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## What's Happening?

[More Events...](#)

TODAY	TOMORROW	WEDNESDAY
10:00 Alfred Community Flu Shot Clinic	5:00 Womens Basketball Game	6:30 Council for Exceptional Children Meeting
2:20 MS/EE Thesis Defense Dramos Kalapodas	Giving Thanks, Giving Back Dinner	· International Education Week
7:00 Mens Basketball Game	7:00 Alfred Community Mediation Program	
7:30 Acadia National Parks Carriage Roads	8:30 International Folk Dancing	
· Chemical Waste Removal	· International Education Week	
· International Education Week		

### Message on student aid from President Edmondson

As a member of the Commission on Independent Colleges and Universities in New York, we have received the following call to action:

As you know, New York State faces extremely difficult financial challenges. Funding for college financial aid could be targeted in the weeks and months ahead as our elected representatives figure out how to close a \$14 billion hole in the state's Budget. Just today, the Governor announced \$5.2 billion in possible budget cuts as a first step.

In advance of Governor Paterson's Executive Budget - which is expected on December 16 - I write to ask for ten seconds of your time to help mobilize in support of state student aid programs. More than 300,000 students depend on state financial assistance to meet their college costs. Here is what you can do now:

1. Forward this link to your family and friends: <http://capwiz.com/cicu/ml...>
2. Ask them to sign up to receive an e-mail at times when their voice of support will matter most.

In the months ahead, I'll send updates to let you know when your calls, e-mails and other conversations with policymakers will help to funding for student aid. Thank you for taking a stand in support of student financial aid. Your positive action will continue to make a difference.

Abe Lackman  
Commission on Independent Colleges and Universities  
17 Elk Street, P.O. Box 7289  
Albany, NY 12224  
Phone: (518) 436-4781 Fax: (518) 436-0417

Link: [Admission and financial aid information](#)

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### Motor Pool Reservation Application Not Available Nov. 15-17

Due to Banner being down Saturday, Nov. 15-Monday, Nov. 17, the motor pool reservation application will be down. Please plan to make reservations ahead of time. If you have questions please contact George Benson at [bensong@alfred.edu](mailto:bensong@alfred.edu) or x2169.

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### Important New USPS Regulation

A new postal regulation takes effect Sunday, Nov. 23, 2008. The new regulation outlines Move Update requirements for Non-Profit Bulk mailings.

Prior to the design and printing of your mail piece, all University departments and student organizations should contact Office Services (2955) to ensure that the mailing list complies with the new regulation.

As Office Services is an authorized resource for Move Update processing, we can assist in cleansing your mailing lists, as required under the new regulation. Per the USPS, failure to comply will result in costly fees imposed on the organization.

For more information, please refer to the attached document or call Office Services with any questions.

Attachment: [Move Update Requirements](#)

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### New Policy on Management of Sensitive Personal Information

In an effort to better protect Personal Identification Information (PII), Alfred University has developed a policy on managing sensitive personal identification information that is transmitted across the network to any internal/external device or other portable media.

'Personal Identification Information' means an individual's name in combination with any of the following related information: (a) Social Security number; (b) date of birth; (c) driver's license number; or (d) credit card or financial account number.

It is the responsibility of all employees to read and comply with the policy as related in the attached document, which can also be accessed via a link on Alfred University's Policy Page.

In addition to this new policy, all contracted agencies that electronically receive AU data for testing/training/business purposes must sign the Alfred University Consultant Agreement to Prevent Information Theft. This form must be signed by a company's representative before access to sensitive data can occur. It will be the responsibility of the department that is requesting data for an outside agency to have the agreement signed and sent to the Business Office. This policy is in effect starting Dec. 1, 2008.

Attachment: [Policy on Management of Sensitive Personal Info](#)

Attachment: [Consultants Agreement](#)

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### Chemical Waste Removal

A chemical waste removal will occur during the week of 12/08/08. Both hazardous and non-regulated waste will be accepted.

