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TODAY

TOMORROW

THURSDAY

### Exempt Staff and Approvers - Make Sure Your Leave Reports are Up-to-Date!

Please remember to submit any past due Leave Reports (if you have any) so that they can be approved by your supervisor.

All Supervisors should check on their own employees who report to them to make sure all past-due Leave Reports are submitted and approved.

June is the final month of the fiscal year so it is important that at the end of this month, your June Leave Report is submitted as soon as possible. Accruals need to be up-to-date so that our Leave Liability Report for the EOY financial statements is accurate.

Your cooperation is appreciated!

Submitted by: Kathy Costello

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### Come Enjoy Foster Lake

Applications for access passes for the annual use of the Foster Lake facility are now being accepted. As a reminder, Foster Lake is a pay-for-use facility and everyone who wants to use the property must purchase an access pass - this includes all Alfred University (AU) employees, students, and community members.

The fees have remained the same this year and the early bird rate of \$100 for individuals and \$150 for families is valid until Tuesday, July 15, 2014. Students from AU or Alfred State College with a valid ID are eligible to purchase an access pass for only \$25.

Payments may be processed at the AU Business Office in Susan Howell Hall.

Lifeguards are on duty\* from 11 a.m.-7 p.m. beginning Saturday, June 21 and running through Sunday, Aug. 17, 2014.

\*Weather depending.

Please bring your access pass with you every time you come to the lake as the lifeguards will be checking IDs.

Thank you and have a lovely summer!

Contact Cherise Haase for an application at [haasec@alfred.edu](mailto:haasec@alfred.edu) or 607.871.2190

Link: [FOSTER LAKE](#)

Submitted by: Cherise Haase

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### Job Posting - College of Professional Studies

Employment Opportunity:  
Assistant Dean of College of Professional Studies

Link: [Asst Dean Posting](#)

Submitted by: Kim Wyant

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### Shredding Service Day

Office and Procurement Services has scheduled the annual Shredding Service Day. Alumni Hall staff have very graciously offered their parking lot as the shredding site. This will take place on Monday, July 21 from 8:30 a.m. to noon.

Cintas Document Management will supply a secure truck equipped with state-of-the-art shredding technology that will destroy all confidential or sensitive Alfred University documents before leaving our site. The only requirement of the department would be to transport documents to the location identified for the on-site truck. This service is being offered at no cost to the departments.

Questions? Contact OPS at x. 2698 or [procurement@alfred.edu](mailto:procurement@alfred.edu).

Submitted by: Cheryl Foster

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### May 2014 New Positions, New Hires

Position Changes:

Lisa M. Clark, accounting administrator, Business Office  
Corinne (Corey) L. Fecteau, art adviser/Service Learning coordinator, Career Development Center

New Hires:

David L. Bailey, multi-trades, Physical Plant  
Tanithe M. Fields, custodian, Physical Plant

Submitted by: Deborah Clark

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### **Music On The Lawn: Howe Library, Wellsville**

Continuing a Wellsville tradition, Music On The Lawn will be on the David A. Howe Public Library lawn on Thursday evenings in July and August. All of the concerts will begin at 7 p.m. and are free of charge.

The David A. Howe Public Library is located at 155 N. Main St. in Wellsville.

Gear up for summer, dust off your lawn chair and picnic basket, and schedule your Thursdays for Music On The Lawn. This is a family-friendly and alcohol/substance-free event.

In case of inclement weather, the Nancy Howe Auditorium may be used. The library telephone number is 585.593.3410.

The Music On The Lawn Committee has selected a variety of musical programs, ranging from country to band to rock and more. The performances are sponsored by a variety of local businesses and organizations. The newly formed Committee welcomes additional members.

July 3 - The Band Anastazja  
July 10 - The Sound Foundation  
July 17 - Hypnotic Clambake  
July 24 - Flying Boxcar  
July 31 - The Alfred Village Band  
Aug. 7 - ZOAR  
Aug. 14 - Cort Dunham & Co.  
Aug. 21 - The Fools  
Aug. 28 - The Badgemen

Submitted by: Deborah Clark

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