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What's Happening?[More Events...](#)

TODAY	TOMORROW	WEDNESDAY
4:45 Zumba classes with licensed instructor Zumba classes with licensed instructor · SAGE: Write a Piece for the Vagina Monologues!	· SAGE: Write a Piece for the Vagina Monologues!	10:00 Walk-in Hours at the CDC · SAGE: Write a Piece for the Vagina Monologues!

Water Shut-Offs Today, Tomorrow

Today, Monday, March 10, beginning at 7 a.m., the water will be shut off in several buildings, starting with Miller, then Crawford (approximately 10 a.m.), and finally then Science Center (approximately 1 p.m.). Each building will be without water for approximately two-three hours.

On Tuesday, March 11, beginning at 7 a.m., the water will be shut off first in Herrick Library followed by the Saxon Inn (approximately 10 a.m.). Again, each building will be without water for approximately two-three hours.

Submitted by: Deborah Clark

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MasterCard and Procurement Training Scheduled

There will be a required MasterCard training session along with Procurement training on Wednesday, March 12, 2014 in the Banner Training room located at the side entrance of Howell Hall. The entire session will be from 1-2 p.m.

The first part of the session, 1-1:45 p.m. is designated for One Card training for new cardholders and reviewers. If you have applied or are interested in applying for a credit card you are required to attend a training session before receiving your credit card.

The second part of the session 1:45-2 p.m. will be designated for Procurement training. This session is for new cardholders and user to attend.

Help for current Smartdata users will be available upon request.

Submitted by: Susan Peck

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University Policy and Guidelines for Gifts, Prizes, and Awards

In order to comply with IRS rules and regulations regarding gifts, prizes, and awards, the University has adopted a policy that is to be followed whenever a person is given any type of cash, cash equivalent, or merchandise to recognize achievement, to honor them for performance, or for any other reason.

The attached form must be signed by the presenter, their supervisor, and the recipient and sent to the Payroll Department for approval and disposition whether or not the recipient is a University employee.

Please feel free to contact Mark Guinan, Director of Human Resources, if you have any questions regarding the process.

Link: [Guidelines for gifts, awards and prizes](#)

Attachment: [Gift authorization form](#)

Submitted by: Mark Guinan

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Undergraduate Students - Financial Aid Deadline 3/15/14

IMPORTANT: MARCH 15, 2014 IS THE DEADLINE FOR FILING THE 2014-15 ALFRED UNIVERSITY FINANCIAL AID APPLICATION AND THE FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA).

If you will be an undergraduate student at AU for the 2014-15 academic year and do not have these documents, please stop by the Financial Aid Office to pick them up. We are located in Alumni Hall and are open 8:30 a.m. - 4:30 p.m., Monday - Friday.

Submitted by: Elena Wallace

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Graduating in May? Time to Order your Cap & Gown

All May graduates, NOW is the time to order your cap, gown, tassel, and hood for May graduation.

ORDER by Wednesday, March 26 at the AU Bookstore. Payment is required at the time you order. Bachelor unit (cap, gown, tassel, and hood \$62.96; Master unit \$66.96.

Submitted by: Marcy Bradley

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Process for Ordering Business Cards Has Changed

The process for ordering official Alfred University business cards has changed. The local print shop that has produced most of our business cards, Sun Publishing, is in a transitional phase due to economic changes. Based upon their new business model, they will only do business card orders in batches of 10 or more different names. It is not cost effective for them to do one person's card at a time.

Since orders for AU business cards are typically one or two at a time, we have located an alternative print shop and process to ensure a seamless transition. The Alfred State College Document Center is prepared to handle business card requests through a virtual storefront that has been developed specifically for ordering AU business cards online.

The link to that storefront is:

<https://v2.printsys.net/>

Log on: AlfredUniversity

Password: AlfredUniversity1

There are two templates from which to choose: the first template is indicated for only Admissions and Financial Aid offices because they require specific phone number options; and the second template is designed to accommodate all other offices.

When you double click on your selection, a new window will open that contains a form with fields to enter your information. As the fields are filled, the information will show up on the template at the right so you will see how the business card will look upon completion. Once all the information has been entered, you will proceed to a shopping cart that has options for quantity and payment, using your AU One Card.