All chemical waste must be received in your respective Central Accumulation Area no later than Thursday 12/4/08; there will be no exceptions. NYSCC contact Dean x3020 or Shanti x2497; non-statutory AU contact Dean x3020 to arrange for receipt of your waste in Central Accumulation. All Satellite Accumulation Area labels must be filled-out completely with EPA# for respective college, building name, Room # or area name, start date, full/fill date, initials, chemical name(s) of constituents in the accumulation container with volume or weight, and waste characteristics prior to receipt in Central Accumulation. SAA containers must be capped, have clean exterior, and SAA label easily legible.

All Satellite Accumulation Areas must be empty prior to December 19th, with a notation made on your submitted December '08 Satellite Accumulation Area Weekly Inspection sheet.

Hazardous Waste Log Forms must be sent to Dean Perry no later than Tuesday 11/24/08 and must be mailed, faxed to x2086 or e-mailed to: [perrydr@alfred.edu](mailto:perrydr@alfred.edu).

Hazardous Waste Log Forms are available at <http://our.alfred.edu/ind...> under the heading "AU EH&S Forms".

You may still accumulate waste and add to your list notifying Dean of the additional waste by faxing or e-mailing a new waste log sheet adding the word "Amended" to the title no later than 12/4/08.

Link: [EH&S Web Site](#)

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### One Card Users

Cardholders please note that all statements and receipts regarding your One Card charges must be sent to your card manager by the 12th of each month.

Card Managers please note that all paperwork is due to the program administrator by the 16th of each month.

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### Reminder to Web-time Entry Employees and Approvers

All Web-time entry employees must have their time entered and submitted into Banner Web by Tuesday, Nov. 18 at 4:30 p.m.

All Web-time entry approvers must have their employees' submitted time approved by Wednesday, Nov. 19 at 4:30 p.m.

The early deadlines are to facilitate the early pay date of Wednesday, Nov. 26 due to the Thanksgiving holiday.

Thank you for your cooperation.

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### Library Hours During Thanksgiving Break

Nov. 25-30 Thanksgiving Recess

The library will be open:

Tuesday: 8 a.m. - 4:30 p.m.

Wednesday: 8:30 a.m. - 4:30 p.m.

Thursday, Friday, Saturday the library will be closed.

Sunday: 5 p.m. - 1 a.m.

Monday: Dec. 1- Regular Hours Resume

Link: [Fall Library Hours](#)

Attachment: [thanksgiving\\_break.doc](#)

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### University holiday schedule adjusted

Alfred University will adjust its closing date for 2008 from December 23 to the end of business hours on December 19 (that means that the normal work days of December 22 and 23 are hereby cancelled). Employees who are compensated on an hourly basis will receive their normal wages for those days. Normal University hours will resume on January 5, 2009.

We hope you enjoy the additional time with your families during the upcoming holiday season, with our warmest wishes!

Charles M. Edmondson, President

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### AU Logotype and Style Manual Now Online!

The Communications Office gets many requests for the official Alfred University logotype for print, Web, and other purposes. For the convenience of the campus community, we have created several different downloadable formats, including jpegs, PDFs and eps files, along with instructions and guidelines for usage.

Simply go to our.alfred.edu, go to the "Faculty/Staff" link and look for AU Logotype & Style Manual on the drop down menu.

(The AU Logo files link is <http://our.alfred.edu/aut...>)

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### International Education Week

International Education Week is an opportunity to celebrate the benefits of international education and exchange worldwide. This joint initiative of the U.S. Department of State and the U.S. Department of Education is part of our efforts to promote programs that prepare Americans for a global environment and attract future leaders from abroad to study, learn, and exchange experiences in the United States. It is celebrated from Monday, Nov. 17-Nov. 21.

