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TODAY

TOMORROW

FRIDAY

9:00 [ATS Council Meeting](#)12:00 [Celebrate Summer](#)**Year-end Cut-off Dates for Business Areas**

Business Office:

July 11 - All transactions such as corrections, transfers, budget adjustments, year-end accruals, etc. submitted for fiscal year 2013-14.

Office & Procurement Services:

May 16 - All requisitions are due for fiscal year 2013-14.

June 27 - All Merchandise must be received for fiscal year 2013-14.

Accounts Payable:

June 27 - All merchandise and services must be received and invoiced to the University for fiscal year 2013-14.

July 8 - The cutoff date for travel expense forms that account for travel through June 30th for fiscal year 2013-14.

July 11 - Invoices for fiscal year 2013-14

University One Card Reconciliation for June:

June 20 -Last day for purchases on credit card for fiscal year 2013-14.

July 10 - Card holder review & send paperwork to card manager.

July 14 - Card manager approve & send paperwork to Program Administrator.

Attachment: [Year-end Cut-off Dates for Business Areas](#)

Submitted by: Susan Peck

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Ice Cream Social

Enjoy a scoop or two of ice cream to celebrate the arrival of summer at AU. Join us on Friday, June 13 from Noon - 1:30 P.M. outside of Powell Campus Center. Sponsored by the Support Staff and ATS Councils.

Submitted by: Jodi Bailey

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Job Posting - Women's Leadership Center

Employment Opportunity:
Director/Coordinator of Women's Leadership Programs

Link: [Women's Leadership Posting](#)

Submitted by: Kim Wyant

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Guest Carilloneurs for July!

Come enjoy the sounds of carillon! This year's guests are Vera Wuensche from Salt Lake City Utah; Tin-shi Tam from Iowa State University; Laura Ellis, University of Florida at Gainesville; and Klaas R.R. de Haan from Amsterdam, The Netherlands.

The Wingate Memorial Carillon series is Tuesdays through the month of July, 7-8 p.m., at the Davis Carillon. Bring a chair - enjoy the sounds!

Submitted by: Nancy Freelove

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FREE Toners/Ink Cartridges

ITS has toners/ink cartridges to give away:

HP C4195 A Laser jet 4500-4550 - 1
HP C4193 A Laser Jet 4500-4550-Magenta - 1
HP C4194 A Laser Jet 4500-4550 Yellow -1
HP C4191A Laser jet 4500-4550 Black - 1

HE replacement for Q2612 A -1- for HP
1010,1012,1015,1018,1020,1022,1022N,1022NW,3015,3020,3030,3050,3052,3055,M19F, MFP,
M1005MFP

EPSON BLK S020187/S020093 - 2

HP 28 TRI COLOR -1
HP 72 YELLOW - 69 ml - 1
HP 72 Photo Blk -69ml -1

HP 72 blk - 130 ml - 1
HP 72 Magenta - 130ml -1
HP 72 Cyan - 130 ml - 1

HP 14 black - 1 yellow -1 magenta -1cyan -1
HP 11 Yellow -1 magenta-2 cyan- 2

Office max - HP OM01018 for Q6470A
HP Color Laser Jet 3600/3800 - Black w/chip-1

email coleman@alfred.edu or call x2806

Submitted by: Mary Lou Coleman

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Free Printer Cartridges

Performing Arts has a number of HP print cartridges we no longer use. If you do, please email Nancy Freelove (freelove@alfred.edu).

2 - #20; 1-#21; 3-#27; 3-#28; 2-#49

Submitted by: Nancy Freelove

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Bus Fare Change

From now until Monday, Aug. 18 the HAT bus fare is \$4 round trip to Hornell (\$2 each way).

Submitted by: Thomas Beaudoin

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Concert: Wellsville High School - Vocal/Instrumental Concert

Thursday, June 12 at 7 p.m.
Nancy Howe Auditorium
David A. Howe Public Library
155 N. Main St., Wellsville
585-593-3410

The Wellsville High School vocal groups, under the direction of Cody Hampton, and the band and orchestra chamber groups will present a variety of musical selections guaranteed to make you proud of our musical youth.

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

Submitted by: Deborah Clark

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