In order to maintain the brand identity of the University, a PDF of the card will be emailed to the Office of Communications for review/approval. Once the cards are printed, you will be notified so that you can pick them up at the ASC Document Center, 10 Upper College Drive (607.587.3532). ASC does not deliver at this time. The design and specifications of color and paper are based upon the official AU business card format that is currently in use.

IMPORTANT: For situations where you do not have access to an AU One Card, or a required deviation from the standard format cannot be included within the two template options, you will need to contact Rick McLay at mclay@alfred.edu so that a design can be created and provided to the ASC Document Center. In those situations, the online purchase option will not be available and a paper invoice will be sent to you by the ASC Document Center.

Please contact the Alfred University Office of Communications at 2103 if you have any questions.

Submitted by: Deborah Clark

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May Grads - Take the Survey for Senior Week

All May graduates (undergrad and graduate): Have a voice for events for Senior Week. Take the SURVEY on my.alfred.edu and choose what events YOU would like to do for the week.

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

Submitted by: Marcy Bradley

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AU Summer Sessions

It's not too early to begin thinking about taking classes here on campus this summer when Alfred is warm, sunny, and green!

Summer course registration begins Monday, March 17, but the Summer course schedule is viewable now in Banner. Just click on "Class Schedule" and then select Summer 2014.

AU Summer Sessions offer you a great opportunity to concentrate on one or two courses without the burden of a heavy course load. You can complete a full semester course in as little as two or three weeks, take a full-year of the language requirement, get a head start on the fall semester, or make up a course you failed during the fall or spring.

Please visit the Summer Sessions website for information about registration, housing, deadlines, tuition, and other details and to view a PDF version of the Summer Sessions Course Schedule Booklet.

Printed copies of the Booklet will be available at the Student Service Center and the Mail Room when you return from Spring Break. Keep in mind, however, that changes made to the schedule after it is printed will not be reflected in the Booklet. For the most accurate, up-to-date schedule, please always check Banner.

Questions about registration and payment may be directed to the Student Service Center and questions about financial aid, to the Financial Aid Office.

If you have general questions about Summer Sessions and/or non-art summer courses please contact the Office of Summer Programs at 607.871.2612 or summerpro@alfred.edu. Questions about summer art courses may be directed to the School of Art & Design at 607.871.2412 or johnsonc@alfred.edu.

We hope to see you on campus this summer!

Link: [Summer Sessions Website](#)

Submitted by: Melody McLay

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Sale at the AU Bookstore

Stop in to check out the clearance table at the AU Bookstore. 50% OFF items, March 6-11. General reading books, bargain books, art supplies, and more.

Submitted by: Marcy Bradley

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Mechanical Engineering Faculty Candidate on Campus

All Engineering Faculty, Graduate Students, and Undergraduate Students are invited to attend Dr. Seong-Jin Lee's presentation on Thursday, March 13, 2014, 11 a.m. - noon in Binns 108. Topic is "Development of an autonomous system for high altitude ballooning"

Submitted by: Rosalie DiRaimondo

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Green tip of the week

Learn when food goes bad-"Sell-by" and "use-by" dates are not federally regulated and do not indicate safety, except on certain baby foods. Rather, they are manufacturer suggestions for peak quality. Most foods can be safely consumed well after their use-by dates. Check out www.StillTasty.com for more information on how to store your food and know when it's bad.

Submitted by: Autumn McLain

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Malt and Mingle with AU at Brown's Brewing Co.

Join Albany area alumni, parents, and friends for a special Alfred University gathering!

Thursday, April 10, 6-9 P.M.
Brown's Brewing Co.
425 River St.
Troy, NY 12180

Alfred Trustee Michael Christakis '99 and Christa Nyman Christakis '01 invite you to join other Alfred graduates in the Capital District as they enjoy several beer samples and learn about pairing food with the right ales, stouts, and pilsners. In addition, you will have the opportunity to tour Brown's award-winning brewery, inhale the aroma of fermenting hops and malts and learn what it takes to make a great beer.

The cost for this event is \$10; this includes six beer samplings, a pint of beer, and an hors d'oeuvres buffet.

Please register by April 3rd.
Online: www.alfred.edu/alumni/reg...
Email: alumni@alfred.edu
Phone: 607-871-2144

Submitted by: Audrea Sirianni

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Zumba classes continue during spring break

Zumba classes will continue as scheduled during spring break at the University. Classes are Mondays and Thursdays at 4:45 p.m. in the multipurpose room on the second floor of the new Health and Wellness Center. Enter from the McLane Center parking lot, and tell the attendant you are there for

Zumba classes. No need to register in advance. Classes are \$3 each, and taught by licensed instructor Denise Eck.

