adjuncts.

#### Personnel Action Form

- used for hires, both temp and regular
- used to extend temporary employees
- used to pay stipends/overloads/extra service
- used for research payments
- used for changes to position/wage/department/budget
- used for ending employment (retirement/resignation/termination)

#### Student/Summer Payroll Authorization Form

- used to hire non-work study AU students (students at other schools need to go through temp employee process)

- used for any summer hire, whether student or not

The forms are located on the HR web site, see link below.

<http://our.alfred.edu/ind...>

If you have questions, please feel free to contact Human Resources.

Link: [Employment Forms](#)

[back to top](#)

[Send Email Reminder](#)

---

[Alfred University](#) | [My AU](#) | [Our AU](#) | [Events](#) | [BannerWeb](#) | [Blackboard](#) | [News](#) | [Enews](#)