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TODAY

TOMORROW

WEDNESDAY

Return to Work Training, Quiz, and Policy

All employees received a link in their email inbox on 7/8/2020 to take the COVID Return to Work Training from Canvas.

Before returning to work or on your first day back, you will need to log into canvas using your AU credentials:

- Review the training power point
- Take the short quiz
- Review the Return to Work Policy

It is your responsibility as a University employee that you know the proper procedures and protocol for returning to work and doing so safely.

Any questions regarding the training, please reach out to Kayleigh Jones.

Link: [Canvas Course Link](#)

Submitted by: Kayleigh Jones

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URGENT UNEMPLOYMENT FRAUD ALERT

Alfred University has started to receive multiple fraudulent claims for unemployment benefits for employees who remain working. These are not coming from actual Alfred employees but rather are part of a criminal enterprise that is seeking to steal funds from the State of NY and Alfred University and is not just aimed at our employees but thousands across the United States. If you receive a notice from the NYS Department of Labor showing that they have received a claim for benefits in your name and you continue to work please file a "Fraud" complaint at <https://labor.ny.gov/secu...> =& You may also be the victim of Identity theft and may visit the Attorney General's website at: <https://ag.ny.gov/consume...> for information about protecting yourself from this crime. Alfred University is disputing these fraudulent claims as they are received but your help is vital to

successfully combat this crime. Please contact Mark Guinan at 607-382-0468 if you have questions about this problem.

Link: <https://labor.ny.gov/secure/fraud/report-fraud.shtm?error=&>

Attachment: [identity theft kit](#)

Submitted by: Mark Guinan

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Attention: Timesheets Due by Monday at Noon

This Saturday, July 11th, is the last day of the pay period for the July 24th Pay Day. Please Complete and Submit your timesheet after your last day of work this week.

If you are eligible for Holiday pay: Please code holiday hours for the July 4th Holiday. If you are a 70 hour per pay employee, code 7 hours of Holiday. If you are an 80 hour per pay employee, please code 8 hours of Holiday.

Time Sheets are due by Noon on Monday, July 13th for Pay Period 15.

Pay Period 15 dates include: 6/28/20-7/11/20 for Pay Day 7/24/20.

If you have not started your Time Sheet yet, please be sure to start and submit electronically before Noon on Monday.

Link: [Entering Hours Worked via BannerWeb](#)

Submitted by: Jessica Clinger

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Private Music Lessons Available for the Fall

Attention Students:

Private Lessons are available to you regardless of your major or your level of experience.

Instruments are available. Lesson times will be arranged around your fall schedule between you and your instructor.

MUSC 101-01 Piano Dr. Kurt Galvan
MUSC 101-02 Jazz Piano Mr. Peter O'Connor

MUSC 102-01 Voice Dr. Elizabeth Blades [new]
MUSC 102-02 Voice Mrs. Rebecca Weaver
MUSC 102-03 Voice Mr. Brandon Mellerski [new]

MUSC 103-01 Brass Dr. Raul Barcenes
MUSC 103-02 Brass Mr. Chris Lynn [new]
MUSC 104-01 Flute Mrs. Rachel Decker
MUSC 104-02 Winds/Sax Mr. Matt Amedio

MUSC 105-01 Violin/Viola Dr. Lisa Lantz
MUSC 105-02 Cello/Bass Mr. Rintaro Wada
MUSC 107-01 Guitar Dr. Ken Luk
MUSC 107-02 Mandolin. Dr. Ken Luk

MUSC 106-01 Percussion Mr. Dustin Woodard
MUSC 108-01 Carillon Dr. Kurt Galvan
MUSC 133-01 Guzheng Dr. Daisy Wu

Submitted by: Lisa Lantz

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Universal Design for Learning (UDL) Workshop

Universal Design for Learning (UDL) involves the process of creating learning experiences that are appropriate for all students, regardless of learning or circumstantial differences. This live, virtual workshop will be facilitated by AU's Universal Design Task Force. It will cover UDL guidelines and strategies that faculty can incorporate into their online (and in-person) teaching. Faculty will be asked to reflect on the needs of their students and their teaching practices. The workshop will include discussion of potential challenges posed by a variety of learning and circumstantial differences. Faculty will be asked to think about their learning objectives, and consider specific UDL strategies as they plan for the fall semester. Participants will also collaborate and brainstorm to develop new strategies they can use in their courses in order to better serve the needs of all students.

The workshop is being repeated throughout the summer. The next session will be on Wednesday, July 22 from 1:00 pm to 3:00 pm. If you would like to participate, please contact Meghanne Freivald or Samantha Dannick by July 20 to receive the meeting link.

Submitted by: Meghanne Freivald

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Years of Service Recognition

The Employee Recognition Committee would like to announce Years of Service dates for the month of July 2020. The Committee will be observing years 1, 5, 10, 15, 20, 25, 30, 35, 40, 45, and 50.

At Alfred University, we realize that our employees are our greatest asset, and we are delighted to honor your dedicated service and commitment to this organization. It is our employees who uphold our principles, demonstrate our vision of working for a better future for our University, deliver on our customer promise and make us the passionate organization we are today.

The success of our organization is a direct result of your efforts and dedication. Your commitment to quality and personal and professional integrity is the differentiating factor that sets us apart from our competition.

On behalf of Alfred University, it is with great pride and admiration that we congratulate you on this service anniversary milestone.

Celebrating 1 Year of Service:

July 1- Hannah Paduano- Multimedia Production Specialist- Marketing & Communication

July 8- Laurie Harvey- Secretary- Education

July 8- Mercedes D'Amato- Support Clerk- Business Office

July 15- Sarah Pratt- Secretary- Center for Academic Success

July 22- James Cerullo- Program Director- Athletic Training

Celebrating 5 Years of Service:

July 1- Elizabeth Shea- Director- Center for Academic Success

July 13- Jared Cooper- Assistant Dean- College of Liberal Arts and Sciences

July 20- Steven Bucklaew- Web Application Developer- ITS

July 27- Caitlin Brown- Chief Curator Cohen Gallery- School of Art and Design

Celebrating 15 Years of Service:

July 25- Amy Jacobson- Director, Gift Planning- University Advancement

Celebrating 20 Years of Service:

July 17- David Snyder- Public Service Coordinator- Herrick Memorial Library

Submitted by: Kayleigh Jones

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Reopening Campus Zoom Meetings

To answer questions you may have about our reopening plans and what we are doing to promote a safe campus this Fall due to COVID-19, Mark Zupan, Alfred University President, Dr. Kimberly Guyer, Vice President of Student Affairs and other members of our Student Affairs team will be hosting two Zoom meetings for you and your family.

You may submit your questions ahead of the Zoom meetings to alfredalert@alfred.edu. We will be recording the meetings for those that are not able to attend.

* Join the 3 p.m. meeting on Monday, July 13th

<https://alfredu.zoom.us/j...>

Meeting ID: 920 4350 5377

Password: 637899

Find your local number: <https://alfredu.zoom.us/u...>

* Join the 1 p.m. meeting on Wednesday, July 15th

<https://alfredu.zoom.us/j...>

Meeting ID: 980 2922 4179

Password: 226434

Find your local number: <https://alfredu.zoom.us/u...>

Submitted by: Jodi Bailey

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