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Accounting For Time on Monday July 3, 2017

Staff who have been excused by their supervisors will record their time as "excused". This will include vacation that was previously approved.
Staff who work the day, as requested by their supervisor, should report the hours worked on that day.

Submitted by: Mark Guinan

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TIAA Consultant on Campus

A TIAA consultant will be conducting one-on-one, 45-minute, individual retirement counseling sessions on July 6, August 16, and September 6 in the Human Resources Conference Room in Greene Hall. Let her help you make financial decisions that are right for you. To schedule an appointment, employees should call TIAA-CREF at 1.800.732.8353; remain on the line for assistance.

Submitted by: Kim Wyant

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Custodial Services on Monday 7/3

Good Morning,
Due to a high percentage of employees who will be extending their holiday weekend, your Custodial

services will be very limited on Monday 7/3. We will also be shorthanded during the entire week. You should expect services to be minimal and please do not hesitate to contact me with any urgent needs.

Thank you for your understanding and cooperation.

Enjoy the upcoming Holiday!
Chad M. Hunt - Custodial Leader

Submitted by: Chad Hunt

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The Saxon Bike Hub Summer Hours

The Saxon Bike Hub will be open all summer! We will be open Monday - Friday from 11:00am until 3:00pm. Please see our flyer attached below. Please email bikelending@alfred.edu with any questions.

Attachment: [The Saxon Bike Hub Summer Flyer](#)

Submitted by: Caryl Koch

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Tickets Available for MostArts - Show YOUR Support and purchase a PASS !

Don't miss a minute of the Magic!
Evening Concerts: \$20 /Gen. \$15/ Sen. \$5/Students
Week Pass: \$100/Gen. \$75/ Sen. \$25/Students
Music Under the Stars "Gallery Hop & BBQ" \$20/ adults \$10/ students children with parent/ FREE
Purchase online or call 607-871-2828

Link: <http://www.MostArts.alfred.edu>

Submitted by: Lisa Lantz

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HelpDesk Closed On Monday

On Monday, July 3rd, the ITS Helpdesk will be closed to walk-in and call-in assistance. If you have an emergency that cannot wait until after the July 4th Holiday, you can submit a trouble ticket at helpdesk@alfred.edu. On July 3rd, a technician will be monitoring that email address for urgent technology emergencies.

Submitted by: Gary Roberts

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