Our campus will be participating in the celebration. Here is a tentative schedule of events:

Monday 11/17

10 a.m.-2 p.m. - International Cookbook Activity, 2nd floor lobby of Powell

6-7 p.m. - Education Around the World, Nevins Theater - presentation by Tamara Lomiashvili about the process of education in various regions around the globe

Tuesday 11/18

10 a.m.-2 p.m. - Study Abroad Information Station - various ideas and information about study abroad provided and staffed by International Programs Office

Wednesday 11/19

11 a.m.-3 p.m. - Chinese Culture Day, 2nd floor lobby of Powell - The International Student and Scholar Organization will have cultural displays and be selling cultural merchandise and food!

Thursday 11/20

11 a.m.-3 p.m. - Japanese Culture Day, 2nd floor lobby of Powell - The International Student and Scholar Organization will have cultural displays and be selling cultural merchandise and food!

7-9 p.m. - Documentary: Club Native - <http://www.wmm.com/filmca...> - showing the complexities of nations within our own that we often don't recognize, also a good tie in with Native American Heritage Month

Friday 11/21

11 a.m.-3 p.m. - Multicultural Day, 2nd floor lobby of Powell - The International Student and Scholar Organization will have cultural displays and be selling cultural merchandise and food!

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### AU Rocks Video Contest Deadline Extended!

Create your own video about how AU Rocks. Show us how your band, club, organization, or friends rock. Rock your AU gear. Reveal how AU Rocks you, or how you Rock AU.

The video should be 2 minutes or less. 1st place - Zune 120GB video mp3; 2nd place - iPod Nano 8GB purple; 3rd place - \$50. Entries must be made by Friday, Dec. 5. Contact Jodi Bailey at [baileyj@alfred.edu](mailto:baileyj@alfred.edu) for more info.

Link: [AU Rocks Video Contest](#)

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### Join Us for a Buffalo Sabres Game!

This coming Saturday, 11/22/08, the Center for Student Involvement, in conjunction with Alfred State College, is sponsoring a bus to the Buffalo Sabres vs. New York Islanders game in Buffalo, NY.

The cost of transportation and ticket is \$60. The bus will leave at 4:30 p.m., the game is at 7 p.m., and we should return by midnight.

If you are interested, please stop by our office on the second floor of the Powell Campus Center to sign up. Go Sabres!

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### Jazz Band Concert

Enjoy a night of jazz by some of Alfred University's finest musicians on SATURDAY, NOV. 22, at 7 p.m. in the KNIGHT CLUB, Powell Campus Center.

The AU Jazz Band will play a variety of selections - everything from Duke Ellington, to Miles Davis and Dave Rivello!

There will also be Hot Buffalo Wings with Bleu Cheese served for a VERY reasonable price.

ADMISSION IS FREE and open to the public. Contact Chris Foster, Director of Bands, at 871-2571, or e-mail [foster@alfred.edu](mailto:foster@alfred.edu) for questions and details. See you there!

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### Midnight Breakfast

We're looking for a few good faculty and staff to volunteer for the greatest end of the semester event of the year. Midnight Breakfast will be held on Monday, Dec. 8 from 10:30-midnight. If you are interested in helping SAB pull off this event, e-mail me at [jbg2@alfred.edu](mailto:jbg2@alfred.edu)

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### Take a Break from Smoking

Besides lung cancer, tobacco use also causes increased risk for cancer of the mouth, nasal cavities, larynx, pharynx, esophagus, stomach, liver, pancreas, kidney, bladder, uterine cervix, and myeloid leukemia.

The Great American Smoke-Out is an ACS initiative that educates smokers and nonsmokers on the health effects of smoking or using tobacco products. GAS-O is designed to help smokers quit by giving them the resources and support that is needed to quit the addiction. On Wednesday, Nov. 19, the

Colleges Against Cancer Relay For Life committee will be hosting an information table in the Powell Campus Center. Please join us in preparing for the Great American Smoke-Out by quitting smoking for 24 hours on Nov. 20.

If you do not smoke, help a friend quit smoking by picking up information and a quit kit at our table on Wednesday!

