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## What's Happening?

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TODAY	TOMORROW	WEDNESDAY
1:00 Theater Workshop II for Young People	1:00 Theater Workshop II for Young People	
4:00 Summer theater experience for high school students	4:00 Summer theater experience for high school students	
· Theater Day Camp	· Theater Day Camp	

### Last call for returning student newsletter info

Do you have new faculty or staff in your areas that you'd like mentioned in my returning student newsletter? If so, please forward a short paragraph to me by Friday, July 6. Other news is also welcome, of course.

Kathy Woughter, [woughter@alfred.edu](mailto:woughter@alfred.edu), x2132.

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### Backup Guide for Summer Computer Deployment

Download the attached guide to running a successful backup in preparation for this summer's computer deployment.

Restore guide and check-off worksheets are available on the U:Drive in Public > ITS > Backup and Restore

Attachment: [Backup Guide - Microsoft Word format](#)

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### One Card deadlines in July

One Card charges ~ the transactions that you charge in June and are posted to your account in PaymentNet by June 30 will show on your July statement. The reconciliation schedule for July will be accelerated to get these expenses posted in the current 2006-07 fiscal year.

Your reconciled statement needs to be given to your card manager by Monday, July 9. The card

manager needs to approve and forward the statements to Sue Peck by Tuesday, July 17. The transactions posting to Banner will be done on Wednesday, July 18. It is essential that the proper coding be in PaymentNet before this is posted.

Remember you can print your statement from PaymentNet so don't need to wait for the mailed one.

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### **Non-statutory salary increases**

As previously announced by President Edmondson, the Board of Trustees approved an increase for the non-statutory sector of Alfred University effective July 1, 2007.

The increase will be an across-the-board 3% increase for regular non-statutory employees hired prior to March 1, 2007. Employees who were hired on or after March 1, 2007 will not be eligible for the increase.

Employees who are not regular (i.e. temporary, adjunct, visiting) will not receive the increase. The increase will be reflected in the July 13, 2007 paycheck. Should you have any questions, please feel free to contact Human Resources.

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### **Attention Contribute Users Getting New Computers**

If you are going to be receiving a new computer during the summer, please save your contribute keys.

PC Users: create a folder under My Documents called Contribute and place the contribute key there.

Mac Users: create a new folder in HD (Hard Drive) called Contribute and place the contribute key there.

When you have received your new computer, please send a request to <http://our.alfred.edu/aut...> to have Contribute reinstalled.

If you have questions contact Helpdesk at x2222.

Link: [Web Request Form](#)

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### **Wireless Access To Increase On Campus**

Dear Campus Community,

Last year, ITS, students, and representatives from Student Affairs studied wireless access on campus and made a recommendation that Alfred University should increase the availability of wireless hot spots on campus. ITS is moving forward to increase the WiFi coverage across campus.

This summer and fall, ITS will be working on campus to install new wireless access points. By early in the spring semester 2008, students, faculty and staff will be able to surf the Web, chat and retrieve e-mail wirelessly in all academic, residential, and administrative buildings.

Gary Roberts  
Director of Information Technology Services

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### **Arkport Summerfest**

July 6, 7, 8. Over 50 vendors in the park. Marionette circus, Live Caribbean show, fireworks, outdoor movie, dodgeball, inflatable rides, car show, 5k race, Chicken BBQ. Family fun for the whole weekned.  
Attachment: [Schedule\\_of\\_Events\\_2007\\_062807.doc](#)

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### **Allegany Arts Association Summer Festival**

Allegany Arts Association Summer Arts Festival  
Free for students in Allegany County - age limits apply  
Preregistration required - listing posted at [stoneflowerpottery.com](http://stoneflowerpottery.com)  
Funded by the Youth Bureau and the people and businesses of Allegany County.

Attachment: [Allegany Arts Classes](#)

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