Submitted by: Susan Goetschius

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Alfred Montessori School Spring Art Auction! Tickets Available Now!

Alfred Montessori, a little school with a big heart, is planning an art auction for Saturday, April 5, 2014 to help raise funds for a community project.

Artists of local and national acclaim have already committed to donate pieces for the event, which will be held from 10 a.m. until 1 p.m. at the Alfred Village Hall.

One can expect to bid on ceramic, glass, sculptural and functional pieces by artists including Angus Powers, Amy Powers, Betsy Kent, Steve Edwards, Matt Metz, Linda Sikora, Mike Griffin, Kristin Buchholz, Angie To, Sarah Powers, J. Michael Powers, Robin Howard, Pat Edwards, Marcia Lichtman, Randi Fridmann, Katie Greene, and many more.

Tickets are \$15 each or two for \$25, and are available now. Admission includes brunch appetizers, beverages, and live music for the first hour, with child care available at the Montessori School for a nominal fee.

To purchase tickets, or make a donation, call Carman Banzaca, Montessori School Director, at 607.587.9334, or visit www.alfredmontessori.com.

Funds raised by the auction will help renovate and improve the Mike Kenyon community playground in Alfred, a cause that will benefit all of the children in the community. Twenty years ago, the community rallied to create the existing playground and the time has come to update the structure. We have consulted the original playground designers for direction as we plan renovations.

Link: <http://www.alfredmontessori.com>

Submitted by: Jill Crandall

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Zumba classes are back!

Zumba classes with licensed instructor Denise Eck will be held Mondays and Thursdays at 4:45 p.m. in the multipurpose room on the second floor of the McLane Annex (new Health and Wellness Center). Classes are \$3 each. No need to register in advance. Just bring clean, dry athletic shoes and get ready to join the party!

Submitted by: Susan Goetschius

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Free Tax Assistance Available

The Tax Counseling for the Elderly Program (TCE) now offers free e-filing tax assistance for low to moderate-income Allegany County senior citizens.

This service assists filers in completing their tax returns and submits their applications electronically. E-filing is available at the Allegany County Office for the Aging on Mondays and Fridays from 9 to 11:15

a.m. and 1 to 3:15 p.m. during February, March and first of April.

Appointments are necessary and can be made by calling the Office for the Aging at 585.268.9390 or toll free 1.866.268.9390. Allegany County Office for the Aging is located on 6085 State Route 19N, Belmont.

Traditional tax counseling is available at nine sites around the county. No appointment is necessary at these locations. Persons using the service should bring photo ID, Social Security Cards for each member in the household, copies of their previous year's federal and state tax returns and documentation for the current year, including W-2's, 1099R's, 1099 from Social Security, Interest and Dividend Statements from Savings Accounts and other relevant materials showing income for the year.

The tax sites, dates, and times are:

Alfred Union University Church Center, March 6, 10 a.m.-noon; Belmont Legion Hall, Feb. 11, 9 a.m. - noon; Bolivar Fire Hall, Feb. 19, 10 a.m.-1 p.m.; Canaseraga Fire Hall, Feb. 25, 10 a.m -1 p.m.; Cuba Fire Hall, Feb. 18, 9 a.m.-noon; Fillmore Fire Hall, Feb. 13, 9 a.m.-noon; Friendship Community Center, Feb. 20, 10 a.m.-noon; Wellsville YMCA 9 a.m.-1noon, Feb. 12, 26, March 5, 12 and April 2; Whitesville Fire Hall, March 4, 10 a.m.-noon.

Submitted by: Deborah Clark

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Movie Matinee: Annie Hall (1977) PG

Tuesday, March 11 at 1:30 p.m.
Nancy Howe Auditorium
David A. Howe Public Library
155 N. Main St., Wellsville
585-593-3410

One of Woody Allen's best films, Allen delves into romance, relationships, fame, New York City, and Los Angeles, among many topics.

An Oscar winner for Best Picture, Actress, Direction, and Screenplay, it is a movie gem of the 1970s. Actors in the film include Woody Allen, Diane Keaton, Tony Roberts, and Paul Simon.

The library-sponsored film is free and open to the general public.

Submitted by: Deborah Clark

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