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### Council for Exceptional Children

Wednesday, Nov. 19  
6:30 p.m.  
Myers Hall, Room 337

Will you be teaching in schools or working with children? Then you will be working with children with special needs and children with gifts & talents.

Come find out what CEC is and how you can be involved in founding the chapter at Alfred University!

Looks great on a resume too.

Questions? E-mail Laura at [lmf5@alfred.edu](mailto:lmf5@alfred.edu) or check out the CEC bulletin board in Myers on the third floor.

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### Credit Union Office Closings, Reopening

The Alfred Allegany Educational Employees Credit Union will be closed:  
Thursday, Nov. 27  
Friday, Nov. 28  
Monday, Dec. 1

We will reopen on Tuesday, Dec. 2 at 9 a.m. as the Alfred Allegany Branch of ServU Credit Union.

Our new office hours will be:  
Monday - Wednesday 9 a.m.-5 p.m.  
Thursday - Friday 9 a.m.-5:30 p.m.

We look forward to continuing to serve your financial needs.

Sincerely,  
Pat Porter & Patty Smith

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### Student Learning Assessment Webinars

The Assessment Committee and the Faculty Development Committee, with support from the Provost, are arranging to broadcast three Webinars on Student Learning Assessment featuring Linda Suskie, Vice President, Middle States Commission on Higher Education.

Everyone is invited to attend, and every University program engaged in Student Learning Outcomes Assessment should send at least one representative to the Webinar(s) most relevant to their program.

Please RSVP with the names of the attendees and the Webinars they plan to attend to Judy Scott ([scottja@alfred.edu](mailto:scottja@alfred.edu)) by Tuesday, Nov. 18, 2008.

The details for each Webinar are attached. If you have any questions, please contact Nancy Evangelista or Nancy Furlong, Co-Chairs of the Student Learning Assessment Committee.

Snacks will be provided.

Attachment: [Student\\_Learning\\_Assessment\\_Webinars.doc](#)

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### Engineering Tour Guide Positions Available

The Admissions Office needs 5 new engineering tour guides. We are looking for dynamic individuals who are eager to help prospective students and their families learn more about the School of Engineering.

Engineering tour guides must be sophomores, juniors, or seniors currently majoring in any of the engineering programs (EE, ME, BMES, CE, GS, or MSE). Work-study and non work study positions are available; the average weekly time commitment is 2-4 hours.

Tour guiding is good resume experience, and a great way to polish public speaking skills. Interested engineering students should stop by Alumni Hall to fill out an application.

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### Free Practice GRE, GMAT, LSAT, MCAT - Rescheduled

Please be advised, the practice GRE, GMAT, MCAT, and LSAT previously scheduled for Nov. 1, 2008 has been rescheduled for Saturday, Nov. 22, 2008. Here are the complete details:

Date: Saturday, Nov. 22, 2008

Arrival time: 10:45 a.m.

Exam start time: 11 a.m.

Location: Science Center 4th floor (rooms will be clearly marked)

What to bring: a sufficient supply of #2 pencils

Length of exams: Exams vary, with a 2-3 hour average

If you are interested in taking an exam but have not yet registered, we do have a few seats still available. Please contact 871.2164 or e-mail [cdc@alfred.edu](mailto:cdc@alfred.edu) to place your reservation.

Sponsored by the Alfred University Career Development Center and Kaplan Testing Services

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### Concert Band Concert

Alfred University's Concert Band will perform some of the greatest literature for bands on FRIDAY, NOV. 21, at 8 p.m. in Holmes Auditorium, Harder Hall.

Selections include Eric Whitacre's Lux Aurumque, Gustav Holst's Second Suite in F, Alfred Reed's Russian Christmas Music, as well as works by Andrew Boysen, Ralph Vaughan Williams, Calvin Custer and Dana Williams.

ADMISSION IS FREE and open to the public. Contact Chris Foster, Director of Bands, at 871.2571, or e-mail [foster@alfred.edu](mailto:foster@alfred.edu) for questions and details. See you there!

