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TODAY

TOMORROW

THURSDAY

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

Please make sure any outstanding Banner Monthly Leave Reports and the one for December are submitted and approved by your supervisor before you (or they) leave for Holiday break. If you used your FH and/or Personal Day during a previous month or in December and the Leave Report is not approved, Banner will not accrue next year's FH and Personal Day and you will lose them.

Getting caught up and submitting December early will ensure the accrual process of these 2 days works as it should.

Thanks in advance for your cooperation!

Submitted by: Kathy Costello

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Special Academic Services, Writing Center, Math Department Moves

Special Academic Services, the Writing Center, and the Math Department are moving effective Wednesday, Dec. 16, 2015.

Special Academic Services and The Writing Center are being reorganized to become the new Center for Academic Success. The Center for Academic Success will be permanently located on the second floor of Herrick Library in the East wing of the library (closest to Alumni Hall).

The Math Department offices will be undergoing renovations during the winter break and spring semester and so will be temporarily relocated to Howell Hall on the first floor, effective Dec. 16, 2015. Thank you.

Michael A. Neiderbach
Executive Director, Capital Operations & Legal Affairs

Submitted by: Deborah Clark

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Judith Leondar, alumna and supporter of Alfred University

I regret to inform you of the death of Judith C. Leondar, a 1952 graduate of Alfred University, on December 18, 2015, in Princeton, NJ. Judy was one of Alfred University's most loyal alumni, attending Reunions and other AU events until ill health prevented her from doing so. She was a generous supporter as well, creating the Ralph E. Bennett and Judith C. Leondar Endowed Scholarship Fund in gratitude for the scholarship she received that allowed her to attend Alfred. Judy took a personal interest in "her" scholarship recipients, and delighted in meeting and corresponding with them, maintaining friendships that extended beyond their graduation from AU.

Attachment: [Judith Leodar obituary](#)

Submitted by: Susan Goetschius

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Alfred Today Takes a Break! Happy Holidays!

Alfred Today will be on break until Monday, Jan. 4, 2016.

Have a safe, happy, and peaceful holiday season!

Submitted by: Deborah Clark

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Bookstore Holiday Hours

The AU Bookstore is open during break! Hours through Dec. 23 9 a.m.-4 p.m., Dec. 24 9 a.m.-1 p.m.

We will be closed the 25th - 28th, open Dec. 29 & 30 9 a.m.-4 p.m. and closed Dec. 31.

We are open Monday-Friday 9 a.m.-4 p.m. starting Monday, Jan. 4.

Have a great holiday season everyone!

Submitted by: Marcy Bradley

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Internal Job Posting - Glass Studio Technician

Employment Opportunity, College of Ceramics Support Staff position

Link: [Glass Studio Technician Posting](#)

Submitted by: Kathy Costello

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Online Web Request Form and Web Standards

In order to ensure that requests for new web pages or changes to existing pages are directed to the appropriate individuals and handled in a timely manner, please use our online request form.

Please refer to our Web Standards, at <http://our.alfred.edu/web...>, for any questions.

This is the only request format that will be accepted. If you have questions regarding the form or its use please contact Webmaster, Judy Linza, at x2727 or e-mail webmaster@alfred.edu.

Link: [Online Web Request Form](#)

Submitted by: Judy Linza

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Need a Cup of Coffee? Stop Over to the AU Bookstore

Looking for a cup of coffee? The AU Bookstore sells Green Mountain coffee and some delicious snacks to go along with it! Open 9 a.m.-4 p.m. Monday-Friday.

Submitted by: Marcy Bradley

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'Chronicles of Narnia: The Lion, The Witch, and The Wardrobe

Tuesday, Dec. 29 at 1:30 p.m.
Nancy Howe Auditorium
David A. Howe Public Library
155 N. Main St., Wellsville
585-593-3410

Taken from C. S. Lewis' beloved book, four children are sent to a professor's home in the country during WWII. The youngest, Lucy, finds a magical wardrobe that leads to a mystical land called Narnia. A battle of good vs. evil ensues when she learns it has been taken over by an evil witch.

The excellent cast includes Tilda Swinton, James McAvoy, Jim Broadbent, and Rupert Everett.

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

Submitted by: Deborah Clark

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