

**In This Issue**Webmail users [click here](#)**Official News**

- [Exempt Staff - Catch up on your Leave Reports Through December!](#)

**General Announcements**

- [New Alfred Online Magazine Live!](#)

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

TODAY	TOMORROW	THURSDAY
6:00 <a href="#">1/3/12 - WBB AWAY at Geneseo - 6pm</a>		
7:00 <a href="#">1/3/12 - MBB HOME vs. Pitt-Brad at 7pm</a>		

**Exempt Staff - Catch up on your Leave Reports Through December!**

Please make sure your Banner Monthly Leave Reports are submitted and approved by your supervisor through the month of December. Even though the reports do not process through payroll, it is important that they stay current.

If LEAVE REPORTS are not approved, benefit time does not post which may cause you to stop accruing due to the vacation maximum. Also, the annual roll of the Personal and Floating Holiday may not process as it should.

To keep your accrual totals accurate, you must submit and approve your LEAVE REPORTS in a timely fashion.

Submitted by: Kathy Costello

[back to top](#)

[Send Email Reminder](#)

**New Alfred Online Magazine Live!**

The latest edition of Alfred Online is available at <http://alfredmagazine.alf...>

Take a look at the 175th Anniversary video:

Dec. 5, 1836 was a Monday and the day Bethuel C. Church called together the first class, some 20 students, to the new Alfred Select School. Fast-forward to Dec. 5, 2011, also a Monday and the 175th anniversary of the Alfred Select School, or what evolved into Alfred University. The occasion was marked in a proper but festive way.

Link: [Alfred Online \(December 2011\)](#)

Submitted by: Deborah Clark

[back to top](#)

[Send Email Reminder](#)