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### Glenn Adamson, Perkins Lecturer

Glenn Adamson will give the 10th Annual Dorothy Wilson Perkins Ceramic History Lecture. His talk is titled "Making a Mess: Ceramic Sculpture Now."

Dr. Adamson is the head of research and graduate studies at the Victoria and Albert Museum in London, where he leads a graduate program in the History of Design.

Date: Thursday, Nov. 20

Time: 4:30 p.m.

Location: Nevins Theater

Attachment: [GlennAdamsonAlfredToday.pdf](#)

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### Sign up for 'flu shots at Crandall Health Center

Crandall Health Center announces that the flu vaccine is here and available for students. Please call 871-2400 to make your appointment.

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### Alfred Community Flu Shot Clinic

The Allegany County Department of Health will be hosting a flu shot clinic on Monday, Nov. 17 from 10 a.m. to 2 p.m. in the Kenyon Allen Room.

Please be advised that you must bring a COPY of your health insurance card and that not all health insurance companies cover the cost of the flu vaccine. If your health insurance company does not cover the cost you will be responsible for a \$30 payment due at the time you receive your vaccine.

Please contact Allegany County Department of Health with any further questions.

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### Test-Taking and Study Skills Workshop Available for All AU Students

A Study Skills and Test-Taking Skills workshop is offered to ALL AU students.

To goal of the workshop is to teach AU students skills for test-taking and studying at the college level.

The workshop will be held:

Tuesday, Nov. 18\*

2:30-3:30 p.m.

Seminar Room (106),

Herrick Library

\* To make arrangements e-mail [AcademicSupport@alfred.edu](mailto:AcademicSupport@alfred.edu)

Please feel free to contact Dr. Elmore with any further questions 607.871.2148

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### Do You Miss Playing your Woodwind, Brass, or Percussion Instrument?

If so, enroll in Alfred University's Concert Band and/or Jazz Band!

The Concert Band performs a variety of wind literature - old and new. AU's Jazz Band plays everything from swing to fusion and funk!

Concert Band meets on Tuesdays and Thursdays, 5:30 - 7 p.m. and Jazz Band meets on Mondays and Thursdays, 7 - 8:30 p.m.

NO AUDITIONS REQUIRED! We have instruments available (quantities limited). Contact Dr. Chris Foster, 871.2571, [foster@alfred.edu](mailto:foster@alfred.edu) for details.

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### ITS Faculty & Staff Training Schedule 11/17 - 11/26

MS PowerPoint 2007

Wednesday 11/19, 3 - 4:15 p.m.

Tuesday 11/25, 11:20 a.m. - 12:10 p.m.

MS Publisher 2007

Friday 11/21, 9 - 10:30 a.m.

MS Outlook 2007

Tuesday 11/18, 12:20 - 1:10 p.m.

Monday 11/24, 10 - 11 a.m.

Multipoint Interactive Video Conferencing

Tuesday 11/18, 3 - 4 p.m.

Turnitin.com Plagiarism Prevention

Tuesday 11/25 1:20 - 2:10 p.m.

Microsoft Office 2007

Friday 11/21, 1:20 - 2:10 p.m.

Monday 11/24 3:20 - 4:10 p.m.

Blackboard

Thursday 11/20 2:20 - 3:10 p.m.

All trainings will be held in Perlman Hall, room 306. To sign up for one of these sessions, please contact Meghanne Freivald at 871.2363 or via e-mail.

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### 'Five Women' Auditions

Open auditions for "Five Women Wearing the Same Dress" by Alan Ball (writer of "American Beauty") will be held Mon 11/17 from 7-9 p.m. and/or Tues 11/18 from 9:30-11 p.m. in Nevins.

This production is the senior project for four senior theater majors. The final show will be the last weekend in February. Everyone is welcome to audition, regardless of experience. No preparation necessary. E-mail [cg1@alfred.edu](mailto:cg1@alfred.edu) for more details.

Attachment: [5Womenposter4.pdf](#)

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### Alfred Community Flu Shot Clinic

A flu shot clinic will be held at Powell Campus Center in the Kenyon Allen Room on Monday, Nov. 17 from 10 a.m. to 2 p.m. This clinic is open to ALL OF THE ALFRED UNIVERSITY CAMPUS COMMUNITY.

Please bring a copy of your insurance card. Cost for the shot is \$30.

Additional Options Include: Friendship Community Center, Thursday, Nov. 6 10 a.m. to noon, Trinity

Lutheran Church; Thursday, Nov. 20 1 to 5 p.m.

Questions? Call 1.585.268.9652 (Allegany Department of Health)

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### Wellness in the Wilderness

Mark your calendar now and don't miss the Winter Wellness Fair!

The fair will be held on Monday, Dec. 1, World AIDS Day, from 11 a.m. to 1:30 p.m. in the Knight Club. Displays will include wellness info from flu prevention to local skiing!

The fair is sponsored by the Counseling and Wellness Center, the Health and Wellness Peer Educators, and SAMs (Student Athlete Mentors).

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### Alfred Community Survey: Please help!

The community of Alfred, in conjunction with Alfred University and Alfred State College, is conducting a survey that we hope will allow us to offer a better variety of goods and services to those who live and work in this area. We appreciate your taking the time to complete the survey. While you may choose to do so anonymously, if you provide your name and address, you will be entered in a drawing for gift certificates at area businesses.

Thank you!

Link: [The Alfred Community Survey](#)

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### Student Senate Minutes for Nov. 12, 2008

Student Senate meets every Wednesday at 8 p.m. in Nevins Theatre right after committee meetings that start at 7:30.

This week Marcy Bradley from the bookstore came in to answer questions about the bookstore prices.

Attached are the minutes and the results of the meeting.

Thanks for reading and staying up to date :-) From the Senate Executive Board

Attachment: [Senate\\_Minutes\\_from\\_November\\_12.doc](#)

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### Information meeting on wind mills set for Monday

A Public informational meeting will be held on Monday, November 17, 2008 at 7:00 pm at the Alfred Station Fire Hall.

All interested residents are urged to attend and express their opinions on this project. A representative from Empire State Wind Energy will give a presentation with a question and answer period to follow.

Any questions please contact the Town Clerk's office at 607-587-8524.

### Acadia National Park's Carriage Trails

Everyone is invited to attend the next meeting of the Baker's Bridge Historical Association to hear local veterinarian and antique carriage collector, Dr. Wende Bush, give an illustrated talk about her recent trip to Acadia National Park and her experience driving her horse and carriage along the beautiful roads throughout the park. She'll talk about the building of these roads and the interesting history of the park.

Acadia's Web site has this description: "Forty-five miles of rustic carriage roads, the gift of philanthropist John D. Rockefeller Jr. and family, weave around the mountains and valleys of Acadia National Park. Rockefeller, a skilled horseman, wanted to travel on motor-free byways via horse and carriage into the heart of Mount Desert Island. His construction efforts from 1913 to 1940 resulted in roads with sweeping vistas and close-up views of the landscape. His love of road building ensured a state-of-the-art system. Acadia's carriage roads are the best example of broken-stone roads-a type of road commonly used at the turn of the 20th century-in America today. They are true roads, approximately 16 feet wide, constructed with methods that required much hand labor."

Date: Monday, November 17th  
Time: 7:30 - 9 pm

The meeting is held at the association's Meeting House (built in 1831) located on Hamilton Hill Road in Alfred Station, one-half mile from the post office/fire hall.

Link: [Baker's Bridge Historical Assoc. of Alfred Station](#)

### SBU's First Annual Native American Heritage Celebration

During the next two weeks, St. Bonaventure University is celebrating Native American Heritage with a number of activities. All are open to the public. For a complete listing, see attachment.  
Attachment: [Native\\_American\\_Celebration\\_at\\_SBU.